

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
MARCH 7, 2023**

**INCLUDES INFORMATION
FOR THE FOLLOWING MEETINGS:**

**9:30 A.M. – COMMITTEE OF THE WHOLE – EXECUTIVE SESSION
(ADJOURNS BY 10 A.M.)**

**10:10 A.M. – CLIMATE ACTION AND NATURAL RESOURCES COMMITTEE
(ADJOURNS BY 10:55 A.M.)**

**11 A.M. - FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
(ADJOURNS BY NOON)**

**1 P.M. - PUBLIC WORKS AND HEALTH COMMITTEE
(ADJOURNS BY 1:45 P.M.)**

**1:50 P.M. – PLANNING AND DEVELOPMENT COMMITTEE
(ADJOURNS BY 3:15 P.M.; MAY BEGIN EARLY)**

**3:20 P.M. - COMMITTEE OF THE WHOLE
(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 WHOLE – EXECUTIVE SESSION

9:30 A.M. TUESDAY, MARCH 7, 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. AB2023-157 Discussion with Public Works staff regarding potential property acquisition [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 42.30.110 (1)(b)]
Page 11
2. AB2023-159 Discussion with Whatcom County Public Works and County legal regarding potential litigation related to the acquisition of property 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 12

Items Added by Revision

Other Business

Adjournment

COUNCIL CLIMATE ACTION AND NATURAL RESOURCES COMMITTEE

10:10 A.M. TUESDAY, MARCH 7, 2023 – ADJOURNS BY 10:55 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.

SPECIAL PRESENTATION

1. AB2023-168 Introduction of Climate Action Manager
Page 13
2. AB2023-178 Presentation from Department of Natural Resources on Brokedown Palace timber sale
Page 14

COMMITTEE DISCUSSION AND RECOMMENDATION TO COUNCIL

1. AB2023-181 Discussion and approval of motion to send a letter in support of Ejidos Community Farm’s 2023 Local Community Projects Capital Budget request
Pages 15 – 23

Items Added by Revision

Other Business

Adjournment

COUNCIL FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
11:00 A.M. TUESDAY, MARCH 7, 2023 – ADJOURNS BY NOON
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. AB2023-169 Report from Information Technology Division
Pages 24

COMMITTEE DISCUSSION

1. AB2023-021 Discussion of ordinance amending the Whatcom County Unified Fee Schedule - Ferry Rates
Pages 25 – 48

COMMITTEE DISCUSSION AND RECOMMENDATION TO COUNCIL

1. AB2023-183 Letter of support for the Small and Rural Courthouse Matching Grant Program for enhanced courthouse security
Pages 49 – 53

Council "Consent Agenda" Items

1. AB2023-147 Request authorization for the County Executive to enter into a contract between Whatcom County and Washington State Military Department to provide disaster case management and housing assistance to households impacted by the December 2022 storms, in the amount of \$396,000
Pages 54 – 80
2. AB2023-151 Request approval for the County Executive to authorize the purchase of two (2) passenger vans, using the Washington State Contract #05916, from Bud Clary Ford/Hyundai, located in Longview, Washington, in an amount not to exceed \$73,707.66
Pages 81 – 87
3. AB2023-153 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and the City of Bellingham to support staffing and implementation of the Alternative Response Team Pilot Program in the amount of \$62,969 for a total amended contract amount of \$322,179
Pages 88 – 92
4. AB2023-154 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to support the Housing and Essential Needs Program in the amount of \$157,120 for a total amended contract amount of \$2,811,264
Pages 93 – 103

5. AB2023-161 Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Long Term Recovery Group to provide disaster case management and housing assistance to households impacted by the December 2022 storms, in the amount of \$360,000
Pages 104 – 154
6. AB2023-163 Request authorization for County Executive to enter into a contract between Whatcom County and Bellingham Technical College for oversight of the instructional process of the Paramedic Training program in the amount of \$42,990
Pages 155 – 163
7. AB2023-170 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lydia Place to provide funding for motel rooms for families with children who would otherwise experience unsheltered homelessness in the amount of \$172,111.49 for a total amended contract amount of \$573,129.49
Pages 164 – 169
8. AB2023-175 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to operate the Whatcom Homeless Service Center in the amount of \$1,344,000 for a total amended contract amount of \$9,033,021
Pages 170 – 187
9. AB2023-176 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lifeline Connections to provide behavioral health services in the Whatcom County Jail and Work Center in the amount of \$310,000 for a total amended contract amount of \$1,580,586
Pages 188 – 199
10. AB2023-184 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Crossroads Consulting to expand the scope and compensation of the agreement for a total of \$217,700
Pages 200 – 207

Items Added by Revision

Other Business

Adjournment

COUNCIL PUBLIC WORKS AND HEALTH COMMITTEE
1:00 P.M. TUESDAY, MARCH 7, 2023 – ADJOURNS BY 1:45 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. AB2023-164 Presentation from the Health Department's Environmental Health Division
Page 208

Items Added by Revision

Other Business

Adjournment

COUNCIL PLANNING AND DEVELOPMENT COMMITTEE
1:50 P.M. TUESDAY, MARCH 7, 2023 – ADJOURNS BY 3:15 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. AB2022-597 Discussion of the Buildable Lands Report
Pages 209 – 375
2. AB2023-171 Discussion of an Ordinance Adopting Amendments to Whatcom County Code Chapter 16.50, Commercial Property Assessed Clean Energy and Resiliency (C-PACER) Program
Pages 376 – 388
3. AB2023-173 Discussion of an ordinance adopting various minor amendments to Whatcom County Code Title 20, Zoning; Title 21, Land Division regulations, and; Title 22, Land Use and Development
Pages 389 – 438

Items Added by Revision

Other Business

Adjournment

COUNCIL COMMITTEE OF THE WHOLE
3:20 P.M. TUESDAY, MARCH 7, 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.

SPECIAL PRESENTATION

1. AB2023-088 Presentation from Housing Team regarding 2023 work plan and local homelessness programs
Pages 439 – 440

COMMITTEE DISCUSSION

1. AB2023-162 Discussion on the Healthy Children’s Fund Implementation Plan
Pages 441 – 630

Items Added by Revision

Other Business

Adjournment

COUNTY COUNCIL

REGULAR COUNCIL MEETING

6:00 P.M. TUESDAY, MARCH 7, 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. MIN2023-017 Committee of the Whole Executive Session for February 21, 2023
Pages 631 – 634
2. MIN2023-018 Committee of the Whole for February 21, 2023
Pages 635 – 639
3. MIN2023-019 Regular County Council for February 21, 2023
Pages 640 – 656

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. AB2023-122 Ordinance updating Whatcom County Code (WCC) 12.36, Load Limits and repealing WCC 10.30, Permanent Weight Limitations
Pages 657 – 662
2. AB2023-127 Resolution adopting the Healthy Children's Fund Implementation Plan
Pages 663 – 944

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 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. AB2023-147 Request authorization for the County Executive to enter into a contract between Whatcom County and Washington State Military Department to provide disaster case management and housing assistance to households impacted by the December 2022 storms, in the amount of \$396,000
Pages 54 – 80
2. AB2023-151 Request approval for the County Executive to authorize the purchase of two (2) passenger vans, using the Washington State Contract #05916, from Bud Clary Ford/Hyundai, located in Longview, Washington, in an amount not to exceed \$73,707.66
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Pages 88 – 92
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Pages 93 – 103
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Pages 164 – 169

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Pages 170 – 187
9. AB2023-176 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lifeline Connections to provide behavioral health services in the Whatcom County Jail and Work Center in the amount of \$310,000 for a total amended contract amount of \$1,580,586
Pages 188 – 199
10. AB2023-184 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Crossroads Consulting to expand the scope and compensation of the agreement for a total of \$217,700
Pages 200 – 207

OTHER ITEMS

(From Council Climate Action and Natural Resources Committee)

1. AB2023-181 Discussion and approval of motion to send a letter in support of Ejidos Community Farm's 2023 Local Community Projects Capital Budget request
Pages 15 – 23

(From Council Finance and Administrative Services Committee)

2. AB2023-183 Letter of support for the Small and Rural Courthouse Matching Grant Program for enhanced courthouse security
Pages 49 – 53

(No Committee Assignment)

3. AB2023-152 Request authorization for the County Executive to sign the Washington State Allocation Agreement Governing the Allocation of Funds Paid by Certain Settling Opioid Manufacturers and Pharmacies and the attached Subdivision Settlement Participation forms
Pages 945 – 1013
4. AB2023-156 Ordinance suspending Whatcom County Code 1.28 to update the Correctional Facilities Operational Standards
Pages 1014 – 1016

COUNCIL APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

1. AB2023-160 Appointment to fill a vacancy on the Surface Mining Advisory Committee, surface mining material user position, Applicant(s): Ryan Devries
Pages 1017 – 1022

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. AB2022-641 Ordinance adopting the Buildable Lands Report
Pages 1023 – 1189
2. AB2023-145 Ordinance amending Ordinance No. 2022-058 to change the due date of the Child and Family Well-Being Task Force Phase III report
Pages 1190 – 1192
3. AB2023-149 Ordinance amending the project budget for the Academy Road Stormwater Improvements Project Fund, request no. 3
Pages 1193 – 1200
4. AB2023-155 Ordinance amending Whatcom County Code 2.128, Business and Commerce Advisory Committee, to revise membership
Pages 1201 – 1204
5. AB2023-158 Ordinance declaring public necessity for and the authorization to acquire certain property rights by eminent domain for the E. Smith Road and Hannegan Road Intersection Improvements Project
Pages 1205 – 1220
6. AB2023-166 Ordinance establishing a compost procurement policy
Pages 1221 – 1224
7. AB2023-172 Ordinance adopting amendments to Whatcom County Code Chapter 16.50, Commercial Property Assessed Clean Energy and Resiliency (C-PACER) Program
Pages 1225 – 1237
8. AB2023-174 Ordinance adopting various minor amendments to Whatcom County Code Title 20, Zoning; Title 21, Land Division Regulations, and; Title 22, Land Use and Development
Pages 1238 – 1287
9. AB2023-182 Receipt of application to fill a vacancy on the Child and Family Well-Being Task Force, Applicant(s): Samantha Cruz-Mendoza (Deadline for additional applications to this vacancy is 10 a.m. on Tuesday, March 14, 2023)
Pages 1288 – 1292
10. AB2023-185 Ordinance amending the 2023 Whatcom County Budget, request no. 4, in the amount of \$7,015,999
Pages 1293 – 1333
11. AB2023-186 Ordinance amending the project based budget for the Courthouse Improvement Fund, request no. 4
Pages 1334 – 1338

COMMITTEE REPORTS, OTHER ITEMS, AND COUNCILMEMBER UPDATES

ADJOURN



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-157

File ID:	AB2023-157	Version:	1	Status:	Agenda Ready
File Created:	02/22/2023	Entered by:	jsmiley@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Discussion		
Assigned to:	Council Committee of the Whole-Executive Session				Final Action:
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion with Public Works staff regarding potential property acquisition [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 42.30.110 (1) (b)]

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

None

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: AB2023-159

File ID:	AB2023-159	Version:	1	Status:	Agenda Ready
File Created:	02/22/2023	Entered by:	AHester@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Discussion		
Assigned to:	Council Committee of the Whole-Executive Session	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

Primary Contact Email: sdraper@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 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: AB2023-168

File ID:	AB2023-168	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:	SDraper@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Presentation		
Assigned to:	Council Climate Action and Natural Resources Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

Primary Contact Email: sdraper@co.whatcom.wa.us <<mailto:sdraper@co.whatcom.wa.us>>

TITLE FOR AGENDA ITEM:

Introduction of Climate Action Manager

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

None

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: AB2023-178

File ID:	AB2023-178	Version:	1	Status:	Agenda Ready
File Created:	02/27/2023	Entered by:	DBrown@co.whatcom.wa.us		
Department:	Council Office	File Type:	Presentation		
Assigned to:	Council Climate Action and Natural Resources Committee			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Presentation from Department of Natural Resources on Brokedown Palace timber sale

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments:



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-181

File ID:	AB2023-181	Version:	1	Status:	Agenda Ready
File Created:	02/27/2023	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:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Discussion and approval of motion to send a letter in support of Ejidos Community Farm's 2023 Local Community Projects Capital Budget request

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion and approval of motion to send a letter in support of Ejidos Community Farm's 2023 Local Community Projects Capital Budget request in the amount of \$824,000. The project is located in the 42nd Legislative District and is led by Community to Community Development (C2C), a not-for-profit organization by and for farmworkers from Skagit and Whatcom counties.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Draft Letter, Information Form

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

March 7, 2023

Senator Christine Rolfes, Chair
Ways & Means Committee
Washington State Senate
303 John A. Cherberg Building
Olympia, WA 98504

Rep. Steve Tharinger, Chair
Capital Budget Committee
Washington State House of Representatives
314 John L. O'Brien Building
Olympia, WA 98504

Dear Chair Rolfes and Chair Tharinger,

The Whatcom County Council would like to express our support for the Ejidos Community Farm's 2023 Local Community Projects Capital Budget request for \$824,000. This project is located in the 42nd Legislative District and is led by Community to Community Development (C2C), a not-for-profit organization by and for farmworkers from Skagit and Whatcom counties.

These funds will allow C2C to execute the purchase option they hold on the 65-acre site and ensure that it is operated as a community farm into perpetuity. The Ejidos Community Farm project centers equity, environmental justice, and economic security while supporting our local food systems and farmworkers. Further, this project exemplifies the type of community-led projects and actions that we can empower our Whatcom County residents to take toward building resilience and sustainability into our shared, local food system.

Specifically, the Ejidos Community Farm project:

- 1) Creates a model for building community wealth for farmworkers in Northwest Washington by establishing the first land trust managed by a not-for-profit led "by and for" farmworkers and envisioning the possibility of farmworker owned housing through shared equity cooperatives.
- 2) Facilitates the participation of farmworkers in the economic development of the food system in Northwest Washington through the distribution of locally produced, healthy cultural foods through food banks, food hubs, and other markets.
- 3) Facilitates the equitable participation of farmworkers in collaborations with local governments and community development organizations in the implementation of the Whatcom Climate Action plan and the Whatcom Food Systems Action plan.

Thank you for your time and consideration of this important capital budget request as we work together to invest in our local communities.

Sincerely,

Barry Buchanan, Chair
Whatcom County Council

CC: Senator Mark Mullet
Senator Lynda Wilson
Senator Mark Schoesler
Rep. Lisa Callan
Rep. David Hackney
Rep. Mike Steele
Rep. Peter Abbarno
Rep. Bryan Sandlin
Senator Sharon Shewmake
Rep. Alicia Rule
Rep. Joe Timmons
Senator Liz Lovelett
Rep. Debra Lekanoff
Rep. Alex Ramel

DRAFT

2023 Legislative Session

Member Requested Local Community Project Information Form

Important Notes: This is not a formal grant program. This form provides information for House members to request a separate appropriation in the capital budget for this project. Funding any project is at the discretion of the Legislature.

This document may be subject to disclosure under the Public Records Act (Chapter 42.56 RCW).

Funds are available on a reimbursement basis only and cannot be advanced.

Tips: Successful past projects generally are ones in which the requested state funds: (1) are used for a facility providing an important public benefit; (2) are a small portion of the total project funding (25% or less); (3) result in a completed project or phase usable by the public for the intended purpose when the state funds are expended; and (4) are for a project that is ready for construction or renovation and will be completed within the biennium.

I. Project Name and Sponsor

Ejidos Community Farm (Everson)

\$824,000

Sponsor(s): Rule, Rep. Alicia
Joe.Timmons@leg.wa.gov

II. Where is the project physically located?

Address: 1240 Central Road
Everson , 98247 Whatcom
District(s): 42,
Coordinates: 48.5, -122.42441467

III. Project Contact

Organization: Community to Community Development
Contact: Sean Hopps , Executive Director, Institute for Washingtons Future
Website: <https://www.foodjustice.org/>
Phone: 360-920-7682
E-mail: seanhopps2@forwashington.org
Address: 2720 Valencia St.
Bellingham, 98226

IV. Organization Information

Is this a joint project with another organization?

Yes

If yes, has a joint operating agreement been signed?

Yes

If yes, list the partners for the project.

Community to Community Development (C2C), Institute for Washington's Future (IWF)

Is the organization that will manage the funding different from the project contact organization or joint partner?

No

If it is different, please provide the name of the organization or fiscal agent that will manage the funding.

Is the requesting organization or joint partner registered with the state as a non-profit organization?

Yes

If answered no, is the applicant a local government?

V. Project Information

Briefly describe the scope of the project.

The Ejidos Community Farm project is a collaboration between Community to Community Development (C2C), an organization led by and for farmworkers, and the Institute for Washington's Future (IWF), a 501(c)(3) not-for-profit that serves as the project's fiscal sponsor. The project acquires farmland to support the development of climate smart community farms and forests managed by farmworker owned cooperative farm and food businesses. Project goals include equity investment in BIPOC led community enterprises, farmland preservation, community wealth building for Latinx and Indigenous Central American residents of Whatcom and Skagit Counties (including farmworker owned housing), and environmental stewardship. This request is for \$800,000 to complete the purchase of the initial 65-acre site at 1240 Central Road Everson and secure the land for not-for-profit, farmworker led operations of the community farm into perpetuity. Total State Cost is \$800,000; total IWF cost is \$350,000. This will complete phase II of the project, land acquisition.

VI. Project Schedule

Will the entire project be completed after this funding request?

No

Describe the estimated cost and schedule for each remaining phase of the project.

Phase II, Execute the purchase option contract and secure the title in the C2C/IWF land trust: Total Remaining Cost is \$1,150,000 (Request is for WA State Funds of \$800,000; C2C/IWF Match is \$350,000). Schedule: contract with WA State Department of

Commerce, WA State and C2C/IWF funds in Escrow, initiate the transaction with the title company; transaction completed no later than December 31, 2023. Phase III: Design and build five units of on site, farmworker owned housing. We are in consultation with two highly qualified local partners: Kulshan Community Land Trust and the Whatcom Community Foundation. Estimated cost of phase III is \$200,000 for design, architecture and site preparation and \$1.2 million for construction (\$200,000 per unit + 20% contingency) = \$1.4 million total. Estimated date of completion of phase III is June 2025.

Describe what discrete phase of the project will be completed with the funding from this request.

Supplemental budget funds will be applied toward completion of Phase II of the project: execute and secure the title of the 65-acre parcel for to be held in trust by C2C, a BIPOC led not-for-profit, to be managed as a community farm into perpetuity. Upon completion, we will initiate phase III: affordable housing development (five units) and partnerships toward carbon sequestration and regenerative agriculture projects.

Estimated completion dates for each phase of the project.

Phase II to be completed no later than December 31, 2023; Phase III to be completed no later than June 30, 2025

VII. Eligible Project Type or Phase

Land Acquisition	\$776,000
Demolition and Site Preparation	\$0
Design	\$0
New Construction	\$0
Renovation	\$0
Other – Department of Commerce admin. fee	\$24,000
<i>Mandatory Commerce Administrative fee of up to 3% (max of \$50,000)</i>	\$24,000
Total Funding Requested	\$824,000

VIII. Site Control

Is the site owned or being purchased by the project contract?

Yes

If no, is the property being leased by the project contract for a term that will meet or exceed 10 years?

If no, please explain how the property will be secured for public use for at least 10 years, including the name of any other organizations that will maintain site control.

Does the applicant understand and agree that any and all real property owned, optioned for purchase, or under a lease, that is acquired, constructed, or otherwise improved upon using state funds as approved by the Legislature must be held and used for the purposes stated in this application for at least ten years from the date of the final payment made for the project is complete and becomes available for public use?

Yes

IX. Project Funding

What type of project is this?

Other

Has the applicant applied for other grants or loans listed on the Competitive Capital Budget Grant and Loan Programs?

No

If yes, was your project funded? If so, how much? If not, why not?

If no, were you planning on applying for those funds? If not, why not?

We are planning on applying for grants and loans to complete phase III, for housing from the Housing Trust Fund and the WA State Housing Trust Funds.

What amount and what percentage of local, federal and state funding has the applicant secured to date? Please list each amount by local, federal, state or private funding source or program.

Of the remaining \$1,150,000 needed in escrow to execute the purchase option, C2C has secured \$200,000 from individual donors and foundations and will raise an additional \$150,000 between now and June 30, 2023

Besides the amount being requested, what amount of local, federal or other state funding does the applicant need to secure in the future in order to complete the project? Please list how the amount will be raised by local, federal, state or private funding source or program.

Phase II, Property Acquisition: Execute the Lease to Purchase Option: Total Remaining Cost is \$1,150,000 (Request is for WA State Funds of \$800,000; IWF Match is \$350,000)
· Apply for private and government grants to Initiate green development, carbon sequestration, and regenerative agriculture demonstration projects on site. Phase III: Design and build five units of on site, farmworker owned housing. We are in consultation with two highly qualified local partners: Kulshan Community Land Trust and the Whatcom Community Foundation. Estimated cost of phase III is \$200,000 for design, architecture and site preparation and \$1.2 million for construction (\$200,000 per unit +20% contingency) = \$1.4 million total. We will attempt to raise \$700,000 in local, federal, and/or state grants or loans. \$700,000 will be raised from C2C and IWF supporters and donors, including the Climate Justice Alliance (Reinvest in Our Power campaign).

Please list all past efforts to obtain state funding through the member requested local community project form, including the legislative session and the amount of funding obtained.
2019 - \$250,000 obtained 2021 - \$200,000 obtained 2022 - 250,000 obtained

Once completed, how will the project fund its ongoing maintenance and operation?

Farm business cooperative, Tierra y Libertad (T&L), will manage and operate the farm and pay all business expenses, including utilities and building and equipment maintenance from revenue from sales. C2C will incubate T&L through the startup phase 1/24/2022 by providing grants and non-extractive, micro loans per need. IWF and C2C will pay all property taxes and costs related ownership of the land. These costs will be paid by "Cooper Road LLC" a land and community asset trust owned, operated, and funded by C2C (51%) and IWF (49%). T&L will own the housing units, in a limited equity cooperative model, and all equity in the farm business.

X. Project Benefits and Challenges

How will the requested phase of the project benefit the public?

Completion of Phase II preserves 65 acres of prime Whatcom County farmland in a trust as a community farm, managed by Latinx and Indigenous immigrant farmworkers since 2018. Ongoing impacts of the Ejidos Community Farm project include local living wage job creation, small business and cooperative development for farmworker led farm and food businesses, community wealth building for local farmworkers, farmland preservation. The project will allow C2C's constituent base to participate more fully in the Whatcom climate and food systems action plans. It project has broad community support that includes the Whatcom Food Network, RESourcces, local food banks and food coops, and the Whatcom Foundation. These organizations and others recognize that this project strengthens our local food system and environmental efforts toward a more resilient Whatcom County because it elevates the marginalized population of farmworkers to make their fullest contribution.

Will this project phase have a revenue-generating component that would have community and state economic benefit? Please describe and quantify.

The primary revenue generated is farm business revenue from sales that benefits the 15 Indigenous and Latinx immigrant members of Tierra y Libertad (anticipated at \$80,000 to \$120,000 annual in the two project years). We also anticipate revenue from green development projects, including the purchase of carbon tax credits and the sale of extra solar power back to PSE.

Please quantify any long-term job creation that will result from this project phase.

Creation of 1 BIPOC owned, cooperative farm and food business; directly creates 15 living wage, farm work jobs creates 45 indirect jobs

Are there any existing or anticipated community concerns about this project that would prevent it from moving forward?

No

XI. Acknowledgements - The undersigned acknowledges and agrees to the following:

If the project is funded, Commerce will require the project contact to meet contractual requirements. More information can be found here:

<https://www.commerce.wa.gov/building-infrastructure/capital-facilities/resource-toolkit/>

- Except for preconstruction activities or purchases of real property that does not lead to construction or renovation, the grantee must have site control of the project before the contracting process can begin.
- Except for design only requests, the grantee must secure all non-state funds needed to complete the project before receiving the state reimbursement.
- The grantee and their contractors must pay applicable state prevailing wages as of the date the 2023-25 Capital Budget is approved and executed.
- The project must be built to at least the LEED Silver Standard or receive an exemption.
- Awards over \$250,000 are subject to the securitization process and will need to be securitized.
- The grantee must complete the process outlined in Executive Order 21-02 before the contracting process can begin. This includes both Tribal and DAHP Consultation.
- The grantees must provide insurance to cover the project.
- This is a reimbursement grant and funds may not be advanced under any circumstances. For more info, please see the [CCF Toolkit](#).



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-169

File ID:	AB2023-169	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:	AReynold@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Report		
Assigned to:	Council Finance and Administrative Services Committee			Final Action:	
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Report from Information Technology Division

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Information Technology Division semi-annual report to Council

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: AB2023-021

File ID:	AB2023-021	Version:	1	Status:	Held In Committee
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:	03/07/2023	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	
01/24/2023	Council Finance and Administrative Services Committee	HELD IN COMMITTEE	Council Finance and Administrative Services Committee

Attachments: Memo, Substitute Ordinance Introduced 1.10.2023, Presentation, Alternate Fee Schedule Submitted by LIFAC



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

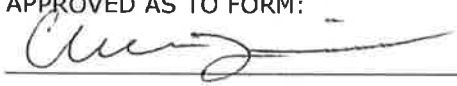
ADOPTED this ____ day of _____, 20____.

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%			
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)				
Rides 164,601														
Overall Revenue Increase: 37%														
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.														

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

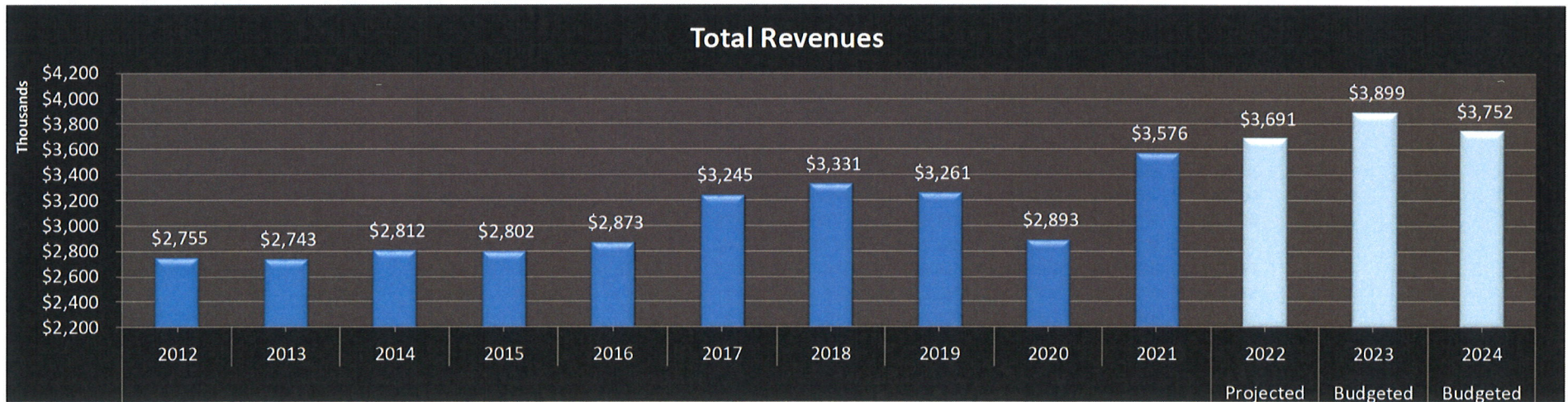
- Financial Summary([page 4](#))
- Summary of Revenues ([page 5](#))
- Summary of Expenditures ([page 6](#))
- Overview of Ferry Fund Balance ([page 7](#))
- Adjusted Total Operating Expense calculation ([page 8](#))
- Summary of 45%/55% Expenditure Split ([page 9](#))
- Ferry System Funding Sources and Uses ([page 10](#))
- Analysis of Vessel Rental Rate ([page 11](#))
- Analysis of Fare Box Recovery ([page 12](#))
- Cumulative Fare Box Reserve ([page 13](#))
- Summary of Ridership Statistics ([page 14](#))
- 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

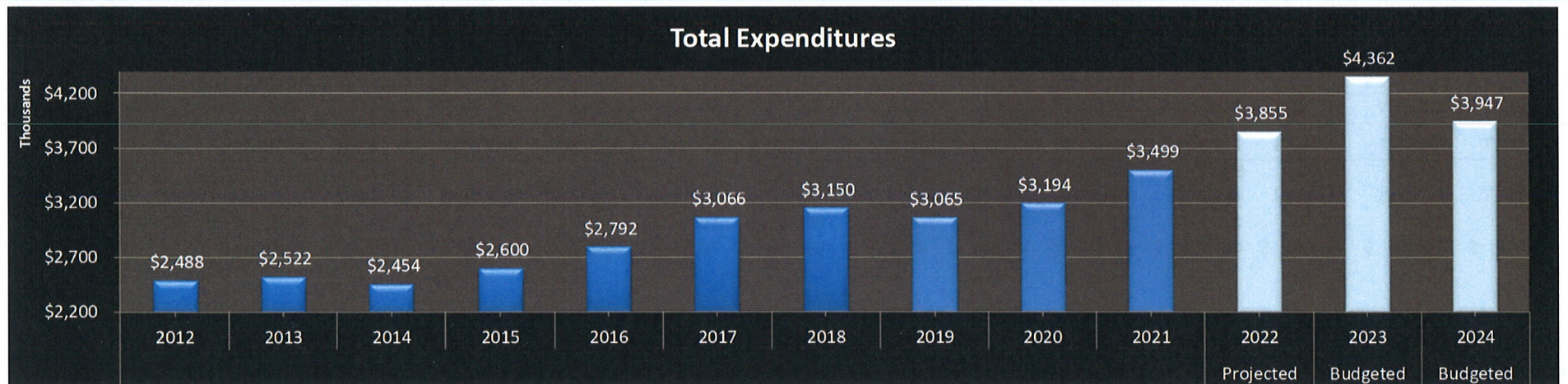
1/23/11: \$3 surcharge implemented

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

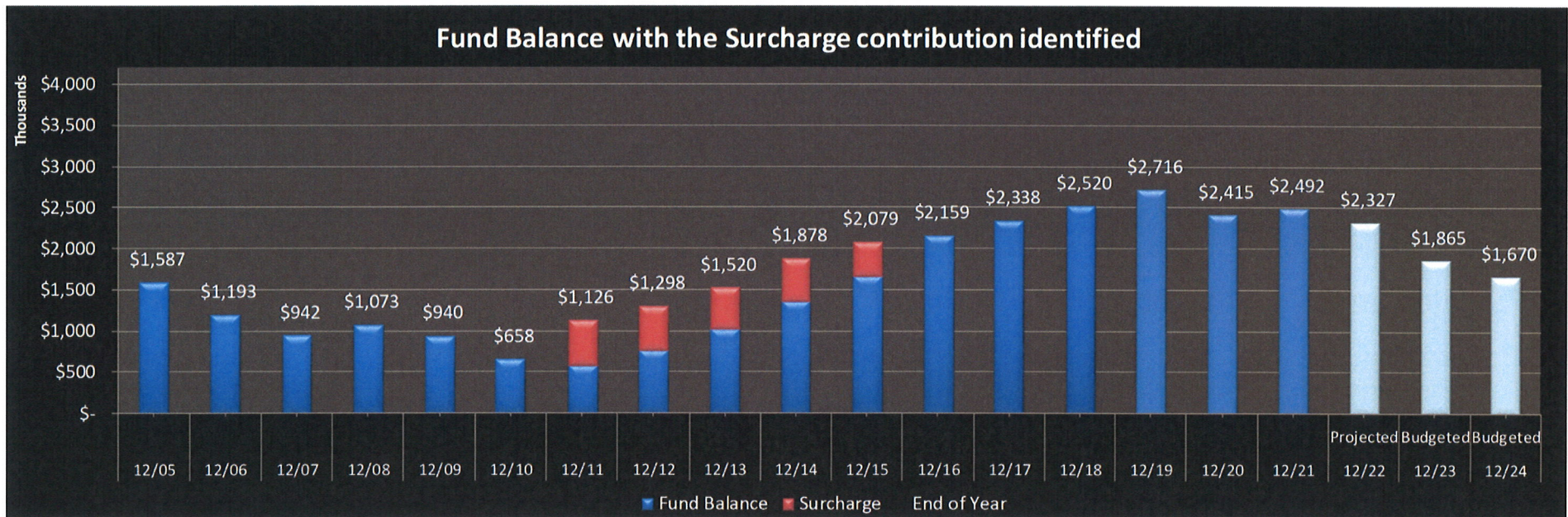
Summary of Expenditures

	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.

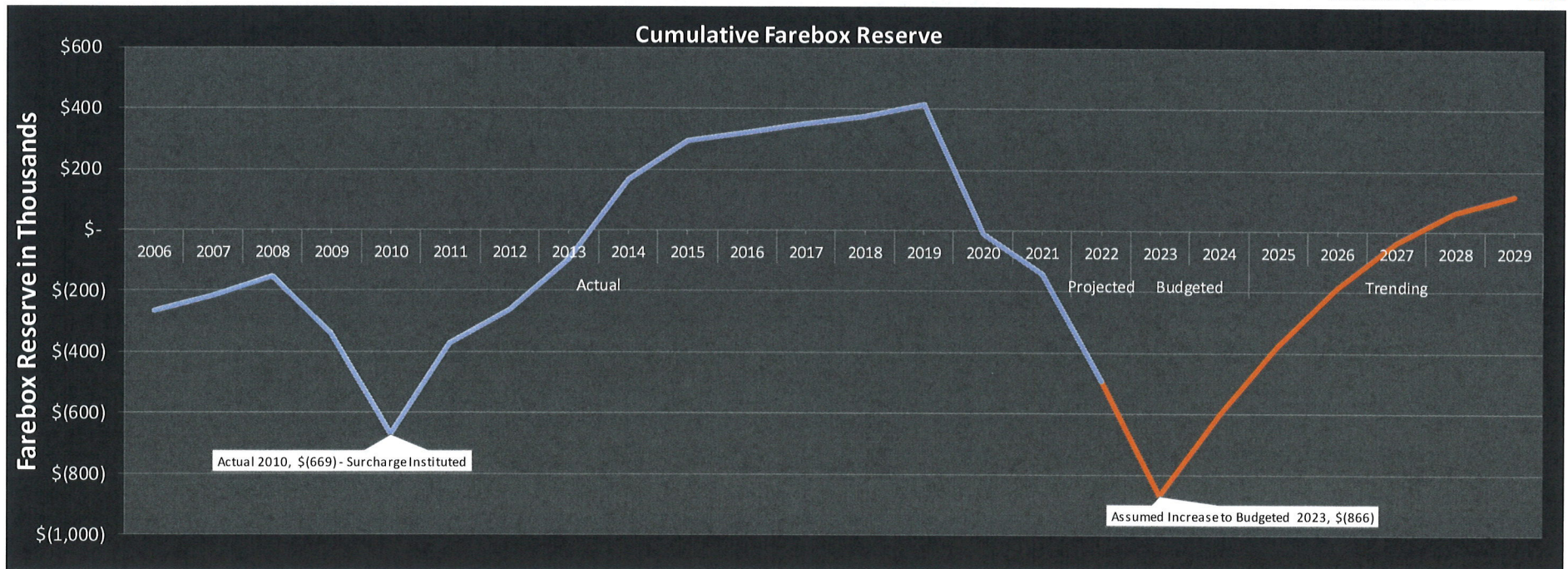
Ridership Supported Expenditure Limits	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Projected 2024
Fare box revenue of:	\$1,551,294	\$1,524,448	\$1,167,302	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
At a 55% fare box recovery goal will support expenses of:	\$3,190,000	\$3,134,000	\$2,416,000	\$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)

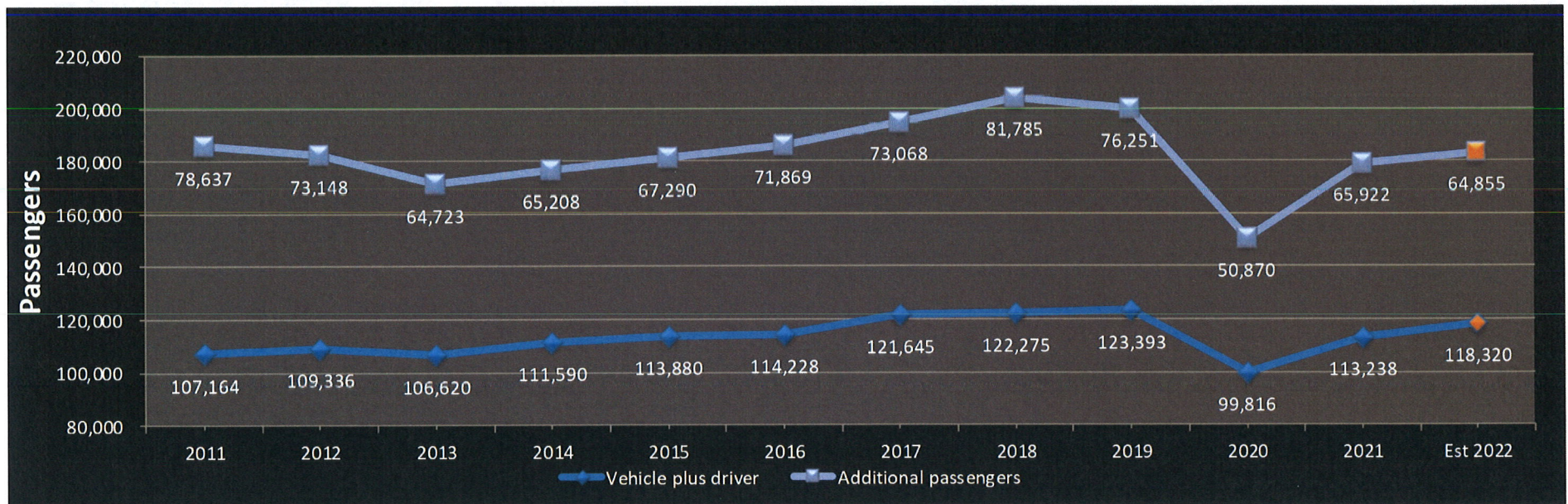
Increase In Fares 37%



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.

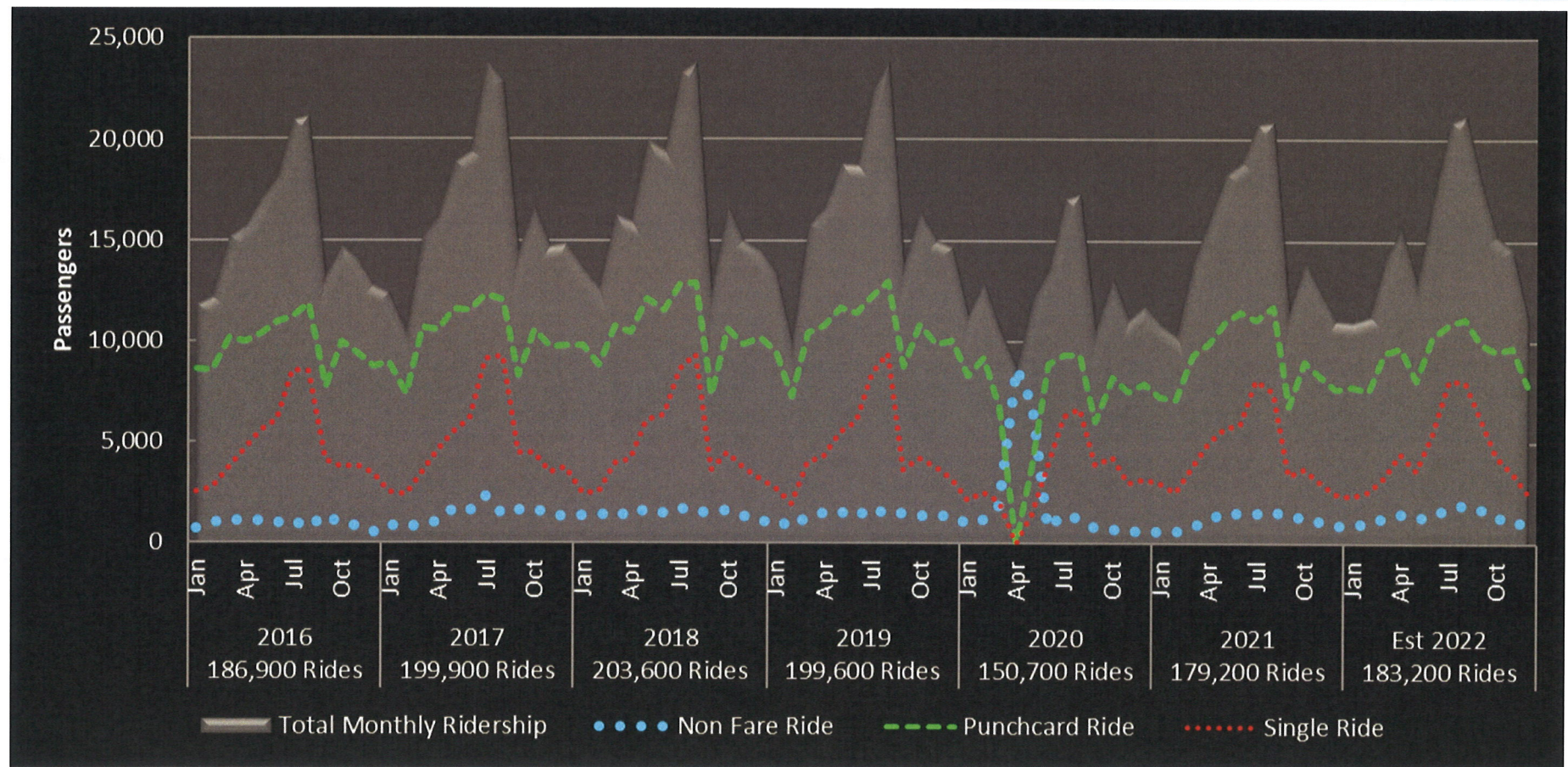
Summary of Ridership Statistics

	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%

Fare Revenue Model for 2023 - LIFAC Request - Cap Multiride Vehicle increase to \$3.60 per trip offset difference with Single Ride 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:		\$2,100,000					
Est Ferry Deficit Reimbursement:		\$320,000						TARGET 55% (\$111,442)					
Interest:		\$16,000				Total Fare Revenue:		\$2,100,000					

Summary of Changes

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		2011 Applied Pricing	2015 Applied Pricing	2023 Proposed Pricing	Rider Savings (Increase)	% Change	Per Ticket Rate Increase
													Ticket Price with Capital Surcharge	Ticket						
Passenger / Pedestrian																				
Passenger/Pedestrian Cash*	1	21,549	1.00%	21,764	21,764	\$ 8.00		\$ 8.00	\$ 8.00	\$ 174,116	14%	8%	\$ 9.00	Pedestrian	\$ 7.00	\$ 7.00	\$ 8.00	\$ (21,764)	12.5%	\$ 1.00
Passenger/Pedestrian Multiride	25	1,106	2.00%	1,128	28,203		50.00%	\$ 4.00	\$ 100.00	\$ 112,812	18%	5%	\$ 125.00	White	\$ 115.00	\$ 88.00	\$ 100.00	\$ (13,537)	10.6%	\$ 12.00
Needs Based Multiride (25->10)	10	168	2.00%	171	1,714		50.00%	\$ 4.00	\$ 40.00	\$ 6,854	1%	0%	\$ 40.00	Red	\$ 37.00	\$ 28.00	\$ 40.00	\$ (2,056)	42.9%	\$ 12.00
Post- HS full time student multiride	25	0		0	0		50.00%	\$ 4.00	\$ 100.00	\$ -	0%	0%	\$ 100.00	Green	\$ 66.00	\$ 70.00	\$ 100.00	\$ -	42.9%	\$ 30.00

Vehicle / Driver

Bicycle w/Rider	1	900	1.00%	909	909	\$ 8.00		\$ 8.00	\$ 8.00	\$ 7,272	1%	0%	\$ 9.00	Bike	\$ 7.00	\$ 7.00	\$ 8.00	\$ (909)	12.5%	\$ 1.00
Motorcycle w/Driver	1	220	1.00%	222	222	\$ 15.00		\$ 15.00	\$ 15.00	\$ 3,333	0%	0%	\$ 16.00	Motorcycle	\$ 8.00	\$ 8.00	\$ 15.00	\$ (1,555)	77.8%	\$ 7.00
Motorcycle w/Driver Multiride	25	9	2.00%	9	230		50.00%	\$ 7.50	\$ 187.50	\$ 1,721	0%	0%	\$ 212.50	Yellow	\$ 155.00	\$ 140.00	\$ 187.50	\$ (436)	28.8%	\$ 47.50
Vehicle < 11k W/Driver Cash	1	30,665	-20.00%	24,532	24,532	\$ 24.00		\$ 24.00	\$ 24.00	\$ 588,768	16%	28%	\$ 25.00	Vehicle	\$ 13.00	\$ 13.00	\$ 24.00	\$ (269,852)	78.6%	\$ 11.00
Vehicle < 11k W/Driver Multiride	10	199	2.00%	203	2,030		50.00%	\$ 12.00	\$ 120.00	\$ 24,358	1%	1%	\$ 130.00	Drk Blue	\$ 102.00	\$ 102.00	\$ 120.00	\$ (3,654)	16.1%	\$ 18.00
Vehicle < 11k W/Driver Multiride	25	2,704	2.00%	2,758	68,952		50.00%	\$ 12.00	\$ 300.00	\$ 827,424	44%	39%	\$ 325.00	Blue	\$ 235.00	\$ 210.00	\$ 300.00	\$ (248,227)	38.3%	\$ 90.00
Needs Based Vehicle W/Driver	10	486	2.00%	496	4,957		35.00%	\$ 8.40	\$ 84.00	\$ 41,640	3%	2%	\$ 84.00	Gold	\$ 66.00	\$ 52.00	\$ 84.00	\$ (15,863)	61.5%	\$ 32.00
Vehicle/Driver - small truck < 20,000	1	796	1.00%	804	804	\$ 38.00		\$ 38.00	\$ 38.00	\$ 30,550	1%	1%	\$ 39.00	Small Truck	\$ 32.00	\$ 32.00	\$ 38.00	\$ (4,824)	18.2%	\$ 6.00
Vehicle - small truck Multiride	10	76	2.00%	78	775		80.00%	\$ 30.40	\$ 304.00	\$ 23,566	0%	1%	\$ 314.00	Grey	\$ 237.00	\$ 272.00	\$ 304.00	\$ (2,481)	11.3%	\$ 32.00
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	\$ 68.00	\$ 75.00	\$ 90.00	\$ (4,924)	19.7%	\$ 15.00
Vehicle - med truck Multiride	10	44	2.00%	45	449		100.00%	\$ 90.00	\$ 900.00	\$ 40,392	0%	2%	\$ 910.00	Salmon	\$ 524.00	\$ 638.00	\$ 900.00	\$ (11,759)	40.4%	\$ 262.00
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	\$ 133.00	\$ 145.00	\$ 174.00	\$ (8,553)	19.9%	\$ 29.00
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	\$ 1,070.00	\$ 1,233.00	\$ 1,740.00	\$ (24,306)	40.8%	\$ 507.00

Trailer

Trailer < 16 feet	1	1,010		1,010	1,010	\$ 24.00		\$ 24.00	\$ 24.00	\$ 24,240	1%	1%	\$ 25.00		\$ 18.00	\$ 20.00	\$ 24.00	\$ (4,040)	19.0%	\$ 4.00
Trailer < 16 feet Multiride	5	0		0	0		100.00%	\$ 24.00	\$ 120.00	\$ -	0%	0%	\$ 125.00				\$ 120.00	\$ -		
Trailer 16-30 feet	1	484		484	484	\$ 46.00		\$ 46.00	\$ 46.00	\$ 22,264	0%	1%	\$ 47.00		\$ 34.00	\$ 38.00	\$ 46.00	\$ (3,872)	20.5%	\$ 8.00
Trailer 16-30 feet Multiride	5	0		0	0		100.00%	\$ 46.00	\$ 230.00	\$ -	0%	0%	\$ 235.00				\$ 230.00	\$ -		
Trailer > 30 feet	1	17		17	17	\$ 84.00		\$ 84.00	\$ 84.00	\$ 1,428	0%	0%	\$ 85.00		\$ 63.00	\$ 70.00	\$ 84.00	\$ (238)	19.7%	\$ 14.00

Special Trips after boat shut-down	1	7		7	7	\$ 720.00		\$ 720.00	\$ 720.00	\$ 5,040	0%	0%	\$ 721.00		\$ 578.00	\$ 600.00	\$ 720.00	\$ (840)	20.0%	\$ 120.00
										\$2,100,000										

Rides		Variable Controls		Blended Cost of Trips		2022	2023
158,161		Single Vehicle	1.0%	Passengers	\$	4.92	\$ 5.68
		Single Ped	1.0%	Vehicles (no Trucks)	\$	9.42	\$ 14.68
Overall Revenue Increase:		Multi Vehicle	2.0%				
38%		Multi Ped	2.0%	Difference	Annual %	Discount:	50.00%
		Fare increase:	20.0%	(\$111,442)	52.2%		50.00%

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.

\$ (644,000.00)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-183

File ID:	AB2023-183	Version:	1	Status:	Agenda Ready
File Created:	02/28/2023	Entered by:	CHalka@co.whatcom.wa.us		
Department:	Council Office	File Type:	Request for Motion		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Letter of support for the Small and Rural Courthouse Matching Grant Program for enhanced courthouse security

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Letter of support for the Small and Rural Courthouse Matching Grant Program for enhanced courthouse security

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Letter, Letter from Judge Freeman

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

March 7, 2023

Senator Sharon Shewmake
sharon.shewmake@leg.wa.gov

Senator Liz Lovelett
liz.lovelett@leg.wa.gov

Rep. Alicia Rule
Alicia.Rule@leg.wa.gov

Rep. Joe Timmons
Joe.Timmons@leg.wa.gov

Rep. Debra Lekanoff
Debra.Lekanoff@leg.wa.gov

Rep. Alex Ramel
alex.ramel@leg.wa.gov

Dear Senator Shewmake, Senator Lovelett, Rep. Rule, Rep. Timmons, Rep. Lekanoff, and Rep. Ramel,

The Whatcom County Council would like to express our support for the Small and Rural Courthouse Matching Grant Program currently before the State Legislature for consideration. State funding is needed to close the gap between what local governments can afford and what we need to ensure the safety of our courthouses.

Courthouses are bustling government buildings intended to be peaceful and safe places to resolve disputes. However, in recent years, many courthouses have seen increases in disturbances and threats to security. Our courthouse also has experienced an increase in threats, including a breach where an individual gained unauthorized access over an entire weekend and caused significant damage to the building. State grant funding will help fund additional screening staff and equipment, security cameras, emergency notification systems, and other security enhancements.

The Whatcom County Council respectfully requests your support for the creation of the Small and Rural Courthouse Matching Grant Program. We want everyone to feel safe in our public buildings, and this funding will ensure the financial support needed for critical security upgrades.

Sincerely,

Barry Buchanan
Whatcom County Council, Chair

Cc: Council Correspondence, 2023

Superior Court of the State of Washington

Hon. David Freeman, Dept. 4
Email:
dfreeman@co.whatcom.wa.us
(360) 778-5603
Fax: (360) 778-5561
**Judge's Chambers and
Courtroom on 2nd floor**



**Whatcom County
Courthouse**
311 Grand Avenue, Suite 301
Bellingham, Washington
98225

Send judge's copies to:
PO Box 1144
Bellingham, WA 98227-1144

February 17, 2023

Members of Council,

I am writing to you in my role as Whatcom County Superior Court Judge for Department 4. I want to address the issue of courthouse security, and potential funding currently before our legislature to assist in our efforts to ensure that our courthouse remains safe and secure.

So many small and rural courthouses in economically distressed parts of Washington State do not meet basic security standards. State funding is needed to close the gap between what local governments can afford with their very limited revenue and small tax bases to ensure the safety of their courthouses in their communities.

Adequate security is particularly significant during these challenging times of heightened threats to the security of government buildings. Courthouses are the hub of civic life where disputes are resolved by the rule of law. Court proceedings can be emotional events and courts are reporting an increase in security disturbances and serious threats to judicial officers and court employees. In my role as a Superior Court Judge I feel fortunate to have a legislative and executive branch of government that supports our judicial branch of government and share a common goal for providing that our courthouse remains safe and secure for all of those who visit it. However, as you know we are not immune from issues of courthouse security. Recently, there was a significant breach of our courthouse by an individual who managed to gain unauthorized access for an extended period over a weekend. The breach resulted in significant damage to the building, including my own chambers. Where, an attempt to light a fire and a device consisting of shotgun shells were left for me to find on Monday morning.

Fortunately, facilities, the Whatcom County District and Superior Courts, the Executive, and the Sheriff's Department immediately, and diligently, have worked to improve and address security concerns stemming from this breach. As a

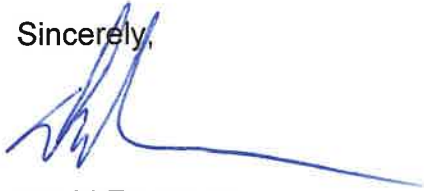
judicial officer I am not directly involved in the funding decisions that go into these improvements. But, I certainly understand that they cost money.

Please support this funding request currently before our State Legislature to create the Small and Rural Courthouse Matching Grant Program so that courts in lower-resourced jurisdictions can hire private court security staff and purchase equipment for weapon screening, security cameras, duress alarms, and emergency notification systems that address the unique security needs of each courthouse. This funding of \$2.5 million annually will give local courts and governments the resources to improve public safety in their courthouses.

Having County Council affirm to our State leaders that courthouse security will be legislative priority at the local level will help ensure that these matching funds will be available to Whatcom County and all of our small and rural courts. I appreciate your attention to this crucial need to protect public safety in courthouses.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Freeman', with a long horizontal flourish extending to the right.

David Freeman
Superior Court Judge



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-147

File ID:	AB2023-147	Version:	1	Status:	Agenda Ready
File Created:	02/15/2023	Entered by:	FBurkhar@co.whatcom.wa.us		
Department:	Sheriff's Office	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee			Final Action:	
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract between Whatcom County and Washington State Military Department to provide disaster case management and housing assistance to households impacted by the December 2022 storms, in the amount of \$396,000

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See Staff Memo

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Memo, Contract

**WHATCOM COUNTY
SHERIFF'S OFFICE**

BILL ELFO
SHERIFF



PUBLIC SAFETY BUILDING
311 Grand Avenue
Bellingham, WA 98225-4038
(360) 778-6600

MEMO

To: Satpal Singh Sidhu, Whatcom County Executive

From: Sheriff Bill Elfo, Director
John Gargett, Deputy Director
Sheriff's Office Division of Emergency Management

Subject: Extreme Weather and Flooding Event, December 18, 2022 through December 28, 2022
State Individual Assistance Grant D23-012
Disaster Case Management & Housing Assistance / Household Appliance and Home Repair

Date: February 10, 2023

Enclosed is Contract D23-023 between Whatcom County and the Washington State Military Department for funding from the Washington State Individual Assistance Grant Program for your review and signature.

- Background and Purpose

Washington State, through its Military Department, is providing up to \$396,000 to Whatcom County through the State Individual Assistance Grant Program to aid in the recovery of individuals/households affected by the Extreme Weather and Flooding Event beginning December 18, 2022 through December 28, 2022.

Eligible costs from this grant include:

- Administrative Costs
- Disaster Case Management
- Housing Assistance
- Household Appliance and Home Repair

Whatcom County Individual Assistance program has an active case load of approximately 90 individuals and households still in need of such assistance.

Whatcom County Sheriff's Office Division of Emergency Management will administer the grant. The funds will be passed through to the Whatcom Long Term Recovery Group who will distribute the funds per contract requirements.

Period of Performance: Upon Execution (February 2023) through June 30, 2023.

- Funding Amount and Source

\$396,000 from the State of Washington, MIL Contract D23-023; Senate Bill 5693 Sec 143(15).

Please contact John Gargett (778-7160) if you have any questions or concerns regarding this contract.

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: _____
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**WASHINGTON STATE MILITARY DEPARTMENT
STATE INDIVIDUAL ASSISTANCE GRANT AGREEMENT FACE SHEET**

1. Grantee Name and Address: Whatcom County 311 Grand County Bellingham, WA 98225		2. Total Grant Amount: \$396,000.00		3. Grant Agreement Number: D23-023	
4. Grantee Contact, phone/email John Gargett jgargett@co.whatcom.wa.us, 360-778-7160		5. WMD Representative, phone/email: Eva Escape eva.escape@mil.wa.gov, 253-844-9418			
6. Program Index & OBJ/SUB-OBJ 732IA-NZ		7. Disaster Event Dec 2022 Extreme Weather Event		8. Eligibility Period of Costs Incurred 12/18/2022-06/30/2023	
9. Agreement Start Date Upon Execution	10. Agreement End Date 06/30/2023	11. TIN or SSN 91-6001383		12. UBI # (state revenue) 371-010-246	
13. Funding Source Authority: Washington State Military Department and State Individual Assistance Funds					
14. Funding Source Agreement # Senate Bill 5693 Sec. 143 (15)		15. Service Districts: (BY LEGISLATIVE DIST): 40, 42 (BY CONGRESSIONAL DIST): 2		16. Service Area by County(ies): Whatcom County	
17. Grant Classification: <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Collaborative Research <input type="checkbox"/> A/E <input type="checkbox"/> Other				18. Contract Type (check all that apply): <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency (RCW 39.34)	
19. Grant Type (check all that apply): <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Non-Profit <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> GRANTEE <input type="checkbox"/> OTHER			20. Grant Selection Process: <input checked="" type="checkbox"/> "To all that apply & qualify" <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E/RCW <input type="checkbox"/> N/A		
21. PURPOSE/DESCRIPTION The objective of the State Individual Assistance Grant Funds per Engrossed Substitute Senate Bill 5693 Sec. 143 (15) is provided solely for the department to make grants for individual assistance to those impacted by extreme weather events and natural disasters in fiscal year 2022 and fiscal year 2023.					
IN WITNESS WHEREOF, the Washington Military Department (WMD) Emergency Management Division (EMD) and Grantee acknowledge and accept terms of this Agreement, including all referenced attachments which are hereby incorporated, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Attachment A); General Terms and Conditions (Attachment B); Statement of Work (Attachment C); Budget (Attachment D); Timeline (Attachment E); and all other documents and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. 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.					
In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: 1. Applicable federal and state statutes and regulations 2. Program documents 3. Statement of Work, Budget, Timeline, 4. General Terms and Conditions, and Special Terms and Conditions 5. Other provisions of the Agreement incorporated by reference. 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 Grant Agreement shall be deemed to exist or to bind any of the Parties hereto.					
WHEREAS, the parties have executed this Agreement on the day and year last specified below:					
FOR GRANTEE: (See Attached Page 1a) Satpal Sidhu, Whatcom County Executive Date Agency			FOR THE DEPARTMENT: Regan Anne Hesse, Chief Financial Officer Washington Military Department APPROVED AS TO FORM Dierk Meierbachtol, Assistant Attorney General October 6, 2022		

WHATCOM COUNTY:

Recommended for Approval:



Bill Elfo, Whatcom County Sheriff

Approved as to Form:

Brandon Waldron (via email) 02/13/2023
Senior Deputy Prosecuting Attorney

Approved:

Satpal Singh Sidhu, County Executive

STATE OF WASHINGTON)

) ss.

COUNTY OF WHATCOM)

On this ____ day of _____, 2023, before me personally appeared Satpal Singh 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.

NOTARY PUBLIC in and for the State of Washington,
Residing at _____
My commission expires _____

SPECIAL TERMS AND CONDITIONS

I. INTRODUCTION

The Washington Military Department (WMD) herein known as “the DEPARTMENT”, through the Emergency Management Division, coordinates and facilitates the implementation of State Individual Assistance Grant Programs. The DEPARTMENT is authorized to enter into agreements with political subdivisions to reimburse GRANTEE for eligible expenses allowed under the State Individual Assistance (IA) Program funds.

II. KEY PERSONNEL

The individuals listed below shall be considered Key Personnel; however, either party may designate a substitute by advance written notification to the other party.

GRANTEE		DEPARTMENT	
Name:	John Gargett	Name:	Eva Escape
Title:	Deputy Director	Title:	Human Services Grants Coordinator
Email:	jgargett@co.whatcom.wa.us	Email:	eva.escape@mil.wa.gov
Phone:	360-778-7160	Phone:	253-844-9418

III. ADMINISTRATIVE REQUIREMENTS

- A. The Parties shall use the following to determine allowable cost principles: State Office of Financial Management (OFM) Regulations-State Administrative and Accounting Manual (SAAM) and the Local Government Budget and Accounting Reporting System (BARS).
- B. GRANTEE CONTRACTORS. If the GRANTEE uses State Individual Assistance Grant funds to acquire goods and services from a non-government entity performing services as a Contractor under this Agreement, the GRANTEE must make a case-by-case determination whether each contract it makes for the disbursement of State Individual Assistance Grant funds received under this Agreement casts the party receiving the funds in the role of contractor in accordance with the Washington State Office of Financial Management state grant audit and monitoring guidelines.
- C. A Contractor performing services under this Agreement must comply with all federal and state laws and regulations applicable to the State Individual Assistance Grant, WMD policies, and this Agreement.
- D. The GRANTEE shall require its Contractor(s) to comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by the Department applicable to the State Individual Assistance Grant including, but not limited to, all criteria, restrictions, and requirements of the Engrossed Substitute Senate Bill 5693 Sec. 143 (15) (2022), and the federal and state regulations commonly applicable to state grants.
- E. GRANTEE and its Contractor shall be responsible for ensuring that all State Individual Assistance Grant funds are used in accordance with applicable state statutes and regulations, and the terms and conditions of this Agreement.
- F. If a grant audit or monitoring performed by the DEPARTMENT under this Agreement results in any findings, GRANTEE shall submit a “Corrective Action Plan” in response to the grant audit or monitoring results no later than 10 business days after receiving the DEPARTMENT’s report.

IV. ELIGIBLE EXPENSES AND PRIORITIES ESTABLISHED BY LEGISLATURE

Priorities for expenditure of State Individual Assistance Grant funds have been established by both the state legislature and the DEPARTMENT:

- A. Engrossed Substitute Senate Bill 5693 Sec. 143 (15) provides that funds should be “provided solely for the department to make grants for individual assistance to those impacted by extreme weather events and natural disasters in fiscal year 2022 and fiscal year 2023”.
- B. The DEPARTMENT has general authority to enter into agreements with political subdivisions per RCW 38.52.030 (9) “The director, subject to the direction and control of the governor, shall prepare and administer a state program for emergency assistance to individuals within the state who are victims of a natural, technological, or human-caused disaster, as defined by RCW 38.52.010 (13). Such program may be integrated into and coordinated with disaster assistance plans and programs of the federal government which provide to the state, or through the state to any political subdivision thereof, services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of assistance to individuals affected by a disaster”.

V. INELIGIBLE COSTS

Costs not identified as Eligible or Approved Conditionally Eligible Cost under this Agreement are considered ineligible for reimbursement, in addition to the following:

- A. *Bad Debts* - any losses arising from uncollectible accounts and other claims and related costs.
- B. *Contributions to a contingency reserve* - any funds set aside by the Grantee to reimburse unanticipated expenses. Such reserves are not eligible for reimbursement.
- C. *Depreciation* - of facilities or equipment.
- D. *Entertainment* - amusements, social activities, and any related incidental costs, including meals, beverages, lodging, rentals, transportation, and gratuities.
- E. *Fines and penalties* - costs resulting from violations of, or failure to comply with, federal, state, or local laws.
- F. *General expenses, beyond the statement of work, required to carry out overall government responsibilities* - including the salaries and expenses of the chief executive and their staff. Governments include state, local, and federally recognized Indian tribal governments. This restriction does not include the portion of salaries and expenses by the chief executive and staff that are directly attributable to managing and administering State Individual Assistance Programs.
- G. *Illegal costs* - costs incurred as a result of procurement practices not in compliance with state or federal procurement laws may be ineligible and not reimbursed at the sole discretion of the Department.
- H. *Interest and other financial costs* - interest on debt, bond discounts, cost of financing and refinancing operations, and legal and professional fees are ineligible, except when authorized by state law.
- I. *Late / past due fees* - incurred by failing to pay vendor invoices, permit fees, or to return items in a timely manner.

- J. *Legal expenses* - related to claims against the Department, and legal services furnished by the chief legal officer of the state, local, or Native American tribal government (or his/her staff) solely for the purpose of discharging his/her general responsibilities as legal officer.
- K. *Legislative expenses* - salaries and other expenses of members of the state Legislature or similar local governmental bodies (e.g., county boards), if incurred in the members' official capacity.
- L. *Lobbying* - expenses related to lobbying activities.
- M. *Personal injury compensation* - or damages arising from administering State Individual Assistance Programs, whether determined by adjudication, arbitration, negotiation, or otherwise.

VI. BUDGET, REIMBURSEMENT, AND TIMELINE

- A. Within the total Grant Agreement Amount, travel, contracts, salaries, benefits, printing, equipment, and other goods and services or other budget categories will be reimbursed on an actual cost basis upon completion unless otherwise provided in this Agreement.
- B. The maximum amount of all reimbursement requests permitted to be submitted under this Agreement, including the final reimbursement request, is limited to and shall not exceed the total Grant Agreement Amount.
- C. If the Grantee chooses to include indirect costs within the Budget (Attachment D), additional documentation is required based on the applicable situation and must be approved by the State Coordinating Officer (SCO).
- D. If reimbursement of travel or subsistence expenses are included as part of this Agreement, they shall be paid in accordance with rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended. The Grantee is required to provide copies of receipts to the DEPARTMENT for any travel related expenses other than meals and mileage that are authorized under this Agreement.
- E. Reimbursement requests will include a properly completed State A-19 Invoice Form and Reimbursement Spreadsheet (in the format provided by the DEPARTMENT) detailing the expenditures for which reimbursement is sought. Reimbursement requests must be submitted to the DEPARTMENT Key Personnel identified in Section II of this Agreement, no later than the due dates listed within the Timeline (Attachment E).

Reimbursement request totals should be commensurate to the time spent processing by the Grantee and the DEPARTMENT.

- F. Receipts and/or backup documentation for any approved items that are authorized under this Agreement must be maintained by the Grantee consistent with record retention requirements of this Agreement and be made available upon request by the DEPARTMENT, federal, state, and local auditors.
- G. The Grantee must request prior written approval from State Coordinating Officer to waive or extend a due date in the Timeline (Attachment E). For waived or extended reimbursements, all allowable costs should be submitted on the next scheduled reimbursement due date contained in the Timeline. Waiving or missing deadlines serves as an indicator for assessing an agency's level of risk of noncompliance with the regulations, requirements, and the terms and conditions of the Agreement and may increase required monitoring activities. Any request for a waiver or extension

of a due date in the Timeline will be treated as a request for Amendment of the Agreement. This request must be submitted to the Department Key Personnel sufficiently in advance of the due date to provide adequate time for the DEPARTMENT review and consideration and may be granted or denied within the DEPARTMENT's sole discretion.

- H. All work under this Agreement must end on or before the Grant Agreement End Date, and the final reimbursement request must be submitted to the Department within sixty (60) days after the Grant Agreement Performance Period End Date, except as otherwise authorized by either (1) written amendment of this Agreement or (2) written notification from the DEPARTMENT to the GRANTEE to provide additional time for completion of the Grantee's State Individual Assistance Program(s).
- I. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the Grantee, its contractor, or any non-government entity to which the Grantee makes an award and is invoiced by the vendor.
- J. Failure to submit timely, accurate, and complete reports and reimbursement requests as required by this Agreement, including, but not limited to, those reports in the Timeline (Attachment E), will prohibit the Grantee from being reimbursed until such reports are submitted and the DEPARTMENT has had reasonable time to conduct its review.
- K. Final reimbursement requests will not be approved for payment until the Grantee is current with all reporting requirements contained in this Agreement.
- L. Any deviations from the approved, direct budget categories will require State Coordinating Officer approvals and a written amendment.
- M. Grantee shall only use State Individual Assistance Grant funds under this Agreement to supplement existing funds and will not use them to replace (supplant) non-state funds that have been budgeted for the same purpose. The Grantee may be required to demonstrate and document that the reduction in non-state resources occurred for reasons other than the receipt or expected receipt of state funds.

VII. PERFORMANCE PERIOD AND PAYMENT

Payment by the DEPARTMENT to the GRANTEE shall only be made as reimbursement for eligible expenses approved by the DEPARTMENT within the set Eligibility Period of Costs Incurred in this Agreement. Work started prior to and/or not completed by the Eligibility Period of Costs Incurred, will be considered outside the Performance Period and therefore not eligible for reimbursement. The GRANTEE shall not request payment in anticipation of expenditures not yet incurred.

VIII. THE GRANTEE AGREES TO:

- A. Use of Funding: The GRANTEE warrants that the funds provided by the DEPARTMENT as described in the Budget (Attachment D) shall be used by the GRANTEE solely for reimbursement of those approved incurred eligible expenses as described in Engrossed Substitute Senate Bill 5693 Sec. 143 (15) and the Statement of Work (Attachment C) incorporated herein to fund state disaster individual assistance needs. Reimbursement shall be made consistent with the DEPARTMENT policies for approved expenses described in Attachment C during the Eligibility Period of Costs Incurred.
- B. Duplication of Benefits: The GRANTEE shall establish clear sequence of delivery to prevent any duplication of benefits of federal, state, private insurance, or non-profit for disaster individual assistance to maximize available resources and coordinate efforts to help disaster survivors navigate the recovery process.

- C. Reimbursement Requests and Reporting Requirements: At least quarterly, but not more often than monthly, the GRANTEE shall submit invoice vouchers (Form A-19) to the DEPARTMENT Representative identified in this Agreement to request reimbursement for expenses. The GRANTEE agrees to use forms and/or systems provided by the DEPARTMENT for necessary reports.

In addition to any reports as may be required elsewhere in this Agreement, the GRANTEE shall prepare and submit the following reports to the DEPARTMENT's Key Personnel:

<u>Grant Reports</u>	<u># Copies</u>	<u>Completion Date</u>
Monthly Grant Report	1	End of the Month
Local Travel Policy/Procedures (if any)	1	30 days after signatures on this Agreement and then annually.
Final Reimbursement Request	1	July 31, 2023

All funds cannot be used prior to the Agreement Performance Period Start Date, and must be delivered, completed, and accepted by the Agreement Performance Period End Date. The GRANTEE may submit the final Grant Report by August 31, 2023, as described above. Final billing not received by July 31, 2023, will not be processed, unless an extension is submitted by the GRANTEE and approved by the State Coordinating Officer.

- D. Reallocation of Funds: The GRANTEE is allowed to request reallocation of funds as needed and submit it to the DEPARTMENT Key Personnel. Budget categories are as specified or defined on the budget sheet of the Agreement (Attachment D). Any changes to budget categories other than in compliance with this paragraph will not be reimbursed.
- E. Compliance with Law: The GRANTEE will comply with all applicable state and federal laws.

IX. THE MILITARY DEPARTMENT AGREES TO:

- A. Within thirty (30) days of receipt and approval of signed, dated invoice vouchers (Form A-19), and upon satisfactory completion of tasks and documentation of costs, as required under this Agreement, the DEPARTMENT will reimburse the GRANTEE up to the maximum allowable grant amount, or actual cost, whichever is lower as authorized by this Agreement.
- B. If a question arises about the requested reimbursement, the GRANTEE will be notified via e-mail and/or telephone call and will have five (5) working days to provide the requested information. If information satisfactory to the DEPARTMENT has not been provided within that time, the expense in question will be subtracted and the balance of approved eligible incurred expenses will be processed for reimbursement.

GENERAL TERMS AND CONDITIONS

1) DEFINITIONS

As used throughout this Agreement the following terms shall have the meanings set forth below:

- A. "DEPARTMENT" shall mean the Washington State Military DEPARTMENT (WMD).
- B. "GRANTEE" shall mean the named county, city, tribe, or other political subdivisions performing State Individual Assistance activities under this Agreement. It shall include any contractor retained by the GRANTEE as permitted under the terms of this Agreement.
- C. "Contractor" shall mean one, not in the employment of the GRANTEE, who is performing all or part of those services under this Agreement under a separate contract with the GRANTEE.
- D. "State Coordinator Officer (SCO)" is a Governor-appointed individual responsible for providing operational oversight and direction of the disaster response and/or recovery operations.
- E. "WAC" is defined and used herein to mean the Washington Administrative Code.
- F. "RCW" is defined and used herein to mean the Revised Code of Washington.

2) ACCESS TO PUBLIC RECORDS

- A. The Parties acknowledge that the DEPARTMENT is subject to the Public Records Act, Chapter 42.56 RCW, and that records prepared, owned, used, or retained by the DEPARTMENT relating to the conduct of government or the performance of any governmental or proprietary function are available for public inspection or copying, except as exempt under RCW 42.56 or other statute which exempts or prohibits disclosure of specific information or records.
- B. The GRANTEE shall provide access to data generated under this Agreement to the DEPARTMENT and the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the GRANTEE's reports, including computer models and methodology for those models.
- C. Access to Data - State law prohibits state agencies from entering into agreements when the contractor could charge additional costs to the agency, the Joint Legislative Audit and Review Committee, or the Office of the State Auditor for access to data generated under the Agreement. Therefore, all such data will be provided at no additional expense. For the purposes of this requirement, "data" includes all information that supports the findings, conclusions, and recommendations of the contractor's reports, including computer models and methodology for those models.

3) ADVANCE PAYMENTS PROHIBITED

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by the DEPARTMENT.

4) AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 et seq. (also referred to as the "ADA") and its implementing regulations at 28 CFR Part 35.

The GRANTEE must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

5) ATTORNEY'S FEES

Except as provided in the section entitled "Recapture Provisions", in the event of litigation or other action brought to enforce the terms of this Agreement or alternate dispute resolution process, each party agrees to bear its own attorney's fees and costs.

6) COMPLIANCE WITH APPLICABLE STATUTES, RULES, AND DEPARTMENT POLICIES

The GRANTEE shall comply with, and the DEPARTMENT is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, and/or policies. This obligation includes, but is not limited to, nondiscrimination laws and/or policies; the ADA; ethics in laws and policies; Public Disclosure (RCW 42.56); and safety and health regulations. In the event of the GRANTEE's noncompliance or refusal to comply with any applicable law, regulation, executive order, or policy, the DEPARTMENT may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion. The GRANTEE is responsible for all costs or liability arising from its failure to comply with applicable law, regulation, executive order, or policy.

7) AGREEMENT MODIFICATIONS

The Parties may, from time to time, request changes to the AGREEMENT. All mutually agreed changes shall be incorporated by written amendment. No alteration or variation of the terms of this AGREEMENT shall be valid unless made in writing and signed by the Parties, and any oral understanding or agreements shall not be binding. It is mutually agreed and understood that the GRANTEE is allowed to reallocate funds as needed and approved by the State Coordinating Officer.

8) GRANTEE'S EMPLOYEES NOT EMPLOYEES OF DEPARTMENT

The GRANTEE and/or employees, contractors, or agents performing under this Agreement, are not employees or agents of the DEPARTMENT in any manner whatsoever. The GRANTEE will not be presented as nor claim to be an officer or employee of the DEPARTMENT or of the State of Washington for any reason, nor will the GRANTEE make any claim, demand, or application to or for any right, privilege, or benefit applicable to an officer or employee of the DEPARTMENT or of the State of Washington, including, but not limited to, Workers' Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege, or benefit which would accrue to a civil service employee under RCW 41.06. It is understood that if the GRANTEE is another state agency, the officers and employees are employed by the State of Washington in their own right.

9) DISCLOSURE

The use or disclosure by any Party of any information concerning the DEPARTMENT, or its State Individual Assistance Grant funds and Programs, for any purpose not directly connected with the administration of the DEPARTMENT's or the GRANTEE's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the DEPARTMENT or as required to comply with RCW 42.56, the Public Records Act, or court order.

10) DISPUTES

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the Parties and it cannot be resolved through discussion and negotiation, either party may request a dispute hearing. The Parties shall select a dispute resolution team to resolve the dispute. The team shall consist of a representative appointed by the DEPARTMENT, a representative appointed by the GRANTEE, and a third party mutually agreed upon by both Parties. The team shall, by majority vote, resolve the dispute. The Parties agree that this dispute process shall be final and there will be no appeal of the decision.

11) GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Washington. In the event of a lawsuit involving this Agreement, venue shall be proper only in Thurston County. The GRANTEE, by execution of this Agreement, acknowledges the jurisdiction of the courts of Washington in this matter.

12) HOLD HARMLESS

The GRANTEE agrees to defend, hold harmless, and indemnify the State of Washington and the DEPARTMENT, their officers, agents, employees, and assigns against any and all damages or claims from damages resulting or allegedly resulting from the GRANTEE's performance or activities hereunder, including the performance of any contractor(s).

13) INSURANCE, INDUSTRIAL COVERAGE

Prior to performing work under this Agreement, the GRANTEE shall provide industrial insurance coverage for the GRANTEE's employees, as may be required by Title 51 RCW. The DEPARTMENT will not be responsible for payment of industrial insurance premiums or for any other claim or benefit for a consultant or any subcontractor or employee of the GRANTEE, which may arise during the performance of services under this Agreement. Before the start of any work required by this Agreement, the GRANTEE shall deliver to the DEPARTMENT certificates of insurance reflecting that the GRANTEE has obtained all the insurance coverage required by this section.

14) INSURANCE, GENERAL COVERAGE

The DEPARTMENT and its officers, employees, and agents, while acting in good faith within the scope of their official duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against the DEPARTMENT and its employees, officers, and agents in the performance of their official duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130. GRANTEE hereby notifies the DEPARTMENT that as a Local Government of the State of Washington and in accordance with Washington law, GRANTEE has full loss coverage for itself, its officers, employees, and agents, through self-insurance and/or the purchase of insurance. Upon the DEPARTMENT's request, GRANTEE will provide the DEPARTMENT with details of its self-insured retention, proof of its additional insurance, and all loss coverage. This program of self-insurance and/or purchased insurance includes general liability, automobile liability, workers compensation, and employers' liability.

15) LIABILITY

To the extent permitted by applicable law, each party to this Agreement shall be responsible for injury or death to persons and damage to property resulting from negligence on the part of itself, its employees, agents, officers, contractors, or subcontractors. Neither party assumes any responsibility to the other party for the consequences of any act or omission of any third party.

16) LIMITATION OF AUTHORITY

Only the assigned Authorized Signature for the DEPARTMENT or an assigned delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this Agreement is not effective or binding unless made in writing and signed by the authorized person.

17) LOSS OF FUNDING

In the event funding from state sources is withdrawn, reduced, or limited in any way after the effective date of the Agreement, the DEPARTMENT may suspend or terminate, or renegotiate the Agreement, without cause under the "Termination" clause and without the thirty (30) day notice requirement.

18) NONASSIGNABILITY

Neither this Agreement, nor any claim arising under this Agreement, nor the work to be provided under this Agreement, and any claim arising thereunder, shall be assigned or delegated 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.

19) NONDISCRIMINATION

During the performance of this Agreement, the GRANTEE shall comply with all federal and state nondiscrimination statutes and regulations. These requirements include, but are not limited to:

- A. Nondiscrimination in Employment: The GRANTEE shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, citizenship or immigration status, family with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of trained dog guide or service animal by a person with a disability. This requirement does not apply, however, to a religious corporation, association, educational institution, or society with respect to the employment of individuals of a particular religion to perform work connected with the carrying on by such corporation, association, educational institution, or society of its activities.
- B. The GRANTEE shall take action to ensure that employees are employed and treated during employment without discrimination because of their race, creed, color, national origin, citizenship or immigration status, family with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of trained dog guide or service animal by a person with a disability. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer, recruitment, or recruitment selection for training, including apprenticeships and volunteers.

20) RECAPTURE PROVISION

In the event the GRANTEE fails to expend funds under this Agreement in accordance with applicable federal, state, and local laws and/or the provisions of the Agreement, the DEPARTMENT reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following Agreement termination. Repayment by the Agreement of funds under this recapture provision shall occur within thirty (30) days of demand.

In the event the DEPARTMENT is required to institute legal proceedings to enforce the recapture provision, the DEPARTMENT shall be entitled to its costs thereof, including attorney fees, from the GRANTEE.

21) RECORDS, MONITORING, AND AUDIT ACCESS

- A. The GRANTEE shall perform under the terms of the Agreement and the DEPARTMENT may conduct reasonable and necessary monitoring of the GRANTEE's performance.
- B. To permit such monitoring, the GRANTEE shall maintain books, records, documents, and other evidence, and accounting procedures and practices that 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 DEPARTMENT, the Office of the State Auditor, and federal officials so authorized by law, rule, regulation, or agreement.
- C. The GRANTEE will retain all books, records, documents, and other materials relevant to this Agreement for six (6) years from the date final payment is made hereunder and make them available for inspection by persons authorized under this provision.
- D. The DEPARTMENT or the State Auditor or any of their representatives and federal officials so authorized by law, rule, regulation, or agreement shall have full access to and the right to examine during normal business hours and as often as the DEPARTMENT or the State Auditor may deem necessary, all of the GRANTEE's records with respect to all matters covered in this Agreement. Such rights last for six (6) years from the date final payment is made hereunder.
- E. The GRANTEE shall cooperate with and freely participate in any monitoring, audit or evaluation activities conducted by the DEPARTMENT that are pertinent to the intent of this Agreement.
- F.

22) 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.

23) CONTRACTING

The GRANTEE shall comply with all applicable procurement laws, rules, and requirements. This will include the use of a competitive procurement process in the award of any contracts with its contractors and sub-contractors that are entered into under this Agreement. All contracting and sub-contracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

24) TERMINATION

- A. If, through any cause, the GRANTEE or its contractors or sub-contractors shall fail to fulfill in a timely and proper manner its obligations under this Agreement or if the GRANTEE or its contractors or sub-contractors shall violate any of its covenants, agreements, or stipulations of this Agreement, the DEPARTMENT shall thereupon have the right to terminate this Agreement and withhold the remaining allocation if such default or violation is not corrected within thirty (30) days after submitting written notice to the GRANTEE describing such default or violation.
- B. Notwithstanding any provisions of this Agreement, either party may terminate this Agreement without cause by providing written notice of such termination, specifying the effective date thereof, at least thirty (30) days prior to such date. If this Agreement is so terminated, the DEPARTMENT shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination. Upon notice of such termination, the DEPARTMENT reserves the right to suspend all or part of the Agreement, withhold further payments, and prohibit the GRANTEE from incurring additional obligations of funds.
- C. Reimbursement for eligible expenses incurred by the GRANTEE prior to the effective date of such termination shall be as the DEPARTMENT reasonably determines.
- D. The DEPARTMENT may unilaterally terminate or suspend all or part of this Agreement without cause, or may reduce its statement of work and budget, if there is a reduction in funds by the source of those funds, and if such funds are the basis for this Agreement.

25) TRAVEL AND SUBSISTENCE REIMBURSEMENT

If reimbursement of travel or subsistence expenses are included as part of this Agreement, they shall be paid in accordance with rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended. The GRANTEE is required to provide to the DEPARTMENT copies of receipts for any travel related expenses other than meals and mileage that are authorized under this Agreement.

26) TREATMENT OF ASSETS

Upon successful completion of the terms of this Agreement, all assets, including equipment, purchased through this Agreement will be owned by the GRANTEE unless otherwise specified by the funding source. The GRANTEE shall be responsible for any and all operation and maintenance expenses and for the safe operation of said equipment including all questions of liability.

27) WAIVER OF DEFAULT

Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of the Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of the Agreement unless stated to be such in writing, signed by the Director or Contracts Administrator and attached to the original Agreement.

**STATEMENT OF WORK
STATE INDIVIDUAL ASSISTANCE GRANT – FISCAL YEAR 2022-2023**

PURPOSE

Pursuant to GRANTEE's request WA-2023278802, GRANTEE shall use the awarded State Individual Assistance Grant funds in this Agreement to administer the following State Individual Assistance Grant Program(s) to aid in the recovery of individuals and/or household affected by the extreme weather and flooding event beginning December 18, 2022 through December 28, 2022:

- **Housing Assistance**
- **State Household Appliance and Home Repair**

ELIGIBLE COSTSHousing Assistance (Attachment F)

- Rental Assistance
 - First and Last month's rent
 - Security deposit
 - Rental application fees
 - Monthly Rent (Up to 3 months)
 - Moving or Relocation Assistance

State Household Appliance and Home Repair (Attachment G)

- Household Appliances
- Home Repairs

Disaster Case Management (Attachment H)

- Salary and benefits of Disaster Case Manager(s).
- Training, travel including per diem, and mentorship

Administrative Costs (if allocated and identified in Attachment D)

- Compensation of Grantee employees for the time worked on administering State Individual Assistance Programs.
- Cost of Grantee materials, equipment, and supplies purchased needed to administer State Individual Assistance Programs.
- Cost of services specifically used to administer State Individual Assistance Programs.
- Cost of Grantee employee training and/or necessary certifications to administer State Individual Assistance Programs, to include travel and per diem expenses.
- Costs of services furnished to administer State Individual Assistance Program(s) by other entities.
- Costs identified as eligible or approved conditionally eligible.

CONDITIONALLY ELIGIBLE COSTS

Conditionally eligible costs are items not listed as eligible in the Statement of Work but may be considered as an eligible expense under an approved State Individual Assistance Program(s) under this Agreement and meets the purpose set by Engrossed Substitute Senate Bill 5693 Sec. 143 (15). Conditionally eligible costs require prior written approval by the State Coordinating Officer prior to incurring the costs.

Requests for conditionally eligible costs must be submitted through a formal letter by the GRANTEE and will be approved or denied in writing. Costs incurred without State Coordinating Officer approval will NOT be eligible for reimbursement.

GRANT RECIPIENT ELIGIBILITY CRITERIA

For State Individual Assistance Grants funds awarded directly to recipients, GRANTEE must use the following recipient eligibility criteria to award grants to eligible individuals and/or households. GRANTEE must verify and collect documentation for proof of eligibility. Refer to Attachment F for Acceptable Recipient Documentation.

General Eligibility Determination

To be eligible, an individual or family must meet **ALL** of the following:

1. Is a resident of GRANTEE's jurisdiction.
2. Has suffered damage to their home or was displaced from a rental unit used as their primary residence due to the qualifying disaster identified in this Agreement.
3. Has not received, or has received inadequate, disaster individual assistance from federal, state, private insurance, or non-profit to cover the cost of individual or household disaster recovery.

AND

4. An individual or family must meet **ONE** of the following criteria:
 - a. Is disabled;
 - b. Has a household income equal to or less than 80 percent of the area median family income based on the number of persons in the family. GRANTEE shall use the Low (80 percent) Income Limits from the U.S. Department of Housing and Urban Development's FY 2022 Income Limits Documentation System for the Bellingham, WA Metropolitan Statistical Area (MSA): https://www.huduser.gov/portal/datasets/home-datasets/files/HOME_IncomeLmts_State_WA_2022.pdf;
 - c. The individual's or family's home qualified for the property tax exemption program in RCW 84.36.379 through 84.36.389; or
 - d. The home qualified for the property tax deferral program in chapter 84.38 RCW.

RECIPIENT MAXIMUM GRANT AMOUNT

For State Individual Assistance Grants awarded direct assistance to Recipients, GRANTEE shall ensure that the overall total grant award for each recipient does not exceed the maximum grant amount per household size for the following grant programs and/or eligible costs.

STATE IA PROGRAMS		MAXIMUM ALLOWABLE GRANT
Housing Assistance	Rental Assistance (First/Last Month's Rent, Security Deposit, Monthly Rent)	No Maximum Amount
	Moving and Relocation Assistance	No Maximum Amount
State Household Appliance and Home Repair Program (SHARP)	Household Appliances Replacement	\$6,400.00 per household
	Home Repairs	\$37,900.00 per household

DELIVERABLES

See Attachment E – Timeline for deliverables and deadlines.

BUDGET

Grant Agreement Number: **D23-023**
 Grantee Name: **Whatcom County**
 Performance Period: **Date of Execution – 6/30/2023**
 Eligibility Period of Costs Incurred: **12/18/2022-6/30/2023**
 Grant Amount: **\$396,000.00**

Cost Categories	Amount
Administrative Costs	\$36,000.00
Disaster Case Management	\$60,000.00
Housing Assistance Program	\$100,000.00
State Household Appliances and Home Repair Program	\$200,000.00

GRANT TIMELINE

ITEM	DEADLINE/TIMELINE
Grant Kick-Off Meeting	Within 5 business days after Grant Agreement Start Date
Monthly Grant Report	End of the month for prior month's report.
A19-1A Reimbursement (Invoices)	No more than once a month during the Grant Performance Period
Grant Monitoring Review or Site Visit	At least once during the Agreement performance period, no earlier than 3 months after Grant Agreement Start Date.
Corrective Action Plan - Grant Audit or Monitoring Report Response	No later than 10 business days after receiving the official report
Budget Meetings	Every 2 month during the Grant Agreement Performance Period
Local Travel Policy/Procedures (if any)	30 days after signatures on this Agreement and then annually.
Grant Pre-Closeout Meeting	45 calendar days prior to Grant Agreement Performance Period End Date
Final A19-1A Reimbursement (Invoices)	July 31, 2023
Grant Closeout Meeting	Within 15 calendar days after Grant Agreement Performance Period End Date

Housing Assistance

Housing Assistance may be provided to pre-disaster homeowners or renters to rent alternate temporary housing, or to cover moving, relocation, and/or storage costs if displaced from their primary residence as a result of a disaster.

Rental Assistance

- **Eligible Costs**
 - Monthly Rent (up to 3 months)
 - First and Last month's rent
 - Security deposit
 - Rental application fees
- **Recipient Eligibility**

In addition to meeting State Individual Assistance General Eligibility Criteria, Recipients must meet all of the following:

 - Recipient has exhausted previously awarded Rental Assistance from federal and other state agency assistance, insurance claims, and private donations
 - Applicant is unable to return to their pre-disaster residence because it is uninhabitable, inaccessible, or not available due to the disaster
 - Applicant does not have the financial ability to obtain housing without assistance
 - Applicant is not receiving assistance from any other source for temporary housing
- **Required Documentation**

In addition to documentation required as proof of meeting General Eligibility Criteria, Recipients must provide ALL of the following:

 - Copy of current lease or rental agreement signed by the landlord and tenant
 - Proof of all exhausted federal and other state agency assistance, insurance claims, and donations. Written attestation from Grantee or Contractor acceptable if unavailable
 - Written attestation from Grantee or Contractor verifying and confirming that primary residence is uninhabitable, inaccessible, or not available due to the disaster

State Household Appliances and Home Repair

Eligible Costs

Household Appliances

Household appliances eligible under this Agreement include those related to cooking, cleaning, or food preservation. Below are eligible costs for major and small appliances:

• **Major Appliances**

Cooking Range Hood
Dishwasher
Dryer
Freezer (Chest)
Freezer (Stand-up)
Microwave (Countertop)
Microwave over the Range
Mini-Refrigerator
Refrigerator
Stove with Range
Washer

Some major appliances may need to be installed by a professional and is considered an eligible cost under household appliances.

• **Small Appliances**

Air Purifier	Slow Cooker
Blender	Stand Mixer
Broom & Dustpan	Toaster
Coffee Maker	Toaster Oven
Food Dehydrator	Vacuum
Food Processor	Waffle Iron
Hand Mixer	Electric Kettle
Hot Plate	Food Vacuum Sealer
Iron	Non-Electric Roasting Pan
Iron Board	Electric Knife Set
Mop	Electric Griddle
Pressure Cooker (e.g., Instant Pot)	Electric Can Opener
Rice Cooker	

If a recipient has a need for an appliance not included in this list, GRANTEE **must obtain preapproval from the DEPARTMENT Key Personnel prior to purchasing and include justification.** The appliance must be used for cooking, cleaning, or food preservation.

Home Repair

Eligible Home Repairs under this Agreement covers a wide-range of services including the costs associated with restoration and clean-up, materials to address structural or aesthetic repairs, electrical system repairs, septic or other utility repairs, installation of materials, delivery of materials, or assessment of the home by a licensed contractor that is not a member of the applicant's household as a result of the qualifying disaster's damages to a primary home. Home Repair Assistance is intended to make the damaged home safe, sanitary, or functional. It is not intended to return the home to its pre-disaster condition.

Specific eligible home repair costs for the purposes of this Agreement are listed below:

- Essential improvements to ensure occupant health and safety and building durability, which may include:
 - Rot removal and replacement
 - Foundation or structural improvements
 - Crawlspace excavation
 - Debris removal on private property
- Lead-based paint and asbestos testing, hazard remediation, removal or abatement, which may include:
 - Lead-based paint abatement and remediation (e.g., window and door replacement, strike and friction repair or replacement)
 - Vermiculite and asbestos abatement
- Improvements for handicapped persons per state and federal requirements.
 - Access Ramp
 - Grab bars
- Repair or replacement of major housing systems (structural; electrical, plumbing; heating, ventilating and air conditioning; roof) and infrastructure (septic, sewer, water, foundation), which may include:
 - Roofing Tear off and Roof replacement (including sheathing replacement)
 - Repair or replace damaged exterior and interior walls
 - Windows, doors, floors, walls, ceilings, and cabinetry
 - Electrical repairs and replacement (panels, knob and tube wiring, aluminum wiring, insufficient electrical service)
 - Repair or replace septic or sewage systems
 - HVAC work (new heating system, combustion safety issues and duct systems)
 - Repair or replacement of utility connections including gas and water.
- Home Safety and Privacy
 - Fencing & Gate repairs
 - Garage repair or replacement
- Access and Egress
 - Privately-owned roads, privately-owned bridges, and privately-owned docks
- Radon mitigation, based on test results
- Pest removal and prevention
- Applicable state and local taxes on purchased items or services.

Disaster Case Management

Disaster Case Management (DCM) is a program that involves a partnership between a disaster case manager and a disaster survivor to develop and carry out an individual disaster recovery plan. This partnership provides the disaster survivor with a single point of contact to facilitate access to a broad range of available resources. The goal of the DCM program is to assist individuals and families through the recovery process with finding resources to meet their disaster caused unmet needs. Eligible costs for Disaster Case Management Program under this Agreement include the following:

- Salary and benefits of Disaster Case Manager(s).
- Training, travel including per diem, and mentorship

ATTACHMENT I: Required Recipient Documentation

GRANTEE shall use list of Required Recipient Documentation for the following. Collected documentation from Recipients must have all personally identifiable information, such as social security numbers, account number, etc., redacted except for the Recipient name and address. Any information provided by the Recipient and supporting documentation is considered a public record and is subject to disclosure under the Washington Public Records Act, 45.56 RCW.

Damage Verification

The Recipients primary residence must be verified by GRANTEE to have been damaged or destroyed by the qualifying disaster event on this Agreement. The County Assessor's Office can also verify the loss or damage to the home. For the purpose of this Agreement, primary residence refers to the home where the recipient normally lives during the major portion of the calendar year.

Proof of damage to home or displacement from a rental unit used as the primary residence includes one of the following:

- Receipt of insurance settlement for damage/loss due to the qualifying disaster.
- Destroyed property form application processed and approved by the County Assessor's Office demonstrating a reduction in taxes due to property loss. The County Assessor's Office will provide verification of property loss in the eligible counties to the Washington Emergency Management Division.
- Attestation from GRANTEE or Contractor confirming damage to primary home or displacement from rental unit used as primary residence due to the qualifying disaster.
- Taxpayers claim for Reduction of Assessments Resulting from Destroyed Real or Personal Property or Loss of Value in a Declared Disaster Area (available at local county assessor's office.)
<https://dor.wa.gov/sites/default/files/legacy/Docs/forms/PropTx/Forms/64-0003.pdf>
- Attestation from landlord of damage to rental unit or of tenant's displacement from rental unit due to qualifying disaster event.

Duplication of Benefits Verification

GRANTEE shall verify Recipient has not received, or has received inadequate, disaster individual assistance from federal, state, local, private insurance, or non-profit to cover the cost of individual or household disaster recovery.

Proof of lack of individual assistance or inadequate individual assistance includes one of the following:

- Proof of insurance denial from insurance company
- Insurance policy stating appliance replacements are not covered
- Insurance settlement demonstrating the amount is still inadequate to cover the cost of remaining household appliance replacements.
- Federal Emergency Management Agency (FEMA) assistance provided, if applicable does not cover remaining unmet needs
- U.S. Small Business Administration (SBA) loan amount, if applicable, does not cover remaining unmet needs

Identity Verification

GRANTEE shall collect one proof of identity to mitigate instances of fraud from occurring. Proof of identity will also ensure the correct name is used to disburse checks to approved eligible Recipients, if applicable. Proof of identity must include one of the following (must show name, date of birth, and photograph):

- State identification card
- Driver license
- US passport or passport card

- US military card (front and back)
- Military dependent's ID card (front and back)
- Permanent Resident Card
- Certificate of Citizenship
- Certificate of Naturalization
- Employment Authorization Document
- Foreign passport

Proof of Residency

Recipient proof of residency includes one of the following documents demonstrating recipient physical, primary residency jurisdiction where the qualifying disaster occurred.

(*Note: If a recipient is having difficulty with finding a document for proof of residency, a Disaster Case Manager (DCM) or GRANTEE Authorized Personnel can attest and declare that the recipient's primary residency is/was within the jurisdiction during the qualifying disaster event. This can be annotated in documents provided by the recipient and the DCM/Authorized Personnel if aspects of the document are missing such as the address of the property, the date of the document, the name of the recipient etc. If using this method for proof of residency, the DCM must also sign and date the document to attest that the information has been verified. An example of this is a written agreement between a landlord or property owner and someone who is renting or otherwise living on the property and does not have an official lease agreement to show.)

- Any utility bill from state fiscal year 2022
- Washington State issued driver's license, identification card, or permit
- Washington vehicle registration or title
- Cell phone bill or internet bill
- Home utility or service document (bill, statement, hook-up order, etc.) for Washington address (gas, electric, water, garbage, sewer, landline phone, TV, internet)
- Bank or credit card document (statement, card mailer, etc.)
- Washington State voter card
- Washington school transcript
- DSHS benefits letter (medical, food, etc.)
- Proof of home ownership (mortgage documents, property tax documents, deed, title, etc.)
- Rent receipts or lease agreement
- Selective Service Card
- Concealed weapons permit from a Washington county (license to carry concealed pistol)
- Homeowner's or renter's insurance policy or other insurance statement
- Washington professional license (nursing, physician, engineer, pilot, etc.)
- Internal Revenue Service 2021 W-2 form from an employer, form 1099 or paystub from employer
- US military document
- Certified Washington marriage certificate

Proof of Income

Recipient must also meet one of the following:

1. Is disabled. - For the purposes of this grant, "Disabled" is defined by RCW 84.36 and 42 U.S.C. Sec. 423(d)(1)(A) - (1) as follows:

The term "disability" means— (A) inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months.

- Proof includes one of the following:
 - Written acknowledgement by Social Security or Veterans Administration.
 - Proof of Disability Affidavit or attestation from medical provider on facility letterhead.
 - Award letter or other verification notice from a federal or state agency demonstrating recipient is approved for a disability benefits program or other assistance program as a result of a disability.
 - (*Note: An individual only needs to provide proof they are *currently* disabled, not necessarily that they were disabled before or at the time of the incident. Any missing information can be verified and validated by the DCM who can sign, date, and attest to the provided proof.)
2. Has a household income equal to or less than 80 percent of the area median family income based on the number of persons in the family. GRANTEE shall use the Low (80 percent) Income Limits from the U.S. Department of Housing and Urban Development's (HUD) FY 2022 Income Limits Documentation System for the Bellingham, WA Metropolitan Statistical Area (MSA): https://www.huduser.gov/portal/datasets/home-datasets/files/HOME_IncomeLmts_State_WA_2022.pdf;
- For the purposes of this grant, "Income" is defined by the Bureau of the Census, and includes wage or salary income, self-employment income, interest, dividend, rental income, social security or other public assistance income, retirement, and disability income, etc.
 - For the purposes of this grant, "Family" is defined by HUD, and includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, the following:
 1. A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person; or,
 2. A group of persons residing together, and such group includes, but is not limited to:
 - a. A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
 - b. An elderly family;
 - c. A near-elderly family;
 - d. A disabled family;
 - e. A displaced family; and,
 - f. The remaining member of a tenant family.
 - Proof includes one of the following:
 - i. Proof includes the recipient's most recent copy or copies of one of the following which must include a date and the recipient's name. If any of the information is unclear or missing (such as no date), DCM or GRANTEE Authorized Personnel can sign and date on the document to attest to the accuracy of the document.:
 - ii. Pay stubs covering the last 60 days of income (or three months of bank statements demonstrating deposit amounts and blacking out the account number)
 - iii. Social Security letter
 - iv. Unemployment benefits letter
 - v. Letter attesting to being unemployed and receiving no income during State Fiscal Year 2022 and 2023 (July 1, 2021 through June 30, 2023)
 - vi. W-2 forms or most recently filed tax statements demonstrating income.
 - vii. Proof that the recipient's income is below the minimum threshold to file a federal tax return based on their filing status.
 - viii. Documentation of self-employment, if applicable

3. The home qualified for the property tax exemption program in RCW 84.36.379 through 84.36.389;
or;
 - o Proof includes one of the following:
 - i. Confirmation of eligibility/approval from the County Assessor's Office of Form 63 0001 "Application for Property Tax Exemption" by the Washington State Department of Revenue valid for the Washington State 2021 property tax year.
 - ii. Confirmation of eligibility/approval from the County Assessor's Office of Form 64 0002 "Senior Citizen and People with Disabilities Exemption from Real Property Taxes" by the Washington State Department of Revenue valid for the Washington State 2021 property tax year.
 - iii. Validation by the Washington Emergency Management Division using Washington State 2021 property tax year data provided by the County Assessor's Office that shows eligibility for the Tax Exemption Program.
4. The home qualified for the property tax deferral program in chapter 84.38 RCW.
 - o Proof includes one of the following:
 - i. Confirmation of eligibility/approval from the County Assessor's Office of Form 64 0011 "Deferral Application for Senior Citizens and People with Disabilities" by the Washington State Department of Revenue valid for fiscal year 2021.
 - ii. Validation by the Washington Emergency Management Division using Washington State 2021 property tax year data provided by the county assessor's office that shows eligibility for the Tax Deferral Program.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-151

File ID:	AB2023-151	Version:	1	Status:	Agenda Ready
File Created:	02/17/2023	Entered by:	SWinger@co.whatcom.wa.us		
Department:	Finance Division	File Type:	Bid Award		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

Primary Contact Email: swinger@co.whatcom.wa.us <<mailto:swinger@co.whatcom.wa.us>>

TITLE FOR AGENDA ITEM:

Request approval for the County Executive to authorize the purchase of two (2) passenger vans, using the Washington State Contract #05916, from Bud Clary Ford/Hyundai, located in Longview, Washington, in an amount not to exceed \$73,707.66

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Per WCC 3.08.100(A), Public Works Equipment Services, on behalf of the Health Department, requests approval to purchase two (2) 2023 Ford Transit Passenger Vans, using the WA State Contract #05916 (expires 01/05/2025). The vendor is Bud Clary Ford/Hyundai, located in Longview, Washington, in an amount not to exceed \$73,707.66, including delivery and sales tax. These additions to fleet will be used by the Alternative Response Team. Funding for this purchase was approved in the Behavioral Health Program fund by Council on Supplemental ID #2023-3846, as appropriated on Ordinance #2023-001

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Memo



DATE: February 17, 2023
TO: Tyler Schroeder, Director of Administrative Services
FROM: Brad Bennett, AS Finance Manager
SUBJECT: Approval to Purchase Two (2) 2023 Ford Transit Passenger Vans (Additions to Fleet)

- **Background & Purpose**

Public Works Equipment Services, on behalf of the Health Department requests approval to purchase two (2) 2023 Ford Transit Passenger Vans, using the WA State Contract #05916 (expires 01/05/2025). These units will be used by the Health Department, Alternative Response Team, in the performance of county business.

The vendor is Bud Clary Ford/Hyundai, located in Longview, Washington, and the total for this purchase is \$73,707.66, including delivery and sales tax.

- **Funding**

Funding for these additions to fleet was approved in the Behavioral Health Program fund by Council on Supplemental ID #2023-3846, and appropriated on Ordinance #2023-001. I concur with this request.


AS Finance Manager

Approved as recommended:

Director of Administrative Services

Date of Council Action _____

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**



EQUIPMENT SERVICES DIVISION

901 W. Smith Road
Bellingham, WA 98226-9610
Phone (360) 778-6400
Fax (360) 778-6401

Elizabeth Kosa

Interim Director

Garrett Reynolds, Superintendent

MEMORANDUM

To: Brad Bennett, AS Finance Manager
Through: Elizabeth Kosa, Interim Public Works Director *gpk for E. Kosa*
From: Matt Cooper, Equipment Services Crew Leader *mec*
Date: February 13, 2023
Re: Purchase of two (2) 2023 Ford Transit Passenger Vans (WA State Contract #05916)

• **Requested Action**

I am requesting Executive approval to purchase two (2) 2023 Ford Transit Passenger Vans from the Washington State Bid Procurement List (Contract #05916). The current state contract is valid through January 5, 2025. The vans are an addition to the Health Department's fleet, approved through supplemental budget ID #2023-3846 on February 7, 2023.

• **Background and Purpose**

The Health Department received expenditure authority of dedicated grant funding for the Capital Funds portion of a grant from the WA Health Care Authority (HCA) for the Alternative Response Team (ART) pilot program. These expenditures include vehicles for the ART Teams.

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.

VENDOR	YEAR / MAKE / MODEL	QTY	PRICE EACH	TOTAL
Bud Clary Ford/Hyundai	2023 Ford Transit Passenger Van	2	\$33,998.00	\$67,996.00
			Sales Tax @ 8.4%	\$5,711.66
			GRAND TOTAL:	\$73,707.66

• **Funding Amount and Source**

The ART 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. 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, and were approved via Supplemental Budget Request #2023-3846 on February 7, 2023 in the amount of \$149,000. I am requesting Executive approval to purchase these two units from Bud Clary Ford/Hyundai of Longview, WA for the base price of \$33,998.00 each, plus 8.4% sales tax of \$2,855.83 each for a total amount of \$73,707.66.

• **Recommended Action**

Please approve this purchase and forward to the Executive and County Council for approval at the March 07, 2023 County Council Meeting. Please contact Matt Cooper at extension 6434 if you have any questions or concerns.

Contract #: 05916

Dealer: Bud Clary Ford Hyundai (W403)
700 7th Avenue
PO Box 127
Longview WA 98632

Dealer Contact: Kathleen Brennan
Dealer Phone: (360) 423-4321 Ext: 7183
Dealer Email: ford.orders@budclary.com

Organization Information

Organization: WHATCOM COUNTY - 13700

Email: CJordan@co.whatcom.wa.us

Quote Notes: Please submit purchase request and send PO

Vehicle Location: BELLINGHAM

Color Options & Qty

Frozen White (Z2) - 2

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2023-0426-001	2023 Ford Transit Connect Mini Passenger Van	2	\$33,228.00	\$66,456.00
2023-0426-002	INFORMATION ONLY: Order-to-delivery timing remains very fluid due to the continuing global supply chain shortages, labor instability and high volume of nationwide orders being submitted. Ford Motor Company is not able to guarantee that this vehicle will be produced during the current model year production cycle. Also, due to uncontrollable increasing costs of raw materials, Ford might not be able to provide price protection for vehicles that will need to be re-ordered as 2024 model year. If Ford is unable to build this vehicle, we will contact you when we receive notification, offering the choice of order cancellation without penalty or acceptance of 24MY CARS contract pricing to re-order vehicle (and upfits if applicable) with factory expedited scheduling.	2	\$0.00	\$0.00
2023-0426-003	INFORMATION ONLY: Bud Clary Ford offers a \$300 prompt payment discount if payment is made within 20 days of vehicle delivery	2	\$0.00	\$0.00
2023-0426-004	INFORMATION ONLY: Bud Clary Ford CARS Cancellation Fees: NO fee to cancel order if vehicle has not been scheduled for production and is able to be cancelled at factory. \$500 cancellation fee if vehicle has been serialized and is locked in for production by manufacturer. \$750 cancellation fee if vehicle has been delivered to customer and must be picked up by dealer and re-stocked into inventory. Absolutely NO cancellation if customer has licensed/registered vehicle. Upfits/Equipment ordered for vans, trucks, chassis cabs and police/fire vehicles will have a 10-30% re-stocking fee; custom bodies cannot be cancelled	2	\$0.00	\$0.00
2023-0426-005	INFORMATION ONLY: Transit Connects are produced in Spain, so order-to-delivery will be 150 days minimum.	2	\$0.00	\$0.00
2023-0426-010	2023 Ford Transit Connect, 6-Passenger (2/2/2) Minivan, XL Trim Level, 121in Long Wheelbase (LWB) (190in OL), 2.0L GDI I-4 Gas Engine with Auto Stop/Start Technology, 8-Speed SelectShift Automatic Transmission, 24/29 MPG, (E9E/200A/992/448/121WB/87R/TTCB) -- THIS IS THE BASE VEHICLE. Please refer to Vehicle Standard Specifications for complete description.	2	\$0.00	\$0.00
2023-0426-019	Privacy Glass, 2nd Row Back (included with XLT Trim Upgrade) (924)	2	\$420.00	\$840.00
2023-0426-205	Fire Extinguisher, 2.5# Dry Chemical ABC Rated w/ Mounting Bracket (DLR)	2	\$43.00	\$86.00
2023-0426-206	Flare Kit, 3 Piece Triangle, for roadside emergency use (DLR)	2	\$57.00	\$114.00
2023-0426-229	Stock Vehicle Upcharge (Call dealer for availability) (DLR)	2	\$250.00	\$500.00

Quote Totals

Total Vehicles: 2

Sub Total: \$67,996.00

8.4 % Sales Tax: \$5,711.66

Quote Total: \$73,707.66

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 *Malora Christensen*

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.

Thursday, December 22, 2022

Rpt: Rpt Suppl Regular

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



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-153

File ID:	AB2023-153	Version:	1	Status:	Agenda Ready
File Created:	02/21/2023	Entered by:	JThomson@co.whatcom.wa.us		
Department:	Health Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and the City of Bellingham to support staffing and implementation of the Alternative Response Team Pilot Program in the amount of \$62,969 for a total amended contract amount of \$322,179

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: City of Bellingham – Alternative Response Team Pilot Program Contract Amendment #1
DATE: February 21, 2023

Attached is a contract amendment between Whatcom County and City of Bellingham for your review and signature.

■ Background and Purpose

The Alternative Response Team (ART) Pilot Program takes a collaborative approach that brings law enforcement, emergency medical response, human services, and other community responders together to create individualized plans to minimize the impact of individuals identified as having a very high impact on each of those systems. ART will be deployed by staff based at What-Comm, 10 hours/day, 7 days/week and there will be a dedicated communication channel and work station for ART at the What-Comm call center.

This contract dedicates funding from the City of Bellingham for staffing and implementation of the ART Pilot Program. This amendment increases 2023 funding by \$62,969 to support additional supplies, equipment, travel, training and evaluation.

■ Funding Amount and Source

Funding for this contract is provided by the City of Bellingham in an amount not to exceed \$322,179 in 2023. These funds are included in the 2023 budget. Council approval is required as the additional funding provided by this amendment exceeds \$40,000, per WCC 3.06.010.

■ Differences from Previous Contracts

Section	Revision Purpose
General Terms – Section 5.	Increases 2023 funding by \$62,969 and adds provisions for the County to submit documentation of expenditures of the additional funds.

Please contact Malora Christensen, Response Systems Manager at 360-778-6163 (MChriste@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.



**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202204045 – 1

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		Response Systems Division	
Contract or Grant Administrator:		Dean Wight	
Contractor's / Agency Name:		City of Bellingham	

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 #:	202204045	

Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:
Already approved? Council Approved Date:		(Exclusions 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):	CFDA#:	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

Is this contract grant funded?	If yes, Whatcom County grant contract number(s):		
Yes <input type="checkbox"/> No <input type="checkbox"/>			

Is this contract the result of a RFP or Bid process?	If yes, RFP and Bid number(s):	Contract Cost Center:	124134
Yes <input type="checkbox"/> No <input type="checkbox"/>			

Is this agreement excluded from E-Verify?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	
---	---	--

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):	<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.
\$ 167,917 (in 2022) + 259,210 (in 2023)	
This Amendment Amount:	
\$ 62,969	
Total Amended Amount:	
\$ 490,096	

Summary of Scope: This Agreement provides funding for Health and Community Services Response System Division's, Alternative Response Team Pilot Program.

Term of Contract:	1 year, 9 months	Expiration Date:	12/31/2023
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Contract Routing:	1. Prepared by:	JT	Date:	02/15/2023
	2. Health Budget Approval	KR/JG	Date:	02/17/2023
	3. Attorney signoff:	RB	Date:	02/17/2023
	4. AS Finance reviewed:	A Martin	Date:	02/21/2023
	5. IT reviewed (if IT related):		Date:	
	6. Contractor signed:		Date:	
	7. Submitted to Exec.:		Date:	
	8. Council approved (if necessary):	AB2023-153	Date:	
	9. Executive signed:		Date:	
	10. Original to Council:		Date:	

**WHATCOM COUNTY CONTRACT AMENDMENT
ALTERNATIVE RESPONSE TEAM PILOT PROGRAM**

PARTIES:

**Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225**

**AND CONTRACTOR:
City of Bellingham
210 Lottie Street
Bellingham, WA 98225**

CONTRACT PERIODS:

**Original: 04/11/2022 – 12/31/2023
Amendment #1: 01/01/2023 – 12/31/2023**

**THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS
HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY
MUTUAL CONSENT OF ALL PARTIES HERETO**

DESCRIPTION OF AMENDMENT:

1. Amend Section 5. Funds Provided and Method of Payment (A.) to increase funding by \$62,969 for the 2023 contract period and (C.) to add expenditure documentation requirements, as follows:
 - A. The financial assistance provided to the Recipient shall not exceed \$322,179 in 2023.
 - C. The Recipient will provide documentation of expenditures to the City of the additional Health Care Authority funds of \$62,969 for supplies, equipment, travel, training, and evaluation, as support for the City's billing to the Health Care Authority.
2. Funding for this contract period (01/01/2023 – 12/31/2023) is not to exceed \$322,179.
3. Funding for the total contract period (04/11/2022 – 12/31/2023) is not to exceed \$490,096.
4. All other terms and conditions remain unchanged.
5. The effective start date of the amendment is 01/01/2023.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

WHATCOM COUNTY:

Recommended for Approval:

Malora Christensen, Response Systems Manager Date

Erika Lautenbach, Director Date

Approved as to form:

Royce Buckingham, Senior Civil Deputy Prosecutor Date

Satpal Singh Sidhu, County Executive Date

CITY OF BELLINGHAM:

Seth Fleetwood, Mayor

Attest:

Approved as to Form:

Finance Director

Office of the City Attorney

Departmental Approval



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-154

File ID:	AB2023-154	Version:	1	Status:	Agenda Ready
File Created:	02/21/2023	Entered by:	JThomson@co.whatcom.wa.us		
Department:	Health Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to support the Housing and Essential Needs Program in the amount of \$157,120 for a total amended contract amount of \$2,811,264

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: Opportunity Council – Housing & Essential Needs Contract Amendment #2
DATE: February 21, 2023

Attached is a contract amendment between Whatcom County and Opportunity Council for your review and signature.

■ Background and Purpose

Housing and Essential Needs (HEN) is a program of the Washington State Department of Commerce's Consolidated Housing Grant (CHG) and provides funding to each county for rent and utility assistance, essential needs items and case management for recipients whose eligibility is determined by the Department of Social and Health Services (DSHS). This is a sole source contract with the Opportunity Council as the administrator of the Whatcom Homeless Service Center.

■ Funding Amount and Source

The additional funding provided by this amendment is \$157,120. Funding for the entire contract period (07/01/2022 – 06/30/2023), in an amount not to exceed \$2,811,264, is provided by the Washington State Department of Commerce CHG. These funds will be included in the 2023 budget. Council approval is required as the additional funding provided by this amendment and the previous amendment exceed 10% of the amount authorized by Council on 06/21/2022.

■ Differences from Previous Contracts

Section	Revision Purpose
Exhibit A – Scope of Work	Adds funding, outcome and reporting requirements for new funding available through the 2022 State's Supplemental Operating Budget, specific to HEN-eligible, Foundational Community Support (FCS) enrollees, until 6/30/23. Eligible households no longer have a HEN referral from DSHS due to an increase in income, or other eligibility changes. This funding prioritizes serving those enrolled in FCS and enrolled in Supportive Employment, with rental assistance and case management. These services are also intended to provide support for households who no longer have a HEN Referral from DSHS due to increased income or other changes in eligibility. The FCS Program provides supportive housing and supported employment services for Apple Health-eligible beneficiaries with complex needs. Household income must be at or below 80% Area Median Income for those receiving assistance funded by HEN FCS.
Exhibit B – Compensation	Adds \$157,120 in Foundational Community Support (FCS) funds to create a bridge period of rent assistance for households enrolled in FCS, prioritizing households enrolled in Supportive Employment, who no longer have a HEN Referral from DSHS due to increased income or other changes in eligibility.

Please contact Ann Beck, Community Services Manager at 360-778-6055 (ABeck@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.



**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202206019 – 2

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		8550 Human Services / 855040 Housing Program	
Contract or Grant Administrator:		Barbara Johnson-Vinna	
Contractor's / Agency Name:		Opportunity Council	
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 #:		202206019
Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:	
Already approved? Council Approved Date:		(Exclusions 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):		CFDA#:
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Is this contract grant funded?	If yes, Whatcom County grant contract number(s):		202107011
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Is this contract the result of a RFP or Bid process?	Sole Source		Contract Cost Center:
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, RFP and Bid number(s):		122600
Is this agreement excluded from E-Verify?	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>		
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 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 : 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.	
\$ 2,654,144			
This Amendment Amount:			
\$ 157,120			
Total Amended Amount:			
\$ 2,811,264			
Summary of Scope: This contract funds programmatic and administrative services associated with the operation of the Housing and Essential Needs (HEN) Program and the distribution of rental and utility assistance subsidies to eligible participants.			
Term of Contract:	1 Year	Expiration Date:	06/30/2023
Contract Routing:	1. Prepared by:	JT	Date: 02/02/2023
	2. Health Budget Approval	KR/JG	Date: 02/17/2023
	3. Attorney signoff:	RB	Date: 02/17/2023
	4. AS Finance reviewed:	A Martin	Date: 02/21/2023
	5. IT reviewed (if IT related):		Date:
	6. Contractor signed:		Date:
	7. Contractor Program Manager:		
	8. Executive Contract Review:		Date:
	9. Council approved (if necessary):	AB2023-154	Date:
	10. Executive signed:		Date:
	11. Original to Council:		Date:

**WHATCOM COUNTY CONTRACT AMENDMENT
HOUSING & ESSENTIAL NEEDS**

PARTIES:

**Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225**

**AND CONTRACTOR:
Opportunity Council
1111 Cornwall Avenue
Bellingham, WA 98225**

CONTRACT PERIODS:

**Original: 07/01/2022 – 06/30/2023
Amendment #1: 11/23/2022 – 06/30/2023
Amendment #2: 03/01/2023 – 06/30/2023**

THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY MUTUAL CONSENT OF ALL PARTIES HERETO

DESCRIPTION OF AMENDMENT:

1. Amend Exhibit A – Scope of Work, to add new HEN Foundational Community Services (FCS) Program funding, outcome, and reporting requirements for HEN-eligible, FCS enrollees. This new funding creates a bridge period of rent assistance for households enrolled in FCS, prioritizing households enrolled in FCS and Supportive Employment, who no longer have a HEN referral from DSHS due to increased income or other changes in eligibility. HEN-FCS funding also requires specific guidelines provided by WA State Department of Commerce are met, which include allowable expenses, eligibility requirements, prioritization of households, and HMIS and housing stability requirements.
2. Amend Exhibit B – Compensation, to increase funding by \$157,120 to support a bridge period of rent assistance for households enrolled in FCS.
3. Funding for the total contract period (07/01/2022 – 06/30/2023) is not to exceed \$2,811,264.
4. All other terms and conditions remain unchanged.
5. The effective start date of the amendment is 03/01/2023.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

APPROVAL AS TO PROGRAM: _____
Ann Beck, Community Services Manager Date

DEPARTMENT HEAD APPROVAL: _____
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: _____
Royce Buckingham, Senior Civil Deputy Prosecutor Date

FOR THE CONTRACTOR:

Greg Winter, Executive Director		
Contractor Signature	Print Name and Title	Date

FOR WHATCOM COUNTY:

Satpal Singh Sidhu, County Executive	Date
--------------------------------------	------

CONTRACTOR INFORMATION:

Opportunity Council
1111 Cornwall Avenue
Bellingham, WA 98225
Greg_Winter@oppco.org

EXHIBIT "A" – Amendment #2
(SCOPE OF WORK)

I. Background

The Housing and Essential Needs (HEN) is one of three programs created by Engrossed Senate House Bill 2082 which terminated the Disability Lifeline (DL) Program. HEN funds are part of Washington State Department of Commerce (Commerce) Consolidated Homeless Grant (CHG) and are intended to provide rental assistance, case management, utility assistance and essential needs for Medical Care Services recipients whose eligibility is determined by the Department of Social and Health Services (DSHS). The Opportunity Council's Whatcom Homeless Service Center (WHSC) serves as the coordinated entry for Whatcom County residents experiencing homelessness. The Community Services Division of the Opportunity Council oversees and administers housing case management and related programs. Community Services administers HEN rental and utility assistance, case management services for the HEN Program and the purchasing and distribution of Essential Needs products for HEN-eligible clients. Opportunity Council manages the Homeless Management Information Services (HMIS) for the County and is responsible for the HMIS requirements of the HEN Program. People eligible to receive HEN rental and utility assistance and Essential Needs items, will be served as long as funding is available and within the designated program requirements.

II. Project Description and Design

Housing and Essential Needs funds are limited to providing rental and utility assistance, case management and essential needs items for Washington Apple Health (Medicaid) recipients who are experiencing homelessness, or at substantial risk of becoming homeless, and whose eligibility is determined by DSHS. The HEN Program is not intended to provide long term support for households, nor will it be able to address all the financial and supportive service needs of households that affect housing stability, nor will it be able to serve all those who are eligible. Opportunity Council's Community Services Division serves as the administrative entity for HEN rental and utility assistance, case management services, and the purchasing and distribution of essential needs products and transportation assistance, for eligible individuals. Community Services will staff the HEN program with program operations and case management staff that are funded by the Contract, and are responsible for program implementation. Community Services will receive HEN referrals from the WHSC for homeless households. HEN referrals for households at-risk of homelessness will be referred by DSHS directly to the Opportunity Council's Community Resource Center, and subsequently to Community Services HEN Program.

Per State law, HEN eligibility now includes Aged, Blind, or Disabled (ABD) recipients, and those who DSHS has determined to be incapacitated due to substance use. HEN providers are expected to prioritize those who are HEN-eligible, and experiencing unsheltered homelessness or currently fleeing violence, and have the greatest need (CHG Guidelines, 9.4.2). Guidance from Commerce on prioritization of HEN-eligible clients indicates the following factors must be used to determine greatest need to include, but not be limited to: unsheltered homelessness and length of time homeless. Additional guidance on prioritization is available in the Washington State Coordinated Entry Guidelines (October 2021) Section 6.2 and within the Consolidated Homeless Grant guidelines.

III. Statement of Work

A. HEN Rental & Utility Assistance, Case Management and Foundational Community Support (FCS) Services

The Contractor will be responsible for programmatic and administrative services associated with the operation of the HEN Program. Programmatic and administrative services include all activities necessary to operate Community Services in accordance with the requirements set forth in the Administrative Requirements and Guidelines for the CHG as more fully described in Section IV: Special Conditions, below.

The Contractor will:

1. Commit to efforts to reducing and ending homelessness in Whatcom County by:
 - a. Prioritizing unsheltered homeless households and households currently fleeing violence (as per CHG Guidelines).
 - b. Assessing each household's housing needs and facilitating housing stability with the goal of obtaining or maintaining permanent housing (as per CHG Guidelines).
 - c. Employing a progressive engagement service model.
2. Provide direct services to individuals as follows:

- a. For non-FCS clients, eligibility is noted in the DSHS Benefits Verification System (BVS).
- b. For FCS clients, eligible households include HEN households who no longer have a HEN Referral from DSHS. This includes:
 - i. Households who are currently receiving HEN rent assistance;
 - ii. Homeless and at risk of homelessness households who:
 - a. Received a HEN Referral within the last six months, but were not able to identify permanent housing; OR
 - b. Received rent assistance in the past, but exited the program within the last six months; AND
 - iii. Households enrolled in FCS. FCS households enrolled in the Supportive Employment should be prioritized.
 - iv. Household income is at or below 80% Area Median Income.
3. Document client eligibility in client files.
4. Authorize and issue rental and utility assistance subsidies in a timely manner.
5. Track and report rental and utility assistance subsidies.
6. Support households in obtaining or maintaining permanent housing. This may include payment of eviction, attorney, or collections fees for previous rental damages, or move in kits. Funding for these expenses must be paid directly to a third party on behalf of the household and noted in a household's housing stability plan. For FCS eligible clients, the Contractor must work with households on a housing stability plan to secure affordable permanent housing with the knowledge that FCS funding expires on 06/30/2023.
7. Coordinate with existing housing providers and landlords to identify and secure permanent housing placements for clients.
8. Cultivate and maintain relationships with local landlords who agree to participate in the program.
9. Make client referrals for Essential Needs Services, housing and other community resources.
10. Coordinate with the Community Service Office of DSHS regarding client service delivery.
11. Comply with HMIS requirements including data entry and reporting responsibilities.
12. Commit to reporting complete quality data that is timely, truthful and accurate (as per CHG/HEN Guidelines, HEN FCS Guidelines and HMIS User Agreement).
13. Ensure compliance with State confidentiality laws and regulations.
14. Complete all other activities identified by Whatcom County and Commerce as necessary to implement and manage the rental and utility assistance portion of the HEN Program.
15. Have written and available Applicant Denial and Grievance and Termination and Grievance policies and/or procedures for the HEN FCS Program.

B. Essential Needs and Move-in Supplies Assistance

The Opportunity Council, will be responsible for administration and distribution of essential needs products, to include personal health and hygiene items, cleaning supplies, move-in supplies, or bus passes, and will accordingly:

1. Purchase and distribute essential needs products and move-in supplies to clients eligible for the Housing and Essential Needs (HEN) program.
2. Document client eligibility using DSHS Benefits Verification system.

3. Have written and available Applicant Denial and Grievance and Termination and Grievance policies and/or procedures.
4. Maintain an inventory tracking and tracking of client usage system.
5. Submit an annual HEN Essential Needs Report at the end of each state fiscal year to Whatcom County for submission to Commerce.

C. Flexible Funding

The Opportunity Council will be responsible for administration and provision of Flexible Funding according to Whatcom County and the CHG Guidelines as follows:

Flexible Funding is the provision of goods or payments of expenses not included in other allowable expense categories, which directly help a household to obtain or maintain permanent housing, or meet essential household needs. Flexible Funding purchases require prior approval by the Contract Manager. Documentation of client eligibility and reason for the item purchased are required. Flexible Funding payments are required to be paid to a third party and require documentation for the purpose in the housing stability plan for the client. Note that for the purposes of this contract, Flexible Funding will exclude essential needs items, which are covered under the essential needs assistance budget.

IV. Special Conditions

The Contractor will comply with program requirements, policies and procedures contained in the “Department of Commerce Guidelines for Consolidated Homeless Grant” hereafter referred to as CHG Guidelines located at: <http://www.commerce.wa.gov/serving-communities/homelessness/consolidated-homeless-grant/>. Changes to the CHG Guidelines may be made without contract amendment. The CHG Guidelines will be updated periodically in compliance with changing State requirements. Whenever a revised edition of the CHG Guidelines is available, the County will provide an email notification. The Contractor must inform the County if grant funds are spent on ineligible households or expenses.

V. Program Outcomes

During this contract period, the Contractor is expected to meet the following outcomes:

- A. The Contractor will provide assistance to all HEN eligible households that seek assistance during the contract term provided that HEN rent and utility assistance funds are available. Based on the previous 12-month period, the program is expected to serve at least 182 households between 7/1/2022 – 6/30/2023.
- B. The Contractor will provide assistance to at least 250 HEN-eligible households through the purchase and distribution of essential needs items and cleaning and move-in supplies as the budget for this purpose so allows.
- C. The Contractor will provide assistance for at least 10 households eligible for the HEN Foundational Community Support program with rent assistance and case management between 3/1/23-6/30/23.
- D. Out of a total of at least 10 HEN households served with HEN FCS funding, at least 8 households will attain housing stability by the end of this funding 6/30/23.

VI. Reporting Requirements

System-wide performance measures and benchmarks specific to intervention type (HMIS project type), are outlined in the table found at the link below. CHG Grantees must meet or demonstrate progress towards established performance measure targets by meeting the indicated benchmarks, upon lifting of the temporary suspension of this requirement by Commerce due to COVID-19. Temporary Changes and Suspensions to CHG due to COVID-19 may apply, as indicated at <https://www.commerce.wa.gov/wp-content/uploads/2020/11/hau-ce-performance-chg-temporary-changes-v6.pdf>.

Updates to the CHG System-Wide Mandatory Performance Measures table will be provided periodically by Commerce. Updates will be posted on the Whatcom County Health Department website which can be accessed at: <http://whatcomcounty.us/910/Housing-Program>. Additionally, the Opportunity Council will receive written notification from the County upon notification of updates from Commerce.

The Contractor will submit the following reports on a monthly basis to the County:

- A. Number of HEN eligible households assisted during the current month and how many have been assisted year to date.
- B. Average amount of subsidy per HEN household.
- C. Number of HEN eligible households declined.
- D. Projects falling under the following intervention types and funded by the Consolidated Homeless Grant (CHG), which includes HEN, will be expected to meet or demonstrate progress towards system-wide performance measures as set by the Washington State Department of Commerce.
- E. Number of HEN FCS eligible households assisted with case management and rental assistance during the current month, and how many have been assisted year to date, with HEN FCS Prevention and HEN FCS Rapid Rehousing from 3/1/23-6/30/23.
- F. Number of HEN FCS eligible households who maintained or achieved housing stability by 6/30/23.

Reporting for purchase and distribution of essential needs requires:

- A. The Contractor will submit an Essential Needs Report to the County, at which time it is due as required by Consolidated Homeless Grant guidelines, that identifies the number of people that received Essential Needs products and services each month. The report must answer this question: How many people did you serve with Essential Needs this month? Duplication of people is expected and will be acceptable.

Whatcom County Health Department may update reporting templates or formats during the contract period, and will provide advance notice of new reporting requirements prior to the start of the reporting quarter.

EXHIBIT "B" – Amendment #2
(COMPENSATION)

I. Budget and Funding

The source of funding for this contract, in an amount not to exceed \$2,811,264, is from the Washington State Department of Commerce, Consolidated Homeless Grant. Commerce and the State of Washington are not liable for claims or damages arising from Subcontractor's performance of the contract. The budget for this contract is as follows:

HEN PROGRAM BUDGET		
Cost Description*	Documents Required with Each Invoice	Budget
Personnel (HMIS, Case Managers, Coordinated Entry, Support)	Expanded General Ledger (GL) report for the period billed	\$454,086
50% Fringe Benefit Rate	Expanded GL report based on federally approved fringe rate	\$227,043
Direct Program Supplies – Office Space, Telephone, Insurance	Expanded GL report for the period billed	\$25,000
Mileage	Mileage log to include: name of staff member, date of travel, starting point and destination of travel, number of miles traveled. Mileage will be reimbursed at the GSA rate (per www.gsa.gov).	\$7,688
Travel/Training	Include name of traveler, date, start & end point, and purpose. Receipts required for transportation costs, registration fees, etc. Lodging and meal costs follow federal guidelines (www.gsa.gov). Receipts for meals are not required.	\$7,119
Rent Payments and Other Allowable Expenses		
Rent Payments – Includes: Monthly rent and any combination of first and last month's rent and security deposits; Utilities, Arrears and Late Fees; Pro-rated Rent; Hotel/Motel expenses; Lot Rent for RV's & Manufactured Homes for HEN enrolled; Rental Arrears; Late Fees Prior to HEN Enrollment; Permanent Housing Support Expenses (must be paid directly to a third party) for eviction costs/damages to previous units, all in accordance with CHG Guidelines Section 5.1.	Expanded GL with Client ID, payee, amount	\$1,514,673
Landlord Incentives (excludes volunteer incentives), Security Deposits and Landlord Admin. Required Fees	Expanded GL report for the period billed	\$65,000
Utility Payments, Arrears (not included with rent), application fees, background/credit check fees, utility deposits (excluding cable), and costs of urinalysis for drug testing of household members if necessary/required for rental housing – in accordance with CHG Guidelines Section 5.1.2.		\$63,500
Flexible Funding in accordance with CHG Guidelines Section 5.3.3 – Includes goods or payments of expenses not included in other allowable expense categories, which directly help a household to obtain or maintain permanent housing or meet essential household needs. Must be paid directly to a 3 rd party and noted in the household's housing stability plan. Excludes essential needs items covered under the essential needs assistance budget below.	Expanded GL with Client ID, payee, amount and documentation of County Contract Administrator's approval.	\$15,000
SUBTOTAL		\$2,379,109
Indirect Costs – 7%**		\$166,537
TOTAL		\$2,545,646

ESSENTIAL NEEDS ASSISTANCE BUDGET		
Cost Description	Documents Required Each Invoice	Budget
Personnel	Expanded GL report for the period billed	\$30,000
Hygiene Product, Cleaning and Move-in Supplies, and Transportation Assistance	GL Detail and Receipts	\$71,000
Insurance/Supplies/Mortgage/Rent		\$400
SUBTOTAL		\$101,400
Indirect Costs – 7% **		\$7,098
Essential Needs TOTAL		\$108,498
FOUNDATIONAL COMMUNITY SUPPORT(FCS) BUDGET (03/01/2023 – 06/30/2023)		
Cost Description	Documents Required Each Invoice	Budget
Personnel	Expanded GL report for the period billed	\$20,168
Rental Assistance (includes Prevention)	Expanded GL with Client ID, payee, amount	\$126,673
SUBTOTAL		\$146,841
Indirect Costs – 7% **		\$10,279
FCS TOTAL		\$157,120
TOTAL CONTRACT AMOUNT		\$2,811,264

*The Contractor may transfer funds among budget line items in an amount up to 10% of the total budget. Changes to a line item budget that exceed 10% must be approved in writing by the County.

**In no instance shall the indirect cost exceed 7% or fringe benefit rate exceed the current federally approved rate. All allocated direct costs must be based on approved cost allocation plan.

II. Invoicing

1. The Contractor shall submit itemized invoices up to two times per month in a format approved by the County. Invoices should be received no later than the 15th of each month for the previous month expenditures. Invoices submitted for payment must include the documentation specified in the tables above.
2. Invoices and all invoice-related communication should be sent to HL-BusinessOffice@co.whatcom.wa.us.
3. End of year rent and utility assistance payments will be invoiced and reimbursed based on the date of the rent or utility assistance check issuance.
4. Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from the Contractor. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this Contract.
5. Invoices must include the following statement, with an authorized signature and date:
I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.
6. Duplication of Billed Costs or Payments for Services: The Contractor shall not bill the Health Department for services performed or provided under this contract, and the Health Department shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-161

File ID:	AB2023-161	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:	FBurkhar@co.whatcom.wa.us		
Department:	Sheriff's Office	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Long Term Recovery Group to provide disaster case management and housing assistance to households impacted by the December 2022 storms, in the amount of \$360,000

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See Staff Memo

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Memo, Contract



MEMO

To: Satpal Singh Sidhu, Whatcom County Executive

From: Sheriff Bill Elfo, Director
John Gargett, Deputy Director
Sheriff's Office Division of Emergency Management

Subject: Whatcom Long Term Recovery Group Contract
December 2022 Severe Weather/Flood Disaster Case Management & Housing Assistance

Date: February 17, 2023

Enclosed is a Contract for Services between Whatcom County and the Whatcom Long Term Recovery Group (WLTRG) to provide Disaster Case Management and Housing Assistance for those impacted by the December 18-28, 2022 severe weather and flood event, with funding from the Washington State Individual Assistance Grant Program (D23-023; contract # 202302031) for your review and signature.

- Background and Purpose

Washington State, through its Military Department, is providing up to \$360,000 to Whatcom County through the State Individual Assistance Grant Program to aid in the recovery of individuals and/or households affected by the December 18-28, 2022 severe weather and flood event. Eligible costs include:

- Disaster Case Management
- Housing Assistance
- Household Appliance and Home Repair

WLTRG will provide these services, as detailed more fully in the Scope of Work.

Whatcom County Individual Assistance program has an active case load of approximately 100 individuals and households need of such assistance. Disaster Case Management is available to all those impacted by this event. Eligibility and assistance requests for the Housing Assistance and Household Appliance and Home Repair programs, which are income or disability based, will be preapproved by the WLTRG, Whatcom County, and Washington State prior to dispersal of funds.

Period of Performance: Upon signature, through June 30, 2023.

- Funding Amount and Source

\$360,000 from the State of Washington, MIL Contract D23-023; Whatcom County Contract # 202302031.

Please contact John Gargett (778-7160) if you have any questions or concerns regarding this contract.

Encl.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

202302033

Originating Department:	Sheriff's Office	35
Division/Program: (i.e. Dept. Division and Program)	Division of Emergency Management	3580
Contract or Grant Administrator:	John Gargett	
Contractor's / Agency Name:	Whatcom Long Term Recovery Group	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input type="radio"/> No <input checked="" type="radio"/></p> <p>Yes <input checked="" type="radio"/> No <input type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes <input checked="" type="radio"/> No <input type="radio"/> 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? Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded? Yes <input checked="" type="radio"/> No <input type="radio"/> If yes, Whatcom County grant contract number(s): <u>202302031</u></p> <p>Is this contract the result of a RFP or Bid process? Contract _____</p> <p>Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): _____ Cost Center: <u>1673522004</u></p> <p>Is this agreement excluded from E-Verify? No <input type="radio"/> Yes <input checked="" type="radio"/> 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. <input checked="" type="checkbox"/> 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>\$ <u>360,000.00</u></p> <p>This Amendment Amount:</p> <p>\$ <u>0</u></p> <p>Total Amended Amount:</p> <p>\$ <u>360,000.00</u></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. 	
<p>Summary of Scope:</p> <p>To provide Disaster Case Management and Housing Assistance to individuals and/or households impacted by the December 18-28, 2022 severe weather and flood event.</p>		
Term of Contract: Six months	Expiration Date:06/30/2023	

Contract Routing:	1. Prepared by: <u>F Burkhart</u>	Date: <u>02/17/2023</u>
	2. Attorney signoff: <u>B Waldron (via email)</u>	Date: <u>02/21/2023</u>
	3. AS Finance reviewed: <u>A Tan (via email)</u>	Date: <u>02/21/2023</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): <u>AB2023-161</u>	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

CONTRACT FOR SERVICES
Between Whatcom County and Whatcom Long Term Recovery Group

Whatcom Long Term Recovery Group, hereinafter called **Contractor** and Whatcom County, hereinafter referred to as **County**, agree and contract as set forth in this Agreement, including:

General Conditions, pp. 3 to 13,
 Exhibit A (Scope of Work), pp. 14 to 16,
 Exhibit B (Compensation), p. 17,
 Exhibit C (Certificate of Insurance), pp. 18 to 19,
 Exhibit D (Grant Recipient Eligibility Criteria), p. 20,
 Exhibit E (Required Recipient Documentation), pp. 21 to 23,
 Exhibit F (Washington State Military Department Contract D23-023), pp. 24 to 47.

Copies of these items are attached hereto and incorporated herein by this reference as if fully set forth herein.

The term of this Agreement shall commence on the date of signature, and shall, unless terminated or renewed as elsewhere provided in the Agreement, terminate on the 30th day of June, 2023.

The general purpose or objective of this Agreement is to provide those impacted by the December 18-28, 2022 extreme weather and flood event with Case Management and Housing Assistance, as more fully and definitively described in Exhibit A hereto. The language of Exhibit A controls in case of any conflict between it and that provided here.

The maximum consideration for the initial term of this agreement or for any renewal term shall not exceed \$360,000.00. The Contract Number, set forth above, shall be included on all billings or correspondence in connection therewith.

Contractor acknowledges and by signing this contract agrees that the Indemnification provisions set forth in Paragraphs 11.1, 21.1, 30.1, 31.2, 32.1, 34.2, and 34.3, if included, are totally and fully part of this contract and have been mutually negotiated by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of _____, 2023.

Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and to bind the party thereto.

CONTRACTOR:

Whatcom Long Term Recovery Group
 PO Box 52
 Everson, WA 98247
 WhatcomLTRG@gmail.com

 Ashley Butenschoen Date
 Vice President

 Tanya Silves Date
 Treasurer

WHATCOM COUNTY:
Recommended for Approval:

John Gargett
DEM Deputy Director

Date

Bill Elfo (or designee) _____ Date _____
 Sheriff _____

Approved as to form:

Brandon Waldron
Prosecuting Attorney

Date

Approved:

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu _____ Date _____
Whatcom County Executive

GENERAL CONDITIONS

Series 00-09: Provisions Related to Scope and Nature of Services

0.1 Scope of Services:

The Contractor agrees to provide to the County services and any materials as set forth in the project narrative identified as Exhibit "A", during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.

Series 10-19: Provisions Related to Term and Termination

10.1 Term:

Services provided by Contractor prior to or after the term of this contract shall be performed at the expense of Contractor and are not compensable under this contract unless both parties hereto agree to such provision in writing. The term of this Agreement may be extended by mutual agreement of the parties; provided, however, that the Agreement is in writing and signed by both parties.

10.2 Extension:

The duration of this Agreement may be extended by mutual written consent of the parties, for a period of up to one year, and for a total of no longer than three years.

11.1 Termination for Default:

If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. mail, first class postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. Termination shall be effective upon Contractor's receipt of the written notice, or within three (3) days of the mailing of the notice, whichever occurs first. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract until all work called for has been fully performed. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

11.2 Termination for Reduction in Funding:

In the event that funding from State, Federal or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement, and prior to its normal completion, the County may summarily terminate this Agreement as to the funds withdrawn, reduced, or limited, notwithstanding any other termination provisions of this Agreement. If the level of funding withdrawn, reduced or limited is so great that the County deems that the continuation of the programs covered by this Agreement is no longer in the best interest of the County, the County may summarily terminate this Agreement in whole, notwithstanding any other termination provisions of this Agreement. Termination under this section shall be effective upon receipt of written notice as specified herein, or within three days of the mailing of the notice, whichever occurs first.

11.3 Termination for Public Convenience:

The County may terminate the Agreement in whole or in part whenever the County determines, in its sole discretion, that such termination is in the interests of the County. Whenever the Agreement is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed at unit contract prices for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this Agreement by the County at any time during the term, whether for default or convenience, shall not constitute breach of contract by the County.

Series 20-29: Provisions Related to Consideration and Payments

20.1 Accounting and Payment for Contractor Services:

Payment to the Contractor for services rendered under this Agreement shall be as set forth in Exhibit "B." Where Exhibit "B" requires payments by the County, payment shall be based upon written claims supported, unless otherwise provided in Exhibit "B," by documentation of units of work actually performed and amounts earned, including, where appropriate, the actual number of days worked each month, total number of hours for the month, and the total dollar payment requested, so as to comply with municipal auditing requirements.

Unless specifically stated in Exhibit "B" or approved in writing in advance by the official executing this Agreement for the County or his designee (hereinafter referred to as the "Administrative Officer") the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract. Where required, the County shall, upon receipt of appropriate documentation, compensate the Contractor, no more often than monthly, in accordance with the County's customary procedures, pursuant to the fee schedule set forth in Exhibit "B."

21.1 Taxes:

The Contractor understands and acknowledges that the County will not withhold Federal or State income taxes. Where required by State or Federal law, the Contractor authorizes the County to withhold for any taxes other than income taxes (i.e., Medicare). All compensation received by the Contractor will be reported to the Internal Revenue Service at the end of the calendar year in accordance with the applicable IRS regulations. It is the responsibility of the Contractor to make the necessary estimated tax payments throughout the year, if any, and the Contractor is solely liable for any tax obligation arising from the Contractor's performance of this Agreement. The Contractor hereby agrees to indemnify the County against any demand to pay taxes arising from the Contractor's failure to pay taxes on compensation earned pursuant to this Agreement.

The County will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Contractor must pay all other taxes, including, but not limited to, Business and Occupation Tax, taxes based on the Contractor's gross or net income, or personal property to which the County does not hold title. The County is exempt from Federal Excise Tax.

22.1 Withholding Payment:

In the event the County's Administrative Officer determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the Administrative Officer determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than 10 days after it determines to withhold amounts otherwise due. A determination of the Administrative Officer set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provisions of the Disputes clause of this Agreement. The County may act in accordance with any determination of the Administrative Officer which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount so paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to Contractor by reason of good faith withholding by the County under this clause.

23.1 Labor Standards:

The Contractor agrees to comply with all applicable state and federal requirements, including but not limited to those pertaining to payment of wages and working conditions, in accordance with RCW 39.12.040, the Prevailing Wage Act; the Americans with Disabilities Act of 1990; the Davis-Bacon Act; and the Contract Work Hours and Safety Standards Act providing for weekly payment of prevailing wages, minimum overtime pay, and providing that no laborer or mechanic shall be required to work in surroundings or under conditions which are unsanitary, hazardous, or dangerous to health and safety as determined by regulations promulgated by the Federal Secretary of Labor and the State of Washington.

Series 30-39: Provisions Related to Administration of Agreement

30.1 Independent Contractor:

The Contractor's services shall be furnished by the Contractor as an independent contractor, and nothing herein contained shall be construed to create a relationship of employer-employee or master-servant, but all payments made hereunder and all services performed shall be made and performed pursuant to this Agreement by the Contractor as an independent contractor.

The Contractor acknowledges that the entire compensation for this Agreement is specified in Exhibit "B" and the Contractor is not entitled to any benefits including, but not limited to: vacation pay, holiday pay, sick leave pay, medical, dental, or other insurance benefits, or any other rights or privileges afforded to employees of the County. The Contractor represents that he/she/it maintains a separate place of business, serves clients other than the County, will report all income and expense accrued under this contract to the Internal Revenue Service, and has a tax account with the State of Washington Department of Revenue for payment of all sales and use and Business and Occupation taxes collected by the State of Washington.

Contractor will defend, indemnify and hold harmless the County, its officers, agents or employees from any loss or expense, including, but not limited to, settlements, judgments, setoffs, attorneys' fees or costs incurred by reason of claims or demands because of breach of the provisions of this paragraph.

30.2 Assignment and Subcontracting:

The performance of all activities contemplated by this agreement shall be accomplished by the Contractor. No portion of this contract may be assigned or subcontracted to any other individual, firm or entity without the express and prior written approval of the County.

30.3 No Guarantee of Employment:

The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.

31.1 Ownership of Items Produced and Public Records Act:

All writings, programs, data, public records or other materials prepared by the Contractor and/or its consultants or subcontractors, in connection with performance of this Agreement, shall be the sole and absolute property of the County. If the Contractor creates any copyrightable materials or invents any patentable property, the Contractor may copyright or patent the same, but the County retains a royalty-free, nonexclusive and irrevocable license to reproduce, publish, recover, or otherwise use the materials or property and to authorize other governments to use the same for state or local governmental purposes. Contractor further agrees to make research, notes, and other work products produced in the performance of this Agreement available to the County upon request.

Ownership. Any and all data, writings, programs, public records, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other materials created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Contractor or the Contractor's subcontractors or consultants for delivery to the County under this Contract shall be the sole and absolute property of the County. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the County at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Contractor uses to perform this Contract but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or paid for by the County is owned by the Contractor and is not "work made for hire" within the terms of this Agreement.

Public Records Act. This Contract and all records associated with this Contract shall be available for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the County to respond to a request under the Act, as determined by the County, the Contractor agrees to make them promptly available to the County at no cost to the County. If the Contractor considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the Contractor and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the Contractor to claim any exemption from disclosure under the Act. The County shall not be liable to the Contractor for releasing records not clearly identified by the Contractor as confidential or proprietary. The County shall not be liable to the Contractor for any records that the County releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

The Contractor shall be liable to the requester for any and all fees, costs, penalties or damages imposed or alleged as a result of the Contractor's failure to provide adequate or timely records.

This provision and the obligations it establishes shall remain in effect after the expiration of this contract.

31.2 Patent/Copyright Infringement:

Contractor will defend and indemnify the County from any claimed action, cause or demand brought against the County, to the extent such action is based on the claim that information supplied by the Contractor infringes any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County in any action. Such defense and payments are conditioned upon the following:

- A. The Contractor shall be notified promptly in writing by the County of any notice of such claim.
- B. Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.

32.1 Confidentiality:

The Contractor, its employees, subcontractors, and their employees shall maintain the confidentiality of all information provided by the County or acquired by the Contractor in performance of this Agreement, except upon the prior written consent of the County or an order entered by a court after having acquired jurisdiction over the County. Contractor shall immediately give to the County notice of any judicial proceeding seeking disclosure of such information. Contractor shall indemnify and hold harmless the County, its officials, agents or employees from all loss or expense, including, but not limited to, settlements, judgments, setoffs, attorneys' fees and costs resulting from Contractor's breach of this provision.

33.1 Right to Review:

This contract is subject to review by any Federal, State or County auditor. The County or its designee shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the Administrative Officer or by the County Auditor's Office. Such review may occur with or without notice and may include, but is not limited to, on-site inspection by County agents or employees, inspection of all records or other materials which the County deems pertinent to the Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Whatcom County, State of Washington, upon request. Contractor also agrees to notify the Administrative Officer in advance of any inspections, audits, or program review by any individual, agency, or governmental unit whose purpose is to review the services provided within the terms of this Agreement. If no advance notice is given to the Contractor, then the Contractor agrees to notify the Administrative Officer as soon as it is practical.

34.1 Insurance

The Contractor shall, at its own expense, obtain and continuously maintain the following insurance coverage for the duration of this contract, which shall include insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, subcontractors or employees. All insurers providing such insurance shall have an A.M. Best Rating of not less than A- (or otherwise be acceptable to the County) and be licensed to do business in the State of Washington and admitted by the Washington State Insurance Commissioner. Coverage limits shall be the minimum limits identified in this Contract or the coverage limits provided or available under the policies maintained by the Contractor without regard to this Contract, whichever are greater.

1. Commercial General Liability

Property Damage	\$500,000.00, per occurrence
General Liability & Bodily Injury	\$1,000,000.00, per occurrence
Annual Aggregate	\$2,000,000.00

At least as broad as ISO form CG 00 01 or the equivalent, which coverage shall include personal injury, bodily injury and property damage for Premises Operations, Products and Completed Operations, Personal/Advertising Injury, Contractual Liability, Independent Contractor Liability, medical payments and Stop Gap/Employer's Liability. Coverage shall not exclude or contain sub-limits less than the minimum limits required, unless approved in writing by the County.

2. Professional Liability

Professional Liability - \$1,000,000 per occurrence

- a. Obtain professional liability insurance covering the negligent acts, errors, or omissions of the professional in connection with the performance of services to the County. If any insurance policy or the professional liability insurance is written on a claims made form, its retroactive date, and that of all subsequent renewals, shall be no later than the effective date of this Contract. The policy shall state that coverage is claims made, and state the retroactive date. Claims-made form coverage shall be maintained by the Contractor for a minimum of 36 months following the Completion Date or earlier termination of this Contract, and the Contractor shall annually provide the Contracting Agency with proof of renewal. If renewal of the claims made form of coverage becomes unavailable, or economically prohibitive, the Contractor shall purchase an extended reporting period ("tail") or execute another form of guarantee acceptable to the Contracting Agency to assure financial responsibility for liability for services performed.

3. Business Automobile Liability

\$1,000,000.00 Minimum, per occurrence

\$2,000,000.00 Minimum, Annual Aggregate

Contractor 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 \$1,000,000 per accident. If Contractor owns no vehicles this requirement may be met through a non-owned auto Endorsement to the CGL policy.

4. Additional Insurance Requirements and Provisions

- a. All insurance policies shall provide coverage on an occurrence basis.
- b. Additional Insureds. Whatcom County, its departments, elected and appointed officials, employees, agents and volunteers shall be included as additional insureds on Contractor's and Contractor's subcontractors' insurance policies by way of endorsement for the full available limits of insurance required in this contract or maintained by the Contractor and subcontractor, whichever is greater.
- c. Primary and Non-contributory Insurance. Contractor shall provide primary insurance coverage and the County's insurance shall be non-contributory. Any insurance, self-insured retention, deductible, risk retention or insurance pooling maintained or participated in by the County shall be excess and non-contributory to Contractor's insurance.
- d. Waiver of Subrogation. The insurance policy shall provide a waiver of subrogation with respect to each insurance policy maintained under this Contract. When required by an insurer, or if a policy condition does not permit Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Contractor agrees to notify the insurer and obtain such endorsement. This requirement shall not apply to any policy which includes a condition expressly prohibiting waiver of subrogation by the insured or which voids coverage should the Contractor enter into such a waiver of subrogation on a pre-loss basis.
- e. Review of and Revision of Policy Provisions. Upon request, the Contractor shall provide a full and complete certified copy of all requested insurance policies to the County. The County reserves the right, but not the obligation, to revise any insurance requirement, including but not limited to limits, coverages and endorsements, or to reject any insurance policies which fail to meet the requirements of this Contract. Additionally, the County reserves the right, but not the obligation, to review and reject any proposed insurer providing coverage based upon the insurer's financial condition or licensing status in Washington.
- f. Verification of Coverage/Certificates and Endorsements. The Contractor shall furnish the County with a certificate of insurance and endorsements required by this contract. The certificates and endorsements for each policy shall be signed by a person authorized by the insurer to bind coverage on its behalf. The certificate and endorsements for each insurance policy are to be on forms approved by the County prior to commencement of activities associated with the contract. The certificate and endorsements, and renewals thereof, shall be attached hereto as Exhibit "C". If Exhibit C is not attached, the Contractor must submit the certificate and endorsements required in this contract to the County prior to the commencement of any work on the contracted project. A certificate alone is insufficient proof of the required insurance; endorsements must be included with the certificate. The certificate of insurance must reflect the insurance required in this contract, including appropriate limits, insurance coverage dates, per occurrence, and in the description of operations, include the County project, Whatcom County, its departments, officials, employees, agents and volunteers as additional insureds, primary, non-contributory, and waiver of subrogation.
- g. The County must be notified immediately in writing of any cancellation of the policy, exhaustion of aggregate limits, notice of intent not to renew insurance coverage, expiration of policy or change in insurer carrier. Contractor shall always provide the County with a current copy of the certificate and endorsements throughout the duration of the contract.
- h. No Limitation on Liability. The insurance maintained under this Contract shall not in any manner limit the liability or qualify the liabilities or obligations of the Contractor to the coverage provided by such insurance, or otherwise limit the County's recourse to any remedy available at law or equity.

- i. **Payment Conditioned on Insurance and Failure to Maintain Insurance.** Compensation and/or payments due to the Contractor under this Contract are expressly conditioned upon the Contractor's compliance with all insurance requirements. Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract. Payment to the Contractor may be suspended in the event of non-compliance, upon which the County may, after giving five business days' notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the County on demand or offset against funds due the Contractor. Upon receipt of evidence of Contractor's compliance, payments not otherwise subject to withholding or set-off will be released to the Contractor.
- j. **Workers' Compensation.** The Contractor shall maintain Workers' Compensation coverage as required under the Washington State Industrial Insurance Act, RCW Title 51, for all Contractors' employees, agents and volunteers eligible for such coverage under the Industrial Insurance Act.
- k. **Failure of the Contractor to take out and/or maintain required insurance** shall not relieve the Contractor or subcontractors from any liability under the contract, nor shall the insurance requirements be construed to conflict with or otherwise limit the obligations concerning indemnification. The County does not waive any insurance requirements even in the event the certificate or endorsements provided by the Contractor were insufficient or inadequate proof of coverage but not objected to by the County. The County's failure to confirm adequate proof of insurance requirements does not constitute a waiver of the Contractor's insurance requirements under this Contract.
- l. **Availability of Contractor Limits.** If the Contractor maintains higher insurance limits than the minimums shown above, the County shall be insured for the full available limits, including Excess or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate furnished to the County evidences limits of liability lower than those maintained by the Contractor.
- m. **Insurance for Subcontractors.** If the Contractor subcontracts (if permitted in the contract) any portion of this Contract, the Contractor shall include all subcontractors as insureds under its policies or shall require separate certificates of insurance and policy endorsements from each subcontractor. Insurance coverages by subcontractors must comply with the insurance requirements of the Contractor in this contract and shall be subject to all of the requirements stated herein, including naming the County as additional insured.
- n. **The Contractor agrees Contractor's insurance obligation shall survive the completion or termination of this Contract for a minimum period of three years.**

34.3 **Defense & Indemnity Agreement.** To the fullest extent permitted by law, the Contractor agrees to indemnify, defend and hold the County and its departments, elected and appointed officials, employees, agents and volunteers, harmless from and against any and all claims, damages, losses and expenses, including but not limited to court costs, attorney's fees, and alternative dispute resolution costs, for any personal injury, for any bodily injury, sickness, disease, or death and for any damage to or destruction of any property (including the loss of use resulting therefrom) which: 1) are caused in whole or in part by any error, act or omission, negligent or otherwise, of the Contractor, its employees, agents or volunteers or Contractor's subcontractors and their employees, agents or volunteers; or 2) directly or indirectly arise out of or occur in connection with performance of this Contract or 3) are based upon the Contractor's or its subcontractors' use of, presence upon, or proximity to the property of the County. This indemnification obligation of the Contractor shall not apply in the limited circumstance where the claim, damage, loss, or expense is caused by the sole negligence of the County.

Should a court of competent jurisdiction determine that this contract is subject to RCW 4.24.115, then in the event of concurrent negligence of the Contractor, its subcontractors, employees or agents, and the County, its employees or agents, this indemnification obligation of the Contractor shall be valid and enforceable only to the extent of the negligence of the Contractor, its subcontractors, employees, and agents. This indemnification obligation of the Contractor shall not be limited in any way by the Washington State Industrial Insurance Act, RCW Title 51, or by application of any other workmen's compensation act, disability benefit act or other employee benefit act, and the Contractor hereby expressly waives any immunity afforded by such acts.

It is further provided that no liability shall attach to the County by reason of entering into this contract, except as expressly provided herein. The parties specifically agree that this Contract is for the benefit of the parties only and this Contract shall create no rights in any third party. The County reserves the right, but not the obligation, to participate in the defense of any claim, damages, losses, or expenses, and such participation shall not constitute a waiver of Contractor's indemnity obligations under this Agreement.

In the event the Contractor enters into subcontracts to the extent allowed under this Contract, the Contractor's subcontractors shall indemnify the County on a basis equal to or exceeding Contractor's indemnity obligations to the County. The Contractor shall pay all attorney's fees and expenses incurred by the County in establishing and enforcing the County's rights under this indemnification provision, whether or not suit was instituted.

The Contractor agrees all Contractor's indemnity obligations shall survive the completion, expiration or termination of this Agreement. The foregoing indemnification obligations of the Contractor are a material inducement to County to enter into this Agreement and are reflected in the Contractor's compensation.

By signing this contract, the Contractor acknowledges that it has freely negotiated and agreed to the indemnification requirements to defend, indemnify and hold harmless the County from all claims and suits including those brought against the County by the Contractor's own employees, arising from this contract.

35.1 Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

35.2 Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.

36.1 Waiver of Noncompetition:

Contractor irrevocably waives any existing rights which it may have, by contract or otherwise, to require another person or corporation to refrain from submitting a proposal to or performing work or providing supplies to the County, and contractor further promises that it will not in the future, directly or indirectly, induce or solicit any person or corporation to refrain from submitting a bid or proposal to or from performing work or providing supplies to the County.

36.2 Conflict of Interest:

If at any time prior to commencement of, or during the term of this Agreement, Contractor or any of its employees involved in the performance of this Agreement shall have or develop an interest in the subject matter of this Agreement that is potentially in conflict with the County's interest, then Contractor shall immediately notify the County of the same. The notification of the County shall be made with sufficient specificity to enable the County to make an informed judgment as to whether or not the County's interest may be compromised

in any manner by the existence of the conflict, actual or potential. Thereafter, the County may require the Contractor to take reasonable steps to remove the conflict of interest. The County may also terminate this contract according to the provisions herein for termination.

37.1 Administration of Contract:

This Agreement shall be subject to all laws, rules, and regulations of the United States of America, the State of Washington, and political subdivisions of the State of Washington. The Contractor also agrees to comply with applicable federal, state, county or municipal standards for licensing, certification and operation of facilities and programs, and accreditation and licensing of individuals.

The County hereby appoints, and the Contractor hereby accepts, the Whatcom County Executive, and his or her designee, as the County's representative, hereinafter referred to as the Administrative Officer, for the purposes of administering the provisions of this Agreement, including the County's right to receive and act on all reports and documents, and any auditing performed by the County related to this Agreement. The Administrative Officer for purposes of this agreement is:

John Gargett, Deputy Director
Whatcom County Sheriff's Office Division of Emergency Management

37.2 Notice:

Any notices or communications required or permitted to be given by this Contract must be (i) given in writing and (ii) personally delivered or mailed, by prepaid, certified mail or overnight courier, or transmitted by electronic mail transmission (including PDF), to the party to whom such notice or communication is directed, to the mailing address or regularly-monitored electronic mail address of such party as follows:

To: Whatcom County Sheriff's Office –DEM
Attn: John Gargett, Deputy Director
311 Grand Avenue
Public Safety Building
Bellingham, WA 98226
360-778-7160
jgargett@co.whatcom.wa.us

To: Whatcom Long Term Recovery Group
Attn: Ashley Butenschoen, Vice President
PO Box 52
Everson, WA 98247
WhatcomLTRG@gmail.com

Any such notice or communication shall be deemed to have been given on (i) the day such notice or communication is personally delivered, (ii) three (3) days after such notice or communication is mailed by prepaid certified or registered mail, (iii) one (1) working day after such notice or communication is sent by overnight courier, or (iv) the day such notice or communication is sent electronically, provided that the sender has received a confirmation of such electronic transmission. A party may, for purposes of this Agreement, change his, her or its address, email address or the person to whom a notice or other communication is marked to the attention of, by giving notice of such change to the other party pursuant to this Section.

37.3 If agreed by the parties, this Contract may be executed by Email transmission and PDF signature and Email transmission and PDF signature shall constitute an original for all purposes.

38.1 Certification of Public Works Contractor's Status under State Law:

If applicable, Contractor certifies that it has fully met the responsibility criteria required of public works contractors under RCW 39.04.350 (1), which include: (a) having a certificate of registration in compliance with RCW 18.27; (b) having a current state unified business identifier number; (c) if applicable, having industrial insurance coverage for its employees working in Washington as required in Title 51 RCW, an employment security department number as required in Title 50 RCW, and a state excise tax registration number as required in Title 82 RCW; and (d) not being disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).

38.2 Certification Regarding Federal Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions:

If applicable, the Contractor further certifies, by executing this contract, that neither it nor its principles is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or Agency.

The Contractor also agrees that it shall not knowingly enter into any lower tier covered transactions (a transaction between the Contractor and any other person) with a person who is proposed for debarment, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, and the Contractor agrees to include this clause titled "Certification Regarding Federal Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" without modification, in all lower tier covered transactions and in all solicitations for lower tier transactions.

The "Excluded Parties List System in the System for Award Management (SAM) website is available to research this information at WWW.SAM.GOV. Contractor shall immediately notify Whatcom County if, during the term of this Contract, Contractor becomes debarred.

38.3 E-Verify:

The E-Verify contractor program for Whatcom County applies to contracts of \$100,000 or more and sub contracts for \$25,000 or more if the primary contract is for \$100,000 or more. If applicable, Contractor represents and warrants that it will, for at least the duration of this contract, register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work for Whatcom County. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Contractor/Seller agrees to maintain records of such compliance and, upon request of the County, to provide a copy of each such verification to the County. Contractor/Seller further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of the State of Washington. Contractor/Seller understands and agrees that any breach of these warranties may subject Contractor/Seller to the following: (a) termination of this Agreement and ineligibility for any Whatcom County contract for up to three (3) years, with notice of such cancellation/termination being made public. In the event of such termination/cancellation, Contractor/Seller would also be liable for any additional costs incurred by the County due to contract cancellation or loss of license or permit." Contractor will review and enroll in the E-Verify program through this website: www.uscis.gov

Series 40-49: Provisions Related to Interpretation of Agreement and Resolution of Disputes

40.1 Modifications:

Either party may request changes in the Agreement. Any and all agreed modifications, to be valid and binding upon either party, shall be in writing and signed by both of the parties.

40.2 Contractor Commitments, Warranties and Representations:

Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to, any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.

41.1 Severability:

If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.

41.2 Waiver:

Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto. The failure of the County to insist upon strict performance of any of the covenants and agreements of this Agreement, or to exercise any option herein conferred in any one or more instances, shall not be construed to be a waiver or relinquishment of any such, or any other covenants or agreements, but the same shall be and remain in full force and effect.

42.1 Disputes:

a. General:

Differences between the Contractor and the County, arising under and by virtue of the Contract Documents, shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. Except for such objections as are made of record in the manner hereinafter specified and within the time limits stated, the records, orders, rulings, instructions, and decisions of the Administrative Officer shall be final and conclusive.

- b. **Notice of Potential Claims:**
The Contractor shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the Administrative Officer or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within ten (10) days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.
- c. **Detailed Claim:**
The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within thirty (30) days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.
- d. **Arbitration:**
Other than claims for injunctive relief, temporary restraining order, or other provisional remedy to preserve the status quo or prevent irreparable harm, brought by a party hereto (which may be brought either in court or pursuant to this arbitration provision), and consistent with the provisions hereinabove, any claim, dispute or controversy between the parties under, arising out of, or related to this Contract or otherwise, including issues of specific performance, shall be determined by arbitration in Bellingham, Washington, under the applicable American Arbitration Association (AAA) rules in effect on the date hereof, as modified by this Agreement. There shall be one arbitrator selected by the parties within ten (10) days of the arbitration demand, or if not, by the AAA or any other group having similar credentials. Any issue about whether a claim is covered by this Contract shall be determined by the arbitrator. The arbitrator shall apply substantive law and may award injunctive relief, equitable relief (including specific performance), or any other remedy available from a judge but shall not have the power to award punitive damages. Each Party shall pay all their own costs, attorney fees and expenses of arbitration and the parties shall share equally in the Arbitrator's fees and costs. The decision of the arbitrator shall be final and binding and an order confirming the award or judgment upon the award may be entered in any court having jurisdiction. The parties agree that the decision of the arbitrator shall be the sole and exclusive remedy between them regarding any dispute presented or pled before the arbitrator. At the request of either party made not later than forty-five (45) days after the arbitration demand, the parties agree to submit the dispute to nonbinding mediation, which shall not delay the arbitration hearing date; provided, that either party may decline to mediate and proceed with arbitration.
- Any arbitration proceeding commenced to enforce or interpret this Contract shall be brought within six years after the initial occurrence giving rise to the claim, dispute, or issue for which arbitration is commenced, regardless of the date of discovery or whether the claim, dispute, or issue was continuing in nature. Claims, disputes, or issues arising more than six years prior to a written request or demand for arbitration issued under this Contract are not subject to arbitration.
- e. The parties may agree in writing signed by both parties that a claim or dispute may be brought in Whatcom County Superior Court rather than mediation or arbitration.

Unless otherwise specified herein, this Contract shall be governed by the laws of Whatcom County and the State of Washington.

43.1 Venue and Choice of Law:

In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the courts of the State of Washington in and for the County of Whatcom. This Agreement shall be governed by the laws of the State of Washington.

44.1 Survival:

The provisions of paragraphs 11.1, 11.2, 11.3, 21.1, 22.1, 30.1, 31.1, 31.2, 32.1, 33.1, 34.2, 34.3, 36.1, 40.2, 41.2, 42.1, and 43.1, if utilized, shall survive, notwithstanding the termination or invalidity of this Agreement for any reason.

45.1 Entire Agreement:

This written Agreement, comprised of the writings signed or otherwise identified and attached hereto, represents the entire Agreement between the parties and supersedes any prior oral statements, discussions or understandings between the parties.

Additional Terms and Conditions are contained in Exhibit F (Washington State Military Department Contract D23-023).

In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state statutes and regulations
- General Conditions
- Exhibit A (Scope of Work)
- Exhibit B (Compensation)
- Exhibit D (Grant Recipient Eligibility Criteria)
- Exhibit E (Required Recipient Documentation)
- Exhibit F (Washington State Military Department Contract D23-023)

EXHIBIT "A"
(SCOPE OF WORK)

PURPOSE

Pursuant to COUNTY's request WA-2023278802, CONTRACTOR shall use the awarded State Individual Assistance Grant funds in this Agreement to administer the following State Individual Assistance Grant Program(s) to aid in the recovery of individuals and/or household affected by the extreme weather and flooding event beginning December 18, 2022 through December 28, 2022:

- Disaster Case Management
- Housing Assistance
- State Household Appliance and Home Repair

ELIGIBLE COSTS

Preapproval of Assistance: All applications for assistance must be vetted and preapproved by WLTRG, County, and the State.

Disaster Case Management

Disaster Case Management (DCM) is a program that involves a partnership between a disaster case manager and a disaster survivor to develop and carry out an individual disaster recovery plan. This partnership provides the disaster survivor with a single point of contact to facilitate access to a broad range of available resources. The goal of the DCM program is to assist individuals and families through the recovery process with finding resources to meet their disaster caused unmet needs. Eligible costs for Disaster Case Management Program under this Agreement include the following:

- Salary and benefits of Disaster Case Manager(s)
 - Complete needs assessments
 - Develop and monitor disaster recovery plans
 - Assess, if needed, eligibility for Housing Assistance and SHARP Programs
 - Make appropriate community referrals for additional services
 - Advocate for the client, as needed
- Mileage

Housing Assistance

- Rental Assistance
 - First and Last month's rent
 - Security deposit
 - Rental application fees
 - Monthly rent (up to 3 months)
 - Moving or Relocation Assistance

State Household Appliance and Home Repair (SHARP)

- Household Appliances Household appliances eligible under this Agreement include those related to cooking, cleaning, or food preservation. Below are eligible costs for major and small appliances. If a recipient has a need for an appliance not included in this list, CONTRACTOR must obtain preapproval from the COUNTY prior to purchasing.

Major Appliances:

Cooking Range Hood	Microwave (Countertop)
Dishwasher	Microwave (Over the Range)
Dryer	Mini-Refrigerator
Freezer (Chest)	Refrigerator
Freezer (Stand-Up)	Stove with Range
	Washer

Some major appliances may need to be installed by a professional and is considered an eligible cost under household appliances.

Minor Appliances:

Air Purifier	Slow Cooker
Blender	Stand Mixer
Broom & Dustpan	Toaster
Coffee Maker	Toaster Oven
Food Dehydrator	Vacuum
Food Processor	Waffle Iron
Hand Mixer	Electric Kettle
Hot Plate	Food Vacuum Sealer
Iron	Non-Electric Roasting Pan
Iron Board	Electric Knife Set
Mop	Electric Griddle
Pressure Cooker (e.g., Instant Pot)	Electric Can Opener
Rice Cooker	

If a recipient has a need for an appliance not included in this list, CONTRACTOR must obtain preapproval from the State prior to purchasing and include justification. The appliance must be used for cooking, cleaning, or food preparation.

- Home Repairs

Eligible Home Repairs under this Agreement must be qualifying disaster damages to a primary home. Eligible Home Repairs under this agreement covers a wide-range of services including the costs associated with restoration and clean-up, materials to address structural or aesthetic repairs, electrical system repairs, septic or other utility repairs, installation of materials, delivery of materials, or assessment of the home. This contract does not pay for any labor, however, where services by a licensed contractor is required (e.g. electrical, septic, etc.), the work must be provided by a Washington State licensed contractor who has no real or apparent conflicts of Interest with the beneficiary.

Home Repair Assistance is intended to make the damaged home safe, sanitary, or functional. It is not intended to return the home to its pre-disaster condition.

Specific eligible home repair costs for the purposes of this Agreement are listed below:

- Essential improvements to ensure occupant health and safety and building durability, which may include:
 - Rot removal and replacement
 - Foundation or structural improvements
 - Crawlspace excavation
 - Debris removal on private property

- Lead-based paint and asbestos testing, hazard remediation, removal or abatement, which may include:
 - Lead-based paint abatement and remediation (e.g., window and door replacement, strike and friction repair or replacement)
 - Vermiculite and asbestos abatement
- Improvements for handicapped persons per state and federal requirements.
 - Access Ramp
 - Grab bars
- Repair or replacement of major housing systems (structural; electrical, plumbing; heating, ventilating and air conditioning; roof) and infrastructure (septic, sewer, water, foundation), which may include:
 - Roofing Tear off and Roof replacement (including sheathing replacement)
 - Repair or replace damaged exterior and interior walls
 - Windows, doors, floors, walls, ceilings, and cabinetry
 - Electrical repairs and replacement (panels, knob and tube wiring, aluminum wiring, insufficient electrical service)
 - Repair or replace septic or sewage systems
 - HVAC work (new heating system, combustion safety issues and duct systems)
 - Repair or replacement of utility connections including gas and water.
- Home Safety and Privacy
 - Fencing & Gate repairs
 - Garage repair or replacement
- Access and Egress
 - Privately-owned roads, privately-owned bridges, and privately-owned docks
- Radon mitigation, based on test results
- Pest removal and prevention
- Applicable state and local taxes on purchased items or services

CONDITIONALLY ELIGIBLE COSTS

Conditionally eligible costs are items not listed as eligible in the Statement of Work but may be considered as an eligible expense under an approved State Individual Assistance Program(s) under this Agreement and meets the purpose set by Engrossed Substitute Senate Bill 5693 Sec. 143 (15). Conditionally eligible costs require prior written approval by the State Coordinating Officer prior to incurring the costs.

Requests for conditionally eligible costs must be submitted through a formal letter by the CONTRACTOR and COUNTY and will be approved or denied in writing. Costs incurred without State Coordinating Officer approval will NOT be eligible for reimbursement.

EXHIBIT "B"
(COMPENSATION)

Budget and Source of Funding: The source of funding for this contract, in an amount not to exceed \$360,000, is the Washington State Military Department State Individual Assistance Grant, D23-023, for Disaster Case Management, Housing Assistance, and State Household Appliance and Home Repair. The budget for this contract is as follows:

Program	Budget
Disaster Case Management	\$60,000.00
Housing Assistance	\$100,000.00
State Household Appliances and Home Repair Program	\$200,000.00
TOTAL	\$360,000.00

*Changes to the line item budget that exceed 10% of the line item amount must be approved in writing by the County.

Eligibility Period of Costs Incurred: 12/18/2022 - 06/30/2023

Invoicing

1. The Contractor shall submit itemized invoices and grant reports on a monthly basis in a format approved by the County.
2. Backup documentation for each applicant award includes:
 - a. Grant Application Eligibility Checklist and Documents Verifying Eligibility (Exhibit E)
 - b. Approved Applicable Grant Application (Housing Assistance, SHARP Appliance, SHARP Home Repair)
 - c. Vendor Invoices / Landlord Receipts
3. Monthly invoices for expenses through May 2023 must be submitted by the 20th of the month following the month of service.
4. The final invoice, including June 2023 expenses, is due by July 7, 2023. Invoices submitted after this date have no guarantee of payment.
5. The Contractor shall submit invoices to *(include contract/PO #)* JGargett@co.whatcom.wa.us, with a cc to fburkhar@co.whatcom.wa.us.
6. Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from the Contractor.
7. Invoices must include the following statement, with an authorized signature and date:
I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.
8. Duplication of Billed Costs or Payments for Service: The Contractor shall not bill the County for services performed or provided under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.

EXHIBIT "C"
(CERTIFICATE OF INSURANCE)

This page is left intentionally blank, Certificate of Insurance Follows.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Manna Insurance Group, LLC 1706 Front St., PMB #794 Lynden, WA 98264 License #: 905555	CONTACT NAME: Adam Hoogerhyde PHONE (A/C, No, Ext): (360)922-0149 E-MAIL: Adam@mannainsurancegroup.com ADDRESS: INSURER(S) AFFORDING COVERAGE: INSURER A: Philadelphia Indemnity Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: NAIC #
INSURED	Whatcom Long Term Recovery Group PO Box 52 Everson, WA 98247	

COVERAGES

CERTIFICATE NUMBER: 00004046-35141

REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	PHPK2385788	02/25/2023	02/25/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2385788	02/25/2023	02/25/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Lia			PHPK2385788	02/25/2023	02/25/2024	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS LISTED AS ADDITIONAL INSURED. THE INSURED'S COVERAGE IS PRIMARY AND NON-CONTRIBUTORY. WAIVER OF SUBROGATION APPLIES.

CERTIFICATE HOLDER

CANCELLATION

Whatcom County
311 Grand Avenue
Bellingham, WA 98225

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(ACH)

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EXHIBIT "D"
(GRANT RECIPIENT ELIGIBILITY CRITERIA)

For State Individual Assistance Grants funds awarded directly to recipients, CONTRACTOR must use the following recipient eligibility criteria to award grants to eligible individuals and/or households. CONTRACTOR must verify and collect documentation for proof of eligibility. Refer to Exhibit E for Required Recipient Documentation.

General Eligibility Determination

To be eligible, an individual or family must meet **ALL** of the following:

1. Is a resident of COUNTY's jurisdiction.
2. Has suffered damage to their home or was displaced from a rental unit used as their primary residence due to the qualifying disaster identified in this Agreement.
3. Has not received, or has received inadequate, disaster individual assistance from federal, state, private insurance, or non-profit to cover the cost of individual or household disaster recovery.

AND

4. An individual or family must meet **ONE** of the following criteria:
 - a. Is disabled;
 - b. Has a household income equal to or less than 80 percent of the area median family income based on the number of persons in the family. CONTRACTOR shall use the Low (80 percent) Income Limits from the U.S. Department of Housing and Urban Development's FY 2022 Income Limits Documentation System for the Bellingham, WA Metropolitan Statistical Area (MSA): https://www.huduser.gov/portal/datasets/il/il2022/select_Geography.odn;
 - c. The individual's or family's home qualified for the property tax exemption program in RCW 84.36.379 through 84.36.389; or
 - d. The home qualified for the property tax deferral program in chapter 84.38 RCW.

RECIPIENT MAXIMUM GRANT AMOUNT

For State Individual Assistance Grants awarded direct assistance to Recipients, CONTRACTOR shall ensure that the overall total grant award for each recipient does not exceed the maximum grant amount per household size for the following grant programs and/or eligible costs.

STATE IA PROGRAMS		MAXIMUM ALLOWABLE GRANT
Housing Assistance	Rental Assistance (First/Last Month's Rent, Security Deposit, Monthly Rent)	No Maximum Amount
	Moving and Relocation Assistance	No Maximum Amount
State Household Appliance and Home Repair Program (SHARP)	Household Appliances Replacement	\$6,400.00 per household
	Home Repairs	\$37,900.00 per household

EXHIBIT "E"
(REQUIRED RECIPIENT DOCUMENTATION)

CONTRACTOR shall use list of Required Recipient Documentation for the following. Collected documentation from Recipients must have all personally identifiable information, such as social security numbers, account number, etc., redacted except for the Recipient name and address. Any information provided by the Recipient and supporting documentation is considered a public record and is subject to disclosure under the Washington Public Records Act, 45.56 RCW.

Damage Verification

The Recipient's primary residence must be verified by CONTRACTOR to have been damaged or destroyed by the qualifying disaster event on this Agreement. The County Assessor's Office can also verify the loss or damage to the home. For the purpose of this Agreement, primary residence refers to the home where the recipient normally lives during the major portion of the calendar year.

Proof of damage to home or displacement from a rental unit used as the primary residence includes one of the following:

- Receipt of insurance settlement for damage/loss due to the qualifying disaster.
- Destroyed property form application processed and approved by the County Assessor's Office demonstrating a reduction in taxes due to property loss. The County Assessor's Office will provide verification of property loss in the eligible counties to the Washington Emergency Management Division.
- Attestation from COUNTY or Contractor confirming damage to primary home or displacement from rental unit used as primary residence due to the qualifying disaster.
- Taxpayers claim for Reduction of Assessments Resulting from Destroyed Real or Personal Property or Loss of Value in a Declared Disaster Area (available at local county assessor's office.)
<https://dor.wa.gov/sites/defaultfiles/legacy/Docs/forms/PropTx/Forms/64-000.pdf>
- Attestation from landlord of damage to rental unit or of tenant's displacement from rental unit due to qualifying disaster event.

Duplication of Benefits Verification

CONTRACTOR shall verify Recipient has not received, or has received inadequate, disaster individual assistance from federal, state, local, private insurance, or non-profit to cover the cost of individual or household disaster recovery.

Proof of lack of individual assistance or inadequate individual assistance includes one of the following:

- Proof of insurance denial from insurance company
- Insurance policy stating appliance replacements are not covered
- Insurance settlement demonstrating the amount is still inadequate to cover the cost of remaining household appliance replacements.
- Federal Emergency Management Agency (FEMA) assistance provided, if applicable does not cover remaining unmet needs
- U.S. Small Business Administration (SBA) loan amount, if applicable, does not cover remaining unmet needs.

Identity Verification

CONTRACTOR shall collect one proof of identity to mitigate instances of fraud from occurring. Proof of identity will also ensure the correct name is used to disburse checks to approved eligible Recipients, if applicable. Proof of identity must include one of the following (must show name, date of birth, and photograph):

- State identification card
- Driver license
- US passport or passport card
- US military card (front and back)
- Military dependent's ID card (front and back)
- Permanent Resident Card
- Certificate of Citizenship
- Certificate of Naturalization
- Employment Authorization Document
- Foreign passport

Proof of Residency

Recipient proof of residency includes one of the following documents demonstrating recipient physical, primary residency jurisdiction where the qualifying disaster occurred.

- Any utility bill from state fiscal year 2022
- Washington State issued driver's license, identification card, or permit
- Washington vehicle registration or title
- Cell phone bill or internet bill
- Home utility or service document (bill, statement, hook-up order, etc.) for Washington address (gas, electric, water, garbage, sewer, landline phone, TV, internet)
- Bank or credit card document (statement, card mailer, etc.)
- Washington State voter card
- Washington school transcript
- DSHS benefits letter (medical, food, etc.)
- Proof of home ownership (mortgage documents, property tax documents, deed, title, etc.)
- Rent receipts or lease agreement
- Selective Service Card
- Concealed weapons permit from a Washington county (license to carry concealed pistol)
- Homeowner's or renter's insurance policy or other insurance statement
- Washington professional license (nursing, physician, engineer, pilot, etc.)
- Internal Revenue Service 2021 W-2 form from an employer, form 1099 or paystub from employer
- US military document
- Certified Washington marriage certificate

Proof of Income

Recipient must also meet one of the following and provide proof of income:

1. Is disabled. - For the purposes of this grant, "Disabled" is defined by RCW 84.36 and 42 U.S.C. Sec. 423(d)(1)(A) - (1) as follows:

The term "disability" means- (A) inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months.

- Proof includes one of the following:
 - Written acknowledgement by Social Security or Veterans Administration.
 - Proof of Disability Affidavit or attestation from medical provider on facility letterhead.
 - Award letter or other verification notice from a federal or state agency demonstrating recipient is approved for a disability benefits program or other assistance program as a result of a disability.
 - (*Note: An individual only needs to provide proof they are *currently* disabled, not necessarily that they were disabled before or at the time of the incident. Any missing information can be verified and validated by the DCM who can sign, date, and attest to the provided proof.)

2. Has a household income equal to or less than 80 percent of the area median family income based on the number of persons in the family. CONTRACTOR shall use the Low (80 percent) Income Limits from the U.S. Department of Housing and Urban Development's (HUD) FY 2022 Income Limits Documentation System for the Bellingham, WA Metropolitan Statistical Area (MSA):
https://www.huduser.gov/portal/datasets/il/il2022/select_Geography.odn:

- o For the purposes of this grant, "Income" is defined by the Bureau of the Census, and includes wage or salary income, self-employment income, interest, dividend, rental income, social security or other public assistance income, retirement, and disability income, etc.
- o For the purposes of this grant, "Family" is defined by HUD, and includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, the following:
 1. A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person: or,
 2. A group of persons residing together, and such group includes, but is not limited to:
 - a. A family with or without children (a child who is temporarily away from the

- home because of placement in foster care is considered a member of the family):
 - b. An elderly family:
 - c. A near-elderly family:
 - d. A disabled family:
 - e. A displaced family: and,
 - f. The remaining member of a tenant family.
- o Proof includes one of the following:
 - i. Proof includes the recipient's most recent copy or copies of one of the following which must include a date and the recipient's name. If any of the information is unclear or missing (such as no date), DCM or CONTRACTOR Authorized Personnel can sign and date on the document to attest to the accuracy of the document.:
 - ii. Pay stubs covering the last 60 days of income (or three months of bank statements demonstrating deposit amounts and blacking out the account number)
 - iii. Social Security letter
 - iv. Unemployment benefits letter
 - v. Letter attesting to being unemployed and receiving no income during State Fiscal Year 2022 and 2023 (July 1, 2021 through June 30, 2023)
 - vi. W-2 forms or most recently filed tax statements demonstrating income.
 - vii. Proof that the recipient's income is below the minimum threshold to file a federal tax return based on their filing status.
 - viii. Documentation of self-employment, if applicable
3. The home qualified for the property tax exemption program in RCW 84.36.379 through 84.36.389: or:
- o Proof includes one of the following:
 - i. Confirmation of eligibility/approval from the County Assessor's Office of Form 63 0001 "Application for Property Tax Exemption" by the Washington State Department of Revenue valid for the Washington State 2021 property tax year.
 - ii. Confirmation of eligibility/approval from the County Assessor's Office of Form 64 0002 "Senior Citizen and People with Disabilities Exemption from Real Property Taxes" by the Washington State Department of Revenue valid for the Washington State 2021 property tax year.
 - iii. Validation by the Washington Emergency Management Division using Washington State 2021 property tax year data provided by the County Assessor's Office that shows eligibility for the Tax Exemption Program.
4. The home qualified for the property tax deferral program in chapter 84.38RCW.
- o Proof includes one of the following:
 - i. Confirmation of eligibility/approval from the County Assessor's Office of Form 64 0011 "Deferral Application for Senior Citizens and People with Disabilities" by the Washington State Department of Revenue valid for fiscal year 2021.
 - ii. Validation by the Washington Emergency Management Division using Washington State 2021 property tax year data provided by the county assessor's office that shows eligibility for the Tax Deferral Program.

EXHIBIT "F"
(WASHINGTON STATE MILITARY DEPARTMENT CONTRACT D23-023)

This page is left intentionally blank, Washington State Military Department Contract D23-023 follows.

**WASHINGTON STATE MILITARY DEPARTMENT
STATE INDIVIDUAL ASSISTANCE GRANT AGREEMENT FACE SHEET**

1. Grantee Name and Address: Whatcom County 311 Grand County Bellingham, WA 98225		2. Total Grant Amount: \$396,000.00		3. Grant Agreement Number: D23-023	
4. Grantee Contact, phone/email John Gargett jgargett@co.whatcom.wa.us, 360-778-7160		5. WMD Representative, phone/email: Eva Escape eva.escape@mil.wa.gov, 253-844-9418			
6. Program Index & OBJ/SUB-OBJ 732IA-NZ		7. Disaster Event Dec 2022 Extreme Weather Event		8. Eligibility Period of Costs Incurred 12/18/2022-06/30/2023	
9. Agreement Start Date Upon Execution	10. Agreement End Date 06/30/2023	11. TIN or SSN 91-6001383		12. UBI # (state revenue) 371-010-246	
13. Funding Source Authority: Washington State Military Department and State Individual Assistance Funds					
14. Funding Source Agreement # Senate Bill 5693 Sec. 143 (15)		15. Service Districts: (BY LEGISLATIVE DIST): 40, 42 (BY CONGRESSIONAL DIST): 2		16. Service Area by County(ies): Whatcom County	
17. Grant Classification: <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Collaborative Research <input type="checkbox"/> A/E <input type="checkbox"/> Other			18. Contract Type (check all that apply): <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency (RCW 39.34)		
19. Grant Type (check all that apply): <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Non-Profit <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> GRANTEE <input type="checkbox"/> OTHER			20. Grant Selection Process: <input checked="" type="checkbox"/> "To all that apply & qualify" <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E/RCW <input type="checkbox"/> N/A		
21. PURPOSE/DESCRIPTION The objective of the State Individual Assistance Grant Funds per Engrossed Substitute Senate Bill 5693 Sec. 143 (15) is provided solely for the department to make grants for individual assistance to those impacted by extreme weather events and natural disasters in fiscal year 2022 and fiscal year 2023.					
IN WITNESS WHEREOF, the Washington Military Department (WMD) Emergency Management Division (EMD) and Grantee acknowledge and accept terms of this Agreement, including all referenced attachments which are hereby incorporated, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Attachment A); General Terms and Conditions (Attachment B); Statement of Work (Attachment C); Budget (Attachment D); Timeline (Attachment E); and all other documents and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. 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.					
In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: 1. Applicable federal and state statutes and regulations 2. Program documents 3. Statement of Work, Budget, Timeline, 4. General Terms and Conditions, and Special Terms and Conditions 5. Other provisions of the Agreement incorporated by reference. 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 Grant Agreement shall be deemed to exist or to bind any of the Parties hereto.					
WHEREAS, the parties have executed this Agreement on the day and year last specified below:					
FOR GRANTEE: (See Attached Page 1a) <u>Satpal Sidhu, Whatcom County Executive</u> Date Agency			FOR THE DEPARTMENT: <u>Regan Anne Hesse, Chief Financial Officer</u> Date Washington Military Department		
			APPROVED AS TO FORM Dierk Meierbachtol, Assistant Attorney General October 6, 2022		

WHATCOM COUNTY:

Recommended for Approval:



Bill Elfo, Whatcom County Sheriff

Approved as to Form:

Brandon Waldron (via email) 02/13/2023
Senior Deputy Prosecuting Attorney

Approved:

Satpal Singh Sidhu, County Executive

STATE OF WASHINGTON)

) ss.

COUNTY OF WHATCOM)

On this ____ day of _____, 2023, before me personally appeared Satpal Singh 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.

NOTARY PUBLIC in and for the State of Washington,
Residing at _____
My commission expires _____

SPECIAL TERMS AND CONDITIONS

I. INTRODUCTION

The Washington Military Department (WMD) herein known as “the DEPARTMENT”, through the Emergency Management Division, coordinates and facilitates the implementation of State Individual Assistance Grant Programs. The DEPARTMENT is authorized to enter into agreements with political subdivisions to reimburse GRANTEE for eligible expenses allowed under the State Individual Assistance (IA) Program funds.

II. KEY PERSONNEL

The individuals listed below shall be considered Key Personnel; however, either party may designate a substitute by advance written notification to the other party.

GRANTEE		DEPARTMENT	
Name:	John Gargett	Name:	Eva Escape
Title:	Deputy Director	Title:	Human Services Grants Coordinator
Email:	jgargett@co.whatcom.wa.us	Email:	eva.escape@mil.wa.gov
Phone:	360-778-7160	Phone:	253-844-9418

III. ADMINISTRATIVE REQUIREMENTS

- A. The Parties shall use the following to determine allowable cost principles: State Office of Financial Management (OFM) Regulations-State Administrative and Accounting Manual (SAAM) and the Local Government Budget and Accounting Reporting System (BARS).
- B. GRANTEE CONTRACTORS. If the GRANTEE uses State Individual Assistance Grant funds to acquire goods and services from a non-government entity performing services as a Contractor under this Agreement, the GRANTEE must make a case-by-case determination whether each contract it makes for the disbursement of State Individual Assistance Grant funds received under this Agreement casts the party receiving the funds in the role of contractor in accordance with the Washington State Office of Financial Management state grant audit and monitoring guidelines.
- C. A Contractor performing services under this Agreement must comply with all federal and state laws and regulations applicable to the State Individual Assistance Grant, WMD policies, and this Agreement.
- D. The GRANTEE shall require its Contractor(s) to comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by the Department applicable to the State Individual Assistance Grant including, but not limited to, all criteria, restrictions, and requirements of the Engrossed Substitute Senate Bill 5693 Sec. 143 (15) (2022), and the federal and state regulations commonly applicable to state grants.
- E. GRANTEE and its Contractor shall be responsible for ensuring that all State Individual Assistance Grant funds are used in accordance with applicable state statutes and regulations, and the terms and conditions of this Agreement.
- F. If a grant audit or monitoring performed by the DEPARTMENT under this Agreement results in any findings, GRANTEE shall submit a “Corrective Action Plan” in response to the grant audit or monitoring results no later than 10 business days after receiving the DEPARTMENT’s report.

IV. ELIGIBLE EXPENSES AND PRIORITIES ESTABLISHED BY LEGISLATURE

Priorities for expenditure of State Individual Assistance Grant funds have been established by both the state legislature and the DEPARTMENT:

- A. Engrossed Substitute Senate Bill 5693 Sec. 143 (15) provides that funds should be “provided solely for the department to make grants for individual assistance to those impacted by extreme weather events and natural disasters in fiscal year 2022 and fiscal year 2023”.
- B. The DEPARTMENT has general authority to enter into agreements with political subdivisions per RCW 38.52.030 (9) “The director, subject to the direction and control of the governor, shall prepare and administer a state program for emergency assistance to individuals within the state who are victims of a natural, technological, or human-caused disaster, as defined by RCW 38.52.010 (13). Such program may be integrated into and coordinated with disaster assistance plans and programs of the federal government which provide to the state, or through the state to any political subdivision thereof, services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of assistance to individuals affected by a disaster”.

V. INELIGIBLE COSTS

Costs not identified as Eligible or Approved Conditionally Eligible Cost under this Agreement are considered ineligible for reimbursement, in addition to the following:

- A. *Bad Debts* - any losses arising from uncollectible accounts and other claims and related costs.
- B. *Contributions to a contingency reserve* - any funds set aside by the Grantee to reimburse unanticipated expenses. Such reserves are not eligible for reimbursement.
- C. *Depreciation* - of facilities or equipment.
- D. *Entertainment* - amusements, social activities, and any related incidental costs, including meals, beverages, lodging, rentals, transportation, and gratuities.
- E. *Fines and penalties* - costs resulting from violations of, or failure to comply with, federal, state, or local laws.
- F. *General expenses, beyond the statement of work, required to carry out overall government responsibilities* - including the salaries and expenses of the chief executive and their staff. Governments include state, local, and federally recognized Indian tribal governments. This restriction does not include the portion of salaries and expenses by the chief executive and staff that are directly attributable to managing and administering State Individual Assistance Programs.
- G. *Illegal costs* - costs incurred as a result of procurement practices not in compliance with state or federal procurement laws may be ineligible and not reimbursed at the sole discretion of the Department.
- H. *Interest and other financial costs* - interest on debt, bond discounts, cost of financing and refinancing operations, and legal and professional fees are ineligible, except when authorized by state law.
- I. *Late / past due fees* - incurred by failing to pay vendor invoices, permit fees, or to return items in a timely manner.

- J. *Legal expenses* - related to claims against the Department, and legal services furnished by the chief legal officer of the state, local, or Native American tribal government (or his/her staff) solely for the purpose of discharging his/her general responsibilities as legal officer.
- K. *Legislative expenses* - salaries and other expenses of members of the state Legislature or similar local governmental bodies (e.g., county boards), if incurred in the members' official capacity.
- L. *Lobbying* - expenses related to lobbying activities.
- M. *Personal injury compensation* - or damages arising from administering State Individual Assistance Programs, whether determined by adjudication, arbitration, negotiation, or otherwise.

VI. BUDGET, REIMBURSEMENT, AND TIMELINE

- A. Within the total Grant Agreement Amount, travel, contracts, salaries, benefits, printing, equipment, and other goods and services or other budget categories will be reimbursed on an actual cost basis upon completion unless otherwise provided in this Agreement.
- B. The maximum amount of all reimbursement requests permitted to be submitted under this Agreement, including the final reimbursement request, is limited to and shall not exceed the total Grant Agreement Amount.
- C. If the Grantee chooses to include indirect costs within the Budget (Attachment D), additional documentation is required based on the applicable situation and must be approved by the State Coordinating Officer (SCO).
- D. If reimbursement of travel or subsistence expenses are included as part of this Agreement, they shall be paid in accordance with rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended. The Grantee is required to provide copies of receipts to the DEPARTMENT for any travel related expenses other than meals and mileage that are authorized under this Agreement.
- E. Reimbursement requests will include a properly completed State A-19 Invoice Form and Reimbursement Spreadsheet (in the format provided by the DEPARTMENT) detailing the expenditures for which reimbursement is sought. Reimbursement requests must be submitted to the DEPARTMENT Key Personnel identified in Section II of this Agreement, no later than the due dates listed within the Timeline (Attachment E).

Reimbursement request totals should be commensurate to the time spent processing by the Grantee and the DEPARTMENT.

- F. Receipts and/or backup documentation for any approved items that are authorized under this Agreement must be maintained by the Grantee consistent with record retention requirements of this Agreement and be made available upon request by the DEPARTMENT, federal, state, and local auditors.
- G. The Grantee must request prior written approval from State Coordinating Officer to waive or extend a due date in the Timeline (Attachment E). For waived or extended reimbursements, all allowable costs should be submitted on the next scheduled reimbursement due date contained in the Timeline. Waiving or missing deadlines serves as an indicator for assessing an agency's level of risk of noncompliance with the regulations, requirements, and the terms and conditions of the Agreement and may increase required monitoring activities. Any request for a waiver or extension

of a due date in the Timeline will be treated as a request for Amendment of the Agreement. This request must be submitted to the Department Key Personnel sufficiently in advance of the due date to provide adequate time for the DEPARTMENT review and consideration and may be granted or denied within the DEPARTMENT's sole discretion.

- H. All work under this Agreement must end on or before the Grant Agreement End Date, and the final reimbursement request must be submitted to the Department within sixty (60) days after the Grant Agreement Performance Period End Date, except as otherwise authorized by either (1) written amendment of this Agreement or (2) written notification from the DEPARTMENT to the GRANTEE to provide additional time for completion of the Grantee's State Individual Assistance Program(s).
- I. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the Grantee, its contractor, or any non-government entity to which the Grantee makes an award and is invoiced by the vendor.
- J. Failure to submit timely, accurate, and complete reports and reimbursement requests as required by this Agreement, including, but not limited to, those reports in the Timeline (Attachment E), will prohibit the Grantee from being reimbursed until such reports are submitted and the DEPARTMENT has had reasonable time to conduct its review.
- K. Final reimbursement requests will not be approved for payment until the Grantee is current with all reporting requirements contained in this Agreement.
- L. Any deviations from the approved, direct budget categories will require State Coordinating Officer approvals and a written amendment.
- M. Grantee shall only use State Individual Assistance Grant funds under this Agreement to supplement existing funds and will not use them to replace (supplant) non-state funds that have been budgeted for the same purpose. The Grantee may be required to demonstrate and document that the reduction in non-state resources occurred for reasons other than the receipt or expected receipt of state funds.

VII. PERFORMANCE PERIOD AND PAYMENT

Payment by the DEPARTMENT to the GRANTEE shall only be made as reimbursement for eligible expenses approved by the DEPARTMENT within the set Eligibility Period of Costs Incurred in this Agreement. Work started prior to and/or not completed by the Eligibility Period of Costs Incurred, will be considered outside the Performance Period and therefore not eligible for reimbursement. The GRANTEE shall not request payment in anticipation of expenditures not yet incurred.

VIII. THE GRANTEE AGREES TO:

- A. Use of Funding: The GRANTEE warrants that the funds provided by the DEPARTMENT as described in the Budget (Attachment D) shall be used by the GRANTEE solely for reimbursement of those approved incurred eligible expenses as described in Engrossed Substitute Senate Bill 5693 Sec. 143 (15) and the Statement of Work (Attachment C) incorporated herein to fund state disaster individual assistance needs. Reimbursement shall be made consistent with the DEPARTMENT policies for approved expenses described in Attachment C during the Eligibility Period of Costs Incurred.
- B. Duplication of Benefits: The GRANTEE shall establish clear sequence of delivery to prevent any duplication of benefits of federal, state, private insurance, or non-profit for disaster individual assistance to maximize available resources and coordinate efforts to help disaster survivors navigate the recovery process.

- C. Reimbursement Requests and Reporting Requirements: At least quarterly, but not more often than monthly, the GRANTEE shall submit invoice vouchers (Form A-19) to the DEPARTMENT Representative identified in this Agreement to request reimbursement for expenses. The GRANTEE agrees to use forms and/or systems provided by the DEPARTMENT for necessary reports.

In addition to any reports as may be required elsewhere in this Agreement, the GRANTEE shall prepare and submit the following reports to the DEPARTMENT's Key Personnel:

<u>Grant Reports</u>	<u># Copies</u>	<u>Completion Date</u>
Monthly Grant Report	1	End of the Month
Local Travel Policy/Procedures (if any)	1	30 days after signatures on this Agreement and then annually.
Final Reimbursement Request	1	July 31, 2023

All funds cannot be used prior to the Agreement Performance Period Start Date, and must be delivered, completed, and accepted by the Agreement Performance Period End Date. The GRANTEE may submit the final Grant Report by August 31, 2023, as described above. Final billing not received by July 31, 2023, will not be processed, unless an extension is submitted by the GRANTEE and approved by the State Coordinating Officer.

- D. Reallocation of Funds: The GRANTEE is allowed to request reallocation of funds as needed and submit it to the DEPARTMENT Key Personnel. Budget categories are as specified or defined on the budget sheet of the Agreement (Attachment D). Any changes to budget categories other than in compliance with this paragraph will not be reimbursed.
- E. Compliance with Law: The GRANTEE will comply with all applicable state and federal laws.

IX. THE MILITARY DEPARTMENT AGREES TO:

- A. Within thirty (30) days of receipt and approval of signed, dated invoice vouchers (Form A-19), and upon satisfactory completion of tasks and documentation of costs, as required under this Agreement, the DEPARTMENT will reimburse the GRANTEE up to the maximum allowable grant amount, or actual cost, whichever is lower as authorized by this Agreement.
- B. If a question arises about the requested reimbursement, the GRANTEE will be notified via e-mail and/or telephone call and will have five (5) working days to provide the requested information. If information satisfactory to the DEPARTMENT has not been provided within that time, the expense in question will be subtracted and the balance of approved eligible incurred expenses will be processed for reimbursement.

GENERAL TERMS AND CONDITIONS

1) DEFINITIONS

As used throughout this Agreement the following terms shall have the meanings set forth below:

- A. "DEPARTMENT" shall mean the Washington State Military DEPARTMENT (WMD).
- B. "GRANTEE" shall mean the named county, city, tribe, or other political subdivisions performing State Individual Assistance activities under this Agreement. It shall include any contractor retained by the GRANTEE as permitted under the terms of this Agreement.
- C. "Contractor" shall mean one, not in the employment of the GRANTEE, who is performing all or part of those services under this Agreement under a separate contract with the GRANTEE.
- D. "State Coordinator Officer (SCO)" is a Governor-appointed individual responsible for providing operational oversight and direction of the disaster response and/or recovery operations.
- E. "WAC" is defined and used herein to mean the Washington Administrative Code.
- F. "RCW" is defined and used herein to mean the Revised Code of Washington.

2) ACCESS TO PUBLIC RECORDS

- A. The Parties acknowledge that the DEPARTMENT is subject to the Public Records Act, Chapter 42.56 RCW, and that records prepared, owned, used, or retained by the DEPARTMENT relating to the conduct of government or the performance of any governmental or proprietary function are available for public inspection or copying, except as exempt under RCW 42.56 or other statute which exempts or prohibits disclosure of specific information or records.
- B. The GRANTEE shall provide access to data generated under this Agreement to the DEPARTMENT and the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the GRANTEE's reports, including computer models and methodology for those models.
- C. Access to Data - State law prohibits state agencies from entering into agreements when the contractor could charge additional costs to the agency, the Joint Legislative Audit and Review Committee, or the Office of the State Auditor for access to data generated under the Agreement. Therefore, all such data will be provided at no additional expense. For the purposes of this requirement, "data" includes all information that supports the findings, conclusions, and recommendations of the contractor's reports, including computer models and methodology for those models.

3) ADVANCE PAYMENTS PROHIBITED

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by the DEPARTMENT.

4) AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 et seq. (also referred to as the "ADA") and its implementing regulations at 28 CFR Part 35.

The GRANTEE must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

5) ATTORNEY'S FEES

Except as provided in the section entitled "Recapture Provisions", in the event of litigation or other action brought to enforce the terms of this Agreement or alternate dispute resolution process, each party agrees to bear its own attorney's fees and costs.

6) COMPLIANCE WITH APPLICABLE STATUTES, RULES, AND DEPARTMENT POLICIES

The GRANTEE shall comply with, and the DEPARTMENT is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, and/or policies. This obligation includes, but is not limited to, nondiscrimination laws and/or policies; the ADA; ethics in laws and policies; Public Disclosure (RCW 42.56); and safety and health regulations. In the event of the GRANTEE's noncompliance or refusal to comply with any applicable law, regulation, executive order, or policy, the DEPARTMENT may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion. The GRANTEE is responsible for all costs or liability arising from its failure to comply with applicable law, regulation, executive order, or policy.

7) AGREEMENT MODIFICATIONS

The Parties may, from time to time, request changes to the AGREEMENT. All mutually agreed changes shall be incorporated by written amendment. No alteration or variation of the terms of this AGREEMENT shall be valid unless made in writing and signed by the Parties, and any oral understanding or agreements shall not be binding. It is mutually agreed and understood that the GRANTEE is allowed to reallocate funds as needed and approved by the State Coordinating Officer.

8) GRANTEE'S EMPLOYEES NOT EMPLOYEES OF DEPARTMENT

The GRANTEE and/or employees, contractors, or agents performing under this Agreement, are not employees or agents of the DEPARTMENT in any manner whatsoever. The GRANTEE will not be presented as nor claim to be an officer or employee of the DEPARTMENT or of the State of Washington for any reason, nor will the GRANTEE make any claim, demand, or application to or for any right, privilege, or benefit applicable to an officer or employee of the DEPARTMENT or of the State of Washington, including, but not limited to, Workers' Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege, or benefit which would accrue to a civil service employee under RCW 41.06. It is understood that if the GRANTEE is another state agency, the officers and employees are employed by the State of Washington in their own right.

9) DISCLOSURE

The use or disclosure by any Party of any information concerning the DEPARTMENT, or its State Individual Assistance Grant funds and Programs, for any purpose not directly connected with the administration of the DEPARTMENT's or the GRANTEE's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the DEPARTMENT or as required to comply with RCW 42.56, the Public Records Act, or court order.

10) DISPUTES

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the Parties and it cannot be resolved through discussion and negotiation, either party may request a dispute hearing. The Parties shall select a dispute resolution team to resolve the dispute. The team shall consist of a representative appointed by the DEPARTMENT, a representative appointed by the GRANTEE, and a third party mutually agreed upon by both Parties. The team shall, by majority vote, resolve the dispute. The Parties agree that this dispute process shall be final and there will be no appeal of the decision.

11) GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Washington. In the event of a lawsuit involving this Agreement, venue shall be proper only in Thurston County. The GRANTEE, by execution of this Agreement, acknowledges the jurisdiction of the courts of Washington in this matter.

12) HOLD HARMLESS

The GRANTEE agrees to defend, hold harmless, and indemnify the State of Washington and the DEPARTMENT, their officers, agents, employees, and assigns against any and all damages or claims from damages resulting or allegedly resulting from the GRANTEE's performance or activities hereunder, including the performance of any contractor(s).

13) INSURANCE, INDUSTRIAL COVERAGE

Prior to performing work under this Agreement, the GRANTEE shall provide industrial insurance coverage for the GRANTEE's employees, as may be required by Title 51 RCW. The DEPARTMENT will not be responsible for payment of industrial insurance premiums or for any other claim or benefit for a consultant or any subcontractor or employee of the GRANTEE, which may arise during the performance of services under this Agreement. Before the start of any work required by this Agreement, the GRANTEE shall deliver to the DEPARTMENT certificates of insurance reflecting that the GRANTEE has obtained all the insurance coverage required by this section.

14) INSURANCE, GENERAL COVERAGE

The DEPARTMENT and its officers, employees, and agents, while acting in good faith within the scope of their official duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against the DEPARTMENT and its employees, officers, and agents in the performance of their official duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130. GRANTEE hereby notifies the DEPARTMENT that as a Local Government of the State of Washington and in accordance with Washington law, GRANTEE has full loss coverage for itself, its officers, employees, and agents, through self-insurance and/or the purchase of insurance. Upon the DEPARTMENT's request, GRANTEE will provide the DEPARTMENT with details of its self-insured retention, proof of its additional insurance, and all loss coverage. This program of self-insurance and/or purchased insurance includes general liability, automobile liability, workers compensation, and employers' liability.

15) LIABILITY

To the extent permitted by applicable law, each party to this Agreement shall be responsible for injury or death to persons and damage to property resulting from negligence on the part of itself, its employees, agents, officers, contractors, or subcontractors. Neither party assumes any responsibility to the other party for the consequences of any act or omission of any third party.

16) LIMITATION OF AUTHORITY

Only the assigned Authorized Signature for the DEPARTMENT or an assigned delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this Agreement is not effective or binding unless made in writing and signed by the authorized person.

17) LOSS OF FUNDING

In the event funding from state sources is withdrawn, reduced, or limited in any way after the effective date of the Agreement, the DEPARTMENT may suspend or terminate, or renegotiate the Agreement, without cause under the "Termination" clause and without the thirty (30) day notice requirement.

18) NONASSIGNABILITY

Neither this Agreement, nor any claim arising under this Agreement, nor the work to be provided under this Agreement, and any claim arising thereunder, shall be assigned or delegated 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.

19) NONDISCRIMINATION

During the performance of this Agreement, the GRANTEE shall comply with all federal and state nondiscrimination statutes and regulations. These requirements include, but are not limited to:

- A. Nondiscrimination in Employment: The GRANTEE shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, citizenship or immigration status, family with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of trained dog guide or service animal by a person with a disability. This requirement does not apply, however, to a religious corporation, association, educational institution, or society with respect to the employment of individuals of a particular religion to perform work connected with the carrying on by such corporation, association, educational institution, or society of its activities.
- B. The GRANTEE shall take action to ensure that employees are employed and treated during employment without discrimination because of their race, creed, color, national origin, citizenship or immigration status, family with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of trained dog guide or service animal by a person with a disability. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer, recruitment, or recruitment selection for training, including apprenticeships and volunteers.

20) RECAPTURE PROVISION

In the event the GRANTEE fails to expend funds under this Agreement in accordance with applicable federal, state, and local laws and/or the provisions of the Agreement, the DEPARTMENT reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following Agreement termination. Repayment by the Agreement of funds under this recapture provision shall occur within thirty (30) days of demand.

In the event the DEPARTMENT is required to institute legal proceedings to enforce the recapture provision, the DEPARTMENT shall be entitled to its costs thereof, including attorney fees, from the GRANTEE.

21) RECORDS, MONITORING, AND AUDIT ACCESS

- A. The GRANTEE shall perform under the terms of the Agreement and the DEPARTMENT may conduct reasonable and necessary monitoring of the GRANTEE's performance.
- B. To permit such monitoring, the GRANTEE shall maintain books, records, documents, and other evidence, and accounting procedures and practices that 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 DEPARTMENT, the Office of the State Auditor, and federal officials so authorized by law, rule, regulation, or agreement.
- C. The GRANTEE will retain all books, records, documents, and other materials relevant to this Agreement for six (6) years from the date final payment is made hereunder and make them available for inspection by persons authorized under this provision.
- D. The DEPARTMENT or the State Auditor or any of their representatives and federal officials so authorized by law, rule, regulation, or agreement shall have full access to and the right to examine during normal business hours and as often as the DEPARTMENT or the State Auditor may deem necessary, all of the GRANTEE's records with respect to all matters covered in this Agreement. Such rights last for six (6) years from the date final payment is made hereunder.
- E. The GRANTEE shall cooperate with and freely participate in any monitoring, audit or evaluation activities conducted by the DEPARTMENT that are pertinent to the intent of this Agreement.
- F.

22) 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.

23) CONTRACTING

The GRANTEE shall comply with all applicable procurement laws, rules, and requirements. This will include the use of a competitive procurement process in the award of any contracts with its contractors and sub-contractors that are entered into under this Agreement. All contracting and sub-contracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

24) TERMINATION

- A. If, through any cause, the GRANTEE or its contractors or sub-contractors shall fail to fulfill in a timely and proper manner its obligations under this Agreement or if the GRANTEE or its contractors or sub-contractors shall violate any of its covenants, agreements, or stipulations of this Agreement, the DEPARTMENT shall thereupon have the right to terminate this Agreement and withhold the remaining allocation if such default or violation is not corrected within thirty (30) days after submitting written notice to the GRANTEE describing such default or violation.
- B. Notwithstanding any provisions of this Agreement, either party may terminate this Agreement without cause by providing written notice of such termination, specifying the effective date thereof, at least thirty (30) days prior to such date. If this Agreement is so terminated, the DEPARTMENT shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination. Upon notice of such termination, the DEPARTMENT reserves the right to suspend all or part of the Agreement, withhold further payments, and prohibit the GRANTEE from incurring additional obligations of funds.
- C. Reimbursement for eligible expenses incurred by the GRANTEE prior to the effective date of such termination shall be as the DEPARTMENT reasonably determines.
- D. The DEPARTMENT may unilaterally terminate or suspend all or part of this Agreement without cause, or may reduce its statement of work and budget, if there is a reduction in funds by the source of those funds, and if such funds are the basis for this Agreement.

25) TRAVEL AND SUBSISTENCE REIMBURSEMENT

If reimbursement of travel or subsistence expenses are included as part of this Agreement, they shall be paid in accordance with rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended. The GRANTEE is required to provide to the DEPARTMENT copies of receipts for any travel related expenses other than meals and mileage that are authorized under this Agreement.

26) TREATMENT OF ASSETS

Upon successful completion of the terms of this Agreement, all assets, including equipment, purchased through this Agreement will be owned by the GRANTEE unless otherwise specified by the funding source. The GRANTEE shall be responsible for any and all operation and maintenance expenses and for the safe operation of said equipment including all questions of liability.

27) WAIVER OF DEFAULT

Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of the Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of the Agreement unless stated to be such in writing, signed by the Director or Contracts Administrator and attached to the original Agreement.

**STATEMENT OF WORK
STATE INDIVIDUAL ASSISTANCE GRANT – FISCAL YEAR 2022-2023**

PURPOSE

Pursuant to GRANTEE's request WA-2023278802, GRANTEE shall use the awarded State Individual Assistance Grant funds in this Agreement to administer the following State Individual Assistance Grant Program(s) to aid in the recovery of individuals and/or household affected by the extreme weather and flooding event beginning December 18, 2022 through December 28, 2022:

- **Housing Assistance**
- **State Household Appliance and Home Repair**

ELIGIBLE COSTSHousing Assistance (Attachment F)

- Rental Assistance
 - First and Last month's rent
 - Security deposit
 - Rental application fees
 - Monthly Rent (Up to 3 months)
 - Moving or Relocation Assistance

State Household Appliance and Home Repair (Attachment G)

- Household Appliances
- Home Repairs

Disaster Case Management (Attachment H)

- Salary and benefits of Disaster Case Manager(s).
- Training, travel including per diem, and mentorship

Administrative Costs (if allocated and identified in Attachment D)

- Compensation of Grantee employees for the time worked on administering State Individual Assistance Programs.
- Cost of Grantee materials, equipment, and supplies purchased needed to administer State Individual Assistance Programs.
- Cost of services specifically used to administer State Individual Assistance Programs.
- Cost of Grantee employee training and/or necessary certifications to administer State Individual Assistance Programs, to include travel and per diem expenses.
- Costs of services furnished to administer State Individual Assistance Program(s) by other entities.
- Costs identified as eligible or approved conditionally eligible.

CONDITIONALLY ELIGIBLE COSTS

Conditionally eligible costs are items not listed as eligible in the Statement of Work but may be considered as an eligible expense under an approved State Individual Assistance Program(s) under this Agreement and meets the purpose set by Engrossed Substitute Senate Bill 5693 Sec. 143 (15). Conditionally eligible costs require prior written approval by the State Coordinating Officer prior to incurring the costs.

Requests for conditionally eligible costs must be submitted through a formal letter by the GRANTEE and will be approved or denied in writing. Costs incurred without State Coordinating Officer approval will NOT be eligible for reimbursement.

GRANT RECIPIENT ELIGIBILITY CRITERIA

For State Individual Assistance Grants funds awarded directly to recipients, GRANTEE must use the following recipient eligibility criteria to award grants to eligible individuals and/or households. GRANTEE must verify and collect documentation for proof of eligibility. Refer to Attachment F for Acceptable Recipient Documentation.

General Eligibility Determination

To be eligible, an individual or family must meet **ALL** of the following:

1. Is a resident of GRANTEE's jurisdiction.
2. Has suffered damage to their home or was displaced from a rental unit used as their primary residence due to the qualifying disaster identified in this Agreement.
3. Has not received, or has received inadequate, disaster individual assistance from federal, state, private insurance, or non-profit to cover the cost of individual or household disaster recovery.

AND

4. An individual or family must meet **ONE** of the following criteria:
 - a. Is disabled;
 - b. Has a household income equal to or less than 80 percent of the area median family income based on the number of persons in the family. GRANTEE shall use the Low (80 percent) Income Limits from the U.S. Department of Housing and Urban Development's FY 2022 Income Limits Documentation System for the Bellingham, WA Metropolitan Statistical Area (MSA): https://www.huduser.gov/portal/datasets/home-datasets/files/HOME_IncomeLmts_State_WA_2022.pdf;
 - c. The individual's or family's home qualified for the property tax exemption program in RCW 84.36.379 through 84.36.389; or
 - d. The home qualified for the property tax deferral program in chapter 84.38 RCW.

RECIPIENT MAXIMUM GRANT AMOUNT

For State Individual Assistance Grants awarded direct assistance to Recipients, GRANTEE shall ensure that the overall total grant award for each recipient does not exceed the maximum grant amount per household size for the following grant programs and/or eligible costs.

STATE IA PROGRAMS		MAXIMUM ALLOWABLE GRANT
Housing Assistance	Rental Assistance (First/Last Month's Rent, Security Deposit, Monthly Rent)	No Maximum Amount
	Moving and Relocation Assistance	No Maximum Amount
State Household Appliance and Home Repair Program (SHARP)	Household Appliances Replacement	\$6,400.00 per household
	Home Repairs	\$37,900.00 per household

DELIVERABLES

See Attachment E – Timeline for deliverables and deadlines.

BUDGET

Grant Agreement Number: **D23-023**
 Grantee Name: **Whatcom County**
 Performance Period: **Date of Execution – 6/30/2023**
 Eligibility Period of Costs Incurred: **12/18/2022-6/30/2023**
 Grant Amount: **\$396,000.00**

Cost Categories	Amount
Administrative Costs	\$36,000.00
Disaster Case Management	\$60,000.00
Housing Assistance Program	\$100,000.00
State Household Appliances and Home Repair Program	\$200,000.00

GRANT TIMELINE

ITEM	DEADLINE/TIMELINE
Grant Kick-Off Meeting	Within 5 business days after Grant Agreement Start Date
Monthly Grant Report	End of the month for prior month's report.
A19-1A Reimbursement (Invoices)	No more than once a month during the Grant Performance Period
Grant Monitoring Review or Site Visit	At least once during the Agreement performance period, no earlier than 3 months after Grant Agreement Start Date.
Corrective Action Plan - Grant Audit or Monitoring Report Response	No later than 10 business days after receiving the official report
Budget Meetings	Every 2 month during the Grant Agreement Performance Period
Local Travel Policy/Procedures (if any)	30 days after signatures on this Agreement and then annually.
Grant Pre-Closeout Meeting	45 calendar days prior to Grant Agreement Performance Period End Date
Final A19-1A Reimbursement (Invoices)	July 31, 2023
Grant Closeout Meeting	Within 15 calendar days after Grant Agreement Performance Period End Date

Housing Assistance

Housing Assistance may be provided to pre-disaster homeowners or renters to rent alternate temporary housing, or to cover moving, relocation, and/or storage costs if displaced from their primary residence as a result of a disaster.

Rental Assistance

- **Eligible Costs**
 - Monthly Rent (up to 3 months)
 - First and Last month's rent
 - Security deposit
 - Rental application fees
- **Recipient Eligibility**

In addition to meeting State Individual Assistance General Eligibility Criteria, Recipients must meet all of the following:

 - Recipient has exhausted previously awarded Rental Assistance from federal and other state agency assistance, insurance claims, and private donations
 - Applicant is unable to return to their pre-disaster residence because it is uninhabitable, inaccessible, or not available due to the disaster
 - Applicant does not have the financial ability to obtain housing without assistance
 - Applicant is not receiving assistance from any other source for temporary housing
- **Required Documentation**

In addition to documentation required as proof of meeting General Eligibility Criteria, Recipients must provide ALL of the following:

 - Copy of current lease or rental agreement signed by the landlord and tenant
 - Proof of all exhausted federal and other state agency assistance, insurance claims, and donations. Written attestation from Grantee or Contractor acceptable if unavailable
 - Written attestation from Grantee or Contractor verifying and confirming that primary residence is uninhabitable, inaccessible, or not available due to the disaster

ATTACHMENT G: State Household Appliances and Home Repair

State Household Appliances and Home Repair

Eligible Costs

Household Appliances

Household appliances eligible under this Agreement include those related to cooking, cleaning, or food preservation. Below are eligible costs for major and small appliances:

- **Major Appliances**

Cooking Range Hood
Dishwasher
Dryer
Freezer (Chest)
Freezer (Stand-up)
Microwave (Countertop)
Microwave over the Range
Mini-Refrigerator
Refrigerator
Stove with Range
Washer

Some major appliances may need to be installed by a professional and is considered an eligible cost under household appliances.

- **Small Appliances**

Air Purifier	Slow Cooker
Blender	Stand Mixer
Broom & Dustpan	Toaster
Coffee Maker	Toaster Oven
Food Dehydrator	Vacuum
Food Processor	Waffle Iron
Hand Mixer	Electric Kettle
Hot Plate	Food Vacuum Sealer
Iron	Non-Electric Roasting Pan
Iron Board	Electric Knife Set
Mop	Electric Griddle
Pressure Cooker (e.g., Instant Pot)	Electric Can Opener
Rice Cooker	

If a recipient has a need for an appliance not included in this list, GRANTEE **must obtain preapproval from the DEPARTMENT Key Personnel prior to purchasing and include justification.** The appliance must be used for cooking, cleaning, or food preservation.

Home Repair

Eligible Home Repairs under this Agreement covers a wide-range of services including the costs associated with restoration and clean-up, materials to address structural or aesthetic repairs, electrical system repairs, septic or other utility repairs, installation of materials, delivery of materials, or assessment of the home by a licensed contractor that is not a member of the applicant's household as a result of the qualifying disaster's damages to a primary home. Home Repair Assistance is intended to make the damaged home safe, sanitary, or functional. It is not intended to return the home to its pre-disaster condition.

Specific eligible home repair costs for the purposes of this Agreement are listed below:

- Essential improvements to ensure occupant health and safety and building durability, which may include:
 - Rot removal and replacement
 - Foundation or structural improvements
 - Crawlspace excavation
 - Debris removal on private property
- Lead-based paint and asbestos testing, hazard remediation, removal or abatement, which may include:
 - Lead-based paint abatement and remediation (e.g., window and door replacement, strike and friction repair or replacement)
 - Vermiculite and asbestos abatement
- Improvements for handicapped persons per state and federal requirements.
 - Access Ramp
 - Grab bars
- Repair or replacement of major housing systems (structural; electrical, plumbing; heating, ventilating and air conditioning; roof) and infrastructure (septic, sewer, water, foundation), which may include:
 - Roofing Tear off and Roof replacement (including sheathing replacement)
 - Repair or replace damaged exterior and interior walls
 - Windows, doors, floors, walls, ceilings, and cabinetry
 - Electrical repairs and replacement (panels, knob and tube wiring, aluminum wiring, insufficient electrical service)
 - Repair or replace septic or sewage systems
 - HVAC work (new heating system, combustion safety issues and duct systems)
 - Repair or replacement of utility connections including gas and water.
- Home Safety and Privacy
 - Fencing & Gate repairs
 - Garage repair or replacement
- Access and Egress
 - Privately-owned roads, privately-owned bridges, and privately-owned docks
- Radon mitigation, based on test results
- Pest removal and prevention
- Applicable state and local taxes on purchased items or services.

Disaster Case Management

Disaster Case Management (DCM) is a program that involves a partnership between a disaster case manager and a disaster survivor to develop and carry out an individual disaster recovery plan. This partnership provides the disaster survivor with a single point of contact to facilitate access to a broad range of available resources. The goal of the DCM program is to assist individuals and families through the recovery process with finding resources to meet their disaster caused unmet needs. Eligible costs for Disaster Case Management Program under this Agreement include the following:

- Salary and benefits of Disaster Case Manager(s).
- Training, travel including per diem, and mentorship

ATTACHMENT I: Required Recipient Documentation

GRANTEE shall use list of Required Recipient Documentation for the following. Collected documentation from Recipients must have all personally identifiable information, such as social security numbers, account number, etc., redacted except for the Recipient name and address. Any information provided by the Recipient and supporting documentation is considered a public record and is subject to disclosure under the Washington Public Records Act, 45.56 RCW.

Damage Verification

The Recipients primary residence must be verified by GRANTEE to have been damaged or destroyed by the qualifying disaster event on this Agreement. The County Assessor's Office can also verify the loss or damage to the home. For the purpose of this Agreement, primary residence refers to the home where the recipient normally lives during the major portion of the calendar year.

Proof of damage to home or displacement from a rental unit used as the primary residence includes one of the following:

- Receipt of insurance settlement for damage/loss due to the qualifying disaster.
- Destroyed property form application processed and approved by the County Assessor's Office demonstrating a reduction in taxes due to property loss. The County Assessor's Office will provide verification of property loss in the eligible counties to the Washington Emergency Management Division.
- Attestation from GRANTEE or Contractor confirming damage to primary home or displacement from rental unit used as primary residence due to the qualifying disaster.
- Taxpayers claim for Reduction of Assessments Resulting from Destroyed Real or Personal Property or Loss of Value in a Declared Disaster Area (available at local county assessor's office.)
<https://dor.wa.gov/sites/default/files/legacy/Docs/forms/PropTx/Forms/64-0003.pdf>
- Attestation from landlord of damage to rental unit or of tenant's displacement from rental unit due to qualifying disaster event.

Duplication of Benefits Verification

GRANTEE shall verify Recipient has not received, or has received inadequate, disaster individual assistance from federal, state, local, private insurance, or non-profit to cover the cost of individual or household disaster recovery.

Proof of lack of individual assistance or inadequate individual assistance includes one of the following:

- Proof of insurance denial from insurance company
- Insurance policy stating appliance replacements are not covered
- Insurance settlement demonstrating the amount is still inadequate to cover the cost of remaining household appliance replacements.
- Federal Emergency Management Agency (FEMA) assistance provided, if applicable does not cover remaining unmet needs
- U.S. Small Business Administration (SBA) loan amount, if applicable, does not cover remaining unmet needs

Identity Verification

GRANTEE shall collect one proof of identity to mitigate instances of fraud from occurring. Proof of identity will also ensure the correct name is used to disburse checks to approved eligible Recipients, if applicable. Proof of identity must include one of the following (must show name, date of birth, and photograph):

- State identification card
- Driver license
- US passport or passport card

- US military card (front and back)
- Military dependent's ID card (front and back)
- Permanent Resident Card
- Certificate of Citizenship
- Certificate of Naturalization
- Employment Authorization Document
- Foreign passport

Proof of Residency

Recipient proof of residency includes one of the following documents demonstrating recipient physical, primary residency jurisdiction where the qualifying disaster occurred.

(*Note: If a recipient is having difficulty with finding a document for proof of residency, a Disaster Case Manager (DCM) or GRANTEE Authorized Personnel can attest and declare that the recipient's primary residency is/was within the jurisdiction during the qualifying disaster event. This can be annotated in documents provided by the recipient and the DCM/Authorized Personnel if aspects of the document are missing such as the address of the property, the date of the document, the name of the recipient etc. If using this method for proof of residency, the DCM must also sign and date the document to attest that the information has been verified. An example of this is a written agreement between a landlord or property owner and someone who is renting or otherwise living on the property and does not have an official lease agreement to show.)

- Any utility bill from state fiscal year 2022
- Washington State issued driver's license, identification card, or permit
- Washington vehicle registration or title
- Cell phone bill or internet bill
- Home utility or service document (bill, statement, hook-up order, etc.) for Washington address (gas, electric, water, garbage, sewer, landline phone, TV, internet)
- Bank or credit card document (statement, card mailer, etc.)
- Washington State voter card
- Washington school transcript
- DSHS benefits letter (medical, food, etc.)
- Proof of home ownership (mortgage documents, property tax documents, deed, title, etc.)
- Rent receipts or lease agreement
- Selective Service Card
- Concealed weapons permit from a Washington county (license to carry concealed pistol)
- Homeowner's or renter's insurance policy or other insurance statement
- Washington professional license (nursing, physician, engineer, pilot, etc.)
- Internal Revenue Service 2021 W-2 form from an employer, form 1099 or paystub from employer
- US military document
- Certified Washington marriage certificate

Proof of Income

Recipient must also meet one of the following:

1. Is disabled. - For the purposes of this grant, "Disabled" is defined by RCW 84.36 and 42 U.S.C. Sec. 423(d)(1)(A) - (1) as follows:

The term "disability" means— (A) inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months.

- Proof includes one of the following:
 - Written acknowledgement by Social Security or Veterans Administration.
 - Proof of Disability Affidavit or attestation from medical provider on facility letterhead.
 - Award letter or other verification notice from a federal or state agency demonstrating recipient is approved for a disability benefits program or other assistance program as a result of a disability.
 - (*Note: An individual only needs to provide proof they are *currently* disabled, not necessarily that they were disabled before or at the time of the incident. Any missing information can be verified and validated by the DCM who can sign, date, and attest to the provided proof.)
2. Has a household income equal to or less than 80 percent of the area median family income based on the number of persons in the family. GRANTEE shall use the Low (80 percent) Income Limits from the U.S. Department of Housing and Urban Development's (HUD) FY 2022 Income Limits Documentation System for the Bellingham, WA Metropolitan Statistical Area (MSA): https://www.huduser.gov/portal/datasets/home-datasets/files/HOME_IncomeLmts_State_WA_2022.pdf;
- For the purposes of this grant, "Income" is defined by the Bureau of the Census, and includes wage or salary income, self-employment income, interest, dividend, rental income, social security or other public assistance income, retirement, and disability income, etc.
 - For the purposes of this grant, "Family" is defined by HUD, and includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, the following:
 1. A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person; or,
 2. A group of persons residing together, and such group includes, but is not limited to:
 - a. A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
 - b. An elderly family;
 - c. A near-elderly family;
 - d. A disabled family;
 - e. A displaced family; and,
 - f. The remaining member of a tenant family.
 - Proof includes one of the following:
 - i. Proof includes the recipient's most recent copy or copies of one of the following which must include a date and the recipient's name. If any of the information is unclear or missing (such as no date), DCM or GRANTEE Authorized Personnel can sign and date on the document to attest to the accuracy of the document.:
 - ii. Pay stubs covering the last 60 days of income (or three months of bank statements demonstrating deposit amounts and blacking out the account number)
 - iii. Social Security letter
 - iv. Unemployment benefits letter
 - v. Letter attesting to being unemployed and receiving no income during State Fiscal Year 2022 and 2023 (July 1, 2021 through June 30, 2023)
 - vi. W-2 forms or most recently filed tax statements demonstrating income.
 - vii. Proof that the recipient's income is below the minimum threshold to file a federal tax return based on their filing status.
 - viii. Documentation of self-employment, if applicable

3. The home qualified for the property tax exemption program in RCW 84.36.379 through 84.36.389;
or;
 - o Proof includes one of the following:
 - i. Confirmation of eligibility/approval from the County Assessor's Office of Form 63 0001 "Application for Property Tax Exemption" by the Washington State Department of Revenue valid for the Washington State 2021 property tax year.
 - ii. Confirmation of eligibility/approval from the County Assessor's Office of Form 64 0002 "Senior Citizen and People with Disabilities Exemption from Real Property Taxes" by the Washington State Department of Revenue valid for the Washington State 2021 property tax year.
 - iii. Validation by the Washington Emergency Management Division using Washington State 2021 property tax year data provided by the County Assessor's Office that shows eligibility for the Tax Exemption Program.
4. The home qualified for the property tax deferral program in chapter 84.38 RCW.
 - o Proof includes one of the following:
 - i. Confirmation of eligibility/approval from the County Assessor's Office of Form 64 0011 "Deferral Application for Senior Citizens and People with Disabilities" by the Washington State Department of Revenue valid for fiscal year 2021.
 - ii. Validation by the Washington Emergency Management Division using Washington State 2021 property tax year data provided by the county assessor's office that shows eligibility for the Tax Deferral Program.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-163

File ID:	AB2023-163	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Agreement		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for County Executive to enter into a contract between Whatcom County and Bellingham Technical College for oversight of the instructional process of the Paramedic Training program in the amount of \$42,990

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

MEMORANDUM



To: Whatcom County Council
From: Mike Hilley, EMS Manager
Subject: Interlocal Agreement/Bellingham Technical College Paramedic Training Program.
Date: October 27, 2022

BACKGROUND:

Whatcom County Council approved Levy Plan and budget authority for a 2023 paramedic training class. Bellingham Technical College provides the overhead academic support through accreditation and affiliations for credentialing and testing and course Medical Program Director services. (\$42,990)

FUNDING SOURCE:

The paramedic training program is funded through the EMS Levy as approved by Council in the biennial budget process.

ACTION:

Request authority to enter into the interlocal agreement between Whatcom County and Bellingham Technical College.

Please contact Mike Hilley at (360) 927-1155 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: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
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INTERAGENCY AGREEMENT
between
Bellingham Technical College
and
Whatcom County Emergency Medical Services/Whatcom County

The Whatcom County Emergency Medical Services, (hereinafter the “County”), and Bellingham Technical College, (hereinafter the “College”), in consideration of the mutual covenants herein, agree as follows:

- I. **Purpose:** This Agreement outlines the organization, responsibilities, and administration of the EMT-Paramedic Training Program conducted as a cooperative agreement between the County and the College.
- II. **Program Administration:** It is understood that the College and County 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 College 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:** Financial responsibility for the Paramedic Training Program shall be that of the County who manages the funding for the program. The County will provide reimbursement to the College, not to exceed \$42,990 as presented in Exhibit A “Budget”. College will invoice the County, and provide evidence of costs incurred, when the Paramedic Training Program is half-complete and a final invoice when the program has been completed for services rendered in accordance with the Agreement. Financial responsibility for fees associated with the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and Committee on Accreditation for Emergency Medical Services Professions (CoAEMSP) to include site visits will be paid by the City of Bellingham Fire Department.
- IV. **Program Sponsorship:** The College shall be the sponsoring institution and, as such, the program will operate within the College’s appropriate policies and procedures.
- V. **Program Approval:** The 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).
- VI. **Responsibilities of the College:**

- A. Provide oversight in verifying that the instructional process is conducted according to all required educational standards set forth by CAAHEP and Washington State Department of Health.
- B. Obtain concurrence from the County on the selection of the person to be appointed as the Medical Program Director/Training Physician. The Medical Program Director will be a licensed physician under RCW 18.71, and must meet all requirements of a Medical Program Director as defined in WAC 246-976-920.
- C. The program will be operated within the parameters, policies, and procedures of the College. Students will receive all rights and privileges of College's students and will be subject to all College procedures and policies.
- D. Provide instructional evaluation of program faculty per CAAHEP requirements. The process will include evaluative data collected from student evaluations, the Medical Program Director/Training Physician, Advanced Life Support Programs Medical Services Officer, and the College Supervisor.
- E. Per State Vocational requirements, the College will approve the Paramedic Lead Instructor and faculty as vocational instructor(s).
- F. Issue Certificates of Completion in Paramedic Training, to students who are deemed as successfully completing the program in accordance with CAAHEP standards.
- G. Access to College's simulation labs will be provided. Additional costs for any consumable supplies used and simulation lab staffing will be paid by College and billed to County for reimbursement.
- H. Provide access to the College's CANVAS eLearning tool.
- I. Assist with application to CAAHEP for program accreditation within the following parameters:
 - i. Request accreditation services;
 - ii. Assist with self-study development;
 - iii. Assist with syllabi development; and
 - iv. Assist with required documentation to be kept by both College and Department.
- J. Assign College supervisor to provide program oversight.
- K. Facilitate meetings of the Paramedic Program Advisory Committee, meeting State Board guidelines.
- L. Provide permanent repository for program records.

- M. Maintain required student malpractice insurance when program is in session.
- N. Complete Washington State Department of Health training program and course applications.

VII. Responsibilities of the County:

- A. The County will appoint and supervise a Paramedic Training Course Director (PTCD) who will provide oversight to ensure the Program is being operated in accordance with Washington State Department of Health and Commission on Accreditation of Allied Health Education Programs standards and requirements.
- B. Ensure that pre-courses Anatomy and Physiology Instructors contracts are in place before the start of class.
- C. Provide any records and program information required from the County as needed for ongoing Program accreditation support.
- E. Approve students selected for the Paramedic program and provide College with appropriate admission and registration information and forms as needed.
- F. Participate on a regular basis, as a member of the Paramedic Program Advisory Committee reviewing the program's goals and progress, and make recommendations of needed changes, if any, to help insure its success.

VIII. EMT-Paramedic Program Admission Procedures: The EMT-Paramedic Program admission process will include two steps:

- i. Eligible Advanced Life Support Departments and Whatcom County Fire Departments or Districts 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 Training Course Director. Enrollment is not open to the public.
- ii. 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.

IX. Program Administration:

College Supervisor: Matthew Santos, Dean, Bellingham Technical College, 3028 Lindbergh Ave., Bellingham, WA, 98225, (360) 752-8449 msantos@btc.edu

Whatcom County EMS Paramedic Training 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/Course Director: 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.

- X. **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
- XI. **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 neither 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. Each Party shall insure its own employees.
- XII. **Term of the Agreement:** This Agreement will be in effect for the 2023 class cycle for a class of up to Eleven (11) students.
- XIII. **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 Bellingham Technical College:

Approved as to Form:

Chad Stiteler Vice President, Admin Services

Julie Nicoll, Assistant Attorney General
Assigned to Bellingham Technical College

EXECUTED, this ____ day of _____, 2023, for Whatcom County:

Approved as to Form:

Christopher Quinn per Email 1/12/2023
Office of Prosecuting Attorney, Civil Division

Accepted for Whatcom County:

Tyler Schroeder, Deputy Executive Whatcom County

Exhibit 'A'
Budget

BELLINGHAM TECHNICAL COLLEGE CONTRACT SERVICES – PARAMEDIC PROGRAM	
Administration/Accreditation	(\$25,000 per cohort)
Medical Program Director Stipend	(\$16,000 per cohort)
MPD payroll tax expenses	(\$1,440 per cohort)
Admin/print/copy expenses (Application, print certificates, copies student files)	\$550
TOTAL	\$42,990



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-170

File ID:	AB2023-170	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	JThomson@co.whatcom.wa.us		
Department:	Health Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lydia Place to provide funding for motel rooms for families with children who would otherwise experience unsheltered homelessness in the amount of \$172,111.49 for a total amended contract amount of \$573,129.49

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: Lydia Place – Shelter Grant Contract Amendment #8
DATE: February 24, 2023

Attached is a contract amendment between Whatcom County and Lydia Place for your review and signature.

■ Background and Purpose

This contract provides year-round funding for a variable number of motel rooms to be used on an as-needed basis for families with children who would otherwise experience unsheltered homelessness. A portion of the funds will be used to provide supportive services to help those families exit motel rooms into permanent, stable housing. This amendment increases funding by \$172,111.49 to support the increased cost of motel rooms and the duration of time families are spending in motels while the Contractor seeks permanent housing solutions in a competitive, low-inventory market.

■ Funding Amount and Source

Funding for this contract, in an amount not to exceed \$573,129.49 during this contract period (01/01/2023 – 12/31/2023) and \$1,635,125.49 during the entire contract period (10/01/2020 – 12/31/2023), is provided by the Washington State Department of Commerce's Shelter and ESG-CV (CFDA 14.231) Grants, local document recording fees, and federal American Rescue Plan Act funding (CFDA 21.027). These funds are included in the 2023 budget. Council approval is required as this amendment adds funding that exceeds 10% of the amount authorized by Council on 09/13/2022.

■ Differences from Previous Contracts

Section	Revision Purpose
Exhibit B – Compensation	Increase total Commerce Shelter Grant funding by \$172,111.49.

Please contact Chris D'Onofrio, Housing and Homeless Services Supervisor at 360-778-6049 (CDonofri@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.

**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202012021 – 8

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		8550 Human Services / 855040 Housing	
Contract or Grant Administrator:		Chris D'Onofrio	
Contractor's / Agency Name:		Lydia Place	
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 #:		
Does contract require Council Approval?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:
Already approved? Council Approved Date:		(Exclusions 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#:	14.231 / 21.027
Is this contract grant funded?			
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If yes, Whatcom County grant contract number(s):	202009003 / 202008014 / 202105020	
Is this contract the result of a RFP or Bid process?			Contract Cost
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If yes, RFP and Bid number(s):	20-53	Center: 122900 / 122800 / 138100 / 122200
Is this agreement excluded from E-Verify?		No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	
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 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: <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. 	
\$ 1,463,014			
This Amendment Amount:			
\$ 172,111.49			
Total Amended Amount:			
\$ 1,635,125.49			
Summary of Scope: This contract provides funding for motel rooms to be used as emergency housing for families experiencing unsheltered homelessness. This amendment increases funding for 2023 by \$172,111.49.			
Term of Contract:	1 Year		Expiration Date: 12/31/2023
Contract Routing:	1. Prepared by:	JT	Date: 02/06/2023
	2. Health Budget Approval	KR/JG	Date: 02/13/2023
	3. Attorney signoff:	RB	Date: 02/14/2023
	4. AS Finance reviewed:	A. Martin	Date: 2/24/2023
	5. IT reviewed (if IT related):		Date:
	6. Contractor signed:		Date:
	7. Submitted to Exec.:		Date:
	8. Council approved (if necessary):	AB2023-170	Date:
	9. Executive signed:		Date:
	10. Original to Council:		Date:

**WHATCOM COUNTY CONTRACT AMENDMENT
SHELTER GRANT**

PARTIES:

**Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225**

**AND CONTRACTOR:
Lydia Place
PO Box 28487
Bellingham, WA 98228**

CONTRACT PERIODS:

Original:	10/01/2020 – 12/31/2021	Amendment #5: 02/01/2022 – 12/31/2022
Amendment #1:	10/01/2020 – 12/31/2021	Amendment #6: 10/01/2022 – 12/31/2022
Amendment #2:	01/01/2021 – 12/31/2021	Amendment #7: 01/01/2023 – 12/31/2023
Amendment #3:	08/11/2021 – 12/31/2021	Amendment #8: 03/01/2023 – 12/31/2023
Amendment #4:	01/01/2022 – 12/31/2022	

THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY MUTUAL CONSENT OF ALL PARTIES HERETO

DESCRIPTION OF AMENDMENT:

1. Amend Exhibit B – Compensation, to increase Shelter Grant funding by \$172,111.49 to support the increased cost of motel rooms and the duration of time families are spending in motels while the Contractor seeks permanent housing solutions in a competitive, low-inventory market.
2. Funding for this contract period (01/01/2023 – 12/31/2023) is not to exceed \$573,129.49.
3. Funding for the total contract period (10/01/2020 – 12/31/2023) is not to exceed \$1,635,125.49.
4. All other terms and conditions remain unchanged.
5. The effective start date of the amendment is 03/01/2023.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

APPROVAL AS TO PROGRAM: _____
Ann Beck, Community Services Manager Date

DEPARTMENT HEAD APPROVAL: _____
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: _____
Royce Buckingham, Senior Civil Deputy Prosecutor Date

FOR THE CONTRACTOR:

Ashley Thomasson, Executive Director	
Contractor Signature	Date

FOR WHATCOM COUNTY:

Satpal Singh Sidhu, County Executive Date

CONTRACTOR INFORMATION:

Lydia Place
PO Box 28487
Bellingham, WA 98228
Ashleyt@lydiaplace.org

EXHIBIT “B” – Amendment #8
(COMPENSATION)

- I. **Budget and Source of Funding:** The source of funding for this contract, in an amount not to exceed \$573,129.49 is the Washington State Department of Commerce Shelter Program, Consolidated Homeless and Emergency Solutions COVID-19 (CFDA 14.231) Grant, local Document Recording Fees (DRF), and Federal American Rescue Plan Act funds (CFDA 21.027). COMMERCE and the State of Washington are not liable for claims or damages arising from Subcontractor's performance of this contract. The budget for this contract is as follows:

*Cost Description	Documents Required with Each Invoice	Budget
ESG-CV Funded Motel Rooms	GL Detail	\$187,032
**Indirect (ESG-CV Funding 7%)		\$13,092
ESG-CV Total		\$200,124
DRF Funding – Case Management and Supportive Services (Personnel)	GL Detail	\$5,358
**Indirect (DRF Funding @ 10%)		\$536
DRF Total		\$5,894
Shelter Grant Funding – Motel Rooms for Families with Children	GL Detail	\$183,737.72
**Indirect (Shelter Grant Funding @ 10%)		\$18,373.77
Shelter Grant Total		\$202,111.49
ARPA Funded Motel Rooms	GL Detail	\$150,000
**Indirect (ARPA Funding @ 10%)		\$15,000
ARPA Total		\$165,000
TOTAL		\$573,129.49

* The Contractor may transfer funds among budget line items in an amount up to 10% of the total budget. Changes to the line item budget that exceed 10% of the contract amount must be approved in writing by the County.

** In no instance shall indirect costs exceed the amounts indicated above.

II. **Invoicing**

- The Contractor shall submit itemized invoices on a monthly basis in a format approved by the County. Monthly invoices must be submitted by the 15th of the month, following the month of service. Invoices submitted for payment must include the items identified in the table above.
- Contractor shall submit invoices to (include contract/PO#) to HL-BusinessOffice@co.whatcom.wa.us.
- Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from Contractor. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this contract.
- Invoices must include the following statement, with an authorized signature and date: **I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.**
- Duplication of Billed Costs or Payments for Service:** The Contractor shall not bill the County for services performed or provided under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-175

File ID:	AB2023-175	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	JThomson@co.whatcom.wa.us		
Department:	Health Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to operate the Whatcom Homeless Service Center in the amount of \$1,344,000 for a total amended contract amount of \$9,033,021

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: Opportunity Council – Whatcom Homeless Service Center Contract Amendment #11
DATE: February 28, 2023

Attached is a contract amendment between Whatcom County and Opportunity Council for your review and signature.

▪ **Background and Purpose**

The Whatcom Homeless Service Center (WHSC) provides coordinated entry for the homeless housing system. The WHSC makes referrals to partner agencies for housing case management services, cultivates and maintains relationships with local landlords and motel operators, and serves as liaison for homeless housing activities to the network of service providers and other community stakeholders. This amendment adds \$1,344,000 in funding for eviction prevention based on referrals from partner agencies. Funds will be paid directly to landlords and property management agencies for households meeting eligibility criteria.

▪ **Funding Amount and Source**

Funding for this amendment, in an amount not to exceed \$1,344,000, is provided by the Washington State Department of Commerce Consolidated Homeless Grant (including supplemental Shelter and RRH Grant). These funds are included in the 2023 budget. Total amended contract amount is \$9,033,021. Council authorization is required as the additional funding provided by this amendment exceeds 10% of the amount authorized by Council on 08/09/2022.

▪ **Differences from Previous Contracts**

Section	Revision Purpose
Exhibit A – Scope of Work	Adds funding, outcome and reporting requirements for newly available eviction prevention funds based on referrals from partner agencies. Funds will be paid directly to landlords and property management agencies for households meeting eligibility criteria.
Exhibit B – Compensation	Increase homelessness prevention rental assistance funds by \$1,200,000 and indirect funding by \$144,000 for a total increase of \$1,344,000.

Please contact Ann Beck, Community Services Manager at 360-778-6055 (ABeck@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.



**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202012017 – 11

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		8550 Human Services / 855040 Housing Program	
Contract or Grant Administrator:		Barbara Johnson-Vinna	
Contractor's / Agency Name:		Opportunity Council	
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 #:		202012017
Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:	
Already approved? Council Approved Date:		(Exclusions 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):		CFDA#: 14.231 / 21.027
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Is this contract grant funded?	If yes, Whatcom County grant contract number(s):		202008014 / 201907017
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Is this contract the result of a RFP or Bid process?	Sole Source		122200 / 122300 / 114 / 122800 /
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, RFP and Bid number(s):	Contract Cost Center:	129100 / 1388502 / 674200
Is this agreement excluded from E-Verify?	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>		
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 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:	
\$ 7,686,021		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, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.	
\$ 1,344,000		3. Bid or award is for supplies.	
Total Amended Amount:		4. Equipment is included in Exhibit "B" of the Budget Ordinance	
\$ 9,033,021		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: This contract provides funding for the Whatcom Homeless Service Center (WHSC), a centralized point of entry for homeless prevention and re-housing services for Whatcom County residents. This amendment increases funding by \$1,344,000.			
Term of Contract:	1 Year	Expiration Date:	12/31/2023
Contract Routing:	1. Prepared by:	JT	Date: 02/07/2023
	2. Health Budget Approval	KR/JG	Date: 02/17/2023
	3. Attorney signoff:	RB	Date: 02/17/2023
	4. AS Finance reviewed:	A Martin	Date: 02/24/2023
	5. IT reviewed (if IT related):		Date:
	6. Contractor signed:		Date:
	7. Submitted to Exec.:		Date:
	8. Council approved (if necessary):	AB2023-	Date:
	9. Executive signed:		Date:
	10. Original to Council:		Date:

**WHATCOM COUNTY CONTRACT AMENDMENT
WHATCOM HOMELESS SERVICE CENTER**

PARTIES:

**Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225**

**AND CONTRACTOR:
Opportunity Council
1111 Cornwall Avenue
Bellingham, WA 98225**

CONTRACT PERIODS:

Original & Amendments #1 through #3:	01/01/2021 – 06/30/2021
Amendments #4 & #5:	07/01/2021 – 12/31/2021
Amendment #6:	09/29/2021 – 12/31/2021
Amendment #7:	01/01/2022 – 12/31/2022
Amendment #8:	02/23/2022 – 12/31/2022
Amendment #9:	08/10/2022 – 12/31/2022
Amendment #10:	01/01/2023 – 12/31/2023
Amendment #11:	03/01/2023 – 12/31/2023

THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY MUTUAL CONSENT OF ALL PARTIES HERETO

DESCRIPTION OF AMENDMENT:

1. Amend Exhibit A – Scope of Work, to add funding, outcome and reporting requirements for newly available eviction prevention funds based on referrals from partner agencies. Rent payments will be issued directly to landlords or property managers for the purpose of preventing evictions and homelessness
2. Amend Exhibit B – Compensation, to add \$1,200,000 in direct funding for rental assistance payments and \$144,000 in indirect funding.
3. Funding for this contract period (01/01/2023 – 12/31/2023) is not to exceed \$4,014,751.
4. Funding for the total contract period (01/01/2021 – 12/31/2023) is not to exceed \$ 9,033,021.
5. All other terms and conditions remain unchanged.
6. The effective start date of the amendment is 03/01/2023.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

APPROVAL AS TO PROGRAM: _____
Ann Beck, Community Services Manager Date

DEPARTMENT HEAD APPROVAL: _____
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: _____
Royce Buckingham, Senior Civil Deputy Prosecutor Date

FOR THE CONTRACTOR:

Greg Winter, Executive Director	
Contractor Signature	Date

FOR WHATCOM COUNTY:

Satpal Singh Sidhu, County Executive Date

CONTRACTOR INFORMATION:

Opportunity Council
1111 Cornwall Avenue
Bellingham, WA 98225
Greg_Winter@oppco.org

EXHIBIT “A” – Amendment #11
(SCOPE OF WORK)

I. Background

The annual Point in Time Count of homelessness conducted in January 2022, counted 832 people in Whatcom County who were experiencing homeless, including 218 who were without shelter. Throughout the year, hundreds more face the prospect of losing their homes. The Whatcom Homeless Service Center (WHSC) was established in 2008 to serve as a centralized point of entry for homelessness prevention and re-housing services for Whatcom County residents. The WHSC implements programs and services identified in Whatcom County’s Plan to End Homelessness. The WHSC authorizes and coordinates service delivery among partner agencies and acts as fiscal agent to facilitate rental assistance and eviction prevention payments.

The WHSC is modeled upon evidence-based approaches to homelessness diversion, permanent supportive housing and rapid re-housing (RRH). WHSC housing services work to shift the focus from reliance upon night-by-night emergency shelters and costly institutional facilities in meeting the needs of those experiencing or at risk of homelessness to diversion and permanent housing. By serving as a centralized coordinating system of access to homeless services (including outreach services) and by transitioning homeless individuals and families as quickly as possible to permanent housing, WHSC will improve outcomes for homeless individuals and families and ensure more efficient use of public resources.

WHSC programs include both rental assistance and case management components. WHSC staff manages the Housing Pool list, authorizes and distributes rent subsidies to local landlords on behalf of participating clients, makes referrals to partner agencies for housing case management services, manages the Homeless Management Information Services (HMIS) data collection and reporting requirements, cultivates and maintains relationships with local landlords, and serves as liaison for homeless housing activities to the network of service providers and other community stakeholders. In response to growing community needs and safety concerns created by the COVID-19 pandemic, the WHSC expanded provision of emergency shelter to households experiencing housing instability. The motel rooms used as emergency shelter provide alternatives to congregate settings, and increase safety and linkages to housing resources for participating households.

Services will be provided to low-income and/or homeless individuals and households residing in Whatcom County. Individuals and households served must meet the eligibility requirements of the program funding sources as further referenced in Section IV. – Program Requirements.

II. Definitions

Diversion	Diversion can be the first response to resolving a homelessness episode by focusing on re-housing without a family entering a longer-term housing program. Diversion starts with problem-solving conversations to identify a household’s own strengths and resources, and services are tailored to meet each family’s most critical needs to quickly move into housing. Diversion services can include short-term/one-time financial support (i.e., deposit assistance, flex funding, etc.).
Housing Pool	Quasi wait list that serves clients waiting for housing services based on their needs and available resources instead of a first come, first served basis.
HMIS	Washington’s Homeless Management Information Services – A database used by housing service providers to collect and manage data gathered during the course of providing housing assistance to homeless people or households at risk of losing their housing.
Partner Agencies	Agencies that contract with Whatcom County for the delivery of housing case management services, in connection with the WHSC.

Permanent Supportive Housing Population	Chronically homeless individuals/households with significant barriers to permanent housing; will receive deep rent subsidies and intensive housing case management. Chronically Homeless Families (CHF) have one head of household that meets the definition of chronic homelessness (as stated in CHG Guidelines), and one or more dependents defined as minor children, disabled dependents, or full-time students. Household income may not exceed 50% of area median gross income as defined by HUD.
ESG-CV Prevention	An intervention providing financial assistance including rent, utilities, and case management, for households at imminent risk of or at-risk of, homelessness.
Rapid Re-housing (RRH)	An intervention in which families and individuals experiencing homelessness are rapidly connected to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance including rent and utilities, and targeted supportive services including case management.
ESG-CV Rapid Rehousing and Prevention; Other Financial Assistance	Inclusive of: rental application fees charge by the owner to all applicants; security deposits; last month's rent; moving costs; utility deposits; utility payments; landlord and volunteer incentives.
SHB 1406	SHB 1406 legislation passed in 2019 provides the ability for local communities to retain a portion of sales tax collections to use for rental assistance, operations of new units of supportive and affordable housing, and acquiring, rehabilitating, or construction of affordable housing, for residents with an income of 60% or less of the area median income.
Whatcom Homeless Service Center (WHSC)	WHSC programs provide (1) centralized coordinated system of access (including street outreach) (2) re-housing of those who become homeless (3) supportive services promoting housing stability and self-sufficiency, and (4) data management and tracking information for people receiving homeless housing services in Whatcom County and according to the Washington State Department of Commerce HIMIS data collection requirements. WHSC works in conjunction with Partner Agencies to operate all activities necessary to operate as a system.
Homeless Encampment (camp)	Any doorway, alleyway, recreational vehicle, car, or other place not meant for human habitation where an individual or group of individuals has been residing for more than one night on public land or on unauthorized private property.
CHG Eviction Prevention Rental Assistance and Other Housing Cost Assistance	Rent payments and other housing costs include monthly rent and any combination of first and last month's rent. Rent may only be paid one month at a time, although rental arrears, pro-rated rent, and last month's rent may be included with the first month's payment. Monthly rent is not time-limited. Rental arrears and associated late fees may be paid if the payment enables the household to obtain or maintain permanent housing. Arrears is not time-limited. May also include lot rent for RV or manufactured home, incentives to landlords (including reimbursement for damages), and utility payments (including up to three months of utility arrears).

III. Statement of Work

The Contractor will be responsible for programmatic and administrative services associated with the operation of the Whatcom Homeless Service Center. Administrative and programmatic services include all activities necessary to operate the WHSC as set forth in Sections 1 and 2, below:

1. Administrative Responsibilities

The Contractor will:

- a. Provide all Human Resource and administrative services to WHSC employees (e.g., payroll, office supplies and equipment, space rental, IT support, etc.).
- b. Perform all disbursement, accounting, financial management, and reporting functions necessary to manage the funds allocated to WHSC operations. Contractor will maintain a strong internal control system over rental subsidy and eviction prevention disbursements to assure funds are used as intended by this contract. Contractor will maintain written policies and procedures describing how these transactions are processed.
- c. Support WHSC and other housing partners in the management of the HMIS, providing troubleshooting and technical assistance, as needed.
- d. Maintain all client financial and eligibility documentation as described/referenced in Exhibit E.
- e. Maintain all financial documentation as required in Exhibits B and E.
- f. Ensure that the processes and internal controls are operating as planned and make policy adjustments, as needed.
- g. Conduct program evaluation as directed by the Whatcom County Health Department to ensure WHSC programs are meeting the Whatcom County Plan to End Homelessness and subsequent Local Plan Updates.
- h. Send staff to trainings, conferences, and technical assistance events related to carrying out the functions of WHSC and the goals of Whatcom County's Plan to End Homelessness and subsequent Local Plan Updates.

2. Programmatic Services

The Contractor will:

- a. Manage a coordinated, centralized homeless housing intake system working collaboratively with Opportunity Council's Community Service Division and Northwest Youth Services intake staff.
- b. Maintain a Housing Pool, which includes prioritizing households for services according to need and available resources and managing a wait list.
- c. Coordinate placement of vulnerable families into Whatcom County emergency shelters for the purpose of providing safety and linkages with case management and permanent housing services.
- d. Determine and document client eligibility for WHSC rent subsidies and case management services based on funding source requirements.
- e. Refer eligible clients to partner agencies for housing case management services.
- f. Administer rental assistance – authorize and disburse subsidies based on housing assessment and determination of need and eligibility. Authorize and disburse emergency assistance per procedures as outlined in the WHSC Policies and Procedures Manual.

- g. Develop the local permanent housing inventory component of the homeless housing system – Search out new housing stock, cultivate and maintain relationships with participating landlords; provide housing search assistance to partner agencies as needed; work to create innovative housing models using best and promising practices as identified by the National Alliance to End Homelessness or other nationally recognized homeless housing organizations.
- h. Manage the community-wide HMIS data system in compliance with the standards set forth by the Washington State Department of Commerce.
- i. Provide guidance to the partner agency staff to ensure effective operations of the WHSC system; keeping partner agencies updated in policies and procedures, HMIS requirements, research and best practices related to homeless housing, specific program requirements, and confidentiality laws.
- j. Provide leadership to community stakeholders regarding activities focused on homelessness and housing stability.
- k. Compile and keep up-to-date WHSC Policies and Procedures Manual consistent with the Washington State Department of Commerce Consolidated Homeless Grant and the Emergency Solutions Grant-CV.
- l. Chair Whatcom County Coalition to End Homelessness meetings and sponsored activities in partnership with Whatcom County Health Department.
- m. Complete the Whatcom County Coalition to End Homelessness Annual Report (Point In Time Count Report). This annual report shall be completed and ready for distribution no later than June 1. An exception to this will be made in extenuating circumstances when the annual Point in Time Count is not required by the WA State Department of Commerce.

IV. Program Requirements

Under the terms of this contract, the Contractor will:

- 1. Comply with all Washington State Department of Commerce Consolidated Homeless Grant requirements, eligible costs, policies and procedures in the Consolidated Homeless Grant Guidelines including periodic updates to the Guidelines which can be accessed at: <http://www.commerce.wa.gov/serving-communities/homelessness/consolidated-homeless-grant/>
- 2. Comply with all of the Department of Housing and Urban Development (HUD) coordinated entry requirements as per the HUD Notice Establishing Additional Requirements for a Continuum of Care Centralized or Coordinated Assessment System regarding the development and implementation of coordinated entry. This Notice, under the authority of 24 CFR 578.7(a)(8), establishes new requirements that Continuums of Care (CoC) and recipients of CoC Program and Emergency Solutions Grant (ESG) Program funding must meet and relate to development and use of a coordinated entry system. This Notice can be accessed at: <https://www.hudexchange.info/resource/5208/notice-establishing-additional-requirements-for-a-continuum-of-care-centralized-or-coordinated-assessment-system/>
- 3. Comply with relevant State of Washington, Department of Commerce Emergency Solutions COVID-19 Grant guidelines, including periodic updates to the guidelines which can be accessed at: <https://deptofcommerce.app.box.com/s/s2w7o65zm4buhz2bk7t0n3femani7tml> and <https://deptofcommerce.app.box.com/s/fsmf4pmwkroszjt702j1l9cfnvk5ixmq>
 - a. Per ESG-CV Guideline 3.3.1 Landlord Incentives funding may be used to pay for landlord incentives that are reasonable and necessary to assist households in obtaining housing.

- i. Grantees may not use ESG-CV funds to pay landlord incentives an amount that exceeds three times the rent charged for the unit.
 - ii. Landlord incentives can include signing bonuses, security deposits, costs to repair damages, and extra cleaning fees.
 - iii. Grantee must maintain program records that document that program costs are reasonable.
 - b. Per ESG-CV Guideline 6.3, equipment purchased with ESG-CV funds must adhere to the requirements of 2 CFR 200.313. The disposition requirement of equipment, including vehicles, under 2 CFR 200.313(e) is not triggered as long as the per unit current market value of the item is below \$5,000.
 - i. Invoices or receipts may show multiple items with a total above \$5,000 as long as the current market value of the individual item is below \$5,000.
 - ii. An item with a current market value over \$5,000 may be retained without triggering the disposition requirements if it continues to be used for its original program or purpose (Street Outreach) after expiration of the ESG-CV grant.
 - iii. Any such equipment purchased with ESG-CV funds must be maintained in accordance with manufacturer's recommendations. Evidence of scheduled and routine maintenance must be retained and available for monitoring purposes.
4. Comply with 24 CFR 576, as follows:
- a. Refer to [24 CFR 576.105](#) when determining eligible costs for distributing funds for Rapid Re-Housing & Prevention; Other Financial Assistance.
 - b. Refer to [24 CFR 576.101\(5\)](#) when determining eligible costs for Street Outreach Transportation activities.
5. Per the Washington State Department of Commerce [Coordinated Entry Guidelines, Section 2.1 Composition](#), include two people with lived experience of homelessness and who are not participating on behalf of an employer, within the governing body (steering committees, boards, etc.) and offer compensation for their time.
- a. Stipends will be used to compensate people who are not serving the governing body as a component of their occupation.
 - b. Stipend recipients are selected through referrals from housing partners for individuals who have lived experience of homelessness and are interested in improving the experience and outcomes of the coordinated entry process.
 - c. The Contractor will develop a policy that outlines when and how stipends are deployed.
 - d. The Contractor's governing body meets monthly for 90 minutes and total stipends are estimated not to exceed \$3,000, annually.
6. Commit to ending homelessness in Whatcom County by:
- a. Prioritizing unsheltered homeless households for services (as per CHG Guidelines)
 - b. Assessing each household's housing needs and facilitating housing stability with the goal of obtaining or maintaining a permanent housing (as per CHG Guidelines)
 - c. Employing a progressive engagement service model (as per CHG Guidelines)
 - d. Prioritizing households that are literally homeless when using diversion rent assistance
7. Comply with eligibility requirements for serving veterans as set forth in Whatcom County Code 2.150 and 2.152, and RCW 73.08.005 and incorporated into this contract by reference. Contractor shall determine eligibility based

on Items A and B of WCC 2.150.025 and shall not have utilization of Item C for determining veteran eligibility. The point of contact for the Veteran's Assistance Fund is:

Elizabeth Witowski, Veterans Specialist
Whatcom County Health Department
360-778-6050
EWitowsk@co.whatcom.wa.us

8. Comply with eligibility requirements for serving people with rental assistance that are at risk of homelessness as set forth in Substitute House Bill 1406, and RCW 82.14.540, to include an area median income of 60% or less for those served.
9. Comply with Special Conditions of Commerce Grants incorporated herein as Exhibit E.
10. Comply with Business Associate Agreement incorporated herein as Exhibit D.
11. Comply with American Rescue Plan Act Funding Subrecipient Agreement incorporated herein as Exhibit G.
12. Comply with state confidentiality laws and regulations.
13. Commit to reporting complete quality data that is timely, truthful and accurate (as per CHG Guidelines and HMIS User Agreement).
14. Consequences of non-compliance with CHG and ESG-CV Guidelines as per the WA State Department of Commerce:
 - a. If Commerce determines that a Grantee is failing to comply with Guidelines, Terms and Conditions, Commerce will notify Grantee that Grantee will receive technical assistance and be required to respond to a corrective action plan to address and remedy the non-compliance.
 - b. If the Grantee is still out of compliance after the technical assistance, Commerce may move the Grantee into a probationary period with a second corrective action plan and may reduce the grant total by 20%.
 - c. If the Grantee remains out of compliance after the probation period, Commerce may terminate the grant per the General Terms and Conditions TERMINATION FOR CAUSE.
15. 1406 Rental Assistance Guidelines:
 - a. 1406 will be used to fund rental assistance only for households meeting 1406 eligibility criteria as outlined in RCW 82.14.540 who have been prioritized by the coordinated entry process.
 - b. Funding is to be used to in accordance with the recommendations of the Whatcom County Housing Advisory Committee.
 - c. Households must have an income of 60% or less of the area median income.
 - d. Rental assistance can be provided for up to 6 months per households, with the option to request extensions.
 - e. Case management services are not an allowable expense of this funding.

V. Program Outcomes

The following are the expected outcomes of WHSC in conjunction with its partner agencies. These outcomes are for a calendar year period. The WHSC must ensure rental subsidies are available to support the expected numbers of households served as follows:

1. Re-Housing

- a. At least 200 new households that have become homeless receive short term rent subsidies and case management.
 - b. Fewer than 15% of re-housing households will re-enter homelessness one year after stable exit from the program.
- 2. Permanent Supportive Housing Population
 - a. At least 60 households receive housing subsidies and case management.
 - i. Two units will be from Opportunity Council owned housing units.
 - b. Up to 4 chronically homeless (CH) families with children (FWC) will receive housing subsidies funded by a subcategory of CHG funding designated specifically for permanent supportive housing for CH FWC. Case management for these families will be funded separately and provided by the Opportunity Council Community Services Program.
 - c. At least 85% retain their housing for six months.
- 3. Emergency Shelter
 - a. At least 125 households will receive emergency shelter assistance in motel rooms.
 - b. At least 50% of those households are placed in permanent housing after receiving shelter services.
- 4. Veterans
 - a. At least 110 Veterans will receive housing subsidies and case management support. These outcomes will be achieved by leveraging additional funding resources.
 - b. Fewer than 15% of Veterans served will re-enter homelessness one year after stable exit from the program.
- 5. 1406 Funds
 - a. At least 35 households will receive rental assistance for permanent housing projects to prevent or end homelessness.
- 6. Outreach
 - a. At least 150 contacts are made with individuals experiencing unsheltered homelessness by the Homeless Outreach Team
 - b. At least 150 encampments visited by outreach team
- 7. Eviction Prevention
 - a. At least 140 households will be supported with CHG Eviction Prevention Rental Assistance and Other Housing Cost Assistance

VI. Reporting Requirements

The Contractor shall submit two quarterly reports in formats approved by the County showing the Contractor's progress toward achieving the outcomes identified above. Quarterly reports are due on April 30th, July 31st, October 31st, and January 31st. Whatcom County Health Department may update reporting templates or formats during the contract period, and will provide advance notice of new reporting requirements prior to the start of the reporting quarter.

- 1. The quarterly fund reports will include:
 - a. Re-Housing:

- i. # of households that have received short term rent subsidies and case management this quarter and year to date
 - ii. # of households who re-enter homelessness after stably exiting from re-housing services
 - iii. # of households that are Veterans
 - iv. # and % of households who re-enter homelessness within one year after stably exiting from re-housing services
 - b. Permanent Supportive Housing Assistance
 - i. # of households receiving housing subsidies and case management this quarter and year to date
 - ii. # of units will be from Opportunity Council owned housing units
 - iii. # and % who retain their housing for six months
 - c. Permanent Supportive Housing for Chronically Homeless Families with Children
 - i. # of households receiving housing subsidies and case management this quarter and year to date
 - ii. # and % who retain their housing for six months
 - iii. # of households who re-entered homelessness after receiving PSH for CH FWC subsidies
 - d. Emergency Shelter
 - i. # of households who received emergency shelter assistance this quarter and year to date
 - ii. # and % of households who received emergency shelter were placed in permanent housing
 - e. Veterans
 - i. # of Veterans who received housing assistance this quarter and year to date
 - ii. # of Veterans who re-enter homelessness one year after stably exiting the program
 - iii. # of honorably discharged Veterans with at least 180 days of service provided housing assistance
 - iv. # of honorably discharged Veterans with less than 180 days of service provided housing assistance
 - v. # of general or under-honorably discharged Veterans with at least 180 days of service provided housing assistance
 - f. Outreach
 - i. # of homeless encampments visited by Homeless Outreach Team
 - ii. # of interactions with people experiencing unsheltered homelessness initiated by Homeless Outreach Team
 - g. Eviction Prevention
 - i. # of households assisted with CHG Eviction Prevention Rental Assistance and Other Housing Costs Assistance
- 2. The quarterly coordinated entry reports will include the following measures and targets:
 - a. Number of households (HHs) added to Housing Pool (HP): Annual Target 600
 - b. Number of households (HHs) added to Housing Pool (HP) this quarter:
 - c. Number of HHs removed from HP due to successful project referral: Annual Target 485
 - d. Number of HHs removed from HP due to inactivity: Annual Target 150

- e. Of all HHs removed from HP over reporting quarter, the percent that accepted a project referral: Annual Target 75%
- f. Number of partner agency referral requests made for households that included minors: Annual Target 150
- g. Number of partner agency referral requests made for households that did not include minors: Annual Target 200
- h. Number of partner agency referral requests made during this quarter (total): Annual Target 350
- i. Mean number of days to complete referral requests for households that include minors: 3
- j. Median number of days to complete referral requests for households that include minors: 1
- k. Mean number of days to fill referral for households that do not include minors: 4
- l. Median number of days to fill referral for households that do not include minors: 1
- m. Number of new staff trained to conduct intake assessments: 5
- n. Number of multi-agency housing partner meetings to improve function of local homeless/housing system with participation from WHSC staff: 36
- o. Number of community stakeholder meetings with participation from WHSC staff: 36
- p. Amount of rental assistance (including eviction prevention, motel rentals, and other stabilizing financial services) dispersed on behalf of partner agency's low-income households: Annual Target is \$2,500,000
- q. Cumulative number of homeless households provided with emergency shelter in the form of motel stays between January 1, 2022 – December 31, 2022: 120
- r. Number of intakes completed by Homeless Outreach Team: 20

Additionally, the County is required to report HMIS project expenditures to the Washington State Department of Commerce for their annual report submitted to the Washington State Legislature. When requested, the Contractor shall provide the County with the necessary expenditure information in a timely manner.

EXHIBIT “B” – Amendment #11
(COMPENSATION)

- I. **Budget and Source of Funding:** Funding for the contract period 1/1/2023 through 12/31/2023 may not exceed \$4,014,751. The source of funding is general funds, local document recording fees, Washington State Department of Commerce Consolidated Homeless and Hotel & RRH Grants, Emergency Solutions COVID-19 (CFDA 14.231) Grant, the Veterans Assistance Fund, and HB 1406, and County ARPA funds (CFDA 21.027). COMMERCE and the State of Washington are not liable for claims or damages arising from Subcontractor’s performance of this contract. The budget for this contract is as follows:

Whatcom Homeless Service Center Contract Budget		
*Line Item	Documentation Required with Invoice	Budget
**Consolidated Homeless Grant Funding		
Project Manager	Expanded GL Report for the period plus documentation including client ID, payee, amount of payment, and federally approved fringe rate	\$48,000
HMIS Coordinator		\$23,000
50% Fringe Benefits Rate		\$35,500
Rent Payments (January – June): <i>Includes all eligible expenses under Consolidated Homeless Grant Guidelines</i>		\$515,000
Supportive Housing Rental Assistance for Families with Children		\$43,096
Eviction Prevention Rental Assistance – funding ends June 30, 2023	Expanded GL Report for the period plus documentation including client ID, payee, and amount of payment	\$1,200,00
Motel room rentals, minor repairs, damages, and cleaning fees	GL Detail	\$250,000
Travel and Training	Expanded GL Report for the period and as applicable, documentation including, payee, purpose, amount of payment, and federally approved fringe rate. Mileage log to include: name of staff member, date of travel, starting point and destination of travel, number of miles traveled. Mileage will be reimbursed at the GSA rate (per www.gsa.gov). Travel/Training: Include name of traveler, date, start & end point, and purpose. Receipts required for transportation costs, registration fees, etc. Lodging and meal costs follow federal guidelines (www.gsa.gov). Receipts for meals are not required.	3,000
Language Access Plan Implementation, including interpretation services, translations, and printing/publishing costs for materials	Paid invoices or receipts	5,000
CHG Subtotal:		\$2,122,596

Document Recording Fees				
Direct Program Supplies, Telephone, Postage and Printing, Technology and Communication Equipment		Expanded GL Report for the period and as applicable, documentation including, payee, purpose, amount of payment, and federally approved fringe rate.	\$4,700	
Governing Body Representation/Participation stipend for individuals with lived experience of homelessness – Stipends are limited to \$75 per meeting, per member		<ul style="list-style-type: none">• Meeting Agendas• Meeting minutes indicating attendance of stipend recipient(s)	\$3,000	
Document Recording Fees Subtotal:			\$7,700	
Veteran's Funding				
Rental Assistance – Veteran's Funds		Expanded GL Report for the period plus documentation including client ID, payee, and amount of payment	\$68,304	
Veteran's Fund Subtotal			\$68,304	
ESG COVID-19 Funding				
RRH & Prevention Rental Assistance:		Expanded GL Report for the period plus documentation including client ID, payee, amount of payment, and federally approved fringe rate	\$200,000	
Rental assistance, rental arrears, late fees				
RRH & Prevention Other Financial Assistance:			\$115,000	
Application fees, security deposits, last month's rent, moving costs, utility deposits/payments, and landlord incentives				
Housing Stability Case Management:			\$15,000	
Case Manager	\$10,000			
50% Fringe Benefit Rate	\$5,000			
Total Housing Stability Case Management				
HMIS Coordination:			\$6,000	
HMIS Coordinator	\$4,000			
50% Fringe Benefit Rate	\$2,000			
Total HMIS Coordination				
Emergency Shelter Operations:			Invoices or receipts	\$200,000
Motel room rentals, minor repairs, damages, or cleaning fees	\$200,000			
Total Emergency Shelter Operations				
ESG-CV Subtotal			\$536,000	
1406 Funding				
Rental Assistance for Low-Income Households	Expanded GL Report for the period plus documentation including client ID, payee, and amount of payment		\$200,000	
1406 Funding Subtotal:			\$200,000	

ARPA Funding		
Housing Resource Coordinators	Expanded GL Report for the period plus documentation including client ID, payee, amount of payment, and federally approved fringe rate	\$90,000
Fringe Benefits		\$45,000
Housing Retention Manager		\$50,000
Fringe Benefits		\$25,000
Emergency Shelter Coordinator		\$50,000
50% Fringe Benefits		\$25,000
Coordinated Entry Program Support Specialist		\$43,333
50% Fringe Benefits		\$21,667
Motel room rentals, minor repairs, damages, and cleaning fees		\$300,000
ARPA Subtotal		\$650,000
Subtotal of all above expenses:		\$3,584,600
Indirect and Admin. Expenses		
CHG Funding (12%)		\$254,711
DRF Funding (12%)		\$924
ESG-CV Funding (Admin. 7%)		\$37,520
1406 Indirect (12%)		\$24,000
ARPA to cover ESG-CV indirect shortfall (5% of ESG-CV Activities only)		\$26,800
Veteran’s Fund (Admin. 12%)		\$8,196
ARPA Indirect (12%)		\$78,000
Indirect and Admin. Subtotal:		\$430,151
TOTAL BUDGET:		\$4,014,751

*Changes to the line item budget that exceed 10% of the line item amount must be approved in writing by the County. Indirect and fringe benefit cost rates shall not exceed the current federally approved rates. All allocated direct costs must be based on approved cost allocation plan.

**During this grant period, a minimum of 36% of Rental Assistance – CHG Funds - must be paid out to for-profit or nonprofit private landlords, as required by the Washington Department of Commerce.

II. Invoicing

1. The Contractor shall submit invoices to (include contract/PO #) HL-BusinessOffice@co.whatcom.wa.us.
2. The Contractor shall submit itemized invoices on a monthly basis in a format approved by the County. Monthly invoices must be submitted by the 15th of the month following the month of service. Invoices submitted for payment must include the items identified in the table above. Send invoice-related communication to Barbara Johnson-Vinna.
3. The Contractor shall submit the following monthly deliverables on time with truthful, accurate information:
 - a. 2021-23 Report from HMIS included with the Invoice (refer to related section of the CHG Guidelines addressing this requirement).

4. Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from Contractor. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this contract.

This is not research and development.

5. Invoices must include the following statement, with an authorized signature and date:

I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.

6. Duplication of Billed Costs or Payments for Service: The Contractor shall not bill the County for services performed or provided under this contract, and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-176

File ID:	AB2023-176	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	JThomson@co.whatcom.wa.us		
Department:	Health Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lifeline Connections to provide behavioral health services in the Whatcom County Jail and Work Center in the amount of \$310,000 for a total amended contract amount of \$1,580,586

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: Lifeline Connections – Jail Behavioral Health Services Contract Amendment #3
DATE: February 10, 2023

Attached is a contract amendment between Whatcom County and Lifeline Connections for your review and signature.

■ Background and Purpose

This contract provides funding for behavioral health services in the Whatcom County Jail and Work Center. Services provided under this contract include crisis stabilization and connection to behavioral health services for people releasing to the community with behavioral health problems. The Behavioral Health Program at the jail receives 350-400 requests for behavioral health services per year. Lifeline Connections currently has three full-time staff to provide crisis services and re-entry case management, which is insufficient to meet current needs.

Service expansion was prioritized as the top priority in a recent gap analysis completed by the Behavioral Health Gap Analysis Team (BHGAT). The Incarceration and Reduction Task Force adopted the updated Sequential Intercept Model from the BHGAT. This model includes a recommendation to increase jail behavioral health staffing by three FTE. This amendment increases funding to support hiring those three additional full-time personnel.

■ Funding Amount and Source

Funding for this contract, in an amount not to exceed \$911,244 for this contract period (01/01/2023 – 12/31/2023) and \$1,580,566 for the entire contract period (11/01/2021 – 12/31/2023), is provided by the Behavioral Health Program Fund. These funds are included in the 2023 budget. Council authorization is required as the funding added by this amendment exceeds 10% of the amount authorized on 01/25/2022.

■ Differences from Previous Contracts

Section	Revision Purpose
Exhibit A – Scope of Work	Section III.C – Staffing Requirements to increase the number of personnel providing behavioral health services by 3 FTEs.
Exhibit B – Compensation	Increase funding by \$310,000 to support additional personnel necessary to provide increased behavioral health services at the jail.

Please contact Perry Mowery, Behavioral Health & Special Projects Supervisor at 360-778-6059 (PMowery@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions or concerns regarding this request.



**WHATCOM COUNTY
CONTRACT INFORMATION SHEET**

Whatcom County Contract Number:
202112008 – 3

Originating Department:				85 Health			
Division/Program: (i.e. Dept. Division and Program)				Response Systems Division			
Contract or Grant Administrator:				Perry Mowery			
Contractor's / Agency Name:				Lifeline Connections			
Is this a New Contract?		If not, is this an Amendment or Renewal to an Existing Contract?			Yes	No	
Yes	No	If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:			202112008		
Does contract require Council Approval?		Yes	No	If No, include WCC:			
Already approved? Council Approved Date:				(Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)			
Is this a grant agreement?						CFDA#:	
Yes	No	If yes, grantor agency contract number(s):					
Is this contract grant funded?							
Yes	No	If yes, Whatcom County grant contract number(s):					
Is this contract the result of a RFP or Bid process?				Contract Cost Center:			
Yes	No	If yes, RFP and Bid number(s):		21-63	124114		
Is this agreement excluded from E-Verify?		No	Yes				
If YES, indicate exclusion(s) below:							
Professional services agreement for certified/licensed professional.							
Contract work is for less than \$100,000.				Contract for Commercial off the shelf items (COTS).			
Contract work is for less than 120 days.				Work related subcontract less than \$25,000.			
Interlocal Agreement (between Governments).				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: <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. 			
\$	1,270,566						
This Amendment Amount:							
\$	310,000						
Total Amended Amount:							
\$	1,580,566						
Summary of Scope: This amendment increases the compensation to the contractor and adds 3 FTEs of required staffing for behavioral health services at the Whatcom County Jail and Work Center.							
Term of Contract:		1 Year		Expiration Date:		12/31/2023	
Contract Routing:	1. Prepared by:		JT		Date:	02/08/2023	
	2. Health Budget Approval		JG		Date:	02/17/2023	
	3. Attorney signoff:		RB		Date:	02/17/2023	
	4. AS Finance reviewed:		A Martin		Date:	02/24/2023	
	5. IT reviewed (if IT related):				Date:		
	6. Contractor signed:				Date:		
	7. Submitted to Exec.:				Date:		
	8. Council approved (if necessary):				Date:		
	9. Executive signed:				Date:		
	10. Original to Council:				Date:		

**WHATCOM COUNTY CONTRACT AMENDMENT
JAIL BEHAVIORAL HEALTH SERVICES**

PARTIES:

**Whatcom County
Whatcom County Health Department
509 Girard Street
Bellingham, WA 98225**

**AND CONTRACTOR:
Lifeline Connections
PO Box 1678
Vancouver, WA 98661**

CONTRACT PERIODS:

**Original: 11/01/2021 – 12/31/2021
Amendment #1: 01/01/2022 – 12/31/2022
Amendment #2: 01/01/2023 – 12/31/2023
Amendment #3: 03/08/2023 – 12/31/2023**

THE CONTRACT IDENTIFIED HEREIN, INCLUDING ANY PREVIOUS AMENDMENTS THERETO, IS HEREBY AMENDED AS SET FORTH IN THE DESCRIPTION OF THE AMENDMENT BELOW BY MUTUAL CONSENT OF ALL PARTIES HERETO

DESCRIPTION OF AMENDMENT:

1. Amend Exhibit A – Scope of Work, Section III.C – Staffing Requirements to increase the number of personnel providing behavioral health services by 3 FTE which is necessary to meet the current needs for crisis and re-entry case management services.
2. Amend Exhibit B – Compensation, to increase funding by \$310,000 to support additional personnel necessary to provide increased behavioral health services at the jail.
3. Funding for this contract period (01/01/2023 – 12/31/2023) is not to exceed \$911,244.
4. Funding for the total contract period (11/01/2021 – 12/31/2023) is not to exceed \$1,580,566.
5. All other terms and conditions remain unchanged.
6. The effective start date of the amendment is 03/08/2023.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND ANY PREVIOUS AMENDMENTS THERETO REMAIN IN FULL FORCE AND EFFECT. ALL PARTIES IDENTIFIED AS AFFECTED BY THIS AMENDMENT HEREBY ACKNOWLEDGE AND ACCEPT THE TERMS AND CONDITIONS OF THIS AMENDMENT. Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and bind the party thereto.

APPROVAL AS TO PROGRAM: _____
Malora Christensen, Response Systems Manager Date

DEPARTMENT HEAD APPROVAL: _____
Erika Lautenbach, Health Department Director Date

APPROVAL AS TO FORM: _____
Royce Buckingham, Senior Civil Deputy Prosecutor Date

FOR THE CONTRACTOR:

_____		Andrea Brooks, President & CEO
Contractor Signature	_____	Date
	Print Name and Title	

FOR WHATCOM COUNTY:

Satpal Singh Sidhu, County Executive Date

CONTRACTOR INFORMATION:

Lifeline Connections
PO Box 1678
Vancouver, WA 98661
360-397-8246
abrooks@lifelineconnections.org

EXHIBIT "A" – Amendment #3

(SCOPE OF WORK)

I. Background

Whatcom County operates two jail facilities – the main jail and the minimum security “Work Center”. In addition, the County operates a Juvenile Detention Facility. All facilities house males and females in either a pre-trial or post-conviction status. All incarcerated populations include people who have both misdemeanors and felony charges.

National data indicates that almost 17% of people incarcerated in local jails have a serious and persistent mental illness (SMI). In a recent Department of Social and Health Services report, 58% of adults booked into the Whatcom County Jail had received a Medicaid mental health service within the previous five-year period. In addition, local officials report that the incidence of crisis, suicide risk and mental health problems in the jail has increased four to five times higher than the typical rates in the last few years.

In 2019 the number of jail bookings was 7,208 with an average daily population (ADP) of 304 between both adult facilities. In 2020, the jail bookings were reduced to 3,393 with an ADP of 222. The reductions for both years were partially due to booking restrictions which were implemented as a result of COVID, and partially the result of new and expanded jail diversion programs in the County. Direct jail behavioral health (BH) services were provided to over 1,632 people in 2019 and 1376 people in 2020. The number of CIY receiving BH services through Juvenile Court Administration was 115 for 2018, 152 for 2019, and 86 for 2020.

Behavioral health services in jails are critical “best practice” components of a criminal justice diversion program in the nationally recognized Sequential Intercept Model (SIM). The County utilizes the Sequential Intercept Model in planning behavioral health services for the community.

The overarching goals of the Behavioral Health and Re-entry Services program (BHRS) are:

1. To provide crisis stabilization services to those whose behavioral health disorder poses a potential safety hazard to themselves or others.
2. To provide clinically necessary services to incarcerated adults/CIY with symptoms of SMI/SED.
3. To engage eligible adults/CIY who are releasing into community behavioral health services in order to promote stability and recovery.

The services established through this contract shall ensure that eligible adults/CIY with SMI/SED have access to basic care. Specific sources which provide guidance for standards of care for adults imprisoned in the jail and upon release include:

1. A United States Supreme Court decision ensures the individual's rights to basic medical care (*Estelle vs. Gamble*, 1976) while incarcerated.
2. The National Commission on Correctional Health Care (NCCHC) ensures standards for behavioral health services for jails.
3. A Washington State legislative mandate, (RCW 71.24.455) ensures standards for transition of adults with SMI from state correctional facilities to community care.

II. Definitions

Behavioral Health (BH)—A term used to describe and encompass mental health disorders and substance use disorders under a single term.

Behavioral Health Assessment— A process of acquiring information about an individual's mental health status which provides sufficient information to determine medical necessity for behavioral health services covered under this Contract and for ongoing services in the community.

Behavioral Health Agency (BHA)— An agency which is certified by the Division of Behavioral Health and Recovery, to provide behavioral health services to individuals on Medicaid or who have low incomes. Behavioral health services include prevention, intervention, treatment, and recovery from mental health disorders and substance abuse disorders.

Case Management--- Assistance to a recipient and their family (or significant other) to obtain, maintain, or develop appropriate resources.

Clinically Necessary Services—Services recommended by a qualified behavioral health professional, in response to an individual assessment or screening, which will likely prevent decline in mental health status.

Co-occurring Disorders (COD)— For adults in jail, the individual shall have both an SMI and a substance use disorder.

Coordinated Team— A joint process of taking action whereby professionals adjust in response to one another to accomplish shared tasks or goals. Coordination involves clear communication pathways in which information is constantly exchanged about symptom acuity, needs, treatment, and individual progress.

Community Coordination— Coordination of services with the community is the basis for providing stable care. Community coordination links behavioral health services and support systems, and provides for needed and timely transitions between levels of care, services, and service providers.

Computer Information System (CIS)—A database, application programs and manual and machine procedures used by North Sound BHASO (defined below). It also encompasses the computer systems that do the processing.

Diagnostics and Statistical Manual of Mental Disorders-5 (DSM-5) —The current manual used as the standard for the classification of and diagnosis of mental disorders.

Dually trained and credentialed—Doctorate or Masters Level Washington State licensed Mental Health, Marriage and Family, or Social Work professionals who also have a Substance Use Disorder Professional (SUDP) certificate from Washington State.

Engagement—Engagement is defined as a clinical service which is intended to initiate a professional relationship with an individual. Engagement consists of identifying the client's expressed needs and stage of readiness for change, and then using this information to motivate the client to change unhealthy behaviors.

Family—Those that an individual defines as family or those appointed/assigned (i.e., guardians, siblings, caregivers and significant others) to the individual.

Individual Voice—This means using indicators of ownership in and involvement with planning his/her own supports and services. In individualized plans, voice is best indicated by the use of "quotations".

North Sound BHASO or (BHASO)— North Sound Behavioral Health Administrative Services Organization is the regional entity which is responsible for the administration of state-funded mental health and substance use disorder treatment services in Whatcom, San Juan, Skagit, Island and Snohomish counties. North Sound BHASO is a partial funder of this contract for the jail transition (re-entry) services.

Serious Emotional Disturbance (SED)—A condition used to describe a diagnosable mental, behavioral, or emotional disorder which meets DSM-5 criteria as applied to children and youth under the age of 18.

Serious Mental Illness (SMI)— A diagnosable mental disorder that meets criteria in the DSM-5 and which seriously disrupts a person's thinking feeling, mood, ability to relate to others and daily functioning. This definition includes, but is not limited to schizophrenia, bipolar disorder, obsessive-compulsive disorder, major depression, major anxiety disorders, and personality disorders.

Substance Use Disorders (SUD)— A diagnostic classification in the DSM-5 which combines substance abuse and addiction into a single disorder (or set of disorders depending on the type of drug used) which is measured along a continuum from mild to severe depending on symptoms.

Recovery—A process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential. (SAMHSA)

Warm-handoff— Refers to a practice of making introductions between a client and the new provider when clinically necessary, rather than making a simple referral. For example, if a client has social phobia or other difficulties with showing up for services, a warm-handoff would be appropriate.

III. Statement of Work

A. Service Eligibility:

Adults who are eligible for this program must be incarcerated in or releasing from the Whatcom County Jail or the Work Center. Court Involved Youth (CIY) who are eligible for services must be referred by Juvenile Court Administration (JCA). In addition, individuals served on this contract must meet one of the following criteria, and shall be considered for services in this priority:

Individuals who,

1. Require immediate stabilization for symptoms of SMI/SED, or other behavioral health disorders
2. Have a history of or continued symptoms that may indicate an SMI/SED.
3. Have a history of or continued symptoms of a co-occurring mental health and substance use disorder.

B. Program Services Overview:

The Contractor shall ensure a coordinated team of skilled professionals to provide Behavioral Health and Re-entry Services (BHRS) on site at the Whatcom County Jail, the Jail Work Center, and through Juvenile Court Administration

1. Suicide risk assessment, safety planning, and crisis stabilization.
2. Engagement services and behavioral health assessment.
3. Mental health treatment, brief counseling, and SUD screening.
4. Case management for up to 90 days upon release or until successful re-engagement, whichever is sooner.
5. Coordination of services upon re-entry, including “warm hand offs” and transportation, as needed.

C. Jail and Juvenile Detention Services

Triage and Crisis Services

After jail and juvenile staff have booked and screened a person to be incarcerated, the Contractor shall triage each individual with BH disorders based on level of risk and need. The following is a list of services to be provided:

1. Solicit regular updates from jail corrections staff about the status, acuity, and needs of individuals with SMI/SED.
2. Accept referrals for services from various corrections, professional, and family sources for individuals with BH disorders.
3. Screen incarcerated adults/CIY for high risk behaviors, including suicide risk, vulnerability, and safety needs.
4. Crisis intervention and suicide risk assessment using a standardized, validated suicide risk assessment tool.
5. Safety plans for incarcerated adults/CIY with a high suicide risk rating, and for those who as a result of a mental health condition, could endanger others at the jail.
6. Arrange for civil commitment evaluation by a Designated Crisis Responder when indicated.
7. Triage incarcerated adults/CIY, with symptoms of SMI and prioritize their needs for medication evaluation, treatment services, and follow up, according to safety and risk.
8. Assist corrections staff to identify and monitor high-risk incarcerated adults/CIY and to coordinate care and determine appropriate housing within the jail.
9. Review all written non-urgent referrals from incarcerated adults in the jail and from corrections staff (“kites”) and ensure response/disposition within 24 hours.

Assessment and Treatment

In addition to crisis services intervention and stabilization, the Contactor shall provide the following mental health services, as needed.

1. Behavioral health assessments, mental health treatment planning, brief treatment services, referral to psychiatric services, and coordination of care with relevant professionals.
2. Facilitation of psychiatric clinics two to three (2-3) days per week; conferring with prescribers about clients to be seen for medication evaluation and the intended medication/treatment plan.
3. Screening for symptoms of SUDs and when indicated, coordinate SUD assessments with local providers.
4. Coordination of therapeutic, behavioral response plans with medical/corrections staff, including classification staff, at the jail.
5. Engage individuals in the next level of care and coordinate care with the individual’s current community health/behavioral health care providers.

Re-entry (Transition) Services

Reentry service shall be provided for adults releasing from the County jail and for CIY who are exiting detention or who are on Probation. The goal of the services is to provide smooth transitions for people with SMI/SED when released from the county jail or from JCA. These services shall facilitate rapid access and re-engagement to community behavioral health services whenever possible. The Contractor shall provide the following services to incarcerated/releasing adults/CIY:

1. Screen individuals within approximately 30 days of release for entry onto caseload, according to the eligibility criteria/priorities listed above, when possible.
2. Engage with individuals, who are eligible for re-entry services, to co-develop a needs assessment.
3. Co-develop an Individual Service Plan (ISP) with individuals who receive a needs assessment.
4. Provide or ensure case management services for releasing individuals with SMI/SED, as needed.
5. Coordinate with the local Healthcare Authority (HCA) "In-Person Assister" or other HCA representative to ensure expedited enrollment for new or re-instated Medicaid benefits or authorization for care with Managed Care Organizations.
6. Utilize motivational strategies and brief therapy to support initiation of wellness management and ongoing recovery.
7. Facilitate assessment and engagement of individuals with BH disorders into community behavioral health treatment.
8. Meet with individuals to provide "warm-hand offs" to community services, when necessary.

The Contractor shall continue to meet the re-entry needs of the individual after release from jail/JCA for up to approximately 90 days, or until s/he has attended their first outpatient appointment, or until the individual has declined further services, whichever occurs first.

Staffing Requirements

The County prefers a team approach for providing the jail BHRS program which would ensure coverage of jail crisis services every day of the week, and juvenile crisis services as needed. When regular staff is absent and coverage for jail services is minimal, referrals shall be triaged for emergent issues only, staff shall contact the jail shift sergeant each day to discuss acuity of individual needs and to provide in-person response, when necessary.

The Contractor shall work closely with the County Contract Administrator to ensure coverage and transition plans are in place pursuant to taking on services from the prior Contractor. The Contractor will ensure that corrections staff, the Chief of Corrections, and the Contract Administrator are apprised of coverage issues for holidays, vacations and long-term leaves of absence. Notification by email is recommended approximately every two weeks, however, if staffing levels are stable, no notification is necessary.

The County requires the BHRS team to be staffed at the following levels:

1. 3 FTE Independently Licensed Mental Health Professionals for crisis mental health services up to seven (7) days per week at the jail.
2. 3 FTE Mental Health Professional for Re-entry services.
3. 1 FTE Mental Health Professional for CIY services.
4. 1 FTE Independently Licensed Mental Health Professional Supervisor.

The County requires professionals with a Master's level or higher education, who are Mental Health Professionals as defined by WAC and RCW. Professionals providing jail crisis services and CIY crisis services shall be independently licensed by the State of Washington or hold a nationally-recognized mental health certificate/license. The Contractor may request a waiver from the County of the requirement for independent licensure for a particular professional; however, the County may require additional conditions be met. If the hired Supervisor is an independently licensed professional in a behavioral health profession, the independent licensure can be waived for the other clinical positions.

The County prefers dually trained and credentialed/licensed staff (substance use disorders and mental health) for all professional services. Personnel must have skills sufficient to ensure robust engagement with people who have criminogenic attitudes and be able to conduct SUD screening for people with SUDs.

The Contractor shall conduct Criminal Background checks on new staff and on all current employees. The Contractor shall ensure and document that each new employee receives safety orientation training from corrections to be turned in to the Contract Administrator within 10 days of the start date of employment.

Medical/Clinical Records

The Contractor shall maintain documentation of behavioral health services provided to each person treated at the jail or the Work Center in the Central Medical Record, electronic health records. Record content is guided by WAC 246-341-0620 or its successor, and shall include the following documentation:

Records for CIY are kept by the Contractor and are separate from Juvenile Detention medical and probation records.

1. Behavioral health assessments, including suicide risk assessments.
2. Screening tools.
3. Individual care plan.
4. Individualized case notes in a standardized format as approved by the County. (Currently Data, Assessment and Plan)
5. Releases of information as needed.

For adult/CIY BH re-entry services, the following documentation is required:

1. A brief summary of treatment provided while in jail/detention.
2. An assessment of the re-entry service needs of the individual, which includes cultural, racial, and ethnic needs.
3. An individual service plan that:
 - a. Is developed after a need's assessment, and which identifies the services required to aide in the stabilization and recovery of the individual receiving services.
 - b. Identifies service providers to meet the identified needs of the individual, including the individual's cultural, racial, and ethnic needs.
 - c. Contains notes about interactions and individual progress made towards the next level of care.
 - d. Includes documentation of warm hand-offs as needed.
4. A brief discharge plan upon termination of case management services.

The Contractor will work in collaboration with the County in the development of paperwork to document services, new and revised, but the County will have final approval.

IV. Reporting Requirements

The Contractor shall submit a monthly report of data and outcomes in a format provided by the County. The monthly report shall be submitted by the 15th of the month following the month in which services were provided. The County will provide the report format by December 28th of each year. Any requests for additional data must be approved by the Contract Administrator. The report shall be sent to the County Administrator to include the following data and outcomes:

- A. Total number of unduplicated people receiving services from this program
- B. Number of non-emergent referrals (requests for services). (NCCHC)
- C. Number of responses to non-emergent referrals within 24 hours. (NCCHC)
- D. Percentage of total referrals where a 24 hours response was provided. (NCCHC)
- E. Number of re-entry services provided to include coordination of SUD assessments and mental health transfer of care, etc. (BH-ASO required)
- F. Number of people served by re-entry services. (NS-BHASO)
- G. Number of adults who received assistance with Medicaid application or insurance authorization.
- H. Number of unduplicated CIY served on this contract.

V. Other Requirements

A. Coordination of Care and System Change

Whatcom County is undergoing the development of multiple levels of systemic and cultural change related to improving coordination of care of people with BH disorders. The Contractor shall expect to attend meetings or give presentations to committees to the extent possible given staffing levels, which are designed to improve the system of care for people with BH issues. The following are examples of community meetings where participation should be considered:

- Jail Quarterly Meetings
- Jail Continuous Quality Improvement
- GRACE/LEAD Program Team Meetings
- Quarterly Crisis Oversight Meetings
- Quarterly Provider Meetings

B. Flexible (Flex) Funding

The Contractor shall ensure the appropriate use of flex funding for adults releasing into the community. Flex funding is intended to assist the individual with barriers to achieving goals towards their recovery. The Contractor shall document flex funding on the County authorized "Flex Fund Documentation" sheet, ensuring and initialing that all expenditures were administratively reviewed by an authorized representative. In addition, all flex funds must be accompanied by receipts.

C. The Contractor shall maintain updated written policies and procedures for the BHRS team staff for both jail and juvenile services.

D. Grievance, Appeal and Fair Hearing Processes

Contractor must implement grievance, appeal and fair hearing processes that are in conformance with North Sound BHASO policies and procedures.

Contractor and its subcontractors shall abide by North Sound BHASO, grievance, appeal and fair hearing determinations.

In addition, the Contractor shall:

1. Implement a Grievance process that complies with North Sound BHASO policies and procedures;
2. Coordinate with North Sound BHASO grievance process and Ombuds Services;
3. Provide assistance for clients filing a grievance;
4. Provide access to interpreter services and toll-free numbers with adequate TTY/TTD and interpreter capability
5. Incorporate concerns from grievances into Contractor services without identifying individual clients.
6. Meet with the County on a twice monthly basis unless the parties agree to cancel the meeting.

E. Contractor must comply with all applicable North Sound Behavioral Health Administrative Services Organization Terms and Conditions of the contract identified in the link below per Section 2.2.27, including but not limited to, the Supplemental Service Provider Guide (also linked below), and terms relating to licensure, insurance, and billing of individuals for service:

https://nsbhaso.org/for-providers/supplemental-provider-service-guide/North%20Sound%20BH-ASO%20Supplemental%20Provider%20Service%20Guide_07012021.pdf

Subcontractor shall protect, defend, indemnify, and hold harmless North Sound BH-ASO its officers, employees, and agents from any and all costs, claims, judgments, and/or awards of damages arising out of, or in any way resulting from the negligent act or omissions of subcontractor, its officers, employees, and/or agents, and/or agents in connection with or in support of this Contract. Subcontractor expressly agrees and understands that North Sound BH-ASO is a third-party beneficiary to this Contract and shall have the right to bring an action against subcontractor to enforce the provisions of this paragraph.

Exhibit B – Amendment #3
(COMPENSATION)

Funding for the contract period 1/1/2023 – 12/31/2023 may not exceed \$911,244 and is provided by the Behavioral Health Program Fund. The budget for this work is as follows:

*Item	Documentation Required w/ Invoice	Budget
Personnel (8 FTE, including independently licensed clinicians, mental health professionals, and Supervisor, and on-call/OT)	Expanded GL report for the period	\$741,052
Cell phones	GL Detail	\$7,000
Mileage/Travel/Training	Ground transportation, coach airfare and ferries will be reimbursed at cost when accompanied by receipts. Reimbursement requests for allowable travel include name of staff member, dates of travel, starting point and destination, number of miles traveled, and a brief description of purpose. Mileage will be reimbursed at the current IRS rate (www.gsa.gov). Receipts for registration fees or other documentation of professional training expenses. Lodging and meal costs are not to exceed the U.S. General Services Administration Domestic Per Diem Rates (www.gsa.gov), specific to location. Receipts for meals are not required.	\$12,000
Supplies & Equipment including Electronic Medical Records	Paid invoices & copies of receipts	\$8,500
Flex Funds	Flex Fund Spreadsheet and copies of receipts	\$5,000
Subtotal		\$773,552
**Indirect @ 17.8%		\$137,692
TOTAL		\$911,244

*Changes to the line item budget that exceed 10% of the line item amount must be approved in writing by the County.

**Indirect costs shall not exceed the federally approved rate.

I. Invoicing

1. The Contractor shall submit itemized invoices on a monthly basis in a format approved by the County. Monthly invoices must be submitted by the 15th of the month, following the month of service. Invoices submitted for payment must include the items identified in the table above.
2. The Contractor shall submit invoices to (include contract/PO #) to HL-BusinessOffice@co.whatcom.wa.us.
3. Payment by the County will be considered timely if it is made within 30 days of the receipt and acceptance of billing information from Contractor. The County may withhold payment of an invoice if the Contractor submits it more than 30 days after the expiration of this contract.
4. Invoices must include the following statement, with an authorized signature and date: **I certify that the materials have been furnished, the services rendered, or the labor performed as described on this invoice.**
5. Duplication of Billed Costs or Payments for Services: The Contractor shall not bill the County for services performed or provided under this contract and the County shall not pay the Contractor, if the Contractor has been or will be paid by any other source, including grants, for those costs used to perform or provide the services in this contract. The Contractor is responsible for any audit exceptions or disallowed amounts paid as a result of this contract.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-184

File ID:	AB2023-184	Version:	1	Status:	Agenda Ready
File Created:	02/28/2023	Entered by:	CHalka@co.whatcom.wa.us		
Department:	Council Office	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Crossroads Consulting to expand the scope and compensation of the agreement for a total of \$217,700

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Crossroads consulting to expand the scope and compensation of the agreement for a total of \$217,700

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Memo, Contract



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Council Staff

RE: Contract Amendment for meeting facilitation and project coordination for Justice Project Implementation Plan

DATE: March 1, 2023

Enclosed is a contract amendment (#3) between Whatcom County and Crossroads Consulting for your review and signature.

- **Background and Purpose**

Whatcom County entered into a contract with Crossroads Consulting to provide facilitation and consulting services to assist the Stakeholder Advisory Committee (SAC) in development of a needs assessment ([Contract #202202018](#); total: \$39,950). The first contract amendment ([Contract 202202018-1](#); total: \$150,950) identified additional assistance, including survey research, coordination with the communications consultant, facilitation of additional SAC meetings and community forums, GARE analysis, and general project coordination and administration. The second amendment (Contract 202202018-2; total: \$150,950) adjust budgets and activities with no change in the total contract amount. The third amendment adds the development of a Justice Project Implementation Plan (including workshops, focus groups, and town hall events as well as project coordination and report writing) and adds \$66,750 to fund these activities.

- **Funding Amount and Source**

The funding amount increases by \$66,750 for a total not to exceed amount of \$217,700. Funding is available through the New Health, Safety & Justice Facility Fund.

- **Differences from Previous Contract**

This amendment adjusts budgeted amounts in activities: increases activities 3, 5, 7, and 8, and decreases activity 6. The amendment adds activities 9, 10 and 11. The total funding is increased by \$66,750.

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> <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. 3
 Whatcom County Contract No. 202202018
 CONTRACT BETWEEN WHATCOM COUNTY AND
Crossroads Consulting

THIS AMENDMENT is to the Contract between Whatcom County and Crossroads Consulting, dated March 17, 2022 and designated "Whatcom County Contract No. 202202018". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment revises Exhibit A-1 (Scope) as follows, and replaces Exhibit A-1 with Exhibit A-2:

1. Under Activities, item 8 is added to read: "8. Gather input on Implementation Plan (design/facilitate up to 6 focus groups and 1 Town Hall, attend/present at IPRTF/LJC, Council meetings, prepare presentations, prepare focus group report, compile Town Hall input, conduct surveys)."
2. Under Activities, item 9 is added to read: "9. Prepare Implementation Plan Report (draft report, gather stakeholder input, revisions, final formatting)."
3. Under "Deliverables," a list of Implementation Plan deliverables is added.

This Amendment revises Exhibit B-1 (Compensation) as follows, and replaces Exhibit B-1 with Exhibit B-2:

1. Revise Activity 3 budget amount from \$14,700 to \$28,350 and adjust corresponding hours and rates.
2. Revise Activity 5 budget amount from \$27,600 to \$53,850 and adjust corresponding hours and rates.
3. Revise Activity 6 to read, "6. Facilitate one community town hall to gather input on the Needs Assessment"
4. Revise Activity 6 budget amount from \$15,000 to \$1,650 and adjust corresponding hours and rates.
5. Revise Activity 8 budget amount from \$15,000 to \$22,500 and adjust corresponding hours and rates.
6. Add Activity 9, "Gather input on Implementation Plan" with corresponding hours/rates and \$21,075 budget.
7. Add Activity 10, "Prepare Implementation Plan Report" with corresponding hours/rates and \$6,250 budget.
8. Add Activity 11, "Reimbursable Expenses" including focus group participant compensation, focus group supplies, and total budget of \$5,400.

This Amendment also increases the maximum consideration by \$66,750 to a total consideration of \$217,700 as further defined in Exhibit B-2, 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: March 1, 2023, regardless of the date of signature. The contract end date is August 31, 2023, which is unchanged.

IN WITNESS WHEREOF, Whatcom County and Crossroads Consulting have executed this Amendment on the date and year below written.

DATED this _____ day of March, 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:

Crossroads Consulting

Holly O'Neil

CONTRACTOR

Crossroads Consulting
P.O. Box 541
Deming, WA 98244
360-303-3217
holly@crossroads.pro

Mailing Address:
2728 Walnut Street
Bellingham, WA 98225

WHATCOM COUNTY:

Recommended for Approval:

Department Supervisor Date

Approved as to form:

Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

EXHIBIT “A-2”
(SCOPE OF WORK)

The purpose of this amendment is to provide additional consulting, research, and facilitation services to support the Whatcom County Public Health, Safety, and Justice Initiative.

Activities

1. Conduct additional survey research for developing Needs Assessment
2. Continue Coordinating with Communication Consultant Team
3. Continue Supporting Planning Team (meeting agendas, notes, facilitation)
4. Facilitate meetings to identify and implement improvements for correctional facilities and services
5. Design and facilitate stakeholder meetings and/or workshops to further develop and refine improvements for correctional facilities and services for the Needs Assessment and implementation plan.
6. Revise Needs Assessment to reflect GARE analysis and public feedback, prepare final draft for presentation
7. Provide project coordination and administration
8. Gather input on Implementation Plan (design/facilitate up to 6 focus groups and 1 Town Hall, attend/present at IPRTF/LJC, Council meetings, prepare presentations, prepare focus group report, compile Town Hall input, conduct surveys)
9. Prepare Implementation Plan Report (draft report, gather stakeholder input, revisions, final formatting)

Deliverables:

- Survey instruments
- Survey reports of findings
- Agendas for meetings
- Notes of meetings and forums
- Final Needs Assessment – designed and formatted for public distribution
- Slide decks of Survey Findings and Needs Assessment

Implementation Plan Deliverables:

- Planning Team meeting agendas and notes
- Surveys and survey results
- Workshop agendas and summaries
- Focus Group Report
- Town Hall agenda and meeting notes
- Slide decks for presentations
- Draft Implementation Plan
- Final Implementation Plan

EXHIBIT "B-2"
(COMPENSATION)

Budget:

The source of funding for this agreement, in an amount not to exceed \$217,700, is the Jail Improvement Fund. Invoices will be submitted to Whatcom County c/o Project Manager, Barry Buchanan and should include actual costs for billed activities. Invoice will also reflect total number of activities (ex: completed 2 of 5 five forums) fulfilled at the time of the invoice so as not to exceed contractual limitations.

ACTIVITIES	HOURS	BUDGET
1. Conduct additional survey research for developing Needs Assessment	106 hours at \$150/hr.	\$16,000
2. Continue coordinating with Communication Consultant Team	7 hours at \$150/hr. 3 hours at \$75/hr.	\$1,275
3. Continue supporting Planning Team (meeting agendas, notes, facilitation)	85.5 hours at \$150/hr. 207 hours at \$75/hr.	\$28,350
4. Facilitate 2 additional SAC meetings	2 meetings at \$1,200 each	\$2,400
5. Design and facilitate stakeholder meetings and/or workshops to further develop and refine improvements for correctional facilities and services for the Needs Assessment and implementation plan (number of meetings and participants to be determined by the Planning Team)	184 hours at \$150/hr. 190 hours at \$75/hr Up to 6 workshops at \$2000/workshop	\$53,850
6. Facilitate one community town hall to gather input on the Needs Assessment	11 hours at \$150/hr.	\$1,650
7. Revise Needs Assessment to reflect GARE analysis and public feedback, prepare final draft for presentation	152 hours at \$125/hr.	\$19,000
8. Continue to provide Project coordination and administration	300 hours at \$75/hr.	\$22,500
9. Gather input on Implementation Plan (design/facilitate up to 6 focus groups and 1 Town Hall, attend/present at IPRTF/LJC, Council meetings, prepare presentations,	63 hours at \$150/hr.	\$21,075

prepare focus group report, compile Town Hall input, conduct surveys)	43 hours at \$75/hr. Up to 6 focus groups at \$1,200/group 1 Town Hall at \$1,200	
10. Prepare Implementation Plan Report	20 hrs @\$150 10 hrs @ \$100 30 hrs @ \$75	\$6,250
11. Reimbursable Expenses: Up to 6 focus group events Focus Group Participants will be compensated for their time at no more than \$100/person for participation and attendance at focus group events. Focus group supplies for in-person groups	8 participants per group @ \$100/person \$100/group	\$5,400
TOTAL BUDGET		\$177,750



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-164

File ID:	AB2023-164	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:	JGay@co.whatcom.wa.us		
Department:	Health Department	File Type:	Presentation		
Assigned to:	Council Public Works & Health Committee			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Presentation from the Health Department's Environmental Health Division

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Overview of the Environmental Health Division and their programs.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments:



Whatcom County

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

Agenda Bill Master Report

File Number: AB2022-597

File ID:	AB2022-597	Version:	1	Status:	Agenda Ready
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:	03/07/2023	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, revised February 27, 2023). 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
01/24/2023	Council Planning and Development Committee	DISCUSSED AND MOTION(S) APPROVED	

Attachments: Staff Memo (Feb 28, 2023), Draft Ordinance (Revised Feb 27, 2023), Planning Commission Findings

WHATCOM COUNTY

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



Mark Personius
Director

Memorandum

February 28, 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

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, originally 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, January 10, 2023, and January 24, 2023. In an email dated January 23, 2023, Bob Carmichael proposed revisions to the draft Ordinance for consideration by the Council. At the January 24, 2023 meeting, the Council Committee discussed housing affordability and land supply issues, particularly as they relate to Bellingham, and requested staff to work with Mr. Carmichael to see if we could reconcile differences relating to the draft Ordinance.

The County, the City of Bellingham and Mr. Carmichael's team met on January 30 and February 15 to discuss the *Buildable Lands Report* and the proposed Ordinance. As a result of these discussions, the City of Bellingham agreed to revise the *Buildable Lands Report*, including:

- Identifying "reasonable measures" the City has already taken (pages 31-33);
- Concluding that additional "reasonable measures" are needed (page 34); and
- Identifying additional "reasonable measures" that the City could consider implementing (pages 34-35).

Pursuant to these discussions, the draft Ordinance language has also been amended. Mr. Carmichael indicated concurrence with the changes in emails dated February 22 and February 27, 2023. The City/County Planner Group agreed to the changes, and a revised *Buildable Lands Report* was issued on February 27, 2023.

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.

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. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (July 7, 2022) recognizes that housing availability and housing affordability are highly significant issues impacting our community.
2. Whatcom County recognizes that the Buildable Lands Report does not address the issue of housing affordability and that there remain significant concerns regarding housing availability. 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. Specifically, land supply will need to be carefully reviewed to account for land constrained by legal impediments, lack of infrastructure, and critical area restrictions. Additionally, infrastructure improvements including transportation, public water, and sewer improvements will need to be included in capital facility plans to accommodate forecasted growth. And, as required by Engrossed Second Substitute House Bill 1220, jurisdictions will need to plan for and accommodate housing affordable to all income segments of the community.
3. The proposal is to adopt the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (July 7, 2022, revised February 27, 2023).
4. 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.
5. Notice of the Planning Commission hearing was posted on the County website on September 30, 2022.
6. Notice of the Planning Commission hearing was published in the Bellingham Herald on September 30, 2022.
7. Notice of the Planning Commission hearing was sent to the County's email list on September 30, 2022.

8. 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.
9. 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.
10. 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 help to inform the next update of the Whatcom County Comprehensive Plan, which is due by June 30, 2025.
11. In evaluating land suitable for development, RCW 36.70A.215(3)(b)(ii) requires jurisdictions to develop a “reasonable land market supply factor” consistent with the *Review & Evaluation Program Buildable Lands Guidelines* (2018) published by the Department of Commerce (“Guidance”).
12. The land market supply factor is incorporated to account for the reality that not all developable land will actually be developed within the planning timeframe.
13. WAC 365-196-310(2)(e) authorizes jurisdictions to consider unique local conditions when establishing a market supply factor. Including relevant local factors is vital to ensuring that the Buildable Lands Report presents a realistic picture of development within the remaining planning period.
14. The Department of Commerce’s Guidance also expressly encourages cities to adopt a market supply factor that reflects “uniquely local conditions” to “avoid overestimation of effective buildable lands capacity” (p. 47).
15. On March 24, 2022, the City of Bellingham released a Technical Memo describing the analysis used to develop the land market factor utilized for developable lands within Bellingham.
16. 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).
17. 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).

18. 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.
19. 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).
20. 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.
21. 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.
22. 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.
23. 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.
24. 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).

25. 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.
26. Whatcom County and the cities issued *the Buildable Lands Report 2022 –Whatcom County Review and Evaluation Program* on July 7, 2022 and revised this Report on February 27, 2023 (the revisions primarily relate to the Jurisdiction Profile for the Bellingham UGA). 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.
27. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states that there is sufficient suitable land to accommodate the countywide population projection contained in the current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
28. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states 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 current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
29. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states that there is sufficient suitable land to accommodate the countywide employment projection contained in the current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
30. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states that each UGA has sufficient suitable land to accommodate the UGA employment projections contained in the current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
31. 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.215.44.
32. 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.

33. 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.
34. 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).
35. Reasonable measures are not required for any other lands in unincorporated Whatcom County.
36. The suitable lands analysis is a planning level tool using model assumption and values informed by development data from the 2016-2021 evaluation period. It is not derived from an in-depth, parcel-by-parcel assessment of developability within the remainder of the 20-year planning period.
37. There are large blocks of property in Bellingham that would benefit from an in-depth, individual, parcel-by-parcel assessment of developability within the current planning period. This level of review and analysis has not been completed in Bellingham and is beyond the scope of this Buildable Lands Analysis. In the land capacity analysis for the 2025 Comprehensive Plan update, Bellingham should coordinate further with owners of large undeveloped land holdings to document and evaluate challenges and barriers associated with development. Findings from these efforts should consider legal impediments and be compared against deductions for critical areas, buffers, future infrastructure, and market factors already incorporated into development capacity estimates to determine if further deductions are appropriate.
38. As stated in the Bellingham jurisdictional profile, the capacity for single-family housing to be built during the remaining planning period is minimally adequate to meet the target established in the current *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3). As such, any overestimation of supply in Bellingham's land capacity analysis could lead to a shortfall in that category. Further, the Bellingham analysis shows that capacity for housing offering ownership opportunities is very limited. As seen in Exhibit 16, while 64% of the City's developable residential land is zoned for single-family development, it accounts for only 26% of estimated future housing production. Whereas the 36% of residential land zoned for multi-family development accounts for 74% of estimated future production.
39. Following adoption of the 2016 Comprehensive Plan, Bellingham has undertaken numerous initiatives to address housing availability and affordability. These initiatives include measures identified by the Department of Commerce's Guidance as reasonable measures, including without limitation encouraging infill and redevelopment, allowing

density bonuses, rezoning, and encouraging developers to reduce off-street surface parking.

40. Despite the many reasonable measures Bellingham has already undertaken, housing affordability and housing supply remain critical concerns that warrant adopting additional reasonable measures. The Bellingham jurisdictional profile in the Buildable Lands Report includes a variety of reasonable measures aimed at addressing housing supply, affordability, and ownership opportunities.
41. The Growth Management Act requires Whatcom County and the cities to update their respective Comprehensive Plans by 2025 (RCW 36.70A.130), in part to accommodate projected population and employment growth for the new planning period through the year 2045.
42. 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)).
43. 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)).
44. 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.
45. In 2017, the Washington State Legislature amended the requirements of the evaluation program (Buildable Land Report) to include a “review and evaluation of ... infrastructure gaps (including but not limited to transportation, water, sewer, and stormwater)” (RCW 36.70A.215((3)(b)(i))).
46. 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)).

47. 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.
48. Whatcom County recognizes that housing availability and housing affordability are major issues in our community.
49. Detached single family median home prices for the cities and Whatcom County as a whole have risen as shown below.

	2016	2022	Percentage Increase
Bellingham	\$340,500	\$680,000	99.71%
Blaine	\$274,000	\$536,000	95.62%
Everson	\$308,500	\$565,000	83.14%
Ferndale	\$313,200	\$630,000	101.15%
Lynden	\$314,000	\$595,000	89.49%
Nooksack	\$262,000	\$500,000	90.84%
Sumas	\$219,000	\$340,000	55.25%
Whatcom County	\$315,000	\$602,000	91.1%

Source: Whatcom County Association of REALTORS / Multiple Listing Service data.

50. 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.
51. 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).

52. Whatcom County recognizes that solutions to housing availability and housing affordability 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.
53. 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 reconfiguring or expanding urban growth areas.
54. 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.
55. 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.
56. 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).
57. 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).
58. 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.
59. The Growth Management Act indicates that a purpose of the Buildable Lands Program is, when necessary, to “Identify reasonable measures, other than adjusting urban growth areas, that will be taken to comply with the requirements of this chapter” (RCW 36.70A.215(1)(b)).

60. 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. Accommodating the projected growth through the year 2045 will require a new land capacity analysis to evaluate each UGA's ability to accommodate this additional growth based on new population projections. 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.
61. 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) and (6)).
62. 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).
63. 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.
64. 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.
65. 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.

66. 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).
67. 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.
68. Housing needs and affordability will be addressed in the 2025 Comprehensive Plan Update as required by the Growth Management Act. The 2025 Comprehensive Plan update will also "[p]lan for and accommodate housing affordable to all economic segments of the population . . . promote a variety of residential densities and housing types, and encourage preservation of existing housing stock" as required by RCW 36.70A.020(4).
69. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* provides an important analysis of development trends and characteristics in Whatcom County and its cities from 2016-2021. Based on the foregoing findings, the Whatcom County Review and Evaluation Program provides important input moving forward with the 2025 comprehensive plan update process for the County and the cities, but should not be considered the sole source of information that the County and cities rely upon to plan for accommodating projected future growth.
70. All of the foregoing Recitals and Findings of Fact are legislative findings of the Whatcom County Council and are fully incorporated into the following ordinance as a material part thereof.

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 (Revised February 27, 2023)



ACKNOWLEDGEMENTS

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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 46,240 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 26,829 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 14,326 people (83% within UGAs) and 5,351 employees (93% within UGAs) from 2016-2021.
- Whatcom County has an estimated 46,240 population growth and 26,829 employment growth remaining to accommodate between 2021 and 2036.

Development Activity

From 2016-2021, Whatcom County and the cities permitted 6,659 new housing units, averaging 1,332 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 6,659 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 1,332 per year from 2016-2021. The jurisdictions will need to increase the average annual housing production to 1,478 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 34,215.
- 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 16,652.

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*. The suitable lands analysis is a planning level tool using model assumption and values informed by development data from the 2016-2021 evaluation period. It is not derived from an in-depth, parcel-by-parcel assessment of developability within the remainder of the 20-year planning period.

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 14,326 people (83% within UGAs) and 5,351 employees (93% 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	14,326	60,565	46,239

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 46,239 more people and 26,829 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 6,659 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 1,332 per year for the County as a whole. With 22,176 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 1,478 units per year from 2021-2036 (**Exhibit 9**). This represents an increase of around 11% over the 2016-2021 production rate.

From 2016-2021 Whatcom County and the cities also developed a total of 3.9 million square feet of built area on 1,285 commercial and industrial acres supporting an estimated 5,351 jobs (**Exhibit 7** and **Exhibit 10**). UGAs accommodated 94% of the built square footage and 93% of the estimated jobs on 38% of the developed acres. Non-UGA areas accommodated 6% of the built square footage and 7% of the estimated jobs on 62% 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 0.18 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 34,215 (**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 16,652 (**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 14,326 people, or about 24% of its 2016-2036 growth projection of 60,565 for the 20-year planning period (**Exhibit 6**). About 44% of this growth occurred in the City of Bellingham and 83% occurred within the urban growth areas (UGAs) of the County.

The remaining projected population growth for the County from 2021-2036 is 46,240. 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	2,081	8	2,089	5,942	3,853
Lynden	1,685	3	1,688	5,568	3,880
Nooksack	177	0	177	861	684
Sumas	190	0	190	760	570
UGA Total	11,152	799	11,951	50,812	38,861
Non-UGA	N/A	2,375	2,375	9,754	7,379
Total	11,152	3,174	14,326	60,566	46,240

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 5,351 jobs, or about 17% of its 2016-2036 growth projection of 32,179 for the 20-year planning period (**Exhibit 7**). Approximately 58% of this growth occurred within the Bellingham UGA, while most of the remaining employment growth occurred in the Ferndale, Lynden, and Blaine UGAs. Almost 93% occurred within the UGAs.

The remaining projected employment growth for the County from 2021-2036 is 26,829. 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	942	59	1,001	3,478	2,477
Lynden	624	0	624	1,876	1,252
Nooksack	8	0	8	100	92
Sumas	65	0	65	387	322
UGA Total	4,510	482	4,992	29,396	24,405
Non-UGA	N/A	359	359	2,783	2,424
Total	4,510	841	5,351	32,179	26,829

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 6,659 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**	Year Unknown	Total
UGAs	851	1,074	946	1,041	1,140	531	33	5,616
Area Outside UGAs	135	198	215	238	215	42	0	1,043
Total	986	1,272	1,161	1,279	1,355	573	33	6,659
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, 48% were permitted and built in the Bellingham UGA (3,219 from 2016-2021), while almost 36% were permitted and built in all other UGAs combined (2,397 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 1,332 per year for the County as a whole (UGA plus Non-UGA areas) for the 2016-2021 Review and Evaluation Period. With 22,176 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 1,478 units per year from 2021-2036. This represents an increase of around 11% 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	810	162	1,494	100
Lynden	742	148	1,706	114
Nooksack	59	12	229	15
Sumas	81	16	242	16
UGA Total	5,616	1,123	18,935	1,262
Non-UGA	1,043	209	3,241	216
County Total	6,659	1,332	22,176	1,478

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 3.9 million square feet was constructed on 1,285 commercial and industrial acres supporting an estimated 5,351 jobs inside and outside its urban growth areas (**Exhibit 7** and **Exhibit 10**). UGAs accommodated 94% of the built square footage and 93% of the estimated jobs on approximately 38% of the developed acres. Non-UGA areas accommodated approximately 6% of the built square footage and 7% of the jobs on 62% 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 0.18 FAR. Within UGAs, commercial development averaged 0.16 FAR, while industrial development averaged 0.20 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	113.7	425,773	0.09	46.4	393,457	0.19	160.1	819,230	0.12
County	0.0	0	0.00	7.6	70,214	0.21	7.6	70,214	0.21
UGA Total	113.7	425,773	0.09	54.0	463,671	0.20	167.6	889,444	0.12
Lynden									
City	37.8	191,276	0.12	35.4	405,818	0.26	73.2	597,094	0.19
County	0.0	0	0.00	0.0	0	0.00	0.0	0	0.00
UGA Total	37.8	191,276	0.12	35.4	405,818	0.26	73.2	597,094	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	301.8	2,145,123	0.16	182.4	1,550,060	0.20	484.2	3,695,183	0.18
Non-UGA*	777.9	201,601	0.01	23.1	16,920	0.02	801.0	218,521	0.01
County Total	1,079.7	2,346,724	0.05	205.5	1,566,980	0.18	1,285.2	3,913,704	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	6.1	2.1	N/A	0.09	N/A	N/A	0.19	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	7.2	2.2	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	5.2	0.8	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 11,951 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 38,861 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 34,215, 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%	2,089	3,853	10,786	6,932	35%
Lynden	5,568	19,275	7%	1,688	3,880	8,467	4,587	24%
Nooksack	861	2,425	1%	177	684	1,283	599	25%
Sumas	760	2,323	1%	190	570	1,073	503	22%
UGA Total	50,812	198,129	72%	11,951	38,861	73,075	34,215	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 4,992 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 24,405 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 16,652, 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%	1,001	2,477	3,484	1,007	11%
Lynden	1,876	7,103	6%	624	1,252	4,038	2,786	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%	4,992	24,405	41,057	16,652	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*. Many of the potential reasonable measures identified have already been implemented by jurisdictions to varying degrees to address housing affordability, land supply, and other concerns. The Jurisdiction Profiles address whether additional 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 capacity is slightly higher than the estimated need ($5,366 - 5,171 = 195$ housing units or 4%). 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 ($20,956 - 16,088$). While the estimated single-family housing capacity is minimally adequate, the overall land capacity is 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. Through that process, the City has already taken many steps that would be considered reasonable

measures (many of which are expressly identified in Appendix B of the *Buildable Lands Guidelines*) including, but not limited to:

- Adopting affordable housing incentives including transportation, park, and school impact fees and system development charge waivers up to 80%, reducing parking requirements, expanding the Multi-Family Tax Exemption zone, and designating a Federal Opportunity Zone;
- Adopting a rental registration and safety inspection program;
- Adopting a short-term rental registration and monitoring program;
- Working with Whatcom County to update the Urban Fringe Subarea plan in 2017-2018;
- Amending the City subdivision ordinance in 2018 to improve the land division process, allow for more flexible design, and up to a 50% density bonus when including smaller infill housing forms;
- Adopting a new Accessory Dwelling Unit (ADU) ordinance in 2018 allowing ADUs in all residential zones;
- Extending in 2018 the tax levy for the Bellingham Home Fund for an additional ten years. This levy provides about \$4 million per year and is combined with about \$3 million per year from the Affordable Housing Sales Tax, and about \$2.5 million per year in Federal CDBG and HOME funds. The combined annual total of over \$9 million is used to provide rental assistance, homebuyer down payment assistance, home preservation, human services, and rental housing production for low-income households in Bellingham. About \$5 million per year of these funds are directed to production of affordable rental housing. The City partnering with non-profit developers has leveraged local funds at a 1:8 ratio (\$ 1 of City funds for every \$8 of partner funds) to build and maintain over 1,400 housing units and hundreds more are in the development pipeline;
- Amending the Infill Toolkit standards in 2021, eliminating redundant fees, reducing parking requirements, and simplifying and improving the process for permitting and building “missing middle” housing forms;
- Encouraging reductions in off-street surface parking;

- Adopting revisions to the multi-family zoning code in 2021 to include a simpler ranged zoning system and minimum density standards to ensure infill goals are met;
- Updating the interlocal agreement with Whatcom County concerning planning, annexation, and development within UGAs;
- Adopting a manufactured home park protective overlay zone and enhanced resident notification requirements in 2022;
- Adopting streamlined urban village design review regulations in 2022;
- Working with partners in the development community to identify and overcome regulatory barriers to bringing more affordable renter and owner-oriented housing online sooner;
- Utilizing development agreements and other tools to assist land-owners with successful redevelopment of challenging sites in urban villages and other priority areas;
- Taking an active role with our local representatives in the current state legislative session as they consider a wide

array of bills addressing housing affordability and supply;

- Addressing the recent, dramatic increase in families with children experiencing homelessness by designating space in new affordable housing projects, investing in pro-active prevention programs, and working with community partners to plan, fund, and build new family housing solutions; and
- Creation of Urban Holding Zones (UGA Reserves).

Despite these reasonable measures the City has already taken, and the analysis showing that Bellingham is meeting or exceeding the development density assumptions in the county-wide planning policies and the 2016 comprehensive plan, housing affordability and supply remain critical concerns.

According to the 2018 Bellingham Consolidated Plan, 43% of Bellingham citizens pay more than 30% of their income towards housing expenses (they are “cost burdened”), and nearly one-half of those households pay more than 40% of their income towards housing expenses (they are “severely cost burdened”). Furthermore, housing in Bellingham is of particular importance given

the City's status as the employment center of Whatcom County.

Of particular note, the capacity for housing offering ownership opportunities is very limited. As seen in Exhibit 16, while 64% of Bellingham's developable residential land is zoned for single-family development, it accounts for only 26% of estimated future housing production. Whereas the 36% of land zoned for multi-family development accounts for 74% of estimated future production. Also, of concern related to homeownership opportunities, while about 70% of Bellingham's recent housing production has been multi-family, the number of units sold as condominiums has been negligible.

Based on these persistent concerns adopting additional reasonable measures in Bellingham is warranted. These measures could include, but are not limited to:

- Evaluating Bellingham's existing single-family zoning code and (similar to the 2021 multi-family code update) considering adoption of the following:
 - A standardized and simplified range of densities consistent with those in the 2016 Comprehensive Plan;
 - Minimum densities;
 - Increasing densities where appropriate; and
 - Allowing Infill Toolkit development and "middle" housing forms in all single-family zones;
- Evaluating regulatory barriers to condominium-style development;
- Updating annexation plans and coordinating with Whatcom County to evaluate and adjust future City zoning in the unincorporated UGA and UGA Reserves to support expanding housing opportunities;
- Investment in capital facilities, giving priority to capital facility investments that support production of housing;
- Considering enacting incentive-based inclusionary zoning ordinances for new housing developments;
- Exploring incentives for limited equity cooperatives and other models that provide an affordable path to homeownership (e.g. land trusts);
- Revisiting existing regulations and neighborhood plans to evaluate and, if appropriate, remove regulatory

impediments to otherwise-developable land;

- Considering code amendments allowing a wider variety of Form Based Housing;
- Considering restoring and updating the Master Plan Ordinance; As mandated by HB1220, conducting a comprehensive Housing Needs Assessment to identify and quantify the housing needs for all economic segments of the community;
- Using the Housing Needs Assessment to develop policies to plan for and accommodate a variety of housing types affordable to all economic segments; and
- Ensuring timely updates to capital facility plans identify future infrastructure needs, funding mechanisms, and implementation plans to provide urban services to prioritize housing development necessary to accommodate forecast growth.

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

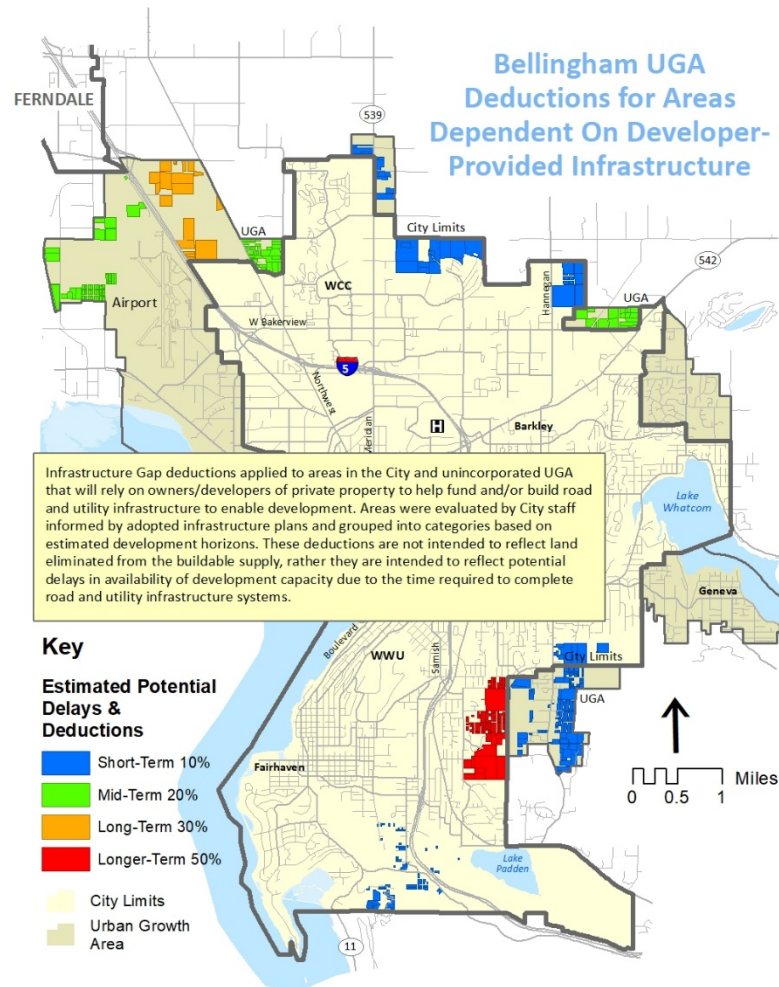
an estimated 20%); and Phase I of an update to the Infill Toolkit regulations streamlining and clarifying the development of missing-middle housing forms.

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	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)	3,287																							
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	4,649,295	4,598,910	50,385
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).

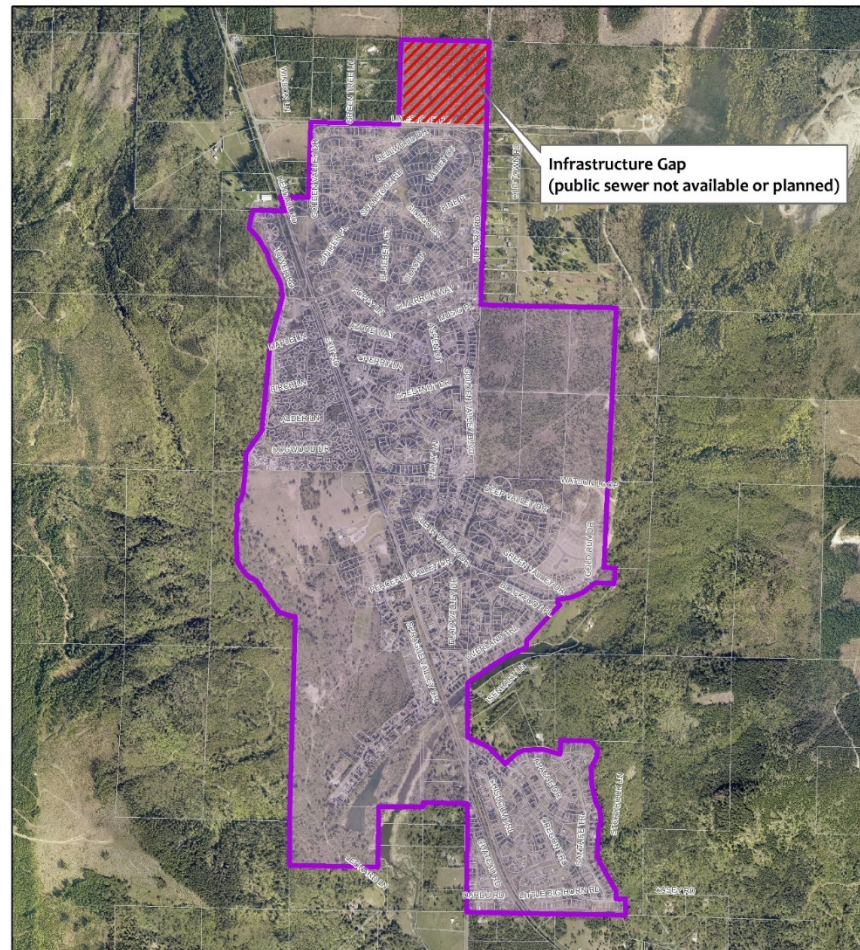
Infrastructure Gaps

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 2,089 population (99% within the City) and 1,001 employment (94% within the City) (**Exhibit 6** and **Exhibit 7**).

The City of Ferndale has achieved residential densities of 6.1 units per net acre, a commercial FAR of 0.09, and an industrial FAR of 0.19 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 3,853 population and 2,477 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 6,933 (**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 919 single-family and 532 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 1,105 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 1,007 (**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-H	Single Family	23.9	101	4.22	7.00
RS-M	Single Family	42.4	241	5.68	6.00
	Multifamily	3.0	66	21.89	N/A
RS-L	Single Family	38.1	197	5.18	5.00
MC	Single Family	2.3	19	8.41	7.00
	Multifamily	3.4	64	18.55	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	Single Family	1.0	5	4.76	N/A
	Multifamily	5.5	38	6.85	7.00
UR	Multifamily	0.7	12	17.91	15.00
CC	Multifamily	0.3	5	15.36	12.00

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	MC	RMH	RMM	RO	RR	RS-H	RS-L	RS-M	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	MC	RMH	RMM	RO	RR	RS-H	RS-L	RS-M	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)	3,853													
Population Capacity Surplus (Deficit)	6,933													

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)
RS-H	Commercial	1.3	2,337	0.04	N/A
	Industrial	N/A	N/A	N/A	N/A
RS-M	Commercial	4.4	3,012	0.02	N/A
	Industrial	N/A	N/A	N/A	N/A
MC	Commercial	16.8	105,793	0.14	0.09
	Industrial	1.5	19,844	0.30	N/A
RO	Commercial	N/A	N/A	N/A	0.09
	Industrial	N/A	N/A	N/A	N/A
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	Commercial	N/A	N/A	N/A	N/A
	Industrial	5.5	103,994	0.44	0.20
UR	Commercial	0.3	7,061	0.49	0.09
	Industrial	N/A	N/A	N/A	N/A
CC	Commercial	0.1	156	0.03	0.50
	Industrial	N/A	N/A	N/A	N/A

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	MC	Pub	RMH	RMM	RO	RR	RS-L	RS-M	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	MC	Pub	RMH	RMM	RO	RR	RS-L	RS-M	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	2,418,896	38,505	1,170,781	241,207	373,073	176,195	18,855	-	-	3,059	389,622	-	-	7,600
Employment Capacity	3,484	66	1,847	214	330	304	33	-	-	5	672	-	-	13
Remaining Employment Growth to Accommodate (2021-2036)	<u>2,477</u>													
Employment Capacity Surplus (Deficit)	1,007													

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 1,685 people (nearly 100% within the City of Lynden) and 624 jobs (100% within the City) (**Exhibit 6** and **Exhibit 7**).

The City of Lynden has an overall achieved residential density of 7.2 units per net acre between 2016 and 2021. Lynden's single-family zones have built out at 4.8 units per net acre, its multi-family zones achieved 17.5 units per net acre. The overall achieved residential density of 7.2 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 3,880 people and 1,252 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 4,587 (**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 551 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, 76 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 3.7 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 2,786 (**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	128	38.88	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)	3,880														
Population Capacity Surplus (Deficit)	4,587														

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	2.7	37,744	0.32	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)	 <u>1,252</u>										
Employment Capacity Surplus (Deficit)	2,786										

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 177 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 5.2 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 599 (**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 49 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 194 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	23	4.11	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)	684						
Population Capacity Surplus (Deficit)	599						

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	238,772	-	-	135,174	5,460	98,139	-
Employment Capacity	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)).

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: AB2023-171

File ID:	AB2023-171	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	CStrong@co.whatcom.wa.us		
Department:	Planning and Development Services Department	File Type:	Discussion		
Assigned to:	Council Planning and Development Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

Primary Contact Email: [Click here to enter text.](#)

TITLE FOR AGENDA ITEM:

Discussion of an Ordinance Adopting Amendments to Whatcom County Code Chapter 16.50,
Commercial Property Assessed Clean Energy and Resiliency (C-PACER) Program

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion of a proposed ordinance adopting amendments to Whatcom County Code Chapter 16.50
(C-PACER Program)

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Report, Draft Ordinance, Exhibit A - Draft Amendments

Whatcom County Planning & Development Services Staff Report

Amendments to WCC Chapter 16.50 (C-PACER Program)

I. Application Information

File # PLN2023-00003

File Name: Modifications to the C-PACER Program

Applicants: Whatcom County Planning and Development Services (PDS)

Summary of Request: Proposed amendments to WCC Chapter 16.50 (C-PACER Program).

Location: Countywide.

Recommendation: Planning and Development Services recommends that the Council approve the proposed amendments to WCC Chapter 16.50.

II. Background:

In RCW 36.165.005, the State Legislature granted county governments in Washington the authority to establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program that jurisdictions can voluntarily implement to ensure that free and willing owners of agricultural, commercial, industrial, and multifamily residential properties with five or more dwelling units can obtain low-cost, long term financing. The C-PACER program is an alternative loan program that allows owners of eligible commercial properties to seek long-term financing from a private capital provider for qualified improvements related to energy & building resiliency. It is used in at least 15 states. In Washington the counties of Clark, King, Pierce, Snohomish, Spokane, Thurston, and Whatcom have programs (as well as the cities within).

It can be used for financing such projects as:

Energy Efficiency:

- HVAC System
- Replacement Lighting Fixtures
- Building Insulation Upgrades
- Energy Efficient Appliances

Water Conservation:

- Replacement of lead water pipes, install of low-flow fixtures & repair for leaking system
- Water-smart landscaping, sprinkler & irrigation systems

Renewable Energy:

- Solar Panels
- Geothermal heating system

Resiliency:

- Seismic retrofits
- Wet & Dry flood proofing
- Fire suppression systems
- Energy storage system

III. Code Amendments

Council adopted the C-PACER Program for Whatcom County in 2021 via ORD 2021-041. In adopting a new, untested program, Council included a sunset clause in case. We have had one application and have identified a few code items to improve the process.

These proposed changes include (see Exhibit A):

- An amendment to the definition of “eligible property” (§16.50.020(G));
- Addition of a definition for “Project Valuation” (§16.50.020(M));
- Clarifying the use of electronic signatures (§16.50.070(D));

Additionally, staff is proposing to delete the sunset clause, WCC 16.50.140, which reads:

The commercial property assessed clean energy and resiliency (C-PACER) program shall be dissolved 24 months after the effective date of this chapter, unless specifically extended by ordinance. The County Council shall review the need to continue the C-PACER program four months prior to the sunset date.”

This means that if Council wants to continue this program, an ordinance would need to be introduced no later than March 21, 2023, and Council action would need to be taken on or before July 11, 2023.

IV. Comprehensive Plan Evaluation

The proposed amendments are consistent with the following Comprehensive Plan policies:

1. Chapter 10 of the Whatcom County Comprehensive Plan recognizes that climate change is a global phenomenon that has the potential for significant local impacts to natural resources, ecosystem functions, as well as human health, infrastructure, and the economy; and
2. Policy 10B-1 of the Whatcom County Comprehensive Plan is to develop environmental programs, involving non -regulatory measures that include voluntary activity, education, and incentives; and
3. Policy 10D-7 of the Whatcom County Comprehensive Plan encourages sustainability by developing strategies and practices to increase the use of renewable energy; and
4. Policy 7G-4 of the Whatcom County Comprehensive Plan encourages sustainability by supporting renewable energy and energy resiliency.

V. Proposed Findings of Fact and Reasons for Action

It is recommended the County Council base their decision on the following findings of fact and reasons for action:

1. In RCW 36.165.005, the State Legislature granted county governments in Washington the authority to establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program that jurisdictions can voluntarily implement to ensure that free and willing owners of agricultural, commercial, and industrial properties and of multifamily residential properties with five or more dwelling units can obtain low-cost, long term financing; and
2. The State Legislature found that this financing can be used for qualifying improvements, including energy efficiency, water conservation, renewable energy, and resiliency projects; and

3. The C-PACER program authorized in chapter 36.165 RCW promotes voluntary energy efficiency programs, energy conservation, and resiliency; and
4. Commercial and multi-family buildings are major sources of energy use, and major sources of greenhouse gas emissions; and
5. Permanent improvements to those buildings in the form of efficiency technologies, products, or activities to reduce or support the reduction of energy consumption, or support the production of clean, renewable energy, can save building owners money, and reduce greenhouse gas emissions known to drive climate change; and
6. In 2007, Whatcom County completed a Climate Protection and Energy Conservation Action Plan that laid out specific actions and targets for reducing greenhouse gas emissions and increasing energy conservation efforts in response to potential climate change; and
7. The establishment and operation of a C-PACER program serves important public health and safety interests; and
8. A qualified improvement as defined in RCW 36.165.010 provides benefits to the public, either in the form of energy or water resource conservation, reduced public health risk, or reduced public emergency response risk; and
9. The C-PACER program authorized in chapter 36.165 RCW is consistent with goals and policies of the Whatcom County Comprehensive Plan and the Whatcom County Climate Protection and Energy Conservation Action Plan; and
10. On October 27, 2020 and November 10, 2020, Whatcom County Council discussed the C-PACER program, program administration, and costs; and
11. On March 7, 2023, Whatcom County Council discussed the proposed amendments to the C-PACER program and introduced an ordinance to amend WCC Chapter 16.50; and,
12. On March 21, 2023, the County Council held a duly noticed public hearing on the proposed amendments.

VI. Proposed Conclusions

1. The amendments are in the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

VII. Recommendation

Planning and Development Services recommends that the County Council approve the amendments.

Attachments

1. Exhibit A – Proposed Code Amendments

PROPOSED BY: _____
INTRODUCTION DATE: _____

ORDINANCE NO. _____

ADOPTING AMENDMENTS TO WHATCOM COUNTY CODE CHAPTER 16.50 (C-PACER PROGRAM)

WHEREAS, the Council wishes to continue the Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program established in RCW 36.165.005 and WCC Chapter 16.50; and,

WHEREAS, Planning and Development Services has made Council aware of certain language in the code that has kept financial institutions from using the program, which Council wishes to rectify; and,

WHEREAS, the Whatcom County Council reviewed and considered staff recommendations and public comments on the proposed amendments; and

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

FINDINGS OF FACT

1. In RCW 36.165.005, the State Legislature granted county governments in Washington the authority to establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program that jurisdictions can voluntarily implement to ensure that free and willing owners of agricultural, commercial, and industrial properties and of multifamily residential properties with five or more dwelling units can obtain low-cost, long term financing; and
2. The State Legislature found that this financing can be used for qualifying improvements, including energy efficiency, water conservation, renewable energy, and resiliency projects; and
3. The C-PACER program authorized in chapter 36.165 RCW promotes voluntary energy efficiency programs, energy conservation, and resiliency; and
4. Commercial and multi-family buildings are major sources of energy use, and major sources of greenhouse gas emissions; and
5. Permanent improvements to those buildings in the form of efficiency technologies, products, or activities to reduce or support the reduction of energy consumption, or support the production of clean, renewable energy, can save building owners money, and reduce greenhouse gas emissions known to drive climate change; and
6. In 2007, Whatcom County completed a Climate Protection and Energy Conservation Action Plan that laid out specific actions and targets for reducing greenhouse gas emissions and increasing energy conservation efforts in response to potential climate change; and
7. The establishment and operation of a C-PACER program serves important public health and safety interests; and
8. A qualified improvement as defined in RCW 36.165.010 provides benefits to the public, either in the form of energy or water resource conservation, reduced public health risk, or reduced public emergency response risk; and

9. The C-PACER program authorized in chapter 36.165 RCW is consistent with goals and policies of the Whatcom County Comprehensive Plan and the Whatcom County Climate Protection and Energy Conservation Action Plan; and
10. On October 27, 2020 and November 10, 2020, Whatcom County Council discussed the C-PACER program, program administration, and costs; and
11. On March 7, 2023, Whatcom County Council discussed the proposed amendments to the C-PACER program and introduced an ordinance to amend WCC Chapter 16.50; and,
12. On March 21, 2023, the County Council held a duly noticed public hearing on the proposed amendments.

CONCLUSIONS

1. The amendments to WCC Chapter 20.50 are in the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

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

Section 1. Amendments to the Whatcom County Code Chapter 16.50 are hereby adopted as shown in Exhibit A.

Section 2. Staff is authorized to work with Code Publishing to correct and update any cross-references made ineffective by these amendments.

ADOPTED this _____ day of _____, 2023.

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

ATTEST:

Dana Brown-Davis, Council Clerk

Barry Buchanan, Council Chair

APPROVED as to form:

() Approved () Denied

Civil Deputy Prosecutor

Satpal Sidhu, Executive

Date: _____

Exhibit A: Proposed Amendments to WCC Chapter 16.50 (C-PACER Program)

WCC Chapter 16.50

COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY AND RESILIENCY (C-PACER) PROGRAM IN WHATCOM COUNTY

Sections:

- 16.50.010 Establishment.
- 16.50.020 Definitions.
- 16.50.030 Territory.
- 16.50.040 Program administration.
- 16.50.050 C-PACER financing.
- 16.50.060 C-PACER lien.
- 16.50.070 Application and review.
- 16.50.080 Program guidebook.
- 16.50.090 Collection and enforcement.
- 16.50.100 Fees.
- 16.50.110 Enactment.
- 16.50.120 Effective date.
- 16.50.130 No liability – No public funds.
- 16.50.140 Sunset clause.

16.50.010 Establishment

There is hereby established within the boundaries of Whatcom County (the “County”) a Commercial Property Assessed Clean Energy and Resiliency (“C-PACER”) program (the “program”) in accordance with Chapter 36.165 RCW (the “C-PACER Act”). The County finds that it is convenient and advantageous to establish the program, at no net cost to the County, in order to finance qualified projects (as hereinafter defined), repaid by a voluntary assessment on the property benefited by such qualified projects, and that the program is in the public interest, providing for the safety, health, and environmental public benefits, and provides for economic development of the community. The program shall allow financing for the full range of qualified improvements on all eligible properties, as authorized by the C-PACER Act, and shall abide by and operate according to the C-PACER Act.

16.50.020 Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

- A. “Application checklist” means the list of items in a project application required by the C-PACER Act, this chapter, and the program guidebook, and the corresponding documentation that the County accepts in order to show the requirement has been met.
- B. “Assessment” means the voluntary agreement of a property owner to allow the County to place an annual assessment on their property to repay C-PACER financing.

- C. "Assessment agreement" means an agreement between the County and a property owner whereby the County agrees to place an assessment and C-PACER lien on the property to secure the obligation to repay the financing.
- D. "Capital provider" means any private entity, their designee, successor, and assignees that makes or funds C-PACER financing under this chapter.
- E. "C-PACER financing" means an investment from a capital provider to a property owner to finance or refinance a qualified project as described under this chapter. The proposed C-PACER financing for a qualified improvement may authorize the property owner to:
 1. Purchase directly the related equipment and materials for the installation or modification of a qualified improvement; and
 2. Contract directly, including through lease, power purchase agreement, or other service contract, for the installation or modification of a qualified improvement.
- F. "C-PACER lien" means the lien recorded at the County on the eligible property to secure the voluntary annual assessment, which remains on the property until paid in full.
- G. "Eligible property" means privately owned commercial, industrial, or agricultural real property or multifamily residential real property with five or more dwelling units, as established in WCC Title 20. Eligible property may be owned by any type of business, corporation, individual, or nonprofit organization permitted by state law. "Eligible property" may include ground leases on eligible property and property financed through power purchase agreements.
- H. "Financing agreement" means the contract under which a property owner agrees to repay a capital provider for the C-PACER financing including, but not limited to, details of any finance charges, fees, debt servicing, accrual of interest and penalties, and any terms relating to treatment of prepayment and partial payment of the C-PACER financing.
- I. "Program" means the C-PACER program established under this chapter.
- J. "Program Administrator" means the department or office designated by the County to administer the C-PACER program.
- K. "Program guidebook" means a comprehensive document that illustrates the program's territory, establishes appropriate guidelines, specifications, approval criteria, and the standard application forms for the program consistent with this chapter and the C-PACER Act.
- L. "Project application" means an application submitted to a program to demonstrate that a proposed project qualifies for C-PACER financing and for a C-PACER lien.

M. "Project Valuation" shall mean the total amount of C-PACER financing a "Qualified Project" is eligible for, based on the calculated "Qualified Improvements", and standards set forth in this chapter and Whatcom County C-PACER Guidebook.

M-N. "Property owner" means an owner of qualifying eligible property who desires to install qualified improvements and provides free and willing consent to the assessment against the eligible property.

N-O. "Qualified improvement" means a permanent improvement affixed to real property and intended to: (1) decrease energy consumption or demand through the use of efficiency technologies, products, or activities that reduce or support the reduction of energy consumption, allow for the reduction in demand, or support the production of clean, renewable energy, including but not limited to a product, device, or interacting group of products or devices on the customer's side of the meter that generates electricity, provides thermal energy, or regulates temperature; (2) decrease water consumption or demand and address safe drinking water through the use of efficiency technologies, products, or activities that reduce or support the reduction of water consumption, allow for the reduction in demand, or reduce or eliminate lead from water which may be used for drinking or cooking; or (3) increase resilience, including but not limited to seismic retrofits, fire suppression, flood mitigation, stormwater management, wildfire and wind resistance, energy storage, and microgrids.

Commented [CES1]: Adding, as Executive Order Number 2021-06 establishing the C-PACER fees state that the "Program Fee" is based off the "Project Valuation", for which we don't have a definition.

P. “Qualified project” means a project approved by the Program Administrator, involving the installation or modification of a qualified improvement, including new construction or the adaptive reuse of eligible property with a qualified improvement. Together, qualified improvements, inclusive of all related and eligible costs pursuant to Chapter 36.165 RCW that are to be financed as described in a project application and approved by the Program Administrator, are a qualified project.

16.50.030 Territory.

The program shall be available to all eligible property within the following region, defined by the County in accordance with Chapter 36.165 RCW, within the boundaries of the county, including both incorporated and unincorporated territory. The region is the incorporated and unincorporated areas of Whatcom County.

16.50.040 Program administration.

- A. Pursuant to the C-PACER Act, the County designates the Planning and Development Services Director or their designee as the Program Administrator. The Program Administrator shall review and approve the project applications submitted in accordance with the program guidebook, collect any fees, cause the County Executive to execute the documents required by the program guidebook to enable a C-PACER financing and provide documents to the applicant or lender to record with the County Auditor.
- B. No services, including but not limited to energy audits, project development, or other activities associated or related to the development of a project application or installation of qualified improvements shall be offered through the C-PACER program unless priced separately and open to purchase by the property owner from third parties.

16.50.050 C-PACER financing.

- A. C-PACER financing, under Chapter 36.165 RCW, is to be provided by capital providers through a financing agreement entered into with the owner of an eligible property to fund a qualified project.
- B. The C-PACER financing through a program established under this chapter may include:
 - 1. The cost of materials and labor necessary for installation or modification of a qualified improvement;
 - 2. Permit fees;
 - 3. Inspection fees;
 - 4. Financing or origination fees;
 - 5. Program application and administrative fees;
 - 6. Project development and engineering fees;
 - 7. Third-party review fees, including verification review fees;
 - 8. Capitalized interest;
 - 9. Interest reserves;
 - 10. Escrow for prepaid property taxes and insurance; or
- C. Any other fees or costs that may be incurred by the property owner incident to the installation, modification, or improvement on a specific or *pro rata* basis.
- D. Prior to entering into a financing agreement, the capital provider must receive written consent from every holder of a lien, mortgage, or security interest in the real property that will be subject to the assessment and C-PACER lien agreeing that the property may participate in the program and that the C-PACER lien will take precedence over all other liens except for a lien for taxes. Additionally, prior to entering into a financing agreement on an eligible property that is a multifamily residential property with five or more dwelling units, the Program Administrator must also receive written consent from any holder of affordable housing covenants, restrictions, or regulatory agreements in

the real property as a condition precedent to the participation in the program by the property agreeing that the property may participate in the program and that the C-PACER lien will take precedence over all other liens except for a lien for taxes.

- E. The proposed C-PACER financing for a qualified project may authorize the property owner to:
 - 1. Purchase directly the related equipment and materials for the installation or modification of a qualified improvement; and
 - 2. Contract directly, including through lease, power purchase agreement, or other service contract, for the installation or modification of a qualified improvement.

16.50.060 C-PACER lien.

- A. The C-PACER lien amount, plus any interest, penalties, and charges accrued or accruing on the C-PACER lien: (1) takes precedence over all other liens or encumbrances except a lien for taxes imposed by the state, a local government, or a junior taxing district on real property, which liens for taxes shall have priority over such C-PACER lien, provided existing mortgage holders, if any, have provided written consent described in WCC 16.50.050(C); and (2) is a first and prior lien, second only to a lien for taxes imposed by the state, a local government, or a junior taxing district against the real property on which the C-PACER lien is imposed, from the date on which the notice of the C-PACER lien is recorded until the C-PACER lien, interest, penalties, and charges accrued or accruing are paid.
- B. The C-PACER lien runs with the land, and that portion of the C-PACER lien that has not yet become due is not accelerated or eliminated by foreclosure of the C-PACER lien or any lien for taxes imposed by the state, a local government, or junior taxing district against the real property on which the C-PACER lien is imposed.
- C. Delinquent installments due on a C-PACER lien incur interest and penalties as specified in the financing agreement.
- D. After the C-PACER lien is recorded as provided in this chapter, the voluntary assessment and the C-PACER lien may not be contested on the basis that the improvement is not a qualified improvement or that the project is not a qualified project.

16.50.070 Application and review.

- A. A property owner and capital provider shall complete a project application and submit it to the program administrator for review.
- B. The project application shall require:
 - 1. An attestation by the property owner that the project is a “qualified improvement” as defined by WCC 16.50.020(N) and the program guidebook.
 - 2. For an existing building seeking improvements (a) where energy or water usage improvements are proposed, a certification by a licensed professional engineer or other professional listed in the guidebook, stating that the proposed qualified improvements will either result in more efficient use or conservation of energy or water, the reduction of greenhouse gas emissions, the addition of renewable sources of energy or water, or the reduction of lead in potable water; or (b) where resilience improvements are proposed, a certification by a licensed professional engineer stating that the qualified improvements will result in improved resilience and savings in insurance, improved property values, or other benefits sufficient to leverage financing of those improvements.
 - 3. For new construction, a certification by a licensed professional engineer or other professional listed in the guidebook stating that the proposed qualified improvements, individually, or acting as a whole, will enable the project to exceed the energy efficiency or water efficiency or renewable energy or resilience requirements of the current building code of the county.

- C. The Program Administrator shall review the application according to the application checklist solely to determine whether it is complete, proposes a “qualified improvement,” contains no errors on its face, and that all information is provided in the substance and form required by the application checklist. If so, the Program Administrator shall sign the checklist indicating that the project application is deemed approved. If a project application is incomplete and/or does not conform to the requirements of the application checklist, the program administrator shall inform the applicant as soon as practicable that the application is denied, the reasons for the denial, and any corrections that could make the application acceptable. If feasible, the applicant shall have an opportunity to correct the application. Any resubmitted C-PACER application previously determined incomplete, and therefore denied, shall be considered a new application subject to the submittal fee as set forth within the Whatcom County Unified Fee Schedule. C-PACER applications are required to be submitted as one complete package with all required materials, or the application will be denied on the basis of incompleteness.
- D. Upon approval of a project application, a property owner or capital provider shall provide the following completed forms to the Planning and Development Services Department, along with proof of signatory authority for all parties, for execution by the County Executive at least five business days prior to close of the C-PACER transaction, along with a requested date for recordation of the assessment agreement, notice of assessment interest and C-PACER lien, and assignment of notice of assessment and assessment agreement. Electronic signatures are acceptable on closing/recording documents, per Whatcom County Auditor standards.
- E. The County Auditor shall record in its real property records the assessment agreement, the notice of assessment interest and C-PACER lien, and the assignment of notice of assessment and assessment agreement. It is the responsibility of the applicant or lender to record the documents at the County Auditor’s office and pay any applicable recordation fees.
- F. For a property owner and capital provider whose project application is denied by the County’s Program Administrator, either party, or both, may request an adjudicative proceeding before the County’s Hearing Examiner, consistent with the County’s rules and subject to the applicable provisions of Washington’s Administrative Procedures Act, Chapter 34.05 RCW.

Commented [CES2]: Adding to establish a process, fee, and timeframe for resubmittal of denied applications.

16.50.080 Program guidebook.

- A. The C-PACER program shall be administered in accordance with the requirements contained in the program guidebook, adopted herein by reference and available through the Whatcom County Council office and online at www.whatcomcounty.us through an ordinance search. The program guidebook shall include:
1. A project application form, to be used by the property owner and capital provider.
 2. An application checklist, to be used by the program administrator to review and approve or disapprove an application.
 3. A form assessment agreement.
 4. A form notice of assessment interest and C-PACER lien.
 5. A form assignment of notice of assessment interest and assessment agreement.
 6. A statement that the period of the financing agreement will not exceed the useful life of the qualified project, or weighted average life if more than one qualified improvement is included in the qualified project.
 7. A description of the application and review process established under WCC 16.50.070.
 8. A statement explaining the lender consent requirement under the C-PACER Act.
 9. A statement explaining the requirements for qualifying as a capital provider for this program.
 10. A statement that the County has no liability as a result of the agreement and a statement that neither the County, its governing body, executives, or employees are personally liable as a result

of exercising any rights or responsibilities granted under this chapter, especially and including all actions related to, or arising from, administering the program.

11. A description of the marketing and participant educational services, if any, provided in support of the program.
- B. The program guidebook and forms may be updated by the Program Administrator without approval by the Whatcom County Council, so long as it complies with this chapter and Chapter 36.165 RCW.

16.50.090 Collection and enforcement.

- A. The assessment and C-PACER lien shall be assigned by the County to the capital provider at the close of any approved C-PACER financing by the County, as provided in RCW 36.165.050(3). The C-PACER lien, as assigned to the capital provider, shall maintain the same precedence and priority and characteristics set forth in WCC 16.50.060.
- B. Billing, collection and enforcement of delinquent C-PACER liens or C-PACER financing installment payments, including foreclosure, shall remain the responsibility of the capital provider.
- C. Pursuant to the assessment agreement, the C-PACER lien shall be solely enforced by the capital provider at any time after one year from the date of delinquency, and may be foreclosed in the same manner as a mortgage lien under Chapter 61.12 RCW, except that no sale of the property shall discharge or in any manner affect the priority of the C-PACER lien with respect to installments not yet due and payable at the time of sale, and no deficiency judgment may be sought by the capital provider with respect to any unpaid assessment at the time of sale. The participation of the County Sheriff in any such foreclosure action shall not be deemed in violation of, or inconsistent with, RCW 36.165.110 limiting the role of the County in the enforcement of a C-PACER lien.
- D. The capital provider may also pursue any other enforcement method authorized under Chapter 36.165 RCW, as it may be amended from time to time.

16.50.100 Fees.

An application fee as provided in the Unified Fee Schedule shall be paid to the County when the project application is submitted.

Upon approval of an application by property owner and a capital provider, and prior to recordation of documents for a C-PACER transaction, the parties shall pay a program fee as provided in the Unified Fee Schedule, as a good faith estimate of the costs of establishing and implementing the program, to the County to make the costs of the C-PACER program cost-neutral.

16.50.110 Enactment.

The provisions of this chapter are hereby declared to be severable and if any section, phrase or provision shall for any reason be declared by a court of competent jurisdiction to be invalid or unenforceable, such declaration shall not affect the validity or enforceability of the remainder of the sections, phrases and provisions hereof. All ordinances, orders, resolutions, and parts thereof in conflict herewith are to the extent of such conflict hereby repealed upon the effectiveness of this chapter. No provision of the Whatcom County Code or violation of any provision of the Whatcom County Code shall be deemed to impair the validity of this chapter or the instruments authorized by this chapter or to impair the security for or payment of the instruments authorized by this chapter; provided further, however, that the foregoing shall not be deemed to affect the availability of any other remedy or penalty for any violation of any provision of the Whatcom County Code. In the event and to the extent of a conflict between this chapter and Chapter 36.165 RCW, Chapter 36.165 RCW shall govern.

~~16.50.120 Effective date.~~

~~The ordinance codified in this chapter shall take effect 10 days after enactment. The County Planning and Development Services Department shall begin accepting applications for review no later than 90 days after the effective date.~~

Commented [CES3]: Don't need this, as it's already in effect. Effective dates belong in ordinances, not code.

16.50.130 No liability – No public funds.

- A. This chapter does not confer any right of action nor property interest upon any party to a C-PACER transaction against the County, and the County shall incur no liability for enacting this program, nor shall the County be liable or members of its governing body, executives, or employees be personally liable as a result of exercising any rights or responsibilities granted under this chapter.
- B. The County shall not enforce any privately financed debt under this chapter. The County shall not use public funds to fund or repay any loan between a capital provider and property owner. No section under this chapter shall be interpreted to pledge, offer, or encumber the full faith and credit of the County, nor shall the County or any local government within the county pledge, offer, or encumber its full faith and credit for any lien amount through a program.

~~16.50.140 Sunset clause.~~

~~The commercial property assessed clean energy and resiliency (C-PACER) program shall be dissolved 24 months after the effective date of this chapter, unless specifically extended by ordinance. The county council shall review the need to continue the C-PACER program four months prior to the sunset date.~~

Commented [CES4]: Deleting this would make the program permanent until Council acts to eliminate it.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-173

File ID:	AB2023-173	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	CStrong@co.whatcom.wa.us		
Department:	Planning and Development Services Department	File Type:	Discussion		
Assigned to:	Council Planning and Development Committee	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

Primary Contact Email: [Click here to enter text.](#)

TITLE FOR AGENDA ITEM:

Discussion of an ordinance adopting various minor amendments to Whatcom County Code Title 20, Zoning; Title 21, Land Division regulations, and; Title 22, Land Use and Development

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion of proposed amendments to WCC Titles 20 (Zoning), 21 (Land Division Regulations), and 22 (Land Use and Development). This is an annual “code scrub,” wherein Planning and Development Services proposes amendments to clarify code, fix inconsistencies and grammar, and modify or add minor policies. This year’s 15 proposed code amendments include six proposed minor policy changes regarding: minimum lot width and depth in the URM zone, reducing parking stall size to 9’ x 18’, add bicycle parking requirements, and allowing Transfer of Development Rights receiving areas in Urban Growth Areas (UGAs) only.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Report, Draft Ordinance, Exhibit A - Misc Code Amendments 2022

Whatcom County Planning & Development Services Staff Report

Miscellaneous Code Amendments 2022

I. Background Information

File # PLN2022-00003

File Name: Miscellaneous Code Amendments 2022

Applicants: Whatcom County Planning and Development Services (PDS)

Summary of Request: Proposed amendments to WCC Titles 20 (Zoning), 21 (Land Division Regulations), and 22 (Land Use and Development). This is an annual “code scrub,” wherein Planning and Development Services proposes amendments to clarify code, fix inconsistencies and grammar, and modify or add minor policies. This year’s 15 proposed code amendments include six proposed minor policy changes regarding: minimum lot width and depth in the URM zone, reducing parking stall size to 9’ x 18’, add bicycle parking requirements, and allowing Transfer of Development Rights receiving areas in Urban Growth Areas (UGAs) only. Please refer to Exhibit A (attached) where the proposed amendments and explanations are provided.

Location: Countywide.

Planning Commission Recommendation: Approve. The Planning Commission unanimously voted to recommend approval (holding back two additional suggestions for further study).

Staff Recommendation: Approve. The amendments are necessary to add clarity to development regulations and procedures, to keep the code up to date, and to fix some inconsistencies.

Background: Planning and Development Services annually proposes a series of code amendments to improve unclear wording or procedures, to correct errors or outdated text, or to amend certain policies to a small degree.

II. Code Amendments

The proposed code amendments are found in Exhibit A. Please refer to that attachment; explanations are provided therein.

III. Comprehensive Plan Evaluation

The proposed amendments are consistent with Comprehensive Plan’s Goal 2D to “Refine the regulatory system to ensure accomplishment of desired land use goals in a fair and equitable manner.”

IV. Findings of Fact and Reasons for Action

It is recommended the County Council adopt the following findings of fact and reasons for action:

1. Whatcom County Planning and Development Services has submitted an application to make various amendments to the Whatcom County Code (WCC) to make corrections, updates, and clarifications.

2. A determination of non-significance (DNS) was issued under the State Environmental Policy Act (SEPA) on November 14, 2022.
3. Notice of the subject amendment was submitted to the Washington State Department of Commerce on November 7, 2022, for their 60-day review. No comments were received.
4. The Planning Commission held a duly noticed public hearing on the proposed amendments on December 8, 2022.
5. The County Council held a duly noticed public hearing on the proposed amendments on [REDACTED], 2023.
6. The amendments are consistent with Comprehensive Plan Policy Goal 2D to “refine the regulatory system to ensure accomplishment of desired land use goals in a fair and equitable manner.”
7. In reference to Exhibit A, Amendment No. 1: The amendment to require written concurrence from agencies with jurisdiction regarding building heights around airports would gain concurrence from those agencies that the FAR Part 77 imaginary surfaces is being correctly interpreted by staff and applicants.
8. In reference to Exhibit A, Amendment No. 2: The amendments to fix inconsistencies regarding public utilities regulations would (1) allow publicly owned water storage tanks regardless of their purpose (not just fireflow) as a permitted use; and (2) place all rules regarding public utilities in one place (Chapter 20.82, Public Utilities).
9. In reference to Exhibit A, Amendment No. 3: The amendments to revise the definition of “non-industrial buildings” to include other non-industrial uses would allow additional types of non-industrial buildings, such as office buildings, to enjoy the same setbacks and buffers in the HII district as public uses, restaurants, and cafes currently do.
10. In reference to Exhibit A, Amendment No. 4: The amendments to add a definition of “self-service storage facility,” standardize the various terms used for this type of facility, and allow them in the LII district would standardize the regulation of such facilities and appropriately allow this use in the LII district (in addition to the STC, RGC, GC, and NC districts where they’re currently allowed).
11. In reference to Exhibit A, Amendment No. 5: The amendments to allow HVAC systems within front, rear, and side yard setbacks (subject to size limitations in the side yard so as not to impede access by emergency responders) would encourage the use of heat pumps and other modern HVAC systems, which are typically installed adjacent to structures.
12. In reference to Exhibit A, Amendment No. 6: The amendments to revise Table 20.22.254 (minimum lot width and depth) in URM zone would remove reliance on the little-used TDR program and base such measurements on whether public sewer and water are available.
13. In reference to Exhibit A, Amendment No. 7: The amendment to reduce parking stall size from 10 x 20’ to 9’ x 18’ would reduce impervious surfaces and adopt standards found in most jurisdictions.
14. In reference to Exhibit A, Amendment No. 8: The amendments to delete §20.42.163 would fix an inconsistency with an amendment Council made in 2022.
15. In reference to Exhibit A, Amendment No. 9: The amendments to add bicycle parking requirements help encourage and accommodate increased bicycle usage in Whatcom County, thus reducing carbon footprints.

16. In reference to Exhibit A, Amendment No. 10: The proposed amendments would standardize and simplify accessory dwelling unit language and regulations.
17. In reference to Exhibit A, Amendment No. 11: The amendments would add language authorizing the use and collection of securities—an already commonly used tool—to Whatcom County’s code.
18. In reference to Exhibit A, Amendment No. 12: The addition of §22.05.014 would clarify the obligations of property owners, occupants, and applicants for development activities.
19. In reference to Exhibit A, Amendment No. 13: The addition of §22.05.130(4) would clarify that exceeding permit review timeframes does not construe either approval or denial of a permit.
20. In reference to Exhibit A, Amendment No. 14: The amendments to Chapter 20.89 would, for the most part, simplify language, and amend policy in §20.89.050(2)(a) to limit TDR receiving areas to UGAs or cities, thus better protecting rural character by better concentrating density in cities and Urban Growth Areas.
21. In reference to Exhibit A, Amendment No. 15: Through Ordinance 2022-061 Council amended the language governing seasonal clearing activity limits in the Lake Whatcom Overlay Protection district (among other things). However, staff overlooked proposing the same amendments for the Water Resources Protection Overlay district. This amendment is aimed at fixing that oversight so as to make the language consistent for both districts.
22. In addition, many of the amendments shown in Exhibit A are solely to fix grammar and have more concise language.

V. Conclusions

1. The amendments are in the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

VI. Recommendation

Planning and Development Services recommends the Planning Commission forward the proposed amendments to the County Council with a recommendation of approval.

Attachments

1. Exhibit A – Proposed Code Amendments

PROPOSED BY: _____
INTRODUCTION DATE: _____

ORDINANCE NO. _____

ADOPTING VARIOUS MINOR AMENDMENTS TO WHATCOM COUNTY CODE TITLES 20 (ZONING), 21 (LAND DIVISION REGULATIONS) AND 22 (LAND USE AND DEVELOPMENT)

WHEREAS, The Council's 2022 docket includes item PLN2022-00003, "Review and revise the Whatcom County Zoning Code and other sections of the County Code to implement Comprehensive Plan policies and/or address issues identified in the administration of the codes. Revisions needed to achieve consistency with the Growth Management Act may also be considered."

WHEREAS, Whatcom County Planning and Development Services has proposed amendments to Whatcom County Code Titles 20 and 22 to fulfill this directive; and,

WHEREAS, The Whatcom County Council reviewed and considered Planning Commission recommendations, staff recommendations, and public comments on the proposed amendments; and

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

FINDINGS OF FACT

1. Whatcom County Planning and Development Services has submitted an application to make various amendments to the Whatcom County Code (WCC) to make corrections, updates, and clarifications.
2. A determination of non-significance (DNS) was issued under the State Environmental Policy Act (SEPA) on November 14, 2022.
3. Notice of the subject amendment was submitted to the Washington State Department of Commerce on November 7, 2022, for their 60-day review. No comments were received.
4. The Planning Commission held a duly noticed public hearing on the proposed amendments on December 8, 2022.
5. The County Council held a duly noticed public hearing on the proposed amendments on _____, 2023.
6. The amendments are consistent with Comprehensive Plan Policy Goal 2D to "refine the regulatory system to ensure accomplishment of desired land use goals in a fair and equitable manner."
7. In reference to Exhibit A, Amendment No. 1: The amendment to require written concurrence from agencies with jurisdiction regarding building heights around airports would gain concurrence from those agencies that the FAR Part 77 imaginary surfaces is being correctly interpreted by staff and applicants.
8. In reference to Exhibit A, Amendment No. 2: The amendments to fix inconsistencies regarding public utilities regulations would (1) allow publicly owned water storage tanks regardless of their purpose (not just fireflow) as a permitted use; and (2) place all rules regarding public utilities in one place (Chapter 20.82, Public Utilities).
9. In reference to Exhibit A, Amendment No. 3: The amendments to revise the definition of "non-industrial buildings" to include other non-industrial uses would allow additional types of non-

industrial buildings, such as office buildings, to enjoy the same setbacks and buffers in the HII district as public uses, restaurants, and cafes currently do.

10. In reference to Exhibit A, Amendment No. 4: The amendments to add a definition of “self-service storage facility,” standardize the various terms used for this type of facility, and allow them in the LII district would standardize the regulation of such facilities and appropriately allow this use in the LII district (in addition to the STC, RGC, GC, and NC districts where they’re currently allowed).
11. In reference to Exhibit A, Amendment No. 5: The amendments to allow HVAC systems within front, rear, and side yard setbacks (subject to size limitations in the side yard so as not to impede access by emergency responders) would encourage the use of heat pumps and other modern HVAC systems, which are typically installed adjacent to structures.
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13. In reference to Exhibit A, Amendment No. 7: The amendment to reduce parking stall size from 10 x 20’ to 9’ x 18’ would reduce impervious surfaces and adopt standards found in most jurisdictions.
14. In reference to Exhibit A, Amendment No. 8: The amendments to delete §20.42.163 would fix an inconsistency with an amendment Council made in 2022.
15. In reference to Exhibit A, Amendment No. 9: The amendments to add bicycle parking requirements help encourage and accommodate increased bicycle usage in Whatcom County, thus reducing carbon footprints.
16. In reference to Exhibit A, Amendment No. 10: The proposed amendments would standardize and simplify accessory dwelling unit language and regulations.
17. In reference to Exhibit A, Amendment No. 11: The amendments would add language authorizing the use and collection of securities—an already commonly used tool—to Whatcom County’s code.
18. In reference to Exhibit A, Amendment No. 12: The addition of §22.05.014 would clarify the obligations of property owners, occupants, and applicants for development activities.
19. In reference to Exhibit A, Amendment No. 13: The addition of §22.05.130(4) would clarify that exceeding permit review timeframes does not construe either approval or denial of a permit.
20. In reference to Exhibit A, Amendment No. 14: The amendments to Chapter 20.89 would, for the most part, simplify language, though amend policy in §20.89.050(2)(a) to limit TDR receiving areas to UGAs or cities, thus better protecting rural character by better concentrating density in cities and Urban Growth Areas.
21. In reference to Exhibit A, Amendment No. 15: Through Ordinance 2022-061 Council amended the language governing seasonal clearing activity limits in the Lake Whatcom Overlay Protection district (among other things). However, staff overlooked proposing the same amendments Water Resources Protection Overlay district. This amendment is aimed at fixing that oversight so as to make the language consistent for both districts.
22. In addition, many of the amendments shown in Exhibit A are solely to fix grammar and have more concise language.

CONCLUSIONS

1. The amendments to the development regulations are the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

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

Section 1. Amendments to the Whatcom County Code are hereby adopted as shown in Exhibit A.

Section 2. Staff is authorized to work with Code Publishing to correct and update any cross-references made ineffective by these amendments.

ADOPTED this _____ day of _____, 2023.

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

ATTEST:

Dana Brown-Davis, Council Clerk

Barry Buchanan, Council Chair

APPROVED as to form:

() Approved () Denied

Civil Deputy Prosecutor

Satpal Sidhu, Executive

Date: _____

Exhibit A: 2022 Miscellaneous Code Amendments

As recommended by Planning Commission, 12/8/22

1) Require written concurrence from agencies with jurisdiction regarding building heights around airports.

The lands around the airport have supplementary height limits, which are shown in the map of FAR Part 77 imaginary surfaces (Appendix H of the Comprehensive Plan). These height limits are lower near the runway and increase with distance from the flight paths (imagine the shape of stadium seating, though a bit more complicated). However, staff has difficulty in interpreting the map, and would like the airport administration and the Federal Aviation Administration (FAA) (i.e., agencies with jurisdiction) to weigh in on staffs' interpretation. Thus, we would like require that applicants submit their proposals to those agencies for review, and have their written interpretations and concurrence that the project will not hinder airport operations (and not just for variances, as currently required).

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.675 Height limitations surrounding airports.

- (1) No structure shall exceed the height of the imaginary surfaces defined in Federal Aviation Regulations (FAR) Part 77 around airports that have mapped such imaginary surfaces (airports that have mapped Part 77 imaginary surfaces are shown in Appendix H of the Whatcom County Comprehensive Plan). This restriction shall not apply to single-family residences and accessory structures that have a building height of 30 feet or less.

- (2) Applicants for permits within the area covered by the FAR Part 77 imaginary surfaces map shall provide correspondence from both the Federal Aviation Administration and an official representative of the airport providing their concurrence that the proposed development meets subsection (1) and will not create a hazard to air navigation.

- (3) The Hearing Examiner shall have the authority to grant a variance from the height limits of subsection (1) ~~of this section.~~

~~(2)(a)~~ The variance application shall be accompanied by: letters from both the Federal Aviation Administration and an official representative of the airport evaluating the effects of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace. If neither the Federal Aviation Administration or the official representative of the airport agency fails to respond within 45 days to a written request by the applicant to evaluate the proposal within 45 days, the variance application may be submitted without the evaluation(s) required by subsection (3) of this section.

- ~~(a) A letter from the Federal Aviation Administration evaluating the effects of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace; and
(b) A letter from an official representative of the airport evaluating the effects of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace.~~

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~~(c) If the Federal Aviation Administration or the official representative of the airport fails to respond within 45 days to a written request by the applicant to evaluate the proposal, the variance application may be submitted without the evaluation(s) required by subsection (3) of this section.~~

~~(d)(b)~~ The variance criteria of WCC 22.05.024 shall not apply. Such A-variances may be granted if the Hearing Examiner finds that:

- i. The strict application of the height limit will result in unnecessary hardship; and
- ii. The height proposed will not be contrary to the public interest and will not create a hazard to air navigation.

~~(e)(c)~~ No variance shall be granted that authorizes a use that is not allowed by the underlying zoning.

~~(3) The variance criteria of WCC 22.05.024 shall not apply.~~

2) Fix a few inconsistencies regarding public utilities regulations.

WCC 20.82.020 allows *publicly-owned fire flow* tanks under 50,000 gallons in volume and 12 feet or less in height as a Permitted Use; those over those limits require a Conditional Use Permit. However, the code is silent on water storage tanks meeting those limits but for purposes other than fire flow (e.g., drinking water). (Privately-owned tanks meeting those limits are allowed as an accessory use when a primary use is present.)

Staff doesn't know the reason these smaller tanks are allowed if they're for fire flow, but not allowed if they're for other uses. We would like to amend the code to allow *all* water storage tanks that do not exceed 50,000 gallons and are 12 feet or less in height as a Permitted Use, regardless of their purpose.

Additionally, all of our regulations regarding public utilities are generally found in Chapter 20.82 (though certain types—e.g., wireless communications facilities, wind energy systems, and pipelines—have additional regulations in Chapters 20.13, 20.14, and 20.81). §20.82.020 and 20.82.030, respectively, specify what types of utility infrastructure are permitted and conditional uses for all zones. However, only 3 zoning district regulations list public utilities as either permitted or conditional uses (essentially repeating what's found in Chapter 20.85), while the other 25 do not, which can lead to confusion. Staff would like to delete the listings of public utilities in these district regulations and rely on Chapter 20.82 as we do for the other zoning districts.

TITLE 20 ZONING

Chapter 20.82 Public Utilities

20.82.020 Permitted uses.

(...)

.023 Water storage tanks owned and operated by a public utility ~~for the sole purpose of providing required fire flow~~; provided, that the volumes do not exceed 50,000 gallons and height is not in excess of 12 feet above the ground level measured within 20 feet in all directions of the tank. A privately-owned water storage tank constructed ~~to provide fire flow~~ for a singular use or property and maintained by the property owner(s) is considered an accessory use to the primary permitted or conditionally permitted use that is to be protected by fire flow supplied from the tank and not subject to regulation as

a public utility; provided, the height does not exceed the maximum height allowed in the underlying zone.

(...)

Chapter 20.40 Agriculture (AG) District

20.40.150 Conditional Uses

(...)

~~156 Public utilities pursuant to WCC 20.82.020.~~

(...)

Chapter 20.59 Rural General Commercial (RGC) District

20.59.050 Permitted Uses

(...)

~~056 Public and community type uses.~~

~~(1) Public utilities, except broadcast towers, which require a conditional use permit pursuant to WCC 20.82.030(5), and water and sewer treatment plants, which require a conditional use permit pursuant to WCC 20.82.030(8).~~

(..., and renumber subsequent list)

Chapter 20.62 General Commercial (GC) District

20.62.050 Permitted Uses

(...)

~~061 Public utilities, except broadcast towers, which require a conditional use permit pursuant to WCC 20.82.030(5), and water and sewer treatment plants, which require a conditional use permit pursuant to WCC 20.82.030(8).~~

(...)

3) Revise the definition of “non-industrial buildings” to include other non-industrial uses.

The HII District has large setbacks (100') and buffers (100' – 660') so as to minimize impacts from heavy industrial uses on neighboring properties. However, it does allow smaller (30') LII setbacks for “non-industrial buildings” and “uses other than heavy industrial.” But the definition of “non-industrial buildings” (see below) is limited to public uses and restaurants; it doesn’t include other non-industrial uses allowed in the HII (e.g., office buildings). Requiring the large 100' setbacks for uses that don’t create the same types of impacts as heavy industrial uses doesn’t make sense in terms of impact reduction, and uses up more land. Therefore, staff would like to amend the definition of non-industrial buildings so as to make it broader. This will allow non-industrial uses in the HII district to apply the lesser LII setbacks.

TITLE 20 ZONING

Chapter 20.97 Definitions

20.97.272 Nonindustrial buildings.

"Nonindustrial buildings" means those buildings allowed within an Industrial District that house ~~those~~ uses ~~contained within the category of public uses, or the category of restaurants, cafes and cafeterias~~ other than industrial.

4) Add a definition of "self-service storage facility," standardize the various terms used for this type of facility, and allow them in the LII district.

Self-service storage facilities are allowed in several of our zones, but the terms used differ (see below table). Nor are the terms used defined, leading to confusion.

Staff would like to add a definition of "self-service storage facility" and standardize the various terms used for this type of facility. The proposed definition is taken from RCW 19.150.010(10), the definition section for the state regulations for this use.

POLICY CHANGE: Additionally, staff believes this type of use would be appropriate in the Light Impact Industrial and Heavy Impact Industrial districts, and propose to add them as Permitted Uses.

Term Used	Zoning District			
	STC	RGC	GC	NC
Mini-storages				
o totaling less than 2,500 square feet of floor area	P (20.61.052(1))			
o with less than 10,000 square feet of floor area	C (20.61.203)			
Mini storage facilities	Prohibited in PRSD (20.72.062)			
Rental storage establishments		P (20.59.052(1))	P (20.62.062)	
Commercial storage of personal recreational boats and trailers, recreational type vehicles and accompanying mini-storage; provided, that: (a) Security for the site shall be provided by the applicant; (b) No engine repairs or oil changes shall be made on the subject site; (c) Adequate water supply and wastewater disposal for washdown facilities shall be demonstrated by the applicant.				C (20.60.153(1))

TITLE 20 ZONING

Chapter 20.59 Rural General Commercial (RGC) District

20.59.050 Permitted uses.

Unless otherwise provided herein, permitted and conditional uses shall be administered pursuant to the applicable provisions of Chapter 20.80 WCC (Supplementary Requirements) and Chapter 22.05 WCC

(Project Permit Procedures). In a rural community designation, nonresidential uses listed below are permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses are permitted. Residential type uses listed below are permitted in rural community and rural business designations.

.052 Self-service storage facilities~~Storage and warehousing type uses.~~
~~(1) Rental storage establishments.~~

Chapter 20.60 Neighborhood Commercial Center (NC) District

20.60.150 Conditional uses.

In a rural community designation, uses listed below may be conditionally permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses listed below may be conditionally permitted. Unless otherwise provided herein, conditional uses shall be administered pursuant to the applicable provisions of Chapter 22.05 WCC (Project Permit Procedures), the Whatcom County SEPA Ordinance, the Official Whatcom County Subdivision Ordinance and the Whatcom County Shoreline Management Program.

(...)

.153 Self-service storage facilities for~~Storage and warehousing type uses.~~

~~Commercial storage of~~ personal recreational boats and trailers, recreational type vehicles, and accompanying ~~mini-storage equipment~~; provided, that:

~~(a)~~(1) Security for the site shall be provided by the applicant;

~~(b)~~(2) No engine repairs or oil changes shall be made on the subject site;

~~(2)~~(3) Adequate water supply and wastewater disposal for washdown facilities shall be demonstrated by the applicant.

(...)

Chapter 20.61 Small Town Commercial (STC) District

20.61.050 Permitted uses.

In a rural community designation, nonresidential uses listed below are permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses are permitted. Residential type uses listed below are permitted in rural community and rural business designations.

(...)

.052 Self-service storage facilities~~Storage and warehousing type uses.~~

~~(1) Mini-storages~~ totaling less than 2,500 square feet of floor area.

(...)

20.61.200 Conditional uses.

In a rural community designation, uses listed below may be conditionally permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses listed below may be conditionally permitted.

(...)

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.203 Self-service storage facilities~~Storage and warehousing type uses.~~
~~(1) Mini storage with~~totaling less than 10,000 square feet of floor area.
(...)

Chapter 20.62 General Commercial (GC) District

20.62.050 Permitted uses.

Unless otherwise provided herein, permitted and conditional uses shall be administered pursuant to the applicable provisions of Chapter 20.80 WCC (Supplementary Requirements) and Chapter 22.05 WCC (Project Permit Procedures), the Whatcom County SEPA Ordinance, the Whatcom County Subdivision Ordinance and the Whatcom County Shoreline Management Program.

(...)

.062 Self-service storage facilities~~Rental storage establishments.~~

(...)

Chapter 20.66 Light Impact Industrial (LII) District

20.66.050 Permitted uses.

Unless otherwise provided herein, permitted and accessory uses shall be administered pursuant to the applicable provisions of Chapters 16.08 WCC (SEPA), 20.80 WCC (Supplementary Requirements) and 22.05 WCC (Project Permit Procedures), and WCC Titles 21 (Land Division Regulations) and 23 (Shoreline Management Program).

(...)

.096 Self-service storage facilities

(...)

Chapter 20.68 Heavy Impact Industrial (HII) District

20.68.050 Permitted uses.

Unless otherwise provided herein, permitted and accessory uses shall be administered pursuant to the applicable provisions of Chapters 16.08 WCC (SEPA), 20.80 WCC (Supplementary Requirements) and 22.05 WCC (Project Permit Procedures), and WCC Titles 21 (Land Division Regulations) and 23 (Shoreline Management Program). The purpose of the SIC numbers listed within this chapter is to adopt by reference other activities similar in nature to the use identified herein. (Policies of the subarea Comprehensive Plan may preclude certain permitted uses to occur in particular subareas. Please refer to the policies of the applicable subarea plan to determine the appropriateness of a land use activity listed below.)

(...)

.110 Self-service storage facilities

(...)

Chapter 20.72 Point Roberts Special District

20.72.200 Prohibited uses.

In addition to the uses prohibited in the underlying zone districts, the following uses are prohibited:

(...)

.204 The following uses are prohibited in the Small Town Commercial Zone District:

(...)

(1) ~~Mini-Self-service~~ storage facilities.

(...)

Chapter 20.97 Definitions

20.97.361.1 Self-service storage facility.

"Self-service storage facility" means any real property designed and used for the purpose of renting or leasing individual storage space to occupants who are to have access to the space for the purpose of storing and removing personal property on a self-service basis, but does not include a garage or other storage area in a private residence, nor storage of imported vehicles awaiting customs clearance. No occupant may use a self-service storage facility for residential purposes.

5) Allow HVAC systems within front, rear, and side yard setbacks.

So as not to impede access for firefighters, most obstacles are not allowed in sideyard setbacks, though there are a few exceptions (see §20.80.220, below). But with heat pumps becoming more common and smaller in size, staff believes they and other HVAC equipment should be included in the list of exceptions (subject to size limitations in the side yard, per the Fire Marshall). Thus, staff is proposing the following amendments:

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.220 Use of setback areas.

All setback measurements are minimum requirements. All front yard and rear yard setback areas shall be open from side-to-side of the lot except as otherwise provided by the following:

(1) Front Yards.

(a) Appurtenances, including but not limited to: uncovered patios and decks less than 30 inches in height; driveways and walkways; pools and other recreation equipment; utilities, including HVAC equipment, septic systems, and propane tanks with fuel capacities up to 500 gallons; and fences, walls, and vegetative hedges up to four feet in height may be placed in this front yard setback area subject to the limitations of WCC 20.80.210(3) (Vision Clearance); and provided, that:

(i) The location of propane tanks with fuel capacities up to 500 gallons is restricted to the rear ~~50%-percent~~ of front yard setbacks. All such propane tanks shall be:

- (A) Inspected and approved by the Whatcom County fire marshal for compliance with the most currently adopted International Fire Code and, when required by the fire marshal, isolated from other uses by a noncombustible wall or fence; and
- (B) Screening by a fence or with shrub vegetation planted to a minimum height of six inches above the top surface of the propane tank is encouraged.
- (b) Signs approved for use in a front yard area shall be subject to the limitations of WCC 20.80.410 and/or WCC 20.80.215 as applicable.
- (c) Outside of urban growth areas fences, walls, and vegetative hedges up to a maximum of six feet in height may be located within the front yard setback area subject to the limitations of WCC 20.80.210(3) (Vision Clearance).
- (2) Rear Yards. Uncovered patios, driveways, walkways, vegetation, pools, HVAC equipment placed adjacent to the primary structure and extending no more than 3 feet into the rear yard, recreation equipment, open parking spaces, fences and walls up to seven feet in height, and structures housing accessory uses in Urban Residential, Residential Rural, Rural and Agricultural Zone Districts may be placed in the rear yard; provided, that an open space of at least eight feet is maintained between any structure housing such accessory use and any other building on that lot.
- (3) Side yards must be kept open; provided, that uncovered patios and decks less than 30 inches in height; driveways, walkways, and parking areas; pools and other recreational equipment; HVAC equipment placed adjacent to the primary structure and extending no more than 3 feet into the side yard; and fences, walls, and vegetative hedges up to seven feet in height may be placed in the side yard.

6) (POLICY CHANGE) Revise minimum lot width and depth in URM zone.

In the URM District, Table 20.22.254 (minimum lot width and depth) only accounts for lots participating in the Transfer of Development Rights (TDR) program (which is rarely, if ever, used); it doesn't account for lots not using TDR, of which there are many.

Thus, staff proposes to delete "and TDRs" from the table. Regardless of whether there are TDR credits, if the development does not have public water and sewer, then the listed lot width and depth dimensions are adequate; if the proposal has public water and public sewer, the lots can be narrower/smaller. However, they should not be 0' or N/A as listed; otherwise we could get unworkable lots. Thus, staff is proposing to use the lot width standards of the UR zone when developed at 6 units per acre, the most likely density to be applied in the URM zone when sewer and water are available.

TITLE 20 ZONING

Chapter 20.22 Urban Residential – Medium Density (URM) District

20.22.254 Minimum lot width and depth.

District	Width at Street Line*		Width at Bldg. Line	Minimum Mean Depth
	Conventional	Cluster		
URM: all districts without public sewer and water and transferable development rights (TDRs)	300'	70'	80'	<u>100'</u>

District	Width at Street Line*		Width at Bldg. Line	Minimum Mean Depth
	Conventional	Cluster		
URM: with public sewer and water and transferable development rights (TDRs)	N/A 25'	N/A 25'	N/A 40'	N/A 50'

* The "Width at Street Line" standards do not apply to lots being modified through boundary line adjustment (BLA), subject to WCC [21.03.060](#)(2)(f).

7) (POLICY CHANGE) Reduce parking stall size to 9' x 18'.

Our current parking stall size is 10' x 20'. However, the most common size requirement in most codes these days is 9' x 18' (e.g., Bellingham) or smaller (e.g., Skagit County's is 8-1/2 x 17; Snohomish County's is 8' x 16'). Staff proposes to reduce our standard parking stall size to 9' x 18', so as to reduce impervious surfaces. This size would accommodate most modern vehicles, though applicants anticipating most of these clients to be driving larger vehicles (e.g., large personal trucks) could still provide larger spaces. This change in stall size would also require that we amend the Off-Street Parking Diagram, as shown below. For some reason this table and diagram currently follow §20.80.515, but we'll insert them to appropriately follow §20.80.510.

If Council supports this size reduction, the minor variance allowance to reduce parking stalls to this size would no longer be needed, so staff would also recommend replacing 22.05.024(2)(a)(ii) with a reference to the minor variance allowance for critical area buffer reduction (of 25-50%) that Council approved in the recent Shoreline Management Program Periodic Update.

TITLE 20 ZONING

Chapter 20.51 Lake Whatcom Watershed Overlay District

20.51.360 Parking space dimensions.

A standard parking space shall have the rectangular dimensions of ~~9~~10 feet in width and ~~18~~20 feet in length; provided, that for any parking area of six or more spaces, ~~50%-percent~~ of all spaces may have the rectangular dimensions of ~~eight~~8 feet in width and 15 feet in length; and further provided, that these spaces are marked for use by compact automobiles. Except in single-family residential areas, all dimensions shall be exclusive of driveways, aisles, and other circulation areas required under WCC 20.80.560 ~~et seq~~ and 20.80.570.

Chapter 20.71 Water Resource Protection Overlay District

20.71.601 Parking space dimensions.

A standard parking space shall have the rectangular dimensions of ~~9~~10 feet in width and ~~18~~20 feet in length; provided, that for any parking area of six or more spaces, ~~50%-percent~~ of all spaces may have the rectangular dimensions of ~~eight~~8 feet in width and 15 feet in length; and further provided, that these spaces are marked for use by compact automobiles. Except in single-family residential areas, all dimensions shall be exclusive of driveways, aisles, and other circulation areas required under WCC 20.80.560 ~~et seq~~ and 20.80.570.

Chapter 20.80 Supplementary Requirements

20.80.500 Off-street parking and loading requirements.
(...)

20.80.510 Parking space dimensions.

- (1) A parking space shall have minimum rectangular dimensions of not less than ~~10-9~~ feet in width and ~~20-18~~ feet in length; provided, however, that for any parking area of 12 or more spaces, 35% percent of all spaces may have minimum rectangular dimensions of not less than ~~eight-8~~ feet in width and 15 feet in length; provided, that these spaces are marked for use by compact automobiles. All dimensions shall be exclusive of driveways, aisles, and other circulation areas. The number of required off-street parking spaces is established in WCC 20.80.580.
- (2) The following Off-Street Parking Diagram indicates the dimensions necessary to achieve the dimensions of subsection (1) at various angles. Note that:
- (a) If a parking lot section is designated for compact vehicles the stall may be 8 feet x 15 feet for a 90° parking angle.
 - (b) Stalls should be larger for commercial vehicle parking.
 - (c) Applicant may provide larger spaces to accommodate their customers/tenants that have larger personal vehicles.
 - (d) Bumper overhang should be considered in placing lighting, railings, etc. These appurtenances should be placed beyond dimension "I" in the diagram.
 - (e) Only 2-way traffic should be used with 90° parking angles.

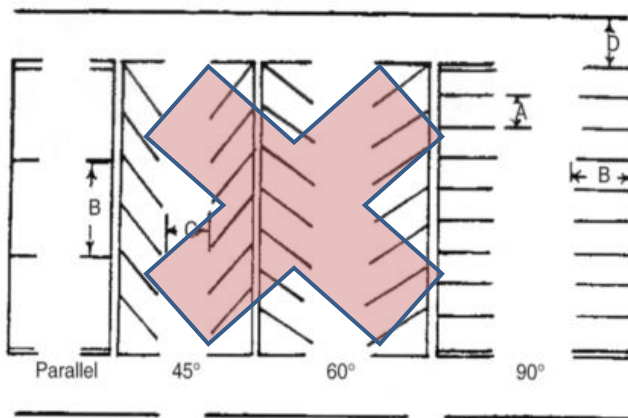
Off-Street Parking Diagram

Dimension	Diagram Location	Parking Angle
-----------	------------------	---------------

		45°	60°	75°	90°
Stall width, parallel to aisle	A	12.5	10.5	9.2	9.0
Stall length of line	B	27.6	23.6	21.0	18.0
Stall depth to wall	C	19.4	20.3	20.0	18.0
Aisle width between stall lines	D	12.1	12.8	23.0	20.0
Stall depth, interior	E	16.4	18.0	19.0	18.0
Module, wall to interior	F	47.9	55.1	62.0	63.0
Module, interior	G	44.9	53.1	61.0	63.0
Module, interior to curb face	H	45.9	52.5	59.4	60.0
Module, interior to curb face	I	2.0	2.3	2.5	2.5
Offset	J	6.6	2.5	0.7	0
Setback	K	13.1	9.2	4.9	0
Cross aisle, one-way	L	14.1	14.1	14.1	14.1
Cross aisle, two-way	M	20.0	20.0	20.0	20.0

20.80.515 Loading space requirements and dimensions.
(...)

Off-Street Parking Diagram



Off-Street Parking Dimensional Table

	45 Degrees	60 Degrees	90 Degrees	Parallel
A = width of parking space	10'	10'	10'	10'
B = length of parking space	20'	20'	20'	25'
C = width of driveway aisle	13'	18'	25'	12'
D = width of access driveway	14'	14'	14'	14'

Off-Street Parking Dimensional Table				
	45	60	90	
	Degrees	Degrees	Degrees	Parallel
D = width of 2-way access driveway	24'	24'	24'	24'

20.80.560 Width of aisles.

One-way aisles serving individual parking spaces shall be not less than 25 feet wide for 90-degree parking, 12 feet wide for parallel parking, 18 feet for 60-degree parking, and 13 feet for 45-degree parking.

20.80.570 Circulation.

The entrances and exits to the parking area shall be clearly marked. Interior vehicular circulation by way of access roads shall maintain the following minimum standards: For one-way traffic, the minimum width of 14.1 feet. Access roads for two-way traffic shall have a minimum width of 20.4 feet. Parking areas having more than one aisle or driveway shall have directional signs or markings in each aisle or driveway.

20.80.590 General interpretations.

In the interpretation of this section 20.80.500, et seq., the following rules shall govern:

- (1) Parking spaces for other permitted or conditional uses not listed in this section shall be determined by the Director or Hearing Examiner, whichever has jurisdiction for the permit applied for where a land use permit is required and by the zoning administrator for other permitted uses.
- (2) Fractional numbers shall be increased to the next whole number.
- (3) Where there is an adequate public transit system or where for any other reason parking requirements are unusually low, the parking space provisions cited above may be reduced proportionately by the zoning administrator decision maker with jurisdiction.
- (4) In portions of a lot devoted exclusively to the smaller spaces marked for use by small cars, aisle width may be reduced to 20 feet for 90-degree parking; to 15 feet for 60-degree parking; and to 12 feet for 45-degree parking.

Title 22 LAND USE AND DEVELOPMENT

Chapter 22.05 Project Permit Procedures

22.05.024 Variances.

(...)

- (2) There are two types of variances: Minor and Major Variances.
 - (a) Minor variances include those that are unlikely to have impacts on surrounding properties or people or need to be processed more rapidly to meet federal time frames. These shall be limited to variances for:
 - (i) A reduction of up to 10% percent of a front yard setback;
 - (ii) A reduction in parking stall dimensions down to nine feet by 18 feet. Minor variances for reduction of critical area buffers pursuant to WCC 16.16.273.

Commented [CES1]: Council has already approved this section in the CAO; we're just listing it here.

- (iii) The following personal wireless service facilities: Small wireless facilities, provided that a variance shall not be granted that would alter the dimensional, bulk, numerical, or other criteria in the definition of small wireless facility in WCC 20.13.

- (b) Major variances include all other variances.

(...)

8) Fix conflicting permitting requirement for clearing in the Rural Forestry district.

In early 2022, through the 2021 Miscellaneous Code Amendments, Council changed the permitting requirement for “alteration or removal of more than 20% of the lot area” from a Conditional Use Permit (CUP) to a Variance in:

20.42.455 Forestland retention.

No more than 20% of a lot’s area shall be permanently altered or removed from the production of forest products, unless authorized by a variance (WCC 22.05.024) or as a planned unit development (Chapter 20.85 WCC), in which case no more than 35% of the lot’s area shall be permanently altered or removed from the production of forest products.

Unfortunately, staff didn’t realize that the same requirement for a CUP was doubly listed in §20.42.163. Staff would like to rectify these conflicting requirements by deleting §20.42.163.

TITLE 20 ZONING

Chapter 20.42 Rural Forestry (RF) District

20.42.150 Conditional uses.

The conditional uses listed herein shall be administered pursuant to the applicable provisions of Chapters 16.08 WCC (SEPA), 20.80 WCC (Supplementary Requirements) and 22.05 WCC (Project Permit Procedures), and WCC Titles 21 (Land Division Regulations) and 23 (Shoreline Management Program).

(...)

~~163 The permanent alteration or removal of more than 20 percent of the lot area, excluding natural meadows, bogs, surface waters, and rock outcrops, from the production of forest products when not otherwise authorized by WCC 20.42.450.~~

9) (POLICY CHANGE) Add Bicycle Parking Requirements

The Council's Bicycle/Pedestrian Advisory Committee (BPAC) requests that the Council adopt bicycle parking facility requirements so as to encourage and accommodate increased bicycle usage, thus reducing carbon footprints. The BPAC endorsed the below language in December 2021.

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.580 Parking space requirements.

For the purpose of this ordinance, the following parking space requirements shall apply (See also WCC 20.97.140), though may be reduced pursuant to WCC 20.80.527(2)(c):

...

20.80.527 Bicycle Parking Facilities.

- (1) Bicycle parking facilities shall be provided in all development pursuant to and as identified in WCC 20.80.505 (General Requirements), except for single-family and two-family residential dwellings and agricultural uses.
- (2) Each development shall provide a number of bicycle parking spaces in accordance with the following:
 - (a) Short-Term Bicycle Parking. If a land use or development project is anticipated to generate visitor traffic, the project must provide permanently anchored bicycle racks within 100 feet of the visitor's entrance. To enhance security and visibility, the bicycle racks shall be readily visible to passersby. The bicycle capacity of the racks must equal an amount equivalent to 5% of all required off-street vehicle parking, as identified in WCC 20.80.580 (Parking Space Requirements) and WCC 20.80.590 (General Interpretations). There shall be a minimum of one rack with capacity for two bicycles.
 - (b) Long-Term Bicycle Parking. Buildings with over 10 tenant-occupants (e.g., multifamily tenants and/or business owners and employees) shall provide secure bicycle parking for 5% of all required off-street vehicle parking spaces, as identified in WCC 20.80.580 (Parking Space Requirements) and WCC 20.80.590 (General Interpretations). There shall be a minimum of one long-term bicycle parking space. Acceptable parking facilities shall be convenient from the street and include one or a combination of the following:
 - (i) Covered, lockable enclosures with permanently anchored racks for bicycles.
 - (ii) Lockable bicycle rooms with permanently anchored racks.
 - (iii) Lockable, permanently anchored bicycle lockers.
 - (iv) In the case of multi-family residential development, a standard garage is sufficient, if available.
 - (c) Reduction of Vehicular Parking Spaces. The number of vehicular parking spaces required by WCC 20.80.580 may be reduced by the number of bicycle parking spaces required by subsections (a) and/or (b), though may not be reduced by more than that required even if the applicant provides additional bicycle parking spaces.

- (3) Bicycle racks. Required bicycle parking may be provided in floor, wall, or ceiling racks. Where required bicycle parking is provided with racks, the racks must meet the following requirements:
- (a) The bicycle frame and one wheel can be locked to the rack with a high-security U-shaped shackle lock if both wheels are left on the bicycle.
 - (b) A bicycle of 6 feet in length can be securely held with its frame supported so that the bicycle cannot be pushed or fall in a manner that will damage the wheels or components.
- (4) Parking and maneuvering areas.
- (a) Bicycle parking facilities shall be installed in such a way as to not impede pedestrian or vehicular movement.
 - (b) Each required bicycle parking space must be accessible without moving another bicycle. There must be an aisle at least 5 feet wide adjacent to all required bicycle parking to allow room for bicycle maneuvering. Where the bicycle parking is adjacent to a sidewalk, the maneuvering area may extend into the right-of-way. The area devoted to bicycle parking must be hard surfaced.
 - (c) If required bicycle parking is not visible from the street or main building entrance, a durable sign must be posted at the main building entrance indicating the location of the bicycle parking.

Chapter 20.97 Definitions

20.97.140 Floor area of a nonresidential building.

"Floor area of a nonresidential building" (to be used in calculating parking requirements) means the floor areas of the specified use excluding stairs, washrooms, elevator shafts, maintenance shafts and rooms, storage spaces, display windows, long-term bicycle parking areas, and similar areas.

10) Standardize and Simplify Accessory Dwelling Unit Language & Regulations

Accessory dwelling units (ADU) are allowed in 12 of our zones, and each zone chapter contains standards for under what circumstances they're allowed, as well as design and other standards. There are 13 standards in most zones (though one or two fewer in a few zones), each reading almost identically. Staff proposes to move, combine, standardize, and correct the grammar of all these separate sections into one section in Chapter 20.80. Staff is not proposing to change the standards, only make them easier to find and understand.

TITLE 20 ZONING

Chapter 20.97 Definitions

~~20.97.003 Accessory apartment.~~

~~"Accessory apartment" means a separate complete residential unit designed for occupancy by a family. It is substantially contained within the contiguous structure or attached garage of a single family residence and there is internal access between the units; provided, however, that a detached garage whose foundation is 10 feet or less from the single family residence is permitted as an accessory~~

~~apartment. For structures further than 10 feet apart, a covered or enclosed breezeway does not constitute an approved access.~~

~~20.97.097 Detached accessory dwelling unit.~~

~~“Detached accessory dwelling unit” means a separate and complete dwelling unit not attached in any way to the main or existing dwelling unit; designed for occupancy by a family.~~

20.97.003 Accessory Dwelling Unit.

An accessory dwelling unit (ADU) is a smaller, independent residential dwelling unit located on the same lot as a stand-alone (i.e., detached) single-family home. ADUs go by many different names, including accessory apartments, secondary suites, and granny flats. ADUs can be converted portions of existing homes (i.e., internal ADUs), additions to new or existing homes with at least one shared wall (i.e., attached ADUs), or new stand-alone (i.e., no shared walls) accessory structures or converted portions of existing stand-alone accessory structures (i.e., detached ADUs).

Chapter 20.80 Supplementary Requirements

20.80.910 Accessory Dwelling Units – Standards.

Where allowed in the zoning district, all accessory dwelling units shall comply with the following standards and restrictions:

- (1) In addition to an existing or permitted dwelling, there shall be no more than one accessory dwelling unit per lot;
- (2) The owner(s) of the lot upon which the accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;
- (3) Minimum Lot Size. In the districts where accessory dwelling units are allowed:
 - (a) For attached accessory dwelling units there is no minimum lot size, except in the Lake Whatcom Watershed Overlay district as provided in subsection (c) and the Rural Residential-Island district as provided in subsection (d).
 - (b) For detached accessory dwelling units the minimum lot size shall be 4.5 acres unless the parcel is large enough to accommodate two dwelling units consistent with the gross density of the underlying zoning district; except:
 - (i) In the urban zones (UR, URM, and UR-MX) there is no minimum lot size.
 - (ii) In the Agriculture district the minimum lot size for a detached accessory dwelling unit is 40 acres;
 - (iii) In the Rural Forestry district the minimum lot size for a detached accessory dwelling unit is 20 acres.
 - (iv) In the Lake Whatcom Watershed Overlay district as provided in subsection (c).
 - (v) In the Rural Residential-Island district as provided in subsection (d).
 - (c) In the Lake Whatcom Watershed Overlay district the minimum lot size for any accessory dwelling unit is 10 acres, unless the underlying zoning district is Rural Forestry, in which case the minimum lot size is 40 acres.

(d) In the Rural Residential-Island district the minimum lot size for attached ~~any~~ accessory dwelling units is 4.5 acres, and for detached accessory dwelling units the minimum lot size is 10 acres.

Table 20.80.910(3) Minimum Lot Size Required for an ADU

District	Attached ADUs	Detached ADUs
UR	N/A	N/A
URM	N/A	N/A
UR-MX	N/A	N/A
RR	N/A	4.5 ac
RR-I	N/A 4.5 ac	4.5 10 ac
R	N/A	4.5 ac
TZ	N/A	4.5 ac
AG	N/A	40 ac
RF	N/A	20 ac
STC	N/A	4.5 ac
RC	N/A	4.5 ac
LWWO	10 ac; 40 ac if underlying district is RF	

(4) Because when a subdivision is platted, roads and certain utilities (water, septic, sewer) are sized for the proposed number of lots and do not account for accessory dwelling units:

(a) Accessory dwelling units shall be prohibited in all subdivisions (both long and short plats) unless the plat received preliminary plat approval after January 25, 1994, and specific lots are designating on the face of the final plat as allowing accessory dwelling units.

(b) In no case shall an accessory dwelling unit be permitted in a reserve tract within plats created through the cluster subdivision method.

(5) Design and Construction.

(a) Accessory dwelling units shall be clearly subordinate to the primary residence;

(b) The maximum size of an accessory dwelling unit shall not exceed 1,248 square feet in floor area; except, when the Density Credit Program (WCC Chapter 20.91) is used, the size may be increased to a maximum of 1,748 square feet;

(c) Only one access point off of a public road shall be allowed to serve both the primary residential unit and any accessory dwelling unit;

(d) Accessory dwelling units shall be located so as to minimize visual impacts to adjacent properties and public rights-of-way, with location in immediate proximity to the primary residence being preferred. Location closer to property lines than to the primary residence may be considered when such location serves the goal of reducing overall visual impacts to public rights-of-way and adjacent properties, and such location still meets the setback requirements of WCC Chapter 20.80.

(i) There shall be only one front entrance visible from the front yard and street for houses with attached accessory dwelling units and only one additional entrance visible from the front yard for detached accessory dwelling units;

(ii) To minimize visual impacts fencing and/or landscaping to screen the unit from public rights-of-way and/or adjacent properties may be required;

- (e) In the Agriculture district detached accessory dwelling units shall be located within the farmstead cluster and comply with siting criteria found in WCC 20.80.255.
- (6) Prior to building permit issuance, the owner shall record with the Whatcom County Auditor a deed restriction stating:
 - (a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning district allows such a land division; and,
 - (b) The owner(s) of the lot upon which the accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot.

Chapter 20.20 Urban Residential (UR) District

20.20.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

~~.132 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910. to single family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~

- ~~(7) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(8) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
- ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
- ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(9) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~
- ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
- ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(10) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(11) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.22 Urban Residential – Medium Density (URM) District

20.22.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~

- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(11) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.24 Urban Residential Mixed (UR-MX) District

20.24.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.133 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910,~~
~~to single family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:~~
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
 - ~~(a) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(10) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~
 - ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
 - ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(11) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual~~

impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;
(12) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).

...

Chapter 20.32 Residential Rural (RR) District

20.32.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

.132 Accessory ~~apartments or detached accessory dwelling units, when consistent with WCC 20.80.910.~~
~~to single-family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single-family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~

- ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
- ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~
- ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
- ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(12) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.34 Rural Residential-Island (RR-I) District

20.34.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.132 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910. to single family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~

- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) The minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed on Lummi Island, only under the following circumstances:
 - ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
 - ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~~~
- ~~(12) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.36 Rural (R) District

20.36.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

~~.132 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~

- ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
- ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(12) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.37 Point Roberts Transitional Zone (TZ) District

20.37.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.132 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910 to single family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:~~

- ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
- ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
- ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(10) The minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;~~
- ~~(12) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC);~~

...

Chapter 20.40 Agriculture (AG) District

20.40.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.133 An accessory apartment or a detached accessory dwelling units, when consistent with WCC 20.80.910, to a single family dwelling; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) Accessory apartments and detached accessory units shall be located within the farmstead cluster and comply with siting criteria found in WCC 20.80.255;~~

- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) In no case shall an accessory apartment or detached dwelling unit be larger than 1,248 square feet in floor area;~~
- ~~(7) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(8) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(9) The minimum lot size for detached accessory units shall be on a lot of record no less than 40 acres;~~
- ~~(10) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;~~
- ~~(11) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC);~~
- ~~(12) A right to farm ordinance disclosure statement shall be signed and recorded with the Whatcom County auditor by the current and subsequent occupants of the primary and accessory dwelling unit or apartment.~~

...

Chapter 20.42 Rural Forestry (RF) District

20.42.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single-family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single-family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~

- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) In no case shall an accessory apartment or detached dwelling unit be larger than 1,248 square feet in floor area;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 20 acres;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single-family dwellings are allowed within the Lake Whatcom watershed only under the following circumstances:
 - ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
 - ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~~~
- ~~(12) Detached accessory units shall be located closer to the primary unit than to any adjoining property line unless site constraints require location closer to the property line. If an accessory unit is located closer to an adjacent property line than to the primary dwelling or within 50 feet of an adjoining property, the applicant must provide a statement of non-objection from the adjacent property owner and must screen the unit to minimize visual impacts;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with the Washington Administrative Code (WAC).~~

Chapter 20.61 Small Town Commercial (STC) District

20.61.150 Administrative approval uses.

In a rural community designation, uses listed in this section may be administratively permitted pursuant to WCC 22.05.028 if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation, all uses listed in this section may be administratively permitted.

The zoning administrator may administratively permit other uses similar in nature to the permitted uses listed in WCC 20.61.050 or this section that the zoning administrator determines to be consistent with

the purpose and intent of the district, have similar effects on surrounding land uses, and can meet the performance standards for this district.

...

.153 Residential type uses.

- (1) ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following requirements are met:~~
- ~~(a) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
 - ~~(b) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
 - ~~(c) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
 - ~~(d) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
 - ~~(e) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
 - ~~(f) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
 - ~~(g) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:~~
 - ~~(i) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(ii) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(iii) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~
 - ~~(h) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
 - ~~(i) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
 - ~~(i) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(ii) One of the dwellings must be the primary domicile of the owner.~~

Chapter 20.64 Resort Commercial (RC) District

20.64.130 Administrative approval uses.

In a rural community designation, uses listed in this section may be administratively permitted pursuant to WCC 22.05.028 if a use of the same type existed in that same rural community designation on July 1,

1990, per WCC 20.80.100(1). In a rural business designation, all uses listed in this section may be administratively permitted.

The zoning administrator may administratively permit other uses similar in nature to the permitted uses listed in WCC 20.64.050 or this section that the zoning administrator determines to be consistent with the purpose and intent of the district, have similar effects on surrounding land uses, and can meet the performance standards for this district.

.132 Accessory ~~apartments or detached accessory~~ dwelling units, when consistent with WCC 20.80.910. ~~to single-family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single-family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~

- ~~(11) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(12) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

11) Add Language Authorizing Securities

The use of financial sureties (assignment of funds, bonds, letters of credit, etc.) is a common mechanism used by the County (and other jurisdictions) to ensure that conditions are complied with and promised work is performed. And while there are numerous sections of code that require such sureties, there isn't an underlying regulation that authorizes their use. Therefore, staff proposes to add the below to Title 22 (Land Use and Development) and references to it throughout the code where securities are mentioned.

TITLE 22 LAND USE AND DEVELOPMENT

Chapter 22.05 Project Permit Procedures

22.05.134 Security Mechanisms.

- (1) This section is applicable to securities required by Planning and Development Services and the codes over which it has jurisdiction; those required by Public Works are governed by the Whatcom County Development Standards.
- (2) In approving any permit application, the decision maker may require the posting of financial securities, in a form acceptable to the County's attorney, to ensure compliance with any code requirements or conditions imposed, including but not limited to the construction of improvements, environmental mitigation or improvements, installation of landscaping, the adherence to County standards, and/or maintenance, repair, or replacement of such improvements.
- (3) The County may accept any of the following: bonds, letters of credit from an insured bank, a secured account with an insured bank, or a cash deposit. Other forms of security may be accepted if approved by the County's attorney.
- (4) Performance Securities.
- (a) Except as provided in Subsection (c):
- (i) A performance security shall be provided to guarantee that a site can be closed and/or winterized if necessary, or that measures can be taken by the County to respond to weather-related emergencies.
- (ii) In lieu of installing improvements or a condition of a permit, an applicant may propose to post a security to ensure completion of any improvements for which construction plans have been approved. Said improvements shall be installed within one year of final project

- permit approval. An extension not to exceed one year may be approved upon extension of the security or submission of a new one.
- (iii) A performance security may be required to cover the cost of installing any systemwide improvements that an applicant has agreed to install as part of his project where the lack of installation would cause the system to fail or not be completed in a timely manner.
- (iv) Performance securities are also required for certain improvements that the County may want removed after a certain time or after the improvement is no longer used (e.g., telecommunications towers, wind turbines, etc.
- (b) Performance securities may be presented to the County after preliminary approval of a project but in all circumstances shall be presented prior to any site work, including clearing, grading, or construction.
- (c) Submission of a performance security may be waived by the Director if, in his opinion, said guarantee of installation is not necessary.
- (5) Maintenance Sureties.** An applicant shall provide to the County a maintenance security to cover the cost of replacing or repairing any of the improvements installed per the Whatcom County Code or a condition of a permit.
- (6) Amount of the Security.**
- (a) The amount of a security shall be a percentage, as specified below, of the estimated cost of design, materials, and labor, based on the estimated costs on the last day covered by the device, of installing, replacing, or repairing (whichever is appropriate) the improvements covered by the security.
- (i) Performance—125% of the costs specified in Subsection (a).
- (ii) Maintenance—20% of the costs specified in Subsection (a).
- (b) The Director shall approve the amount of a security under Subsection (a) of this section. The applicant shall prepare for his review and approval a certified cost estimate of the items to be covered by the security.
- (7) Reduction of Securities.** In those cases where securities have been made, and only with the Director's approval, the amount of the security may be reduced upon acceptance of a portion of the required improvements. The amount of the reduction shall not exceed the percentage that the accepted improvements made up of all originally required improvements. In no case, however, shall the security be reduced to less than 25% of the original amount.
- (8) Duration of securities.** All securities shall be held until released by the Director; however, the standard duration of the various securities should be as follows:
- (a) Performance—One year or until all improvements are installed and accepted by the County, whichever is greater.
- (b) Maintenance—Two years; extendable by the County if repairs are made at the end of the security period which, in the opinion of the Director, require additional guarantee of workmanship.
- (9) Security agreement.** In each case where a security is posted, the applicant and the Director shall sign a notarized security agreement, approved in form by the County attorney. This agreement shall

be recorded with the Whatcom County Auditor. The agreement shall provide the following information:

- (a) A description of the work or improvements covered by the security.
- (b) Either the period of time covered by the maintenance security or the date after which the County will use the proceeds of the performance security to complete the required work or improvements.
- (c) The amount and nature of the security and the amount of the cash deposit.
- (d) The rights and duties of the County and the applicant.
- (e) An irrevocable license to run with the property to allow the employees, agents, or contractors of the County to go on the subject property for the purpose of inspecting and, if necessary, doing the work or making the improvements covered by the security.
- (f) The mechanism by and circumstances under which the security shall be released. At a minimum, after the work or improvements covered by a performance security have been completed, or at the end of the time covered by a maintenance security, the applicant may request the County to release the security. If the applicant has complied with the security agreement and this code, the Director shall release the security remaining. If the work has not been completed or repairs not made, then the County shall not release the security until such work is completed per subsection (12) (Use of Security Funds by the County). Partial release of the security may be allowed provided that the developer provides a new security in the amount specified in subsection (7) (Amount of the Security) for the remaining work.
- (g) Upon release of any recorded security mechanism a copy of the letter of release shall be filed with the Whatcom County Auditor.

(10)Supplemental Administrative Costs. In addition to the security, the applicant shall pay a fee to the County covering the County's actual expenses of administering, and if necessary, using the proceeds of the security. The amount of this fee will be set by the County Council in the Unified Fee Schedule.

Commented [CES2]: Will need to add to UFS.

(11)Use of Security Funds by the County.

- (a) If during the period of time covered by a maintenance security, or after the date by which the required work or improvements are to be completed under a performance security, the Director determines that the security agreement has not been complied with, he shall notify the applicant of this. The notice must state:
 - (i) The work that must be done or the improvements that must be made to comply with the security agreement; and,
 - (ii) The amount of time, not to exceed thirty days, that the applicant has to commence and complete the required work or improvements; and,
 - (iii) That, if the work or improvements are not commenced and completed within the time specified, the County will use the proceeds of the security to have the required work or improvements completed.
- (b) If the work or improvements covered by the security are not completed within the time specified in the notice the County shall obtain the proceeds of the security and shall cause such work to be completed.

- (c) The applicant is responsible for all costs incurred by the County in administering, maintaining, or making the improvements covered by the security(s). The County shall release or refund any proceeds of a performance or maintenance security remaining after subtracting all costs for doing the work or making the improvements covered by the security. The applicant shall reimburse the County for any amount expended by the County that exceeds the proceeds of the security. The County may file a lien against the subject property for the amount of any excess.
- (d) In each case where the County uses any of the funds of a security, it shall give the applicant an itemized statement of all funds used.

22.05.110 Final decisions – Type I, II, and III applications.

- (1) The director ~~or designee~~'s final decision on all Type I or II applications shall be in the form of a written determination or permit. The determination or permit may be granted subject to conditions, modifications, or restrictions that are necessary to comply with all applicable codes.
- (2) The hearing examiner's final decision on all Type III applications per WCC 22.05.020 or appeals per WCC 22.05.160(1) shall either grant or deny the application or appeal.
 - (a) The hearing examiner may grant Type III applications subject to conditions, modifications or restrictions that the hearing examiner finds are necessary to make the application compatible with its environment, carry out the objectives and goals of the comprehensive plan, statutes, ordinances and regulations as well as other official policies and objectives of Whatcom County.
 - (b) Requirements.
 - (i) Performance bonds or other security, ~~acceptable to the prosecuting attorney,~~ may be required to ensure compliance with the conditions, modifications and restrictions consistent with WCC 22.05.134 (Security Mechanisms).
 - (ii) Fossil or renewable fuel refinery or fossil or renewable fuel transshipment facilities: The applicant shall provide insurance or other financial assurance acceptable to the prosecuting attorney consistent with WCC 22.05.125.
 - (c) The hearing examiner shall render a final decision within 14 calendar days following the conclusion of all testimony and hearings. Each final decision of the hearing examiner shall be in writing and shall include findings and conclusions based on the record to support the decision.
 - (d) No final decision of the hearing examiner shall be subject to administrative or quasi-judicial review, except as provided herein.
 - (e) The applicant, any person with standing, or any county department may appeal any final decision of the hearing examiner to superior court, except as otherwise specified in WCC 22.05.020.

22.05.120 Recommendations and final decisions – Type IV applications.

...

- (5) The county council's final written decision may include conditions when the project is approved and shall state the findings of fact upon which the decision is based.
 - (a) ~~Performance bonds or other security,~~ ~~acceptable to the prosecuting attorney,~~ may be required to ensure compliance with the conditions, modifications and restrictions consistent with WCC 22.05.134 (Security Mechanisms).

...

TITLE 20 ZONING

Chapter 20.13 Wireless Communication Facilities

20.13.090 Design and development standards.

(14) Screening Standards. Freestanding and attached wireless communication facilities shall be subject to the following standards for visual screening:

...

- (f) When landscaping is required to be installed, a ~~maintenance bond, assignment of funds or other financial guaranty acceptable to the county~~ security shall be provided consistent with WCC 22.05.134 (Security Mechanisms) ~~in the amount of 50 percent of the value of the labor and materials. The guaranty shall be in effect for two years from the date of planting.~~

...

20.13.130 General criteria for issuance of permits.

...

(4) Performance ~~Bond or Other Security Acceptable to the County~~ Security. The operator of the facility shall obtain and keep in force throughout the time the facility is located on the site a performance ~~bond or other security~~ consistent with WCC 22.05.134 (Security Mechanisms) ~~acceptable to Whatcom County payable to Whatcom County in the amount of 150 percent of the estimated cost of removal as determined by the director, but not less than \$1,000.~~ The bond security is intended to cover the costs of removal of such facility at such time as the facility may be required to be removed pursuant to WCC 20.13.150.

Chapter 20.14 Wind Energy Systems

20.14.100 Abandonment, insurance, and decommissioning for WES.

.104 Financial Security surety.

- (1) As a condition of WES permit approval, the applicant shall be required to provide a form of security consistent with WCC 22.05.134 (Security Mechanisms) ~~surety (i.e., post a bond, or establish an escrow account or other means) at the amount of 150 percent of the estimated full cost of project decommissioning less the approved, documented salvage value of any applicable project materials and equipment, naming Whatcom County as the beneficiary, with 50 percent due prior to final project approval, 25 percent due within 12 months of the date of final project approval, and 25 percent due within 24 months of the date of final project approval,~~ to cover costs of WES removal in the event the eCounty must remove the facility. Nothing may prevent the eCounty from seeking reimbursement from the WES project owner. The project owner is responsible to the eCounty for any costs related to decommissioning that exceed the amount of financial surety.
- (2) As part of the decommissioning plan, the applicant shall submit a fully inclusive estimate of the costs associated with removal, accounting for reasonable salvage value of any applicable project materials and equipment, prepared by a qualified professional. The decommissioning plan shall provide that the decommissioning funds shall be reevaluated every five years from the date of substantial completion of the WES to ensure sufficient funds for decommissioning and, upon

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mutual agreement by the applicant and the ~~e~~County at that time, the amount of decommissioning funds shall be adjusted accordingly.

- (3) Prior to permit issuance, the applicant shall provide the ~~e~~County with a copy of the financial surety device or another approved mechanism.

Chapter 20.80 Supplementary Requirements

20.80.300 Landscaping.

20.80.375 Installation and bonding.

All landscaping and required irrigation shall be installed prior to occupancy. The ~~e~~County may accept ~~for a period of up to one year a performance bond or other monetary security consistent with WCC 22.05.134 (Security Mechanisms) as approved by the prosecuting attorney in lieu of immediate installation for 125 percent of the labor and materials cost to install the approved landscaping and required irrigation. A landscaping maintenance bond or other approved monetary security for 10 percent of the labor and materials cost to install the approved landscaping shall be submitted prior to occupancy or release of any landscaping performance security held by the county. The maintenance security shall be released in two years after completion of the landscaping if the landscaping has been maintained in a healthy, growing condition, and if any dead or dying plants have been replaced.~~

Chapter 20.85 Planned Unit Development (PUD)

20.85.375 Enforcement.

After final review and approval, as provided by WCC 20.85.365 herein, the ~~zoning administrator~~Director shall enforce, or cause to be enforced, the provisions of this chapter as follows:

...

- (3) Security. ~~In the event of noncompliance with the terms of this chapter, t~~The zoning administrator ~~Director~~ may require the applicant to furnish ~~a security consistent with WCC 22.05.134 (Security Mechanisms) assurance of compliance upon such terms and conditions as the administrator deems appropriate including, but not limited to, the posting of a surety bond or other sufficient security;~~

...

TITLE 21 LAND DIVISION REGULATIONS

Chapter 21.04 Short Subdivisions

21.04.140 Security.

As an alternate to complete installation of required improvements, the ~~subdivider applicant~~ may ~~elect propose~~ to post securities ~~consistent with WCC 22.05.134 (Security Mechanisms), with the approval of the appropriate county authority, as set forth in the Whatcom County Development Standards guaranteeing completion of the work.~~ No occupancy permit, final inspection, or use of the lot(s) created by a short subdivision shall be issued or allowed until all necessary infrastructure improvements as specified by this title have been met.

Chapter 21.06 Final Long Subdivisions

21.06.040 Security.

As an alternate to complete installation of required improvements, the applicant may ~~elect propose~~ to post securities consistent with WCC 22.05.134 (Security Mechanisms), with the approval of the appropriate county authority, as set forth in the Whatcom County Development Standards and WCC Title 20, guaranteeing completion of the work. No occupancy permit, final inspection, or use of the lot(s) created by a subdivision shall be issued or allowed until all necessary infrastructure improvements as specified by this title have been met.

Chapter 21.08 General And Specific Binding Site Plans

21.08.030 Security.

As an alternate to complete installation of required improvements, the applicant may ~~elect propose~~ to post securities consistent with WCC 22.05.134 (Security Mechanisms), with the approval of the appropriate county authority, as set forth in the Whatcom County Development Standards guaranteeing completion of the work. No occupancy permit, final inspection, or use of the lot(s) created by a binding site plan shall be issued or allowed until all necessary infrastructure improvements as specified by this title have been met.

12) Clarify the obligations of property owners, occupants, and applicants for development activities

Most codes these days specify that it's the owners'/occupants'/applicants' obligation to (1) show how they meet the code when applying for permits; (2) provide accurate information; and (3) grant access to the subject property for inspection. Though it is implied, ours does not. PDS suggests the following section clarifying these obligations be added to Title 22.

TITLE 22 LAND USE AND DEVELOPMENT

Chapter 22.05 Project Permit Procedures

22.05.014 Obligations of Property Owner, Occupant, and Applicant.

- (1) It is the intent of this Title to place the obligation of complying with the requirements of this Title, Title 15 (Buildings and Construction), Title 16 (Environment), Title 20 (Zoning), Title 21 (Land Divisions), Title 23 (Shoreline Management Program), and all other applicable laws and regulations upon the owner, and jointly and severally upon the occupant of the land and buildings within its scope.
- (2) It is the responsibility of an applicant to provide accurate and complete information and plans to comply with the requirements of the cited Titles and all applicable laws and regulations. The County is not responsible for the accuracy of information or plans provided to the County for review or approval.

(3) The Department, or any other County department reviewing an application, may inspect any development activity to enforce the provisions of this title. By submitting an application to the County, the applicant consents to entry upon the site by the County during regular business hours for the purpose of making reasonable inspection to verify information provided by the applicant and to verify that work is being performed in accordance with the approved plans and permits and the requirements of this Title. Consent to entry extends from the date of application to the date of final action by the County.

13) Clarify that exceeding permit review timeframes does not construe either approval or denial of a permit.

Though it should go without saying, a permit is neither approved nor denied if the County exceeds codified permit review timeframes. Nonetheless, it is recommended that we add the following section so as to make it clear. (Note that there is an exception for wireless facilities, our rules for which are preempted by Federal law.)

TITLE 22 LAND USE AND DEVELOPMENT

Chapter 22.05 PROJECT PERMIT PROCEDURES

22.05.130 Permit Review Timeframes.

(...)

(4) The provisions of this Section notwithstanding, the failure to issue a final decision within the timeframes specified shall not be considered an implicit approval or denial of the development permit, nor shall it be reason in and of itself for the County to be liable for damages for failure to meet the specified time frames.

(a) Exception. Eligible facility requests for personal wireless service facilities shall be governed by WCC 22.05.130(1)(d).

14) (POLICY CHANGE) Allow Transfer of Development Rights (TDR) Receiving Areas in Urban Growth Areas (UGAs) only

The County's TDR program allows for the transfer of development rights from one property to another under certain circumstances "to provide flexibility and better use of land and building techniques; to help preserve critical areas, watersheds, and open space; to provide more equalization of property values between various zones than would normally be the case; and to work toward achieving county-wide land use planning goals." (WCC 20.89.010)

Sending and receiving areas (where development rights are moved from and to) are designated by Council as described in WCC 20.89.040 (Sending Areas) and WCC 20.89.050 (Receiving Areas) and as shown on the Official Zoning Map.

Council can designate new areas through a code amendment, though there are few criteria for doing so. It has come to our attention that allowing the transfer of development rights (i.e., density) from one rural area to another wouldn't really serve the purpose of protecting rural character by encouraging

higher densities in those areas planned for higher densities (i.e., in cities or UGAs). Therefore, staff proposes some amendments to this chapter, as shown below. Most of the amendments just fix grammar and code structure. The one policy change would be that shown in §20.89.050(2)(a), which would require that receiving areas be in UGAs or cities, which is consistent with Dept. of Commerce guidance (<https://deptofcommerce.app.box.com/s/pbi8qhjqcv6jn6u5raztdw028htjmc>).

TITLE 20 ZONING

Chapter 20.89 ~~Density Transfer~~ of Development Rights Procedure

20.89.010 Purpose.

The purpose of this chapter is to establish procedures for the transfer of development rights from one property to another. Where the applicable Comprehensive Plan policies and an appropriate overlay zone, or zoning map designation, provide the option for transfer of development rights (TDRs), the rights shall be transferred consistent with the requirements of this chapter, and the requirements of the sending ~~areas~~ and receiving areas as defined in this chapter and identified on the official Whatcom County zoning map.

The transfer of development rights from one property to another is allowed in order to protect rural character by better concentrating density in cities and Urban Growth Areas; provide flexibility and better use of land and building techniques; to help preserve critical areas, watersheds, and open space; to provide more equalization of property values between various zones than would normally be the case; and to work toward achieving county-wide land use planning goals, the objectives of subarea plans and of this ~~title~~, and implementation of the goals, policies, and action plans of the Whatcom County Comprehensive Plan.

Commented [CES3]: Added to support new policy 20.89.050(2)(a) (though this should have been the main reason from the start).

20.89.040 Sending Areas.

- (1) All sending areas shall be shown on the Official Zoning Map.
- (2) New sending areas may be designated by the County Council through a Zoning Map amendment (see WCC Chapter 22.10 (Legislative Action Procedures)).
- (3) Sending areas may be created in the Rural, Rural Residential, Rural Residential-Island, Eliza Island Agriculture, Rural Forestry, Lake Whatcom Overlay, and Water Resources Protection Overlay districts.

~~041 Designation of Sending Areas. In addition to those areas which qualify as sending areas according to the official Whatcom County zoning map, the county council may approve additional sending areas. Such additional areas may be approved only through the process established for amendments to the official Whatcom County zoning map and pursuant to the procedures and requirements in Chapter 22.10 WCC, Amendments.~~

Commented [CES4]: Added since the code didn't specify where these can be. We have listed all rural and resource zones where residential uses are allowed and from which we might want density transferred.

- (4) 042-Urban Residential (UR) and Rural Residential (RR) Sending Areas. Parcels zoned UR or RR within a designated sending area shall be granted certified TDR units based upon the official zone density for parcels with public water and sewer, regardless of whether such services are currently available to the subject parcel(s). For purposes of determining available TDRs only, parcels located within a designated sending area that are zoned UR, and which do not currently have public water

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and sewer service, shall be certified TDRs based upon the official zone density for a parcel with public water and sewer, regardless of whether public water and sewer service is currently available to the subject parcels. Sending parcels that are zoned RR, which currently have neither public water or sewer, shall be certified TDRs based upon the official zone density for an RR parcel that does have public water or sewer available.

20.89.050 Receiving Areas.

- (1) All receiving areas shall be shown on the Official Zoning Map.
- (2) New receiving areas may be designated by the County Council through a Zoning Map amendment (see WCC Chapter 22.10 (Legislative Action Procedures)). The designation of TDR receiving areas shall be based on findings that:
 - (a) The area is within an Urban Growth Area or city, and thus appropriate for higher densities,
 - (b) Is not limited by significant critical areas; and,
 - (c) Neighboring areas would not be significantly adversely impacted.

Commented [CES5]: New policy consistent with state guidance.

~~.051 Designation of Receiving Areas.~~ In addition to those areas which qualify as receiving areas according to the official Whatcom County zoning map, the county council may approve additional areas as receiving areas.

- ~~(5) Designated Receiving Areas.~~ Such additional areas may be approved through the process established for amendments to the official Whatcom County zoning map and pursuant to the procedures and requirements in Chapter 22.10 WCC, Amendments.
- (3) ~~Cities.~~ In cooperation with Whatcom County, cities may designate additional TDR receiving areas within their jurisdictional boundaries for the purposes of receiving transferred densities pursuant to this chapter. Under the above provisions, the designation of additional TDR receiving areas shall be based upon findings that the area/site is appropriate for higher residential densities, is not limited by significant critical areas, and neighboring areas would not be significantly adversely impacted.
- ~~(1)(4) If such areas are determined to be appropriate for designation as TDR receiving areas/sites, prior to development, When using TDR units in a receiving area, the purchase of TDRs shall not be required until such time that the requirements of WCC 20.89.060 have been met, though they must be parcel owners shall be required to purchased TDRs prior to development to attain the maximum gross density requested under the proposed zoning. The purchase of TDRs shall not be required until such time that the requirements of WCC 20.89.060 have been met.~~
- ~~(6) Water Resource Protection Overlay District.~~ Development rights may be transferred within the water resource protection overlay district for an increase in impervious surface pursuant to Chapter 20.71 WCC.

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Commented [CES6]: Incorporated into 20.89.050(2)

Commented [CES7]: One doesn't have to apply for a change in zoning to use TDRs in designated receiving areas, so this doesn't make sense.

Commented [CES8]: Proposed for deletion as it makes no sense. We can't have TDRs transferred within or to an WRPO if we're now saying receiving areas can only be in UGAs or cities, as none of the WRPO is. Additionally, I'm not sure how one transfers impervious surfaces, and 20.71 doesn't speak to it.

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(5) .052 Receiving Area Eligibility.

- (1) Bellingham ~~UGA Subarea~~ Receiving Areas. Only development rights from the Lake Whatcom sending area may be transferred to receiving areas within the Bellingham ~~Urban Fringesubarea~~.
- (2) Birch Bay ~~UGA Subarea~~ Receiving Areas. Development rights from any sending area may be transferred to receiving areas within the Birch Bay subarea.

15) Fixing a consistency error overlooked in Ordinance 2022-061

On 9/27/2022 Council adopted Ordinance 2022-061, amending the Lake Whatcom Overlay and the Water Resources Protection Overlay districts. Though part of the intent was to standardize and clarify some of the language between the two districts, staff overlooked one section: That governing seasonal clearing activity limits. While the text of §20.51.410 (LWOD) was amended, the same language found in §20.80.735 (WRPO) was not. Staff proposes to rectify this oversight by amending §20.80.735 in same manner. This does not change policy; it only clarifies the language.

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.735 Water resource special management areas.

(...)

- (2) Within water resource special management areas, clearing activity must conform to the following conditions:

(...)

- (d) **Seasonal Clearing Activity Limitations.** In the Lake Samish and Lake Padden watersheds, clearing activity, as defined in WCC ~~Chapter 20.97-054~~, or forest practices regulated by Whatcom County that will result in ~~land disturbance exposed soils~~ exceeding 500 square feet shall ~~not be prohibited~~ permitted from October 1st through May 31st; provided, that:
- (i) In addition to the clearing activities exempted under WCC 20.80.733, the Director may approve an exemption to this requirement for the following activities:
 - (A) Routine maintenance and repair of erosion and sediment control measures;
 - (B) Activities located at or waterward of the ordinary high-water mark subject to state, federal, and/or local (per Chapter 16.16 WCC and/or WCC Title 23) requirements, including commencement of clearing activity during the wet season, as defined in subsection (1)(a)(ii) of this section, for purposes of minimizing surface water disturbance and site inundation by high water or wave action;
 - (C) Activities necessary to address an emergency that presents an unanticipated and imminent threat to public health, safety, or the environment that requires immediate action within a time too short to allow full compliance with this section. Upon abatement of the emergency situation, the clearing activity shall be reviewed for consistency with this chapter and may be subject to additional permit requirements; provided, that the applicant shall make a reasonable attempt to contact the Director prior to the activity. When prior notice is not feasible, notification of the action shall be submitted to the Director as soon as the emergency is addressed and no later than two business days following such action. Emergency construction does not include development of new permanent protective structures where none previously existed.
 - (ii) To ensure compliance with ~~subsection (2)(e) of~~ this section, the Director shall not issue development permits requiring more than 500 square feet of land disturbance located within the Lake Samish or Lake Padden watersheds from September 15th through May 31st within two weeks prior to the watershed seasonal closure on October 1st.
 - (iii) Soil disturbance associated with an exempt clearing activity shall be minimized to the maximum extent practicable. The Director shall have the authority to condition an exempt

Commented [CES9]: Wrong reference. 2e is about enforcement; this statement is about complying with (d).

activity to ensure that temporary erosion and sediment control measures will be implemented.

- (iv) An exemption from the seasonal land clearing requirements of this section does not grant authorization for any work to be done in a manner that does not comply with other provisions of this chapter or other applicable development regulations.
- (e) **One Hundred Fifty Percent Violation Fines.** When a violation occurs in an area designated as a water resource special management area, the total fine assessment shall be increased to 150 percent of the standard penalty as provided for in Chapter 20.94 WCC, Enforcement and Penalties.

DRAFT



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-088

File ID:	AB2023-088	Version:	1	Status:	Agenda Ready
File Created:	01/18/2023	Entered by:	SMurdoch@co.whatcom.wa.us		
Department:	Health Department	File Type:	Presentation		
Assigned to:	Council Committee of the Whole			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Presentation from Housing Team regarding 2023 work plan and local homelessness programs

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See Attachment

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Staff Memo



Memorandum

TO: SATPAL SIDHU, COUNTY EXECUTIVE

FROM: Ann Beck

DATE: 1/14/23

RE: Presentation from Housing Team regarding 2023 work plan and local homelessness program

This presentation will give an overview of the work planned to address homelessness in 2023 as well as a discussion of ongoing opportunities and challenges related to homelessness in Whatcom County.

As Whatcom County's housing challenges have grown over the last few years, the health department has made investments to limit the harm that homelessness creates in our community. Pandemic-related funds from state and federal agencies provided significant resources to prevent and respond to the immediate crises that impacted Whatcom households, but many of the factors that contribute to homelessness are expected to persist. The Health Department's housing team will share how homelessness is impacted by adjacent systems and how our homelessness response system is managing the crisis. We will also discuss our work towards permanent solutions and where challenges will likely be found in the coming years.

This high-level overview will help to inform Council about local efforts, partnerships, and new opportunities. It will also help bring attention to areas that lack sufficient resources and are expected to be long-term challenges associated with the structure of the regional and national housing environment, which include upcoming financial cliffs as COVID related funding ceases. Council will have opportunity to express values and preferences to guide the direction of local resource and service development, as well as learn about policies that could impact access to housing statewide and/or inform decisions that could be made at the local level.

Please call Ann Beck at 360-778-6055 if there are any questions. Thank you.





Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-162

File ID:	AB2023-162	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:			
Department:		File Type:	Discussion		
Assigned to:	Council Committee of the Whole	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion on the Healthy Children's Fund Implementation Plan

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

As required by Proposition 5, Whatcom County Health and Community Services, serving as Fund Administrator, has prepared a Healthy Children's Fund implementation plan consistent with the ordinance that placed the measure on the ballot. The property tax measure is estimated to raise approximately \$9.98M each year for ten years, for investments in early learning and care and vulnerable families. This briefing will focus on supplemental budget requests and any questions on the Healthy Children's Fund Implementation Plan.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Memo, Proposed Resolution, Substitute Resolution (v2)



Memorandum

TO: SATPAL SIDHU, COUNTY EXECUTIVE

FROM: Erika Lautenbach, Health and Community Services Director

DATE: FEBRUARY 27, 2023

RE: HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

I'm pleased to transmit the Healthy Children's Fund Implementation Plan package and accompanying documents, which includes:

- Resolution accepting the Implementation Plan
- Implementation Plan.

Whatcom County Health and Community Services will also bring forward a supplemental budget request to utilize the Healthy Children's Fund to support the 2023 spending plan and for position authority to hire staff dedicated to Healthy Children's Fund activities.

Last fall, voters in Whatcom County approved Proposition 5 and Whatcom County Health and Community Services, serving as Fund Administrator, was tasked with developing an implementation plan consistent with the ordinance directives that placed the measure on the ballot. The property tax measure is estimated to raise approximately \$9.98M each year for 10 years, for investments in early learning and care and vulnerable families.

Ordinance 2022-045 states,

"The Department of Health [Whatcom County Health & Community Services] shall serve as the fund administrator to develop an implementation plan and oversee the implementation of the Healthy Children's Fund... The Fund Administrator shall develop an implementation plan that identifies the specific strategies and projects to be funded and the outcomes to be achieved with the use of levy proceeds... and shall be approved by the County Council and transmitted to the County Executive by March 31, 2023... The Implementation Plan, including the spending plan, shall be open to and shared with the public."

Developing the Implementation Plan in a little more than two months, as required by ordinance, would not have been possible without the staff and partners on the planning team or without the thoughtful consideration and 453 comments by boards, commissions, and task force members consulted. These comments helped expand the perspectives and breadth of knowledge, improving the plan in significant and impactful ways.





The plan included in this package is an initial two-year plan that balances specificity and flexibility, and recognizes the need to first develop infrastructure, evaluation and performance measures, and transparent and accessible contracting processes to ensure the effectiveness of the fund. Some of the high-value strategies identified, such as childcare subsidies, will require developing new programs, processes, and contracting models never offered by the County previously. The administrative portion of the fund includes investments to build this infrastructure and provide technical assistance, support with contracts, evaluation expertise, and subject matter expertise. WCHCS administrative funds also include significant investments in program evaluation, performance management and system integration software, and county process auditing/evaluation. We recognize that as we learn and develop strategies through the implementation process, we may adapt to changing conditions or new opportunities that this plan does not address or foresee. We are committed to transparency and community involvement throughout this and future implementation plans.

The program portion of the plan contains 10 priority area investments within two broad goals to improve the well-being of children, families, and communities. The bulleted goals and numbered strategies are:

- Affordable, high-quality, professional, and accessible early learning and care experiences (64% of program funds, or \$12,800,000 over the two-year plan)¹
 1. Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.
 2. Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.
 3. Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.
 4. Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.
 5. Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the "hub and spoke model").
 6. Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.
- Support for vulnerable children and families, particularly around mental and behavioral health and reducing child and family homelessness. (27% of program funds, or \$5,356,400 over the two-year period)²
 7. Recruit Mental & Behavioral Health workforce to Whatcom County.
 8. Develop and/or expand resources and programs for families who disproportionately experience housing instability.
 9. Expand and enhance early parenting supports.

¹ Must be between 55% and 68%, per Ordinance 2022-045.

² Must be between 20% and 36%, per Ordinance 2022-045.





10. Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Following the Council's consideration of the Implementation Plan and transmittal to the Executive by March 31, 2023, WCHCS will move forward with implementation activities as follows. Please note that actual spending will lag behind spending commitments due to the timing of revenue collections as well as checks and balances in the spending process.

Infrastructure Built: April-Sept 2023

- Implementation team formed
- Staff hired
- Processes/policies developed
- Strategy prioritization timeline published

Development of Initial Strategies: July-October 2023

- Funding mechanisms and logistics designed, RFPs drafted

Initial Strategy Funding Opportunities Advertised: October-January 2023

- Technical Assistance available
- Outreach and communication to providers

Initial Projects Selected: February-March 2024

Annual Report & Implementation Update: March 2024

- Evaluation, Communication, and Community Engagement Plans published

Contracts Executed: April-June 2024

Years 3 and 4 Implementation Plan: March 31, 2025

Annual Report and Bi-annual Evaluation: 2025

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. To that end, we have built in robust and sustained external evaluations and audits, extensive community engagement and input, and opportunities to adjust, pivot, or discontinue programs that do not meet our high standards for effectiveness. It is our sincere goal and plan design that children and families will benefit from the impactful and sustained





investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Whatcom County Health and Human Services honors, through this plan, the 26 years of dedication our late Judy Ziels contributed through her service supervising the WIC and Nurse Family Partnership programs, and contributing to many, many collaborative and community efforts to improve the lives of children and families in Whatcom County.

Whatcom County Health and Community Services staff look forward to working with you and the Council in further refining the Implementation Plan and in partnering to execute the plan deliverables. Please call Erika Lautenbach at 360-778-6000 if there are any questions. Thank you.



PROPOSED BY: Health and Community Services _____

INTRODUCED: _____

RESOLUTION NO. _____

ADOPTING THE HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

WHEREAS, The health and well-being of young children have been a priority in Whatcom County and central to the last two cycles of Whatcom County's Community Health Improvement Plan and community process (Healthy Whatcom, 2022); and

WHEREAS, In 2016, the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board; and

WHEREAS, In January 2020, the Whatcom County Council passed the Child and Family Action Plan and established the Child and Family Well-being Task Force to support the implementation of that plan; and

WHEREAS, In June 2022, the Whatcom County Council passed Ordinance 2022-045, which placed Proposition 5 on the November 2022 ballot to fund early learning & care programs, and increase support for vulnerable children; and

WHEREAS, In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County and established a dedicated property tax for 10 years as outlined in Ordinance 2022-045; and

WHEREAS, The Healthy Children's Fund Ordinance 2022-045, Section 4, requires the fund administrator (Whatcom County Health and Community Services) develop and transmit for council review and adoption by ordinance an implementation plan for the Healthy Children's Fund; and

WHEREAS, The Healthy Children's Fund Implementation Plan, once effective, will govern the expenditure of the levy's proceeds and shall be submitted to the Council every 2 years as a part

of the budget (Exhibit A to this resolution); and

WHEREAS, Whatcom County Health and Community Services developed the Healthy Children's Fund Implementation Plan in consultation with the Child and Family Well-being Task Force, an existing community board established by the Whatcom County Council; and numerous community stakeholders across the community; and

WHEREAS, The Healthy Children's Fund Implementation Plan identifies the goals and strategies to be funded, eligible expenditures, fund allocation guidelines, fund distribution guidance and opportunities for leveraging resources with the use of the levy proceeds; and

WHEREAS, The Healthy Children's Fund Implementation Plan also includes a framework to measure the performance of the levy strategies in achieving their outcomes, including annual reporting on levy expenditures, fund administration, services and outcomes and external program evaluation and process audits, in accordance with Section 5 of Ordinance 2022-045; and

WHEREAS, Healthy Children's Fund outcomes include but are not limited to programs that increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; support for our most vulnerable children; mental and behavioral health services; support for children experiencing homelessness; and support for vulnerable children's parents and caregivers; and

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that a Healthy Children's Fund Implementation Plan be accepted and approved, attached hereto as Exhibit A, and be administered by Whatcom County Health and Community Services under the authority of the County Executive.

APPROVED this ____ day of _____, 20__.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

(Name of current chair), Council Chair

APPROVED AS TO FORM:

(Name), Civil Deputy Prosecutor



**Whatcom Healthy
Children's Fund**

Implementation Plan Years 1 & 2

March 2023

Whatcom County Health & Community Services

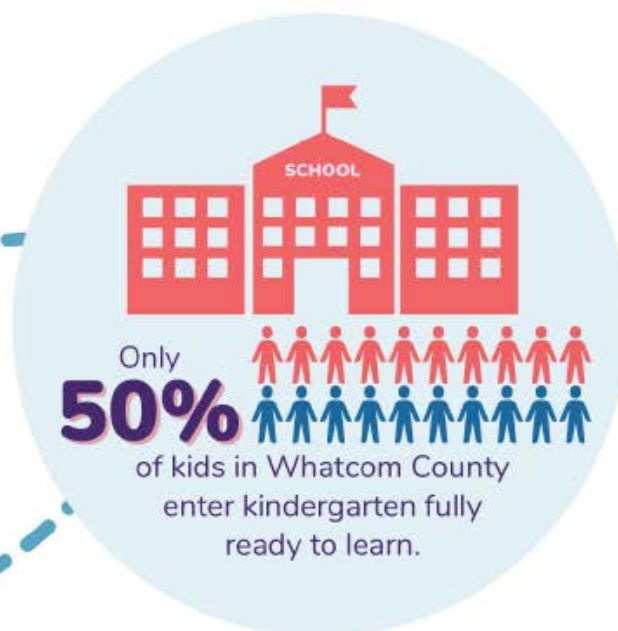
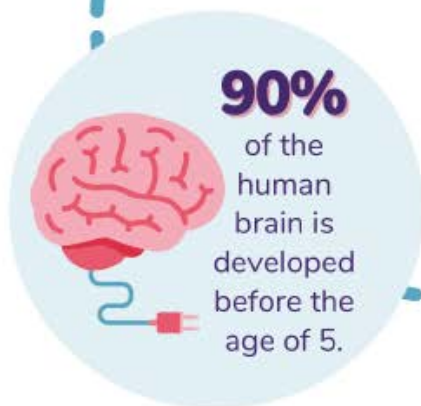
Healthy Children's Fund Implementation Plan

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Whatcom Healthy Children's Fund





They are more likely to graduate high school and attend college, technical school, or training programs that lead to good jobs as adults.

For every dollar invested in early childhood programs, **between \$7 and \$13** are saved through benefits like lower incarceration rates and lower healthcare costs.

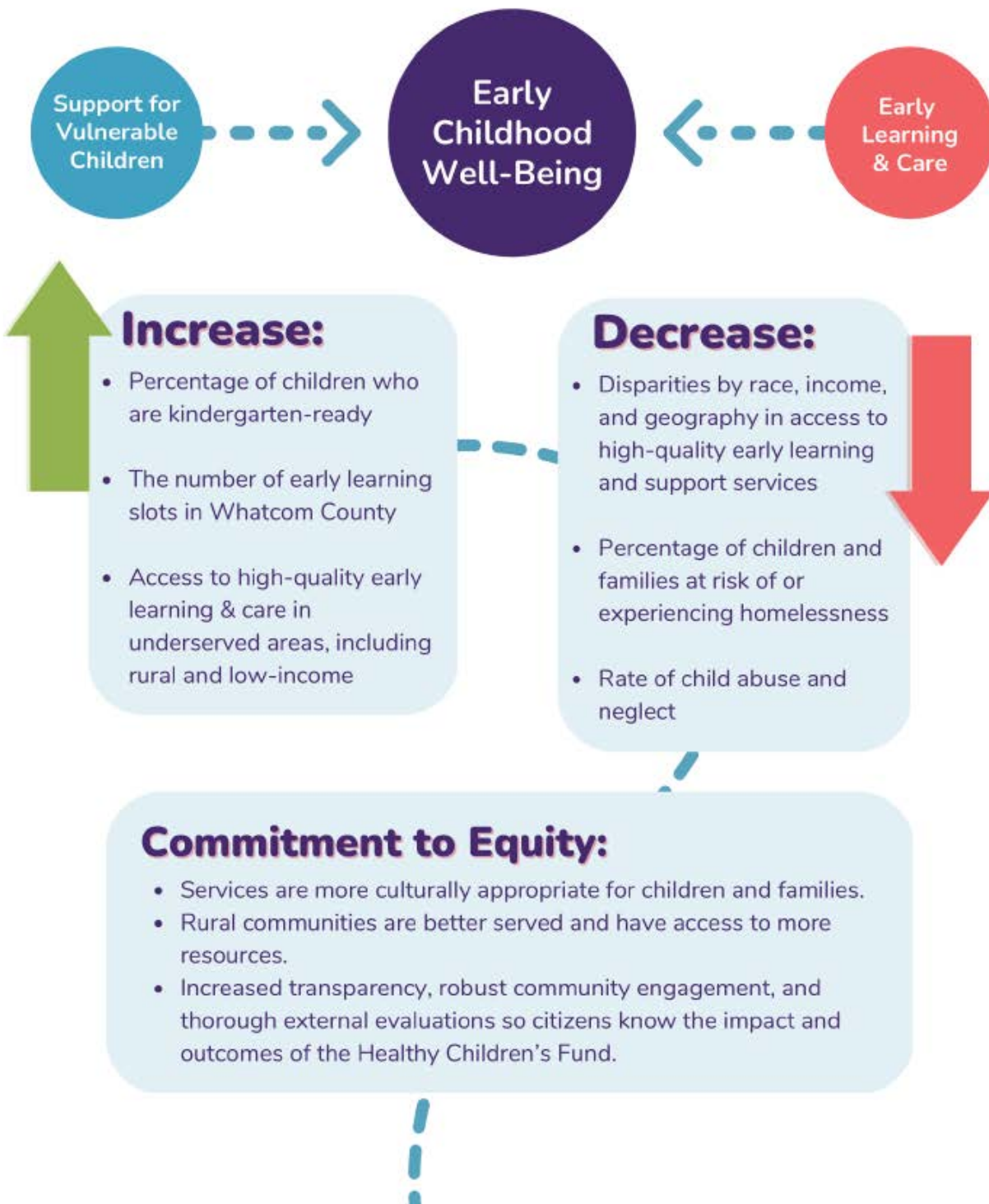
An illustration of a male teacher with glasses and a red shirt sitting at a desk with a blue laptop, and a young male student with dark skin and a green shirt sitting next to him, writing in a notebook.

Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; **less than \$30,000 a year on average.**



Investment in early childhood well-being can have profound effects on children, families, and communities.

The Healthy Children's Fund is an effort to transform our community by providing critical, new resources for children and families.





Whatcom Healthy Children's Fund

Total amount of fund:
**Nearly \$100 million
over 10 years**

- ✓ Build or expand early learning & care centers across Whatcom County
- ✓ Recruit and retain early learning & care educators
- ✓ Support new providers so they can provide high-quality early learning & care and stay in business
- ✓ Launch or expand early parenting programs such as peer support groups and home visits by nurses
- ✓ Launch or expand programs that divert families from homelessness
- ✓ Recruit more children's mental and behavioral health care workers
- ✓ Identify or build regional hubs to coordinate and access services



More children are safe, healthy, and ready to learn;
families are strong, stable, and supported from the start;
and communities are welcoming and supportive places
for children and families to live, learn, work, and play.

Visit WhatcomCounty.us/4069/Healthy-Childrens-Fund for more information, resources and citations.

Introduction

Focusing on early childhood well-being forces us to look at the entire ecosystem in which a child lives—because no child exists in isolation. For children to be safe, healthy, and ready to learn, families must be strong, stable, and supported from the start, and communities must be welcoming and supportive places for children and families to live, learn, work, and play.

Early childhood is an opportunity to lay the foundation for lifelong health, and is an essential strategy for achieving racial equity. We know that if children have what they need to thrive in the early years, they are likely to continue to thrive throughout their lifetimes. If we can address **housing security** for our families with young children, we can prevent the toxic stress that accompanies homelessness. If we ensure our families with young children have access to quality, affordable **early learning & care**, we can contribute to positive learning experiences and family economic health. If we support the **mental health** needs of caregivers and young children, we can reduce the likelihood of mental health crises for youth or adults.

To achieve early childhood well-being, children and families need to have their basic needs met and beyond. They need to have support, love, and nurturing. Quality early learning & care and safe, stable housing are both essential elements for early childhood well-being. Positive mental health for children becomes positive mental health for youth and adults.

Research shows that for every dollar invested in early childhood programs, between \$7 and \$13 are saved in benefits to the community, including higher graduation rates, lower incarceration rates, and lower healthcare costs. Whatcom County currently spends only 2% of its budget on programs related to families but spends much more responding to situations involving severe mental illness, homelessness, and incarceration. This has impacts now as well as in the future: Over 85% of Whatcom County businesses reported staffing challenges because employees lack access to early learning & care.

Increased wages would help attract, train, and keep high-quality educators and providers for children in Whatcom County (Wolfes & Zilinsky, 2015). Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; less than \$30,000 a year on average.

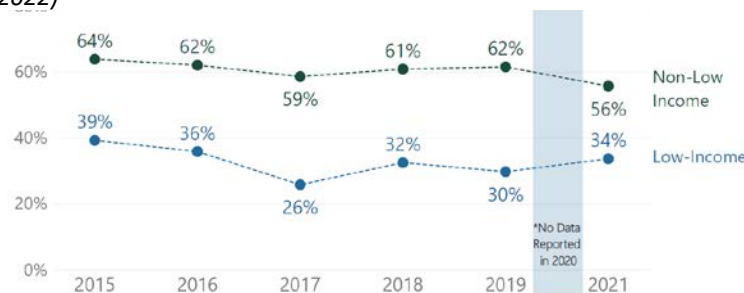
Two of the data points commonly used by communities to measure children's well-being are kindergarten readiness and rates of child abuse & neglect. While data is imperfect and two data points cannot tell the full story of a child's experience, these two data points can help us understand what experiences a child may have in their earliest years. The following figures demonstrate Whatcom County's performance over the past several years. More about these data points can be found in the [Metrics and Evaluation](#) section of this document. In Figure 1, Kindergarten-readiness in Whatcom County was at 50.5% in 2021, and has been well below the Washington State target of 90% at least since 2015.

Figure 1. Kindergarten Readiness for Whatcom County, 2015-2021*: Average across all school districts (Washington Office, 2022)



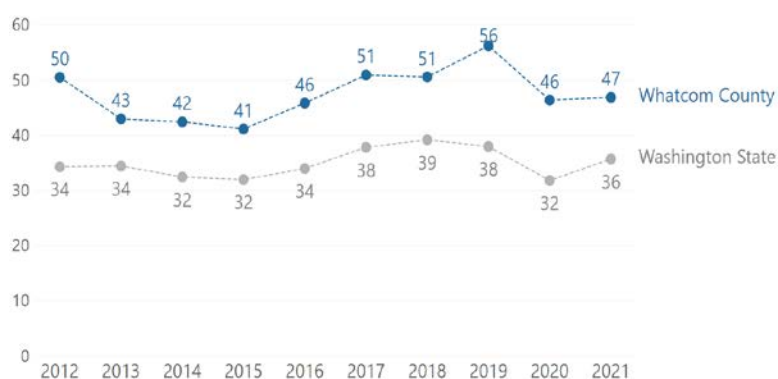
Disparities exist among some students. In 2021, only 33.7% of low-income students were kindergarten ready compared to 55.7% of their non-low-income peers.

Figure 2. Kindergarten Readiness for Whatcom County, by income, 2015-2021*: Average across all school districts (Washington Office, 2022)



Rates of child abuse and neglect continue to be higher for Whatcom County children compared to Washington State, as shown in Figure 3.

Figure 3. Victims of Child Abuse and Neglect in Accepted Referrals, 2010-2021: Number of victims per 1,000 children, age birth to 17 years (Facilities, 2022)



In 2020, Whatcom’s Child & Family Action Plan laid out a lofty goal for work addressing these issues:

“...all children are safe, healthy, and ready to learn; families are strong, stable, and supported from the start; and communities are welcoming and supportive places for children and families to live, learn, work, and play.” (Generations Forward et. al., 2020)

The Healthy Children’s Fund (HCF) is intended to help Whatcom County move closer to this vision by funding strategies that improve early learning and care and support vulnerable children and their families. These investments focus on preventing the conditions that lead to disparities and inequities for children and their support systems. They will lead to positive long-term outcomes for children, their families, and the community.

This plan describes the proposed implementation of the Healthy Children’s Fund, an investment estimated at nearly \$100 million from 2023-2032, specifically focusing on years 1 & 2.

To be as transparent as possible and set clear expectations, while distributing funding to the community is an extremely high priority, it will take time to launch. These initial years will be focused on launching the fund and building the necessary infrastructure, such as hiring staff and developing systems, to successfully implement and administer the fund. We will be releasing funding opportunities on a sequenced, phased approach and expect the first request for proposals for initially prioritized strategies in Fall 2023 and the initial distribution of funds in early 2024. (Please see the [Next Steps and Conclusion](#) for more information about how this impacts implementation and evaluation.)

Background

While the Healthy Children's Fund was approved in 2022, the work began long before, when a group of committed community members came together to envision a beloved community where every child and family thrives. The health and well-being of young children have been a priority in Whatcom County since 2012, and central in the last two cycles of Whatcom County's Community Health Improvement Process (Healthy Whatcom, 2022). A broad level of interest has been shared among community organizations, elected officials, health care, social service agencies, philanthropies, and businesses that recognize the critical importance of investing in early childhood.

As part of this momentum, in 2016 the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board. In January 2020, the Whatcom County Council passed the Child & Family Action Plan and established the Child & Family Well-being Task Force to support the implementation of that plan. In 2021, responding to increased needs due to the COVID-19 pandemic, community partners undertook several research and assessment processes to better understand the needs and gaps for children and families in Whatcom County. (See [Appendix I: Community Plans](#).)

In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County. Proposition 5 establishes Ordinance 2022-045, a dedicated fund to support young children and their families. The Healthy Children's Fund builds off the work of many groups and plans related to the priorities of Early Learning & Care and Supporting Vulnerable Children. Investments are targeted toward meeting documented needs and addressing disparities across race, income, and geography in access to early learning & care and social services.

Recent Milestones

- **January 2018-April 2019** - Whatcom County completed its [Community Health Assessment](#) (Healthy Whatcom, 2019) and identifies housing for children and families, child and youth mental health, and early learning & care as key priorities.
- **2019** - Representatives from Whatcom participate in the Children's Funding Institute and learning cohort about creating public funding streams in support of children.
- **February 4, 2020** - Whatcom County Council approved [Whatcom Working Toward Well-Being](#), also known as the Child and Family Action Plan (Generations Forward et. al., 2020). This plan confirmed a commitment to children and families, including adopting a "children and families first" approach for policy and funding decisions.
- **December 8, 2020** - Formation by ordinance of the [Child & Family Well-being Task Force](#) (Whatcom County Health & Community Services, 2022), which began meeting in March 2021.
- **2021** - Chuckanut Health Foundation convened the "Children's Initiative" to align the work of various initiatives into legislation that would provide the funding and infrastructure required to change conditions for children and families in Whatcom County.
- **September 27, 2021** - Completion of [Whatcom County Child and Family Well-being Fiscal Map](#) (Chuckanut Health Foundation, 2021) focused on housing stability, economic stability, family and household strengthening, and systems coordination.
- **March 2022** - Completion of Whatcom County's [Community Health Improvement Plan](#) (Healthy Whatcom, 2022), identifying strategies to address early childhood well-being, child and youth mental health, housing for children and families, and early learning & care.
- **2022** - The Children's Initiative drafted the [Healthy Children's Fund Ordinance](#) with feedback from various community groups, policymakers, county leaders, and parents, and integrated feedback into the ordinance.
- **June 7, 2022** - Whatcom County Council adopted an ordinance to submit Proposition 5 to voters, authorizing the county to lift the property tax limit for dedicated funding for early learning & care programs and increased support for vulnerable children (Whatcom County, 2022).
- **November 29, 2022** - The Whatcom County Auditor certified the election in which voters approved the Healthy Children's Fund (Whatcom County Auditor, 2022).

Vision

Investment in early childhood well-being can have profound effects on children, families, and communities (Heckman, 2020). The Healthy Children's Fund is an effort to transform our community by investing in children and families. After ten years and an investment of nearly \$100 million, we envision a broad range of impacts, including but not limited to:

- An increase in the percentage of kids entering kindergarten ready to learn.
- A reduction in the number of children experiencing abuse and neglect.

Early Learning & Care

- Reduce or eliminate waiting lists for early learning & care and support services.
- Early learning & care is affordable and families have high-quality options to choose from.
- An easy-to-use, comprehensive early learning & care network with regional hubs that are known for excellence and a thriving, professionalized early learning workforce.

Support for Vulnerable Children

- Families can access services and care at the time it is needed.
- Resources are available to support parents in pregnancy, newborns, and new parents/caregivers.
- Support for children and families at risk of or experiencing homelessness and more safe housing options.

Equity

- Decreased disparities by race, income, and geography in access to high-quality early learning & care and support services.
- Rural communities are better served and have access to more resources.
- Services are culturally appropriate for children and families.

Systemic

- County processes are efficient and easy to navigate for staff and partners.
- An organized, easy-to-use system for accessing resources where community partners work together, in tandem, for families.
- The fund serves as a model for government and partner accountability and transparency.

These are some, but not all, of the expected benefits of this \$100 million investment. The investments in 2023-2032 are expected to lead to long-term positive outcomes for children, families, and Whatcom County communities. Investment is prescribed by the Healthy Children's Fund ordinance to fall under several priorities and focus areas (Whatcom County, 2022):

Priority: Early Learning & Care

Focus areas:

- **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered.
- **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
- **High-Quality:** Increase the quality of early learning & care experiences.
- **Professional:** Attract and retain quality early childhood educators.

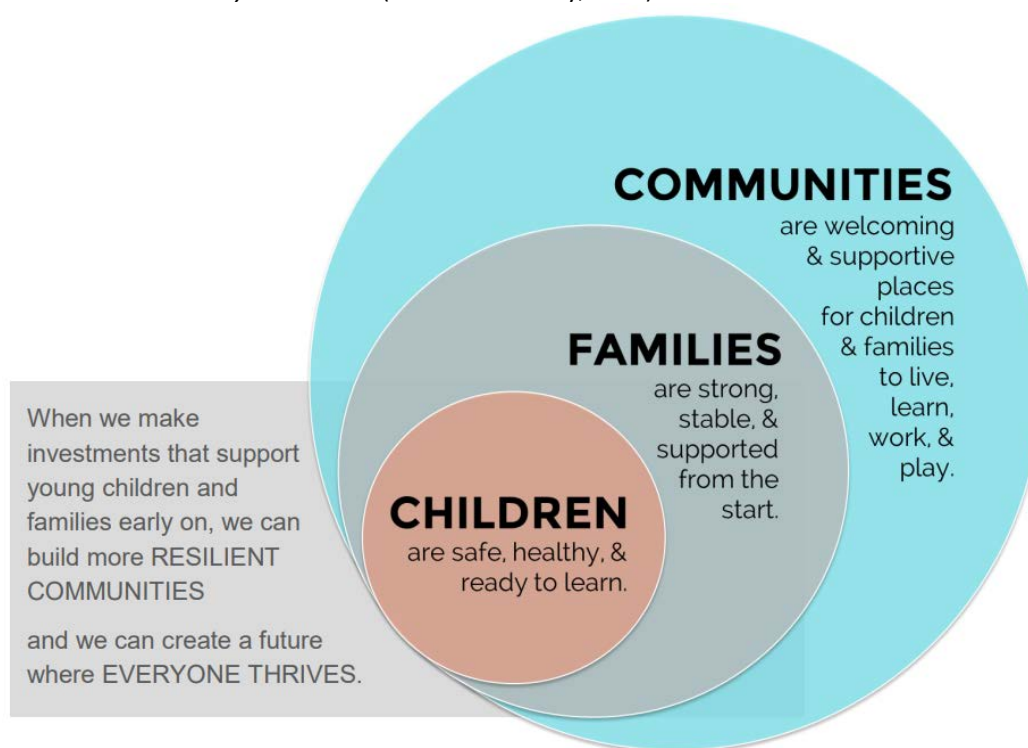
Priority: Supporting Vulnerable Children

Focus areas:

- **Expand Mental & Behavioral Health:** Expand mental & behavioral health services for vulnerable children and their families.
- **Prevent & Reduce the Trauma of Homelessness:** Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.
- **Support Vulnerable Children's Parents:** Expand support and services for families who have or are expecting children.

These focus areas are the mechanism through which the Healthy Children's Fund will reach its outcomes, discussed in more detail in the [Metrics and Evaluation](#) section of this plan.

Figure 4. From *Child and Family Action Plan* (Whatcom County, 2020)



As in Figure 4, outcomes from these investments will affect not only children and families but the communities in which they live. Some specific anticipated outcomes include:

- Improved outcomes for kids in school and adulthood.
- Decreased spending on challenges those adults would have faced without intervention.
- Improved experience of community with decreases in crime, homelessness, etc.
- Decreased staffing challenges for businesses due to lack of access to childcare.
- Increased jobs and workforce participation by making early learning and mental & behavioral health careers more viable and attractive.

The long-term impact of these concerted, targeted investments will be profound and felt by the entire community.

Accountability and Guiding Principles

As stewards of public funding, the Whatcom County Government recognizes the importance of accountability and transparency and will build this into every aspect of our processes. Whatcom County Health & Community Services (WCHCS) will apply rigor and principles to the administration, implementation, and evaluation of the Healthy Children's Fund, to be a model for other similar funds. Additionally, we are committed to providing pathways and mechanisms for innovations based on community knowledge and evidence. We are obligated to change processes that currently do not contribute to achieving desired outcomes.

Whatcom County Government will provide **accountability** by focusing on the following guiding principles:

Transparency

- Communicating regularly on the Healthy Children's Fund webpage about how the funds are being used and the impact they are having.
- Working within county departments to surpass the limitations of the fund and government spending, and create a realistic scope of funding for community-wide programs and expectations for short-and long-term impacts and outcomes.
- Cooperating with an external independent evaluator for performance audits and oversight to identify and address recommendations for improvement.

Impact

- Using data-based decision-making to identify investments that will make the greatest impact on Whatcom County residents, both in the short- and long-term.
- Ensuring that funds are equitably distributed throughout the county, and have an impact on those disproportionately affected by the systemic issues these investments are meant to address.
- Reporting on programmatic and population-level data.

Learning

- Soliciting proposals for programs that employ community-based innovations.
- Evaluating programs, processes, and impacts regularly, at minimum on a two-year cycle.
- Taking action on the results of those evaluations promptly to ensure initiatives are producing the desired results, ending or modifying investments when needed, and adjusting fund administration accordingly.

Equity

Health equity is a guiding value of WCHCS, which adopted this definition in 2019 to guide its work:

According to Human Impact Partners, health equity means that everyone has a fair and just opportunity to be as healthy as possible. To achieve this, we must remove obstacles to health — such as poverty, discrimination, and deep power imbalances — and their consequences, including lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care.

In 2020, Whatcom County government passed the [Racism as a Public Health Crisis](#) resolution that outlines tangible steps to make progress toward racial equity, including becoming a member of the Government Alliance on Race and Equity and establishing the Whatcom Racial Equity Commission.

Whatcom County Government will apply equity values, practices, and commitments to all aspects of the Healthy Children's Fund, including data collection, identification of service priorities, contracting, program and service implementation, engagement, communication, and evaluation. Additionally, they will build on the Whatcom County Health & Community Services' new 2023-2027 Strategic Plan which requires it to formalize its practice of shared decision-making to ensure diverse community perspectives and those most impacted by decisions are partners in developing plans and practices.

Roles

Many roles are necessary to successfully implement the Healthy Children's Fund. Below, key roles and their responsibilities are outlined.

Whatcom County Council serves as the oversight body of the Healthy Children's Fund administration. The council will approve implementation plans, approve all contracts over \$40,000, receive evaluations and performance audits, and work with the Executive's Office on implementing recommendations.

Whatcom County Government ensures that the fund is used exclusively for legal, eligible services described in the ordinance, that anyone receiving funds complies with county purchasing procedures, and funds are administered effectively and efficiently. In particular, the Executive's Office will administer the process evaluation of the Healthy Children's Fund, as it will audit all of the county processes that support fund administration.

Whatcom County Health and Community Services (a department within Whatcom County Government) serves as the fund administrator of the Healthy Children's Fund. This department is responsible for developing the infrastructure and processes needed to ensure successful fund implementation. This role includes convening subject matter experts; proposing fund allocation strategies, processes, and logistical operations; ensuring community partners have the resources necessary to access and utilize funding successfully; partnering with community organizations and leaders in key areas; program and project evaluation; ensuring reliable and timely communication; and building relationships with underserved communities.

The Implementation Planning Team is composed of representatives from the government and community who drafted the Implementation Plan for years 1 & 2, based on the guidelines of the ordinance. This group met monthly from September through the plan's submission to Whatcom County Council in early February. The planning team formed an Ad Hoc Strategy Group in early December 2022 to examine the potential strategies for funding and make recommendations for initial investment. This team will sunset upon approval of the implementation plan for years 1 & 2. (For more information, see the [Implementation Planning Process](#) section and [Appendix III](#).)

The Implementation Team will form upon the approval of the implementation plan for years 1 & 2, to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of representatives from advisory bodies, such as the Child & Family Well-Being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and who are impacted by the decisions and processes of the Healthy Children's Fund. This group will also focus on building relationships with new community partners, especially those within underserved areas and populations in Whatcom County.

Independent Auditors and Evaluators will, in collaboration with the Whatcom County Executive's Office and the Child & Family Well-being Task Force, be contracted to provide an independent, third-party evaluation of the fund administration, key funded programs, and the effectiveness of the fund overall.

The **Child & Family Well-Being Task Force** is a community advisory board established by the Whatcom County Council with responsibilities specified in the Healthy Children's Fund ordinance. These responsibilities include collaborating to the maximum extent possible with the fund administrator to draft implementation plans; providing recommendations on fund allocation throughout the life of the levy; working collaboratively with the fund administrator and other key stakeholders to design and implement reporting processes to ensure successful, high-quality, and efficient evaluations; and writing and delivering an annual report to the public and Whatcom County Council. This report shall include progress toward agreed-upon goals, outcomes, and metrics. Learn more about the Task Force on the [Whatcom County website](#).

Subject Matter Experts and Advisory Groups are organizations, coalitions, and individuals with expertise and/or lived experience. These partners will be engaged as needed in various aspects of HCF implementation and evaluation, including as members of the Implementation Team. Examples include Healthy Whatcom, Perinatal Mental Health Task Force, the Whatcom Child Care Coalition, the Whatcom Racial Equity Commission, and more.

Implementation Planning Process

Ordinance 2022-045 states that Whatcom County Health & Community Services will be the fund administrator of the Healthy Children's Fund (Whatcom County, 2022) and requires the fund administrator to develop an Implementation Plan for years 1 & 2 to be reviewed by stakeholders, approved by County Council, and submitted to the County Executive by March 31, 2023.

The implementation plan should include:

- “a) Details of fund allocations across eligible expenditures and strategies, including as a percentage of the fund revenue;
- b) Working criteria for fund allocation to guide the contracting process for non-administrative expenses;
- c) An overview of the contracting process that includes opportunities for community members to provide input in to fund allocation decisions; and
- d) Opportunities for leveraging the fund and bringing in external resources to the county.” (Whatcom County, 2022)

Because of the short timeframe between the November 2022 election and the submission of the Implementation Plan in early February for approval by March 31, 2023, WCHCS began planning in August 2022 for its role as fund administrator. In the event Proposition 5 was approved, those additional months of planning would be necessary to successfully create an implementation plan by the deadline.

In August, WCHCS formed an Implementation Planning Team. The team was comprised of representatives from Whatcom County Health & Community Services, Executive's Office, Child and Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance drafting team, Whatcom Child Care Coalition, and various subject matter experts. The team's work was guided by the requirements outlined in the ordinance.

The Implementation Planning Team spent September, October, and November establishing a project management structure and approach, identifying components of the implementation plan, and developing a partner engagement strategy. The Implementation Planning Team met weekly to research other communities with dedicated funding for early childhood support and determine the best approach for Whatcom County.

In early December, workgroups of subject matter experts were convened to delve deeply into the individual plan components, building off our understanding of the current data, the science and research base, and community input on specific bodies of work to be funded through the Healthy Children's Fund. Their work informed the decisions and content of the draft implementation plan.

In January, the draft implementation plan was shared with advisory groups for input and feedback. The following groups were engaged:

- Child & Family Well-being Task Force
- Healthy Whatcom
- Whatcom Child Care Coalition
- Whatcom Public Health Advisory Board
- Proposition 5 ordinance writing group

- Business & Commerce Committee
- Whatcom Small City Mayors
- Local Chambers of Commerce

Their feedback was sought to ensure that the implementation plan reflects the priorities of Whatcom County residents and supports the achievement of the Healthy Children's Fund vision. (See [Appendix II. Advisory Group Feedback Themes.](#))

For a roster of implementation planning team members, see [Appendix III.](#)

Spending Plan

Increasing early childhood well-being is a complex endeavor. To be successful, it requires multiple strategic investments to work in concert with each other while simultaneously implementing a public policy approach in line with economic market drivers.

The Healthy Children's Fund Implementation Plan is a culmination of numerous community plan development processes. Stakeholders from across the community—including early learning & care stakeholders, housing system and mental & behavioral health providers, and other relevant advisory bodies—were engaged in the development of the Child & Family Well-being Action Plan, the Healthy Whatcom: Community Health Improvement Plan, and other community plans focused on early childhood well-being. All of these plans informed and laid the foundation for the Healthy Children's Fund Implementation Plan. (See also [Appendix I: Community Plans](#).) In addition, the ordinance requires the Implementation Plan to be created with the advice of the relevant advisory groups, including the Child and Family Well-Being Taskforce, an advisory body with representation from local parents, businesses, foundations, early learning & care operators, and systems developers. (See the [Roles](#) section in this document.)

In implementing the Healthy Children's Fund, Whatcom County Government strives to meet the community's vision and goals, while abiding by all federal, state, and local laws and regulations. Many of the regulations that most impact the Healthy Children's Fund administration were designed to provide accountability for taxpayer dollars and prevent the gifting of public funds for private gain. To effectively serve the public's interest, Whatcom County must operate within the bounds of these laws and regulations while simultaneously maximizing the impact of the Healthy Children's Fund. At times, these two goals are in tension with one another. Whatcom County will take advantage of flexibility where possible when it furthers the goals of this plan. Still, it must adhere to legal and audit requirements as an ultimate principle of fund administration. WCHCS drafted this spending plan with this awareness while striving to meet the goals of the Whatcom County Council and voters.

The Healthy Children's Fund established a 10-year fund that is renewable after 10 years. The ordinance directs Whatcom County Health & Community Services to develop an implementation plan focusing on years 1 & 2 and the steps WCHCS will take to update the plan for subsequent years. Specific guidance on the Spending Plan from Ordinance 2022-045 (Whatcom County, 2022) includes:

- The Healthy Children's Fund must be used to increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; and support for our most vulnerable children, including expanding mental and behavioral health services, preventing and reducing the trauma of children experiencing homelessness, and supporting vulnerable children's parents/caregivers¹.
- The initial 2-year Implementation Plan shall allocate no less than 55% and no more than 68% of levy revenue and proceeds to improving early learning and care and shall allocate no less than 20% and no more than 36% of levy revenue and proceeds to supporting vulnerable children.
- Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (e.g. Behavioral Health Fund, American Rescue Plan Act (ARPA)).

¹ The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)

The Process to Identify Strategies for Years 1 & 2

The Implementation Planning Team identified 55 solutions from existing community processes and plans that address the factors impacting early childhood well-being in Whatcom County. (See [Appendix I: Community Plans](#).) The 55 solutions were then organized into 9 theme areas with 23 strategies that impact the priority areas of Early Learning & Care and Supporting Vulnerable Children. (See [Appendix IV: Prioritized Strategy Matrix](#).)

To build the most comprehensive picture of the current landscape in Whatcom County, and build on the work already done through various community planning processes, subject matter experts and representatives from the Child & Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance writing group, Whatcom Child Care Coalition, Whatcom County Health & Community Services, Executive's Office, and other community organizations were invited to a workgroup, the Ad Hoc Strategy Group (see [Appendix III](#).) The Ad Hoc Strategy Group convened in early December 2022 to examine the 23 potential strategies for funding. The underlying foundation of their work were the following specifications and assumptions:

Specifications

- Strategies must further the goals of prevention, early intervention, and disruption of the conditions that lead to inequities and disparities for families.
- All strategies should further the goals of being trauma-informed, anti-racist, and culturally responsive.
- Supporting vulnerable children can be done in the context of early learning & care settings and all efforts should be made to leverage these opportunities.
- Increasing access to early learning & care for all children in Whatcom County to reduce racial and economic disparities and to ensure all students receive the benefit of mixed-income classrooms.
- Meeting the needs of children and families requires early learning & care programs to address their physical, mental, and behavioral health needs.

Assumptions

- Different strategies are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund.
- Strategies included in the portfolio include approximate, estimated cost ranges. These are for planning purposes only and to give a sense of scale. These may and likely will change as implementation proceeds and more information becomes available.
- The “details” for each strategy reflect the best, current understanding and are not necessarily exhaustive of all items that could be funded in that strategy. As projects develop, details may evolve to best serve that strategy.
- Later years’ portfolios will be based on the evaluation and adaptation of strategies based on learning from years 1 & 2.

The workgroup also drafted potential criteria to use when evaluating potential strategies. Feedback on the proposed criteria was collected via survey from the Child and Family Well-Being Task Force, Healthy Whatcom, and the Healthy Children's Fund Campaign Team. From that feedback, the final criteria were determined:

Criteria

- **Values:** Does this strategy address the needs of rural communities, BIPOC (Black, Indigenous, and people of color) communities, or both?
- **Expectations of Success:** Has this strategy been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this strategy ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this strategy quickly and/or significantly impact our goal of improved outcomes for children and families?

The Ad Hoc Strategy Group developed cost estimate ranges, identified considerations for each strategy, and used the criteria above to independently evaluate strategies. Based on these analyses, the group developed the Prioritized Strategy Matrix. (See [Appendix IV](#).)

The Implementation Planning Team then mapped this prioritized matrix to the guidelines outlined by the ordinance – the percentage of funds that must be used for each priority area as well as the seven focus areas that must be addressed – to determine the recommended portfolio of strategies for funding in years 1 & 2.

The strategies in the following section were identified as the highest priority to launch in years 1 & 2. The remaining strategies are available in the Prioritized Strategy Matrix so that additional projects can be launched as community readiness improves and funds become available.

Leveraging ARPA Funds: Large Capital Investments

This Spending Plan was developed in the context of a wider funding environment. An important example of this is the American Rescue Plan Act (ARPA). Under the direction of the Whatcom County Council, Whatcom County has budgeted over \$8.1 million for the stabilization and expansion of child care, \$5.5 million of which is devoted to capital projects.

This commitment of ARPA funds to large capital investments was taken into consideration when determining HCF strategies to fund in years 1 & 2. These initial strategies do not have a significant focus on large capital investments because of this ARPA commitment. Years 3 and beyond may include this focus, once ARPA funding is no longer available. During the development of the next implementation plan, WCHCS will work with stakeholders to assess the necessity of using the HCF as leverage for large capital projects. (See [Opportunities to Leverage Funding](#) in this document for more information about ARPA funding.)

Fund Allocation

Revenues in Year 1, 2023, for the Healthy Children's Fund are estimated in the amount of \$9,976,044. While revenue may change in Year 2 due to several factors, estimates in this document are based on the same revenue in 2024 as in 2023.

As indicated in the ordinance, 55-68% of revenues must be allocated to Early Learning & Care in the first two years of the fund, and 20-36% must be allocated to Supporting Vulnerable Children. This spending plan allocates 64%, \$12,800,000, of the estimated revenues to Early Learning & Care, and 27% to Supporting Vulnerable Children, \$5,356,400, during Years 1 & 2.

Table 5. Expected Revenue Allocation for Years 1-2: 2023-2024

	Ordinance Allocation Requirements	Years 1 & 2 Estimated	
		\$	%
Administration (including up to 3% Evaluation)	9%	\$1,795,688	9%
Priority Areas	91%	\$18,156,400	91%
Early Learning & Care	55-68%	\$12,800,000	64%
Supporting Vulnerable Children	20-36%	\$5,356,400	27%
Total	100%	\$19,952,088	100%

The Healthy Children's Fund ordinance allows for unspent funds to remain in reserves throughout the entire life of the levy. Under RCW 36.29.010(8), the Treasurer has authority to invest reserve dollars. WCHCS will seek Council approval to direct HCF investment proceeds back into the HCF fund. . The ability to roll over unspent funds for the next year will be necessary, particularly during the first year, as significant time will be needed to set up processes and systems and to implement the portfolio of strategies. Additionally, some strategies may necessitate large investments that could require the pooling of multiple years of funding. "It is intended that substantially all levy proceeds will be used for the purposes outlined in the Ordinance within the ten-year levy period, and reserves maintained after the ninth year of the levy must be supported by a formal statement justifying the need for the reserve." (Whatcom County, 2022)

Spending of public dollars often lags contracting. For example, Whatcom County could use the Healthy Children's Fund to contract to build a new child care center when APRA funds are no longer available. Because actual construction and reimbursement may not occur immediately upon contracting, funds would appear in reserves. For this reason, there will be times the fund maintains a significant reserve balance. WCHCS will make every effort to publish data on commitments, as well as expenditures to provide transparency into uncommitted reserve balances.

Spending on Administration is necessary to administer the fund. Where possible, Whatcom County Health & Community Services will leverage funds from other related funding sources (Behavioral Health Fund, Housing funds, Developmental Disabilities millage) to support administration. The Administration allocation in years one and two supports the infrastructure to administer contracts, provide subject matter expertise and technical assistance to providers, and ensure that outreach, education, and communication are embedded through staffing and external contracts. Because Ordinance 2022-045 Section 5 requires an independent performance audit of the Healthy Children's Fund every other year, it also emphasizes the necessary development and foundation building to effectively provide both internal and contracted external program and process evaluation. Lastly, the fund includes significant investments in system integration to connect families to services, and software implementation to create transparency on performance measures. It is anticipated that the fund will underspend in year one because of the time needed to develop and award evaluation and consultant contracts, which is anticipated to happen in mid-2023 to early 2024.

Any unspent funds each year, except for planned and variable multi-year contracts, will be placed in the fund reserves to be used on programs and services, as dictated by the initial and subsequent implementation plans. During planning for years 3 & 4, fund allocation amounts will

be determined based on learning from years 1 & 2, feedback from advisory groups, emergent needs of the community, and changes to state and federal funding availability. In some cases, unspent funding may continue for the initially planned strategy; at other times, a subsequent allocation plan may reallocate funding for a different activity, subject to public processes.

While a portfolio of strategies is included below, and estimated amounts are included in the details of each strategy in the next section, “Years 1 & 2 Portfolio: Detailed Strategies,” those amounts are subject to change as more information becomes known and as the situation and environment changes before and as a strategy is implemented. No more than eight percentage points will transfer from Early Learning & Care to Supporting Vulnerable Children so that allocations still comply with the percentages required by the ordinance.

Table 6a. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Table 7, below, describes how the portfolio will address each of the focus areas.

Table 7. Healthy Children's Fund Portfolio of Year 1 & 2 Strategies by Focus Area

	Focus Areas						
	Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavior- al Health	Prevent & Reduce Homeless- ness	Support- ing Parents
Strategies: Years 1 & 2							
Early Learning & Care	X	X	X	X	X		X
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.	X	X					
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	X		X	X	X		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.	X	X					
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		X	X				
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the "hub and spoke model").	X			X	X		X
6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	X	X	X	X			
Supporting Vulnerable Children				X	X	X	X
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.					X		X
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.					X	X	X
9: Expand and enhance early parenting supports.					X		X
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.				X	X	X	X

Portfolio of Strategies for Years 1 & 2: Early Learning & Care

Early childhood development paves the way for success throughout a person's life, and the interactions young children have with their caregivers influence the constant brain development that takes place during children's early years. For parents, access to early learning & care can allow them to work more, attend school, and have lasting, positive effects on family economic security and opportunity. Researchers have found that access to more affordable, high-quality early learning & care produces a greater likelihood of improved health outcomes, increased future earnings, and reduced crime rates.

To ensure early learning & care programs meet the diverse and unique needs across Whatcom County, the HCF needs to have a robust mixed-delivery system. This system will allow parents/caregivers options between program delivery models so that children can participate in the program that best meets their needs, learning styles, and cultures. Early learning & care classrooms also provide opportunities to connect children and their families to support and services in areas such as mental and behavioral health, housing, and more.

The Science Behind The Focus Areas

Accessible

To realize the individual and societal benefits of reducing disparities, early learning & care must be affordable and accessible for all families. Accessibility is not only determined by cost, but by the number and diversity of programs available to meet individual family needs and preferences, flexibility in schedules, and geographic proximity. Support for businesses providing early learning & care is needed to ensure that increasing costs of care are not passed on to families. As stated by the 117th Congress, "Child care is infrastructure" ("H.R.1911", 2021). Just as roads enable access to essential resources and services, the availability of diverse, affordable, and accessible early learning & care options provides families with the freedom to participate in the workforce and society. Such an investment ultimately results in overall cost-savings and other societal benefits.

High-Quality

Relationships are critical to healthy child development and caregivers of all kinds must be able to engage in nurturing, meaningful interactions that foster optimal development. Wherever early learning & care occur, essential components of high-quality care include a safe, welcoming, and stable environment with an abundance of language-rich, responsive, and playful interactions. Small group sizes and high ratios of adults to children support effective interactions that lead to positive outcomes (Center on the Developing Child, *Early Childhood*, 2007).

Affordable

Participation by young children in educational environments can increase academic, cognitive, and social skills. A healthy brain structure shaped by enriched environments in early life enables children to be ready to learn as they enter kindergarten. Additionally, through participation in high-quality early learning environments, it's possible to reduce disparities in educational achievement, income, and even physical health between children from low-income backgrounds and those with high-income backgrounds (University of Wisconsin, 2022). Currently, the high cost of early learning & care is a disproportionate burden and unaffordable for low-income families despite early learning & care subsidies and early learning & care businesses operating on slim profit margins.

Professional

Early childhood educators with higher qualifications are associated with higher-quality learning environments (University of Wisconsin, 2022). Attracting and retaining quality staff requires adequate support for early learning & care educators and workers, including livable wages and the ability to pursue professional goals. Enhancing providers' skills and program quality benefits participating children. Professional development programs, curriculum enhancement, and specific skill training have been shown to improve a broad range of positive outcomes for children (Fisher, 2020).

“A growing body of work suggests that racially and economically diverse preschools have significant learning benefits, which some researchers say is not surprising given how much growth in preschool happens through playing and sharing with peers. “Children of all backgrounds learn more on average in racially and socioeconomically diverse preschool classrooms, and diverse early learning settings can help reduce prejudice among young children,” wrote Halley Potter, senior fellow at The Century Foundation, in a recent report that dives into that research and offers ideas for how the federal government can foster integration in universal preschool.” (Hurley, 2021)

HCF’s Early Learning & Care priority has four focus areas:

1. **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
2. **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
3. **High-Quality:** Increase the quality of early learning and care experiences.
4. **Professional:** Attract and retain quality early childhood educators.

Considerations for Early Learning & Care Strategies:

- The Healthy Children’s Fund cannot be used in place of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (Whatcom County, 2022). To date, Whatcom County has committed \$8.1 million in ARPA funding for early learning and care, approximately \$5 million of which will be devoted to large capital projects to increase early learning slots. HCF spending will complement these ARPA capital investments by focusing largely on non-capital strategies in Years 1 and 2. This will expand resources to create a sustainable child care landscape and to ensure adequate staff to operate quality programs. Capital needs will be reevaluated for years 3 and beyond.
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the [funding mechanisms](#) section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.

Table 6b. Early Learning & Care Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		

Strategy 1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.

Focus Areas	Early Learning & Care (ELC): Affordable & Accessible
Objectives	Increase early learning & care slots by improving and/or expanding facilities in a variety of program models across the county, including rural locations, to ensure slots are accessible to underserved populations.
Details	<ul style="list-style-type: none"> • Support classrooms to increase the number of early learning & care slots, paying particular attention to age groups and areas of the county most in demand, through funding for facility startup, renovation, or expansion. • This can include converting extra space into an early learning & care program, as appropriate for licensing standards. • This generally does not include the construction of new buildings but would include things such as bathroom renovations, septic systems, etc. • Investments should complement other opportunities for facility improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. • The number of early learning & care providers that report having a waitlist. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Opportunities to Leverage Funds	<ul style="list-style-type: none"> • Ensure providers can apply for and receive Washington State Department of Children, Youth, and Families (DCYF).small-capital and licensed-family home grants. • Complement Whatcom County's ARPA allocations for capital projects to ensure the expansion of varied program models.
Cost estimate for years 1 & 2*	~\$500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.

Focus Areas	ELC: Professional, Accessible, High-Quality Support for Vulnerable Children (SVC): Mental & Behavioral Health
Objectives	<ul style="list-style-type: none"> • Increase access by recruiting operators, educators, intervention specialists, and staff into the early learning & care field, especially those that increase diversity in the classroom. • Provide more accessible pathways to a sustainable career through training and credentialing. • Increase participation in early learning & care programs by improving the experience of children and families within such programs. • Improve access to mental and behavioral health supports for children with specialized needs within the context of early learning and care.
Details	<p>Pathways will include recruitment, credentialing, and professional development. They must be accessible to a diverse workforce, identify and maximize state and local assets, include community-based options, and fill gaps in the system. Components of the early learning & care workforce development system should facilitate equitable access to the early learning & care field including scholarships, mentoring, and coaching.</p> <p>Planning and Infrastructure:</p> <ul style="list-style-type: none"> • Identify current resources and gaps in the local professional development landscape. • Coordinate and develop the local infrastructure necessary to improve access to and quality of professional development. • The pathway should address recruitment of a diverse workforce, credentialing, training, and retention; track the efficacy of retention strategies; and work with providers to implement them effectively and make adjustments as needed. <p>Expand access to early learning & care credentialing through higher education and community pathways through avenues such as:</p> <ul style="list-style-type: none"> • Recruiting potential early learning & care workforce. • Support the development of a clear pathway for non-English speaking individuals to become early learning & care educators and providers, especially those that can communicate with children and families in their native language. • Work with K-12 school district Career and Technical Education programs to include early learning & care as a career field. <p>Expand access to training, professional development, and integration of curriculum into programs across the county through avenues such as:</p> <ul style="list-style-type: none"> • Offer financial planning and business modeling services to early learning & care centers. • Expand access to Teaching Strategies Gold and quality coaching for programs engaged in Early Achievers. • Increase the number of early learning and care programs that use the Since Time Immemorial and other BIPOC-created curricula. • Train early learning professionals to better address the needs of vulnerable populations, including children with behavioral health needs, health issues, social needs, and non-English speaking families.

	Provide training and technical assistance to potential early learning and care operators and those interested in expanding their programs.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system or community credentialing program • Number of parents/caregivers who have a demand for early learning & care report that they have access • Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Numerous partners offer recruitment, credentialing, and training programs that can be coordinated.
Cost estimate for years 1 & 2*	~\$1,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will either shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.

Focus Areas	ELC: Accessible and Affordable
Objectives	<ul style="list-style-type: none"> • Improve access to early learning & care by providing program subsidies for families with children ages 0-5 who are cost-burdened by child care. • Build a plan to incrementally increase the affordability of care for low-income or income-constrained families each year until families are paying 7-10% of their household income.
Details	<ul style="list-style-type: none"> • Standardize an income eligibility scale in a subsidy program that prioritizes families paying the highest percentage of their household income. • United Way's ALICE (Asset Limited Income Constrained Employed) metrics could be used to help establish the parameters of the sliding scale. • Seattle's Child Care Assistance Program can be used as a model for subsidy implementation. • It is expected that a portion of funds will be used to plan and develop an equitable, effective process for allocating subsidies.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of median household income spent on early learning and care for a family with two children. • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Must be implemented to complement Working Connections Child Care (WCCC) , the early learning & care subsidy program that helps income-eligible families with children pay for early learning & care administered by DCYF.
Cost estimate for years 1 & 2*	~\$3,300,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 4: Ensure access to early learning & care by promoting the expansion and retention of the early learning & care workforce.

Focus Area	ELC: Professional & Affordable
Objectives	<p>Ensure programs have a stable workforce to run high-quality early learning & care programs.</p> <ul style="list-style-type: none"> • Retain current early learning & care educators and staff in the field by increasing wages. • Recruit additional early learning and care educators and staff by positioning it as a field with earning potential.
Details	<ul style="list-style-type: none"> • Explore and assess the feasibility of potential strategies, including wage subsidies. • Develop a plan to implement sustainable and effective strategies to meet the objectives with the goal of implementing the plan in years 2 & 3. • Explore innovative models to address workforce shortages, such as partnerships with education, multi-age settings, and apprenticeships. • Leverage the results of state and local wage subsidy pilot projects such as the Best Start for Kids' Workforce Demonstration Project. (King County, 2021)
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Average annual salary for full-time early learning & care educators compared to regional school system salary scales. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage and align with Washington State efforts to increase wages.
Cost estimate for years 1 & 2*	~\$2,050,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)

Focus Areas	<ul style="list-style-type: none"> • ELC: High-Quality & Accessible • SVC: Mental & Behavioral Health and Supporting Parents
Objectives	<ul style="list-style-type: none"> • Increase access to early learning opportunities by increasing the number of child care slots across Whatcom County, prioritizing slots for underserved children, especially in rural communities. • Decrease early learning & care operational costs by establishing regional shared service hubs to increase the accessibility and quality of care for low-income children and their families.
Details	<p>Research, planning, and implementation to establish hubs, including where capital investments are needed, the number and type of providers for each geographic area, etc. Hub and spoke planning will take place regionally and in partnership with community stakeholders within that area to ensure the expansion plan reflects the unique demands and needs of the region. Key assets of the hub may include shared services determined by the needs of the early learning & care community. Examples include:</p> <ul style="list-style-type: none"> • Onsite early learning & care service delivery, including onsite mental and behavioral health providers to provide targeted interventions to children during working hours in early learning & care centers, and early parenting supports. • Shared administrative services including accounting, contract management, and accessing local and state child care resources. Help programs manage licensing needs and expectations with DCYF. • Support for business development, grant writing, contract management, etc. • Expanding the resources and coordinated system for families seeking early learning & care. <p><i>For this document, regions are defined by school district boundaries, and a hub is a model for shared services and support.</i></p>
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. • Number of early learning & care providers participating in a regional shared service hub. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting an increase in sustainability. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Apply for shared service grants through DCYF. • Align with local efforts to expand family resource centers. • Utilize state-wide resources such as The Imagine Institute’s Shared Service Center program. • Leverage state funds by increasing the number of slots paid for by state subsidies.
Cost estimate for years 1 & 2*	~\$4,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	
Focus Areas	ELC: Affordable, Accessible, High-Quality & Professional
Objectives	<ul style="list-style-type: none"> • Increase the accessibility, affordability, quality, and professionalism of Early Learning & Care through innovative solutions for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County. • Fund pilot programs and approaches that increase the evidence base and demonstrate impact on outcomes for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County.
Details	<p>Service providers and/or partners submit innovative projects that advance Healthy Children's fund goals. Examples include:</p> <ul style="list-style-type: none"> • Expand access to healthy foods through early learning & care centers, especially for Latinx families. • Programs that offer support to low-income and vulnerable children in the context of early learning and care, such as in-classroom mental health or early intervention services. • Community service providers partnering with early learning and care environments, such as therapy providers or early intervention. • Expand partnerships with communities to include services (such as playgroups) in community-based settings. • Increase programs' access to culturally appropriate curriculum to reduce the cultural gap in kindergarten readiness.
How we will measure our success	<ul style="list-style-type: none"> • The number of innovative solutions that demonstrate valid results. • Improvement to one or more early learning & care focus areas (accessibility, affordability, quality, and professionalism). <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Cost estimate for years 1 & 2*	~\$950,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Portfolio of Strategies for Years 1 & 2: Supporting Vulnerable Children

Responsive, nurturing interactions and healthy environments provide a foundation for positive early childhood development, paving the way for success throughout a person's life. Strong, stable relationships with caregivers are essential to children's healthy development. Supporting children's social, emotional, and physical needs builds resiliency and prevents excessive activation of stress responses and the eventual physical and mental health problems that stem from chronic stress.

For families dealing with significant adversity from poverty, unstable housing, mental illness, disability, exposure to violence, or racism, the potential benefits of high-quality accessible early learning & care and comprehensive services are magnified (Center on the Developing Child, *The Impact and A Science-Based Framework*, 2007). Policies, programs, and interventions focused on optimizing early childhood development, stabilizing families, and minimizing exposure of children to serious adversity can have long-lasting positive impacts on the health and well-being of the community as a whole. Providing access to these services in the context of early learning & care leverages funds and other community resources, and increases access for children of working parents.

Housing is critical to overall childhood well-being. If we want children to enter kindergarten ready to learn and thrive, we must address safe and stable housing. Even further, experiencing homelessness causes trauma in children that has lifelong effects. Preventing and ameliorating that trauma is key to this work. A goal of the Healthy Children's Fund is to prevent homelessness for children and families, specifically to divert families from homelessness before it occurs.

Supporting parents/caregivers are the foundation of a healthy community. When parents/caregivers thrive, children can thrive. And when children thrive, only then can a community thrive.

The Science Behind The Focus Areas

Mental & Behavioral Health

Throughout a lifetime, many factors can affect mental health, including biological factors, life experiences such as trauma or abuse, and family history. In children and youth, it's normal to experience different kinds of emotional distress as they grow and mature. However, when symptoms persist, it may be more than a developmental occurrence. The consequences of prolonged untreated mental illness can include educational difficulties, social disengagement, risk of suicide, and the potential development of further mental health illnesses such as substance misuse.

Prevent & Reduce Homelessness

People thrive when they have safe, stable places to live. That means we feel secure, our homes and neighborhoods are free from hazards, and our communities provide us with what we need. Housing is the biggest expense in most family budgets, making housing affordability a significant factor in financial well-being. Homeownership has long been at the center of the American Dream, offering a way to build family wealth and stable, diverse communities (Milstein et al., 2020).

Supporting Parents/Caregivers

Mood and anxiety disorders are the primary complications of pregnancy and the postpartum period. About 10-20% of parents experience very distressing symptoms (Mughal, 2020). This can include feeling more sad, disconnected, worried, angry, or overwhelmed than usual. Parents of every culture, age, income level, and race can be affected. There are approximately 2,000 births per year in Whatcom County. If 10-20% experience postpartum depression (Whatcom Perinatal, 2022), that means up to 400 new parents will likely experience some sort of mood or anxiety disorder each year. Unfortunately, only about 15% of parents seek support for their symptoms (Whatcom Perinatal, 2022). That means up to 340 parents in Whatcom County may not get the help they need.

HCF's Supporting Vulnerable Children priority has three focus areas:

- 1. Expand Mental & Behavioral Health Services** for vulnerable children and their families.
- 2. Prevent & Reduce the Trauma of Homelessness** through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform for vulnerable children and their families.
- 3. Support Vulnerable Children's Parents/Caregivers** by expanding support and services for families who have or are expecting children deemed to be vulnerable.

Considerations for Supporting Vulnerable Children strategies:

- The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the Funding Mechanisms section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.
- Vulnerable children are defined in the ordinance as “any children at greater risk of experiencing physical or emotional harm and/or experiencing poor outcomes because of one or more factors in their lives, including but not limited to homeless and foster children.

Table 6c. Supporting Vulnerable Children Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Strategy 7: Recruit Mental & Behavioral Health Workforce to Whatcom County.	
Focus Areas	SVC: Mental & Behavioral Health and Supporting Parents/Caregivers
Objective	<ul style="list-style-type: none"> Expand behavioral and mental health services for vulnerable children, pregnant parents, and parents with young children.
Details	<ul style="list-style-type: none"> Support pilots and internship models that expand access to mental & behavioral health services for underserved children and families. Retain and/or develop mental health supports serving vulnerable populations with an emphasis on providers who represent our culturally diverse community. Increase the number of mental health professionals who specialize in perinatal mental health. Support providers to provide services to families who meet the criteria of or are enrolled in Apple Health (Medicaid). Hold listening/learning sessions to better understand how the county government can support local Medicaid providers.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. Number of families on provider wait lists for behavioral health services. <p>Secondary:</p> <ul style="list-style-type: none"> Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services. Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage Whatcom County Behavioral Health Fund, State of Washington funding, and federal Medicaid dollars to ensure complementary services are funded as the workforce expands.
Cost estimate for years 1 & 2*	~\$850,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.	
Focus Areas	SVC: Prevent and Reduce Homelessness, Mental & Behavioral Health, and Support Parents/Caregivers
Objectives	Reduce the number of children experiencing a housing crisis or homelessness.
Details	<ul style="list-style-type: none"> • Build family-centered problem-solving and advocacy to help a household identify practical solutions for stabilizing their housing quickly and safely, including assistance negotiating with property managers, navigating mainstream resources, and short-term, flexible financial assistance to avert a crisis (i.e. family “diversion”). • Fund flexible housing stability supports that prioritize families actively seeking services through coordinated entry and/or other community housing assessments. • Reform eligibility guidelines for housing services to center child well-being through racial equity and trauma-informed decisions and care. • Partner with early learning & care centers and school districts with pre-K programs to identify children and families at risk of housing instability and connect them to services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis. • Number of families with children experiencing homelessness. <p>Secondary</p> <ul style="list-style-type: none"> • Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Coordinate funding from Whatcom County, the City of Bellingham, Washington State, and the U.S. Department of Housing and Urban Development Funding to maximize the use of dollars locally. • Focus Healthy Children’s Fund dollars on those populations (such as families doubled up in housing) that may not be served with other funding regulated by the State or Federal government.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 9: Expand and enhance early parenting supports.	
Focus Areas	SVC: Mental & Behavioral Health & Supporting Parents/Caregivers
Objectives	Increase support and services for pregnant and parenting families, particularly those with vulnerable children.
Details	<p>Service providers and/or partners submit innovative projects that expand and enhance early parenting support. Examples include:</p> <ul style="list-style-type: none"> • Replicate and/or expand innovative, promising practices being implemented in Whatcom and other communities. • Expand the availability of birth and postpartum doulas. • Increase access to culturally responsive parenting supports (e.g. supports embedded in health care settings, etc.) • Increase opportunities for one-to-one and group peer support for parents, caregivers, and those expecting children (e.g. Program for Early Parent Support (PEPS) model, etc.) • Support expansion of home visiting models to support a greater number of families such as the universal "Welcome Baby" model, as well as targeted models such as the "Nurse-Family Partnership." • Coordinate and provide resources and community-wide training on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Well-child visits in the first 30 months of life. • Rate of Low Birth Weight infants, less than 2500 grams. • Percent of birthing people receiving adequate prenatal care.. • Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy. <p>Secondary</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report that they have access to the parenting support services they need. • Percent of birthing persons who reported having a postpartum check-up. • Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Whatcom County assistance for Nurse-Family Partnership and other parenting support programs. • Washington State and other grant funding for perinatal health services.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Focus Areas	SVC: Mental & Behavioral Health, Prevent & Reduce Homelessness, and Support Parents/Caregivers
Objectives	<ul style="list-style-type: none"> • Increase access to wraparound services • Decrease barriers to accessing services for families and children. • Expand behavioral and mental health services and supports for vulnerable children and pregnant and parenting families with vulnerable children.
Details	<ul style="list-style-type: none"> • Build on promising practices and successes from the state-wide Help Me Grow network, SEAS (single entry access to services), and other Whatcom County resources. • Implement coordinated systems to access resources, and expand access to mental health services for pregnant and parenting families. • Strengthen coordination to identify families experiencing or at risk of housing instability including those who are doubled-up or otherwise under-housed. • Increase the number of family resource center locations or access points for pregnant and parenting families with a priority on providing access to those populations that currently experience the greatest barriers. • Embed community health workers and/or social workers into settings such as medical clinics that primarily serve low-income families for access to wraparound support services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. • Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report having access to behavioral & mental health services for their children at their early learning & care program/location. • Number of parents/caregivers who report that they have access to the parenting support services they need. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Washington State and Whatcom County Behavioral Health fund. • Grant funding supporting state-wide Help me Grow Network.
Cost estimate for years 1 & 2*	~\$757,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Funding Mechanisms

Regarding the funding distribution process for the Healthy Children's Fund, Ordinance 2022-045 (Whatcom County, 2022) requires:

- The County shall ensure that the Healthy Children's Fund is used exclusively to sustain an increase in overall public expenditures for eligible services as set forth in this ordinance. Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services.
- All service providers, vendors, and subcontractors of the Healthy Children's Fund shall be selected by fund administrators in compliance with [Whatcom County Purchasing System Code \(WCC\) 3.08](#).
- Working criteria for fund allocation will guide the contracting process for non-administrative expenses.

Funding opportunities for the Healthy Children's Fund will be based on the priorities and strategies outlined in the Spending Plan as well as the values and intent highlighted in the ordinance, and consistent with federal, state, and local law. Funding opportunities will establish measurable outcomes towards stated goals, as well as uphold the value of being community-centered and offer opportunities for innovative approaches by new and/or less established providers. Policies and procedures for funding mechanisms will be developed and documented over the first two years and shared with the public and prospective applicants. This funding guidebook for the Healthy Children's Fund is intended to support applicants with eligibility, guidelines, applications, contracts, and compliance, and will be similar to other Washington State municipality funding guidebooks. (City of Bellevue, 2019; Seattle Human Services, 2022)

Funding Eligibility

All funding opportunities must align with HCF funding criteria and goals and in all cases shall be subject to the limitations and restrictions of federal, state, and local law. Funding opportunities (described below) over \$40,000 will be advertised through the county's traditional competitive, open bid process, with exceptions as may be provided for under Whatcom County purchasing policies (WCC 3.08.060). While formal bid requirements may not be required for projects or services under \$40,000, all awards including those not subject to formal bid requirements will be selected based on adherence to identified criteria and the best use of available funds. Funding opportunities are intended for a wide range of operators to develop and provide eligible services throughout Whatcom County. Eligible applicants shall include those operators and service providers who support strategies in the HCF priorities of Early Learning & Care and Support for Vulnerable Children. Eligible operators and service providers may include non-profit, for-profit, private, and public entities, higher education programs, and/or early learning & care providers that can meet Whatcom County contracting requirements. Specific eligibility criteria will be based on the requirements of each funding opportunity. All contractors and subcontractors must adhere to anti-discrimination and child protection laws and policies.

While some of the funds will be accessible universally, the majority of the funds will prioritize equitable access for traditionally underserved communities. This includes but is not limited to, areas located outside of the city of Bellingham, low-income children and families, and community members experiencing the greatest barriers.

Funding will be made available pursuant to the provisions of WCC 3.08 (Whatcom County's Purchasing Policy). Applicable [Whatcom County Purchasing Thresholds](#) are as follows:

- Tier I: Funds less than \$10,001 may be contracted as needed for specific services
- Tier II: \$10,001-\$40,000, per WCC [3.08.040](#), whenever practically possible, price quotations from at least three vendors shall be solicited for contracted services
- Tier III: >\$40,000, per [WCC 3.08.060](#), contract awards exceeding \$40,000 will be based upon bids or proposals received in response to specifications and invitations to bid

Contracting

Contractors must adhere to a number of contracting requirements, which may include but are not limited to:

- Ongoing monitoring and reporting to WCHCS and outside evaluators, and as may otherwise be required under their contract.
- Reimbursement-based contract structure, except under limited circumstances.
- Compliance with county insurance requirements pursuant to a contract, to include providing a certificate of required coverage and naming Whatcom County as an additional insured.
- Non-discrimination and child protection laws/policies. (See [Appendix IX.](#))
- Maintaining books, records, documents, and other evidence directly related to the performance of the work in accordance with Generally Accepted Accounting Principles. Whatcom County, or any of its duly authorized representatives, shall have access to such books, records, and documents for inspection and audit for a period of three years after completion of work.
- Contractors will document the use of Whatcom County funds and will complete all required reports and billing documentation in a timely manner. Additional data may be required for audit or evaluation purposes.
- All contracts will state the contract's objective and purpose, and which shall be consistent with the provisions of Whatcom County Ordinance 2022-045.

Recipients of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. (See the [Metrics & Evaluation](#) section for more details.) WCHCS will also provide technical assistance and coaching for applicants as needed (see below).

Project Proposal Process

Funding opportunities will be advertised using a phased approach that will consider several factors, including each strategy's readiness for implementation. The goal is to advertise initial funding opportunities beginning in Fall 2023. The award process will be structured as follows:

Phase 1: Develop proposal documents for specific strategies

Each strategy may have multiple funding opportunities each year, and within any strategy, multiple funding mechanisms may be employed. Some awards may be for programs, some may follow individuals (such as subsidies), while others may be for infrastructure such as capital facilities. Award recipients may propose to sub-contract funds for services at the discretion of the county. All contracts will state the contract's objective and purpose, which shall be

consistent with the provisions of Whatcom County Ordinance 2022-045. Collaboration with subject matter experts during the development of funding opportunity proposals will occur whenever possible.

Phase 2: Advertising Funding Opportunities

While funding opportunities are in development, WCHCS will communicate with stakeholders, operators, and providers to provide advance notice of potential opportunities whenever possible. Consistent with applicable Whatcom County Purchasing Policy requirements, funding opportunities will be advertised through a number of channels, including but not limited to the HCF webpage, social media, and newsletters. When required by county purchasing policies, funding opportunities will be advertised as “bid notifications” and released to the public through Whatcom County Finance. All Whatcom County bid notifications are posted at www.whatcomcounty.us/Bids.aspx. Those interested can sign up to be notified when new bids post. Most funding opportunities will have a specific closing date, though Whatcom County is exploring the possibility of rolling deadlines.

Phase 3: Project Proposal Submission

Funding opportunity announcements will provide detailed instructions on the contents of the proposal and proposal submission. Deadlines will vary depending on the specific program or project. In many cases, there may be multiple chances to apply. Whatcom County may review proposals for a particular service as often as quarterly, while other programs may have one-time or annual bids.

Phase 4: Selecting Proposals to Fund

In the majority of cases, an Application Evaluation Committee, which will include representatives from Whatcom County Government and community representatives with subject matter expertise, will review and evaluate proposals and submit recommendations for funding within 30 days of the submission deadline. The county will evaluate proposals based on the evaluation criteria:

- **Values:** Does this proposal address documented community needs and/or disparities across race, income, and geography in access to early learning & care and social services? Is it furthering the goals of being trauma-informed and advancing equity?
- **Expectations of Success:** Has this approach been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this proposal ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this proposal quickly and/or significantly impact our goal of improved outcomes for children and families?

Phase 5: Award Notification and Contract Development

Once a proposal is selected for funding, WCHCS will draft an agreement that includes a scope of work and a budget indicating the total funds awarded and requirements for reimbursement. Once those details are negotiated, Whatcom County will conduct an internal approval process, including review and approval by WCHCS, the Prosecuting Attorney’s Office, County Finance, the County Executive, and the County Council, (as applicable per [WCC 3.08.100](#)). After all the approvals have been obtained, all parties will sign the agreement and execute it. No funding is guaranteed until a contract has been signed by the Whatcom County Executive and authorized by Whatcom County Council, as required. Proposals selected for funding will be identified on the HCF webpage along with brief information about their project as well as the amount to be funded.

In cases where the County requires competitive bidding, unsuccessful bidders may protest or appeal the County's award pursuant to existing provisions of state and local law, and pursuant to bid protest policies adopted by Whatcom County.

Upon request, a debriefing conference will be scheduled with a non-selected applicant. Discussions will be limited to a critique of the applicant's proposal. Comparisons between proposals or evaluations of other proposals will not be allowed.

Technical Assistance & Coaching

To support community partners in successfully accessing funds, as well as reducing the burden of Whatcom County application and contracting processes, WCHCS will explore ways to make technical assistance available throughout the application and reporting process.

Additional engagement activities that may be considered include, but are not limited to:

- Informational webinars
- Written questions, submitted via email
- Advertisements through community groups
- Workshops and/or 1:1 support, when possible
- Sharing flyers at events or community locations such as schools, libraries, etc.
- Geographically targeted outreach

Outstanding Questions to Answer in 2023 and Beyond

As Whatcom County works to develop an outcome-oriented approach to program and project funding that is consistent with the provisions of Whatcom County Ordinance 2022-045, WCHCS will collaborate with other county departments to answer several outstanding questions, including:

- What is our timeline to build out all the strategies including a phased approach for releasing funding opportunities?
- What barriers currently exist within County processes that make it difficult for partners to apply for and receive funding?
- How can systems and criteria across County departments be evaluated and updated to increase opportunities for partners to receive funding?
- What are ways to ensure smaller and in-home providers are able to access HCF resources?
- How will we determine provider eligibility for contracts?
- What will be the specific compliance requirements for contracted providers by service area?
- How can Whatcom County offer wage & early learning subsidies effectively and legally?
- How can funding opportunities be restructured to include the possibility of grants (as opposed to reimbursement-only contracts) when appropriate?
- Where and how will the community be involved in the funding opportunity process? How do we design and implement a funding committee to involve community partners as subject matter experts without impacting their eligibility to receive funds?
- What types and methods of community outreach, coaching, and technical assistance are needed by community partners to remove barriers and ensure funds are available to a wide range of community partners (especially those who do not typically apply for and/or receive funding from Whatcom County)?

Opportunities to Leverage Funds

The Implementation Plan must include opportunities for leveraging the fund and bringing in external resources to the county (Whatcom County, 2022). As fund administrator, WCHCS will work to maximize all funding for this purpose.

For every strategy that is funded, WCHCS commits to researching and reviewing opportunities to meet some or all of these needs through federal, state, philanthropic, or public-private partnership funding. In addition, WCHCS will keep abreast of new and ongoing funding opportunities for early childhood well-being and consider these opportunities when planning for the next two-year cycle.

Please refer to the Portfolio Strategies for descriptions of specific opportunities to leverage funding related to each strategy. More general, overarching opportunities are described below.

Opportunities Within Whatcom County

Whatcom County has existing, long-standing relationships with the City of Bellingham, the local business community, other local governments, and nonprofit organizations. The landscape of funding within Whatcom includes some funds already allocated for supporting early childhood well-being. WCHCS will maximize these potential partnerships whenever possible.

Whatcom County and the City of Bellingham administer other local funding sources with complementary goals to the Healthy Children's Fund, such as the Behavioral Health Sales Tax Fund, funding from the recent National Opioid Settlement, and the City of Bellingham's Housing levy, to provide just a few examples. These funding sources can and in some cases have already supported activities and initiatives to support early childhood well-being. One example is the Nurse-Family Partnership: a free, supportive program for women having their first baby where a nurse visits during pregnancy and until the baby turns two years old. This existing program is funded by the Behavioral Health Fund and Whatcom County General Fund and has had significant positive outcomes. Expansion of the program could be funded by the Healthy Children's Fund, as well as leveraging other funding opportunities used by other local governments with similar programs.

County ARPA funds

Under the direction of Whatcom County Council, Whatcom County has budgeted \$8.1 million of county ARPA funds for the stabilization and expansion of child care. Of this, \$2 million has been allocated for stabilization, \$5 million for large capital projects, and \$500,000 for capital projects for small providers. These programs are in various stages of implementation. Additionally, the City of Bellingham has contributed \$1 million of city ARPA funds towards child care stabilization investments and is leveraging other local, state, and federal resources toward child care capital projects.

ARPA funding is a one-time, short-term influx of dollars from the federal government intended to get communities through a difficult time and return them to a pre-pandemic state. In contrast, the Healthy Children's Fund is a locally-approved investment in children and families intended to mitigate challenges that existed before--but were exacerbated by--the pandemic. Although a greater investment than ever, the HCF still does not have sufficient funding to completely solve the crisis. As fund administrators, WCHSC will use new funding available under the Healthy Children's Fund to complement these resources, providing additional service levels, new programs, and more targeted support for populations historically left behind.

Philanthropic Sources and Public-Private Partnerships

Many philanthropic funders focus on early childhood well-being and can serve as partners in these efforts. Locally, philanthropic partners including Chuckanut Health Foundation, Mt. Baker Foundation, United Way, and the Whatcom Community Foundation have demonstrated a commitment to both early learning & care and supporting vulnerable children. There is an opportunity to work with these philanthropic partners to ensure their investments continue to align with public investments to achieve the community's vision for children and families in Whatcom County. There are also state and national funds that share this focus. Outreach to these organizations should be undertaken to gauge interest in: supporting funding for certain initiatives; participating in a public-private partnership to support projects that require significant investment; and facilitating connections between other entities that may have similar interests.

Access to some larger-scale state and federal funding opportunities is only possible with extensive cross-sector collaboration and partnership. An example is the Shared Service Hub Request for Proposal published by the Washington State Department of Children, Youth & Families (DCYF) in 2021 (Washington State, 2021). Strong collaboration must be developed in advance to take advantage of these types of infrequent but impactful opportunities, and as fund administrators, WCHSC can provide leadership in preparing for these opportunities. (See also Federal and State Opportunities.)

Federal Opportunities

Though significant at the time of this plan, ARPA funding is a one-time investment. WCHCS will consider other federal leverage opportunities for early learning expansion and other services in Year 3 and beyond, such as the preschool development awards through the Elementary and Secondary Education Act and Title IX (NEA, 2020). WCHCS staff will track federal legislation impacting young children and families and consider applications for federal grants meeting the objectives of the Healthy Children's Fund.

State Opportunities

A variety of state funding opportunities should be considered as leverage opportunities. For instance, the Washington State Department of Commerce offers flexible funding around Community Development Block Grants, including a variety of grants that are open to Whatcom County. These grants are an opportunity to build infrastructure that meets both these goals and the goals of the Healthy Children's Fund, particularly infrastructure around early learning & care and other services.

Another opportunity to maximize state funding is Washington State's WorkFirst Program. For instance, if WCHCS employs the strategy of subsidizing early learning & care, WorkFirst offers similar subsidies for low-income families (Economic Services Administration). Maximizing this program for families first will maximize the benefit of both subsidies. Another example would be blending WorkFirst and HCF funding for workforce entry pathway training for early learning & care educators. Another fundamental way to maximize the state funding reaching Whatcom is by simply increasing the number of early learning & care slots available. Increasing early learning & care slots will in turn increase the availability of subsidy funding for low-income children who use those slots.

DCYF offers a variety of other funding in support of early learning & care and supporting vulnerable children. Examples include Early Learning Facilities Development grants (Washington State, "Early Learning") and other one-time DCYF grants on topics like workforce retention, early learning & care stabilization, early childhood equity, and more. WCHCS will look

toward these opportunities, in particular, for capital projects, and will provide outreach services to potential applicants (e.g. child care providers) of these funds.

Match Funding

Revenue maximization is a term used for the process of drawing down federal funding using local funds to substitute for a funder's matching requirements. These types of matching funds are typically offered by state or federal government awards or large national foundations. HCF could provide funding for providers attempting to meet another funder's matching requirements, enabling them to access significantly more funds.

For example, federal child welfare funds are required to be matched by the state. If HCF funding is used to provide the match, these federal funds can be passed through WCHCS to the provider. Grants like Early Learning Facilities grants are only possible with matching funds.

In addition, this type of match funding, provided by HCF, can enable beneficiary organizations to access other programs through the matching funder. Some federal funds may only be available to those organizations that have previously met match requirements.

Note: A guiding principle of the Healthy Children's Fund is a belief that providers must focus on the successful implementation of strategies and programs, rather than additional requirements for fundraising. WCHCS is not advocating for any recipient of funding through the Healthy Children's Fund to be required to match funding.

Supporting Providers

Many of the goals of the Healthy Children's Fund cannot be achieved by the fund alone. Whatcom County providers may take action to apply for funding not only through the Healthy Children's Fund and the sources outlined above but various others not mentioned. WCHCS commits to supporting providers to take action more easily and overcome barriers identified when attempting to access these state and federal funding opportunities. WCHCS will support these efforts with coaching on complying with contracting requirements, streamlining any departmental processes that support these funding opportunities, and sharing any data collected to support proposals.

WCHCS will make reports created for the Healthy Children's Fund available, in hopes that these resources will help make the case for additional investment and advocacy, support the need for funding, and help providers maximize funding from other sources. The research undertaken for the Healthy Children's Fund may include needs assessments, program evaluation, and other analyses that can help providers make the case for their programs and successfully identify and attain any additional funding needed.

Community Partnerships & Engagement

Community engagement is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people (CDC, 1997). Community engagement is a fundamental practice of public health and has the potential to advance health equity, promote social connections, strengthen cross-sector partnerships, and build trusting relationships with the communities served.

WCHCS is committed to building strong partnerships and working collaboratively across sectors. Using the HCF ordinance as a guide, the specific community engagement activities and roles are detailed within several sections of this implementation plan, including [Funding Mechanisms](#), [Implementation Planning Process](#), and [Metrics & Evaluation Planning](#). Additionally, WCHCS will build on the goals outlined in the WCHCS Strategic Plan (Whatcom County Health, 2022):

Partner collaboratively to find community-based solutions that advance health and health equity.

Improve communications.

- Provide timely and transparent information so partners can make informed decisions.
- Share information about the HCF outcomes to increase knowledge and awareness.

Increase collaboration.

- Formalize our practice of shared decision-making to ensure diverse community perspectives are incorporated into our plans and practices.
- Develop, implement, and make meaningful progress on community-led plans and planning efforts.

To be successful, methods to engage individuals and organizations beyond those typically engaged will be developed. For example, intentional relationship-building within underserved communities, providing technical assistance and coaching for first-time applicants, ensuring language assistance is available and materials are translated into multiple languages, and partnering with community organizations that already have trusted relationships with community members who could receive funding.

Communication

Effective communication will help the public understand how and why funds are allocated, inform potential awardees of funding opportunities, and let parents/caregivers know what programs are available through Healthy Children's Fund-supported organizations. No single approach can reach everyone, so multiple communication tools will be used to reach the audiences listed below. This section is meant to provide information on the initial communications and outreach for implementing the Healthy Children's Fund. Techniques will be evaluated, modified, and changed as needed to meet the needs of the audiences outlined below to the extent feasible.

Some groups have traditionally faced challenges accessing funding and navigating government systems. This has included in-home care providers, people who lack internet access, rural residents, BIPOC community members, and others. WCHCS's communication and engagement activities for the Healthy Children's Fund will work to engage and get participation from people in these groups. Particular attention will be paid to providing language and translation services as well as relationship-building with potential partners.

Below are the communications tools currently available, and how WCHCS will be using them to communicate with various audiences. These audiences include but are not limited to:

- Community partners,
- Organizations and individuals that may apply for funding,
- Families that would benefit from programs and services, and
- People who live in Whatcom County who are interested in the Healthy Children's Fund.

Healthy Children's Fund Webpage

<https://www.whatcomcounty.us/4069/Healthy-Childrens-Fund>

A dynamic, central hub for information for all stakeholders. Content will be reviewed and updated at least quarterly, and specific information will be updated as needed on a more regular basis. The webpage will include:

- Annual reports and two-year evaluations
- Information on how money is allocated and how funding decisions were made
- A place for community members to ask questions or provide feedback at any time
- Calendar of events that would include things like educational opportunities, funding deadlines, and advisory group meetings
- Signup forms for different types of information

Email Newsletters

Email lists will be set up for community partners and the audiences identified above. Interested individuals and organizations can opt-in to receive targeted communications. Newsletters will be sent on an as-needed basis, not less than once per quarter. Examples of topics that would be included in these newsletters:

- Training opportunities and webinars
- Proposal deadlines
- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

Printed Materials

Newsletters, flyers, and other materials will also be formatted for physical distribution, as not everyone has access to online communications. Which materials are most appropriate for print

and logistics still need to be determined. This includes physical transport, locations, and which organizations would benefit from physical copies.

Social Media

WCHCS utilizes a variety of social media channels to communicate with the public. Currently, this includes Facebook, Instagram, and NextDoor. These channels are meant to reach a broad audience regardless of whether the viewer is a business, community member, parent/caregiver, or other interested parties. One of the benefits of using social media is that it allows partner organizations to share and amplify the message to reach the broadest possible audience.

Examples of social media topics:

- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

News Flashes

Similar to social media, news flashes are a feature of the WCHCS website that will send an email to a general list of people interested in public health news, media outlets, and reporters who have subscribed. News flashes also appear on the WCHCS homepage for people who are not subscribed and who do not use social media. Examples of news flash topics would be the same as those referenced in Social Media.

Metrics and Evaluation Planning

Building strong data collection and rigorous evaluation practices is essential to maintain short and long-term accountability. As the fund administrator, WCHCS will facilitate the evaluation and performance measurement plan development and implementation. WCHCS will work collaboratively with the Child & Family Well-being Task Force and other key stakeholders to design, implement, and report evaluation processes, and will leverage other external resources as needed to ensure successful high-quality and efficient evaluations.

The following overview presents the overarching goals, approaches, principles, and framework that will guide the evaluation and performance measurement of the Healthy Children's Fund. As programs and services are selected in 2023 and beyond, the metrics and evaluation framework will be further refined. A more detailed and operational Evaluation and Performance Measurement Plan will be completed by December 2023 and submitted to the Whatcom County Council, with updates as needed thereafter. These updates will also be provided as part of the Healthy Children's Fund Annual Report, delivered by the Child & Family Well-being Task Force.

Evaluation Timelines

The Healthy Children's Fund ordinance states, "Every other year, a qualified independent auditor shall conduct a performance audit of the Healthy Children's Fund."

Transparent and thorough evaluation is a critical component of the Healthy Children's Fund. Results for the initial two-year evaluation will be influenced by the startup period and will focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Metrics

To measure how well children and families are thriving in Whatcom County, quantitative and qualitative data will be used to help identify our communities' strengths and assets to address community-identified gaps and needs. The data will guide the implementation of the Healthy Children's Fund and provide an understanding of where disparities in health and well-being exist and where additional support and resources are needed.

Results-Based Accountability

The [Results-Based Accountability \(RBA\)](#) framework and methodology were used during the implementation planning process, especially to define metrics and develop the evaluation plan. RBA is a national model and provides a disciplined, data-driven decision-making process to help communities and organizations take action to solve complex problems (Clear Impact, 2022). RBA makes a distinction between **population accountability** through population indicators which assess the well-being of a whole population, and **performance accountability** through performance measures, which assess the well-being of the clients directly served by programs. This framework will be used for all HCF metric reporting and evaluation processes.

Population Accountability

To measure and monitor overall progress towards the overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten Readiness, all Whatcom children, race & ethnicity, gender, & income
- Child Abuse and Neglect, Whatcom children ages 0-17

Kindergarten readiness data, disaggregated by subpopulations, is an important indicator of community progress toward the kind of conditions that promote child and family well-being, as well as a revealing gauge of inequities. "Kindergarten Readiness" refers to data collected by the Washington State Office of Superintendent of Public Instruction (OSPI). All public schools and some tribal nation schools use a process called the Washington Kindergarten Inventory of Developing Skills (WaKIDS). WaKIDS measures developmental skills on a strengths-based continuum in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math.

Kindergarten readiness is the most widely used data point in Washington State to understand what experiences a child may have before they enter kindergarten. It is used to inform how best to support their transition between early learning or home into the classroom. It is recognized that children are always ready for kindergarten; this measure is about the readiness of the system and adults to serve each child where they are.

"Child Abuse and Neglect" refers to children identified as victims in reports to Child Protective Services that were accepted for further action per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition, other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

It is important to note that the Healthy Children's Fund is just one initiative that will contribute to improving population-level change, along with other sectors, funders, and partners in the community. For example, the indicator of increasing kindergarten readiness depends on the combined work of Healthy Children's Fund programs along with many others: other local, state, and federal agencies, other local initiatives, and community-based organizations working together in alignment

All data have limitations that should be considered when interpreting and using data analysis. See [Appendix V](#) for data notes and limitations for the measures of kindergarten readiness and child maltreatment.

Headline and secondary indicators (population-level) will be used to measure and quantify results within the HCF's two priority areas: early learning and care and supporting vulnerable children.

- **Headline indicators** are aspirational, long-term population-level indicators that allow administrators to examine trends and patterns of change for the entire Whatcom County population as well as within population groups. Population-based indicators are about a population, for example, children ages 0-5 in Whatcom County. We will also track secondary indicators, which will further inform our understanding of population-level changes.
- **Secondary indicators** are supporting indicators that describe the status of children and families in Whatcom County and are often used as intermediary data to understand the steps needed to achieve headline indicators. Headline and secondary population-level indicators will be used to align partners and HCF investment strategies, guide program design, and maximize the potential for achieving HCF results.

Through the RBA framework, the Implementation Plan team consulted with the Child and Family Well-being Task Force, the Ordinance writing group, Healthy Whatcom, and the Whatcom County Child Care Coalition to develop and select headline and secondary indicators. Headline and secondary indicators were defined for each focus area of early learning & care (affordable, accessible, high-quality, and professional) and supporting vulnerable children (mental and behavioral health, homelessness, and supporting parents).

Indicators were selected based on the following criteria:

- **The availability of reliable data.** Are high-quality data available on a timely basis? Are they reliable by geography, race, ethnicity, or socioeconomic status?
- **How easily the indicator can be understood and effectively communicated.** Is this indicator easy to understand? Is it compelling?
- **If the indicator says something of central importance about the result?** Or if it is peripheral? If the indicator moves in one direction, do others follow?
- **Whether or not the indicator is a population-level measure.** Is it about a population (for example, children in Whatcom County) or only about individuals directly served by programs?

Headline and secondary indicators will be reported annually or as data is available and are subject to change over the life of the levy. Data will be shown over time and disaggregated as appropriate (e.g., by age, race/ethnicity, geography, socioeconomic status, and gender, where data are available). Disaggregation is critical in assuring partners are aligned and investments are prioritized to maximize the potential for eliminating inequities.

To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.

It is important to note that useful and meaningful data at the local level is limited and that collecting and managing reliable, valid, and replicable population-level data is resource-intensive. If an identified and prioritized indicator is not currently being collected, it was placed on the data development agenda (DDA). WCHCS will determine the feasibility, timing, and resources needed to collect the necessary data and prioritize accordingly. When possible, WCHCS will leverage the methodology implemented by past relevant studies (i.e., Child Care Demand Study) and will work with state-level agencies to improve the completeness of current data sources. See [Appendix VI](#) for the headline and secondary indicators selected for each focus area. As strategies evolve over the levy's life, some of these metrics will need to change. [Appendix VII](#) describes the population health data sources for both the headline and secondary indicators.

Throughout the levy, innovative strategies will be implemented that demonstrate results that further inform the field of early learning & care, increase the evidence base, and demonstrate impact on outcomes for low-income and vulnerable children. WCHCS will report headline indicators on the number of innovative solutions that demonstrate valid results which further inform either

- the field of early learning and care

- approaches or practices that impact the disparities experienced among low-income and vulnerable children

In addition to the data development agenda indicators WCHCS will investigate ways to retrieve additional population-level indicators that can further inform the community's needs and assess the impact of the HCF. Some of the topic areas include:

- Perinatal mental health
- Behavioral and mental health provider service delivery constraints
- Availability of mixed-delivery systems
- Sustainability of child care programs
- Rates of homelessness for children 0-4

Performance Accountability

Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. The impact of HCF strategies on children and families directly served by programs will be measured using performance measures. Performance measures that will be collected and reported by a funded program or agency will include the impact on the intended recipients and will include both quantitative and qualitative data. These reporting mechanisms will offer another opportunity for parents and caregivers to provide both quantitative and qualitative input and feedback on their needs being met and satisfaction with the received program or service. Performance data will be collected by the program or agency once the HCF contracts are implemented. WCHCS will collect and report performance measures on the programs or services we directly implement.

To ensure that the HCF's activities contribute to population-level change, programs must align with the headline and secondary indicators, and overarching results. Requests for Proposals will require organizations to be responsive to the headline and secondary indicators. RBA also sets a framework for community involvement and partnership, identifying where we are now and determining what strategies we will use to make the changes we are seeking. HCF's framework for evaluation includes looking at population-level change as well as the impact on individuals and families directly served by our programs.

Evaluation Planning

Goals and Approach

The evaluation of HCF strategies and programs should demonstrate that public funds are being invested wisely and that funded strategies are making progress toward HCF results and advancing equity across Whatcom County. It is also essential that through HCF strategies, Whatcom County is nurturing innovation and contributing to an evidence base that will equip the County and its partners to do better over time in producing results for Whatcom County children and families.

Using evaluation and performance measurement, WCHCS will seek to answer one overarching question: *To what extent has the Healthy Children's Fund improved the health and well-being and advanced equity for young children and their families in Whatcom County?*

The primary goals of evaluation and performance measurement will be to inform strategic learning and accountability (Global Family, 2022).

- **Strategic learning** is the need for real-time data to inform ongoing work and to understand which strategies are effective and why. This can inform course corrections, document learning opportunities, and improve how programs are conducted.

- **Accountability** is the need to hold entities responsible for the activities they were given funding to do and to determine if a credible case can be made that the work contributed to HCF results. This is different from evaluations designed to prove definitive causality, which may be planned for a subset of strategies.

Data and evaluation processes will strive to align performance measures across related HCF strategies and to facilitate comparisons across similar types of programs and services. WCHCS will also seek to identify learning opportunities and unintended consequences of HCF activities, both positive and negative.

The following outlines our overall approach to evaluation and performance measurement:

- Measuring the performance of projects and evaluating the effects of the HCF is important to produce the best results, learn and innovate based on experience, and ensure the most effective use of public funds.
- Encompass a range of evaluation and measurement techniques, prioritize evaluation resources to have the largest impact, and leverage other resources and evidence where possible.
- Ensure evaluation and performance measurement of the HCF adhere to the highest professional standards of the evaluation and scientific fields.
- Produce timely and clear communication of results – inclusive of both achievements and failures – to increase accountability and build and sustain public trust.

Evaluation Principles and Advancing Equity

The evaluation will use guiding principles drawn from the [American Evaluation Association](#):

- Systematic inquiry: Conduct systematic, data-based inquiries.
- Integrity: Display honesty and integrity in the evaluation process.
- Respect for people: Respect the security, dignity, time, capacity, and interests of participants and stakeholders.
- Cultural competence: Recognize and respond to culturally-different values and perspectives to produce work that is honest, accurate, respectful, and valid.

Furthermore, evaluation will be guided by the foundational principles embedded in the work of the Child & Family Well-being Task Force: advancing equity, with specific attention to racial equity; engaging families in the work; and using results-based approaches.

Evaluation and performance measurement will examine to what extent and in what ways HCF is advancing equity in Whatcom County. Data gathered through evaluation and performance measurement will support our collective knowledge as we disaggregate population-level indicators and performance measures by race, ethnicity, geography, socioeconomic status, and gender, as available. The evaluation processes will support grantees' gathering of narrative reports on improvements made to better serve diverse communities, as well as gathering feedback from those served about how services incorporate equity goals.

The evaluation process will:

- Disaggregate population-level indicators and performance measures as available
- Ensure community and program narratives are collected and shared back with opportunity for context and reflection
- Ensure meaningful and respectful engagement with the community
- Seek to present a complete data story of both strengths as well as disparities
- Ensure evaluation processes and results are accessible (i.e., translation)

Evaluation and Performance Measurement Plan

The Healthy Children's Fund Evaluation and Performance Measurement Plan that will be completed in December 2023, will specify performance measures and qualitative methods after the specific program or service investments have been defined. Using the Results-Based Accountability (RBA) framework, the evaluation plan will draw from both qualitative and quantitative methods. As appropriate, the evaluation may include case study, cross-sectional, pre-post, and/or quasi-experimental designs. Using a participatory approach (Krieger, 2002), the WCHCS Health Information & Assessment Team (HIA) will work closely with county leadership, staff, external evaluators, the Child and Family Well-Being Task Force, and other relevant advisory bodies and subject matter experts to optimize performance monitoring and evaluation. For example, we will:

- Prioritize evaluation questions within allocated resources
- Develop logic models, indicators, performance measures, and/or data collection protocols
- Review findings
- Develop dissemination materials and reports

WCHCS will facilitate the evaluation and performance measurement plan development and implementation in collaboration with the Child & Family Well-being Task Force, external evaluators and other key community stakeholders. WCHCS will be responsible for ensuring the collection and management of quantitative and qualitative program performance metrics and the retrieval and reporting of the population outcome, headline, and secondary indicators. WCHCS will provide technical assistance and support to HCF community partners on data collection, management, reporting, evaluation, and quality improvement processes at the program level.

As outlined in the Healthy Children's Fund ordinance 2022-045, reimbursements to the County for administrative costs, evaluation, and overhead shall be limited to nine percent of levy proceeds, with up to three percent used for auditing and evaluation. Evaluation processes, including investment in data collection activities, will be designed and developed based on the annual allowable and allocated funding and are prioritized expenses within the Administrative budget in years one and two.

Evaluation Levels

The HCF evaluation is conceptualized to answer process and impact questions at four levels. Within these four levels, different types of evaluation may be applied. Examples of questions include:

- Population Level: What was the combined impact of HCF investments on population-level indicators of health and well-being? Did HCF contribute toward equity at the population level? What improvements in services, systems, and social and physical environments did HCF investments contribute to? What were the lessons learned about barriers and contributors to success?
- Strategy Level: What improvements in health and well-being were experienced by relevant populations or individuals served within a strategy area? What improvements were made in relevant services, systems, and environments?
- Program Level: What improvements in health and well-being did individuals experience? What improvements were made in how well and how many clients were served?
- Process Level: How effectively is the Whatcom County government administering the Healthy Children's Fund? What internal processes did the County implement to ensure

transparency and accountability of itself and fund partners? To what extent are the county contracting processes clear, standardized, and timely?

For more information, see [Appendix VIII. Evaluation Types and Influencing Factors](#).

Population-Level Evaluation. Population-level analyses will use quantitative and qualitative data to evaluate the effectiveness of the fund as a unified whole and allow all HCF stakeholders to understand how/if levy investments are positively impacting HCF results:

- Increase in kindergarten readiness for all children
- Reduction in the disparities experienced between sub-populations in kindergarten readiness
- Decrease in child maltreatment

WCHCS will contract with an external evaluator every two years who will consult with the CFWBTF on the development and publication of the evaluation. The evaluation will include feedback from stakeholders, HCF recipients, and providers and include recommendations for improvements.

Strategy-Level Evaluation. Following the population-level approach, each strategy area will have established headline and secondary population-level indicators to monitor and assess the impact of funded strategies. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results. Through the RBA framework, we will define how HCF will contribute to improving headline indicators.

Tracking headline and secondary population-level indicators at regular intervals will allow the HCF administrators to examine trends and patterns of change for the entire Whatcom County population as well as population groups. This population-level data gathering will help to guide and inform HCF investments and program design. Qualitative evaluation methods will be used to provide complementary information to help gain an in-depth understanding of the impacts on and results in specific communities. Local data collection and assessments will provide an opportunity for families, caregivers, and service providers to give input, feedback, and information regarding ongoing challenges and barriers to receiving and providing care. Within the strategy areas, WCHCS will leverage external evaluators to assess the overall impact within focus areas (i.e. early learning & care affordability, accessibility, child homelessness, etc.).

Program-Level Evaluation. Program-level evaluation will be conducted by tracking performance measures that are specific to HCF-funded programs and activities. Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. Performance measures are collected routinely, are used to summarize how a program is being implemented, and are responsive and adaptive as the program evolves (Tatian, 2016). Tracking performance measures allows the County to measure what the HCF programs accomplish and how the programs impact the children, families, and communities who are directly served. For example, performance measures will allow for tracking and reporting of how many early learning and care slots were created, and the cost of each slot by fund allocation. At a minimum, each program will have a performance measure in each of the following three domains:

- **How much was done?** Tracks numbers such as people served, or staff trained.
- **How well was it done?** Tracks the rate of how well a service was provided, such as improved access, timeliness, or appropriateness of service.
- **Is anyone better off?** Tracks how much change was produced and the quality of change, such as improved health and well-being.

Performance measures will inform continuous quality improvement efforts throughout the life of the HCF levy and will be:

- Determined in the development of requests for proposals (RFPs), or specific project-level funding approaches
- Identified and developed for each program
- Incorporated within contracts
- Reviewed on a pre-determined and regular basis over the life of the levy.

Performance measures will vary across programs, duration of services, type of activity, and duration of funding and likely be a combination of quantitative and qualitative data, including participant satisfaction and feedback. Contractors will regularly report performance measures as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures will be identified in RFPs, program performance measures will be finalized in partnership with the funded organizations. When possible, performance data will be reported through existing data collection systems to avoid duplication in efforts. WCHCS will aim to not add undue burden to grantees who may be reporting similar performance metrics to other funders, and we will ensure performance measures are meaningful to grantees. Where feasible, WCHCS will align reported performance measures across HCF activities and other community programs, initiatives, and funders. Performance measures will also be established for programmatic activities directly conducted by the WCHCS.

Process Evaluation. The Healthy Children's Fund is designed to improve early childhood learning and vulnerable family outcomes by being innovative and making investments in strategies focused on child and family-centered prevention efforts. To meet the demand for the services outlined in the implementation plan, the Whatcom County government will need to work with a variety of licensed operators, including early learning centers of all sizes, preschools, licensed-family homes, nature-based programs, and many others. Some of these programs will have little or no experience contracting with the government, and it will be important to reduce barriers and administrative burdens related to contract management and compliance so that resources are spent providing quality programming for children and families.

To ensure the Whatcom County Government identifies and removes barriers by improving internal systems, the Whatcom County Executive's Office, with consultation from the Child & Family Well-being Task Force, will retain an external government audit organization for a multi-year contract. A key component of the external audit will be to analyze the effectiveness of fund administration on the success of the Healthy Children's Fund and identify areas for improvement and development, especially in the early years of implementation.

The audit will include, but not be limited to:

- The funding opportunity development process, including stakeholder and internal review
- Execution of fund priorities, including average time from the finalization of funding opportunities to the advertisement, review, selection, and finalization of contracts
- Extent to which the application and contracting processes are clearly articulated and accessible for a diverse applicant pool
- Contractor experience with county processes and timelines, based on contractor feedback
- Extent to which the process identifies and reduces barriers to entry for a diverse applicant pool, including small entities, and non-native speakers

- Provision of technical support for submitting funding proposals, contracting, financial, and reporting support available for providers and individuals new to government process to successfully navigate these processes
- Contracting follows innovative methods within the parameters of the County's legal and financial codes and policies to support individuals and organizations
- Ease for contractor in initial new contractor reimbursement set-up process
- Invoicing process, including standardization and streamlining for contractors
- County payment timeliness to contractors upon receipt of correct and complete invoices
- Recommendations for improvement and a review of progress on previous recommendations

Evaluation Timelines

HCF strategies and programs will begin at different times and reach their respective conclusions on different schedules. Strategy and program-level evaluations will occur after two years of implementation have been completed. WCHCS recognizes the complexity of incorporating new data reporting and evaluation processes and will work with each funded organization on reporting timelines. Some data may be readily available, and system upgrades or changes will sometimes be needed before access and reporting. When possible, data already being collected through existing data collection systems will be used. Evaluation timelines will accommodate these factors:

- When the program started, or when funds became effective
- Time needed until each indicator can be measured
- Point at which a sufficient number of individuals have reached the outcome to generate a statistically reliable result
- When indicator data will be available
- When baseline data will be available if needed
- Time and budget needed for data collection, analyses, and interpretation of qualitative data
- Contractual requirements for reporting process and results from data

Engagement with Key Stakeholders

WCHCS has developed this plan by working closely with other stakeholders to support the HCF implementation through the best available science and data, establishing baseline data, and coordinating with other initiatives in Whatcom County. The following stakeholder perspectives have been and will continue to be essential to evaluation and performance measurement development and implementation:

- Whatcom County Council
- Public Health Advisory Board
- Child and Family Well-being Task Force
- Healthy Whatcom
- Generations Forward
- Perinatal Mental Health Task Force
- Child Care Coalition
- Whatcom Early Learning Alliance
- Whatcom Taking Action
- Local Prevention Coalitions

Throughout the levy, additional stakeholders will be engaged, as needed and appropriate.

Transparency in Reporting and Dissemination of Products

WCHCS is committed to ensuring accessibility, understanding, and engagement in the HCF's evaluation and performance measurement activities. Data and reports on population-level indicators, performance measures, and evaluation findings will be timely and readily accessible. Publication of these products will be based on data collection processes, availability, and systems development and will, at minimum, be on the HCF website. Below are examples of the data products and reports WCHCS will generate.

Annual Health Children's Fund Report. HCF Annual Reports will provide data on the performance of levy-funded activities, including progress toward meeting overall levy goals and strategies, headline indicator measurements, performance measures, lessons learned, and strategies for continuous improvement. The Task Force, with the support of the WCHCS, will write and deliver the annual report to the public and the County Council.

HCF Annual Reports will also include:

- Any updated performance measure targets for the following year of HCF programs with information on the reason for any substantive changes
- Recommendations on program and/or process changes to funded programs or strategies based on the measurement and evaluation data or any other eventuality resulting in the need for substantive changes
- Any recommended revisions to the HCF Evaluation and Performance Measurement Plan
- Recommended performance measures and performance measurement targets for each HCF strategy, as well as any new strategies that are established

Dashboards. WCHCS HIA Team will develop dashboards that reflect key indicators of population results that communicate results quickly and visually. These dashboards will be web-based and accessible to stakeholders, the community, and the public. Indicators will be disaggregated by age, race, ethnicity, geography, socioeconomic status, gender, and other key demographic characteristics, where data are available. The data will be made available based on the data source and collection methods; therefore, reporting will vary in frequency (i.e., quarterly, annually, etc.)

Other Products. WCHCS staff will work with community partners to identify meaningful products for stakeholders, such as success stories and program reports. These may describe the strategy, stakeholders' roles, reach, impact, critical incidents, key decision points, and lessons learned. These types of products will allow for the reporting of more short-term or immediate impacts or successes. Ad hoc products such as infographics and technical assistance related to data or evaluation findings for stakeholder presentations will also be considered.

Examples of the items that will be included in the full evaluation plan:

- The processes for collaboration on evaluation between the CFWBTF, external evaluators, and the WCHCS
- The specific data systems and process for collecting, analyzing, and reporting performance and population-level data
- A data development agenda prioritization plan
- Frequency in reporting population-level indicators and performance measures
- Types of technical assistance WCHCS will provide to HCF partners on data collection, analysis, and evaluation and quality improvement

Next Steps and Conclusion

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. Our sincere goal is that children and families will greatly benefit from the impactful and sustained investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Strategies for funding in both Early Learning & Care and Supporting Vulnerable Children are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund. Some strategies, such as housing support for vulnerable children, will be relatively easy to implement using existing County staff and processes; others, such as childcare subsidies, will require the design of completely new programs and the development of entirely new processes for the County. In recognition of this, implementation will be phased, focusing the first funding opportunities on those strategies most ready to implement, in alignment with the spending plan.

To effectively administer the fund and achieve the priorities under this plan, Whatcom County will need to hire new staff, work with the community to develop provider capacity, and commit considerable effort to designing programs that meet the goals of this plan while complying with federal, state, and local laws and regulations. We anticipate that a significant amount of time and energy in years 1 & 2 will be spent evaluating current processes for effectiveness while building the infrastructure and systems necessary to effectively deliver on the promises of the Healthy Children's Fund in subsequent years.

Upon the approval of this implementation plan for years 1 & 2, an Implementation Team will form to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of staff from county government working alongside representatives from advisory bodies such as the Child & Family Well-being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and those impacted by the decisions and processes of the Healthy Children's Fund. The Implementation Team will be responsible for:

- Developing a phased funding approach including:
 - assessing readiness and prioritizing amongst the approved strategies which funding opportunities to launch first,
 - conducting research on program design, and
 - drafting funding opportunities as strategies are ready to move forward with the expectation they will be released throughout 2024.
- Building strong relationships with new and current community partners, especially those within underserved areas and populations in Whatcom County.
- Finalizing and implementing the process and performance evaluation plan for the Healthy Children's Fund. Since funding opportunities will begin being advertised in Fall 2023, we anticipate the first round of contracts to be executed in 2024. Given this timeline, the initial two-year evaluation will primarily review the startup period and will

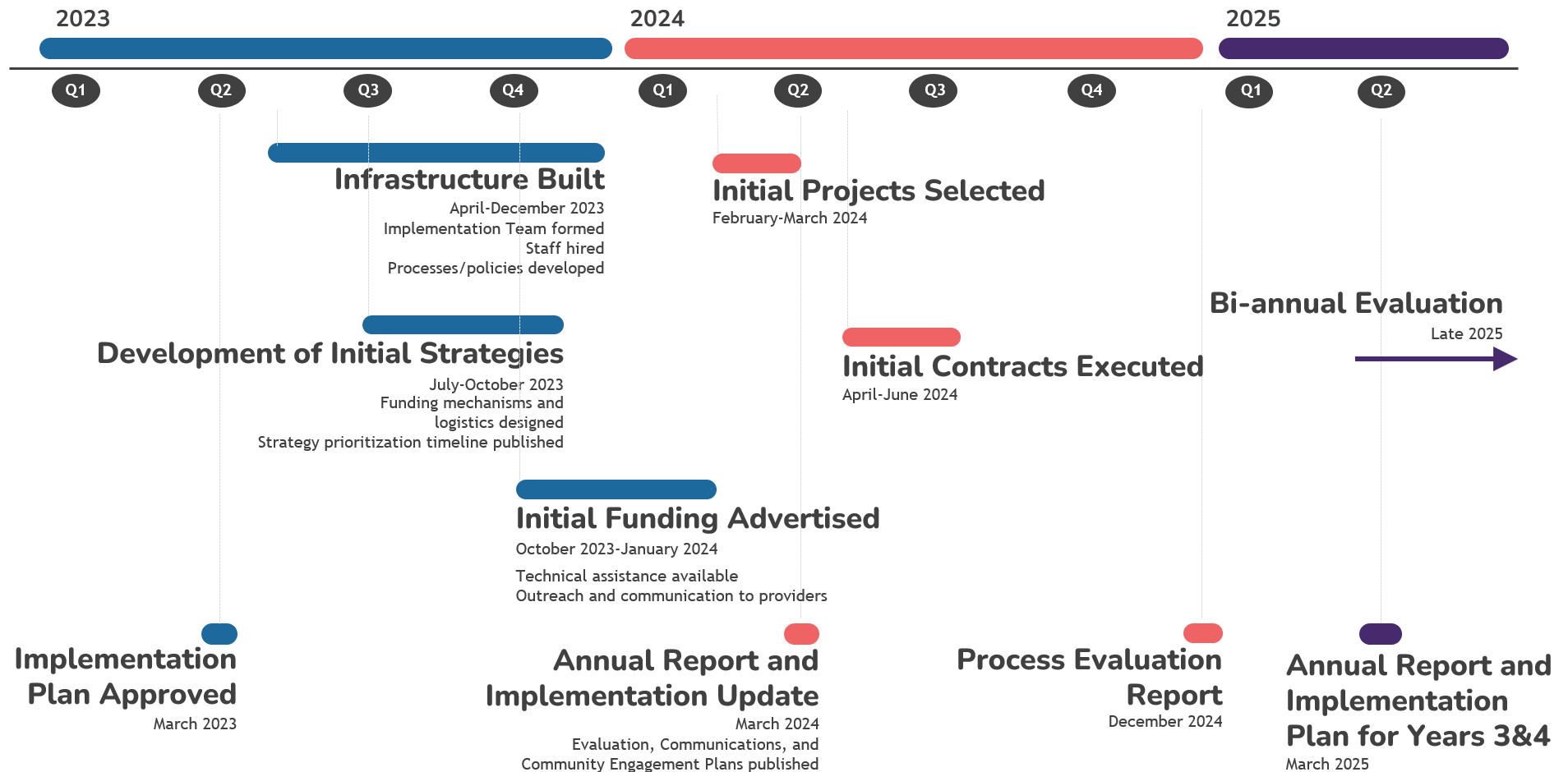
focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Beginning in March 2024, the Child & Family Well-being Task Force, with support from WCHCS as fund administrator, will submit an Annual Report to the public and Whatcom County Council on progress made toward the Healthy Children's Fund goals, outcomes, and metrics. At that time, the Implementation Team will also provide updates on the evaluation, communication, and community engagement plans.

Updates will be made to the Implementation Plan every two years and will reflect allocation adjustments based on information provided in the biennial evaluations, recommendations from the Child & Family Well-being Task Force, emergent community needs, and changes in state and federal funding availability. Evaluation will be ongoing but will be published every two years, informing planning for the following two years.

In recognition of this phased approach, WCHCS has developed a draft project timeline for 2023-2024, available on the next page. As this is a completely new initiative, dates are subject to change based on several factors, including the ability to hire staff to complete Healthy Children's Fund objectives.

Healthy Children's Fund: Expected Timeline*



* This timeline offers a sequence and expected dates for initial strategies: those that are most ready to implement. Subsequent strategies will roll out as the necessary internal infrastructure and external capacity of potential funding recipients is built. All dates are based on current understanding and may shift as new information emerges and circumstances change.

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Appendices

Appendix I. Community Plans

Community Research & Assessments

- [Bringing the 'Help Me Grow' Framework to Whatcom County \(2022\)](#)
- [Whatcom County Child Care Assessment: EcoNorthwest \(2022\)](#)
- [Permanent Solutions to Child Care Affordability in Whatcom \(2021\)](#)
- [Child Care Demand Study \(2021\)](#)
- [Whatcom Early Learning Alliance's: Family Needs Survey \(2021\)](#)
- [Fiscal Map for Licensed Child Care in Whatcom County \(2021\)](#)
- [COVID-19 Community Health Impact Assessment \(2021\)](#)
- [Newborn Home Visiting Pilot Program \(2019\)](#)
- [Community Health Assessment \(2018 \)](#)

Community Plans & Reports

- [Whatcom County's Community Health Improvement Plan \(2022\)](#)
- [Child and Family Well-being Task Force Phase II Report \(2022\)](#)
- [Child and Family Action Plan \(2020\)](#)
- [Whatcom County's Strategic Plan to End Homelessness \(2019\)](#)

Appendix II. Advisory Group Feedback Themes

# of comments	Themes	Summary Descriptions of Feedback	Response <i>Note: Implementation Plan is abbreviated as IP. WCHCS is Whatcom County Health and Community Services, formerly the Whatcom County Health Department</i>
137	Evaluation/Metrics		
43	Evaluation of Fund Administration		
	Themes	Without external evaluation of fund administration and finances, county is not being held accountable for its role/actions.	A section was added to the Implementation Plan (IP) describing the process evaluation of fund administration, conducted by an external, independent auditor. Expanded the population-level evaluation section to explain the use of the external evaluator every 2 years to measure the overall performance of the Healthy Children's Fund. Also stated in the program evaluation section that performance measures will also be established for programmatic activities funded by the Healthy Children's Fund to measure progress toward outcomes.
		Ordinance clearly calls for an external evaluator. How will that be addressed in this plan?	
		Citizens' distrust of government was intended to be offset by an external evaluator.	
		Need to evaluate the length of time from application to fund distribution.	
	Requested Solutions	Fully fund external evaluator, up to \$300k.	
		Commit to at least a 2-4 year contract with external evaluator.	
		Make sure RFP for external evaluator is competitive.	
23	Repeated request for specific measures:		
		# of child care slots created	Early learning slots and cost per slot will be tracked. IP updated to make that more clear that it will be captured overall and by geography and focus area.
		cost per child care slot created	
		K-readiness by race	More information about the availability of local data was added to the IP, and the prioritization of data that WCHCS will collect themselves. Whenever possible, data by race, income, and geography will be shared.
	9	parent/family satisfaction/feedback	Parent satisfaction will be collected as a part of several secondary indicators; IP edited to make this more clear.
15	* K-Readiness		
	Themes:	What is the definition of Kindergarten readiness?	Updated the Implementation Plan (IP) to include details on K-readiness: what it is, what it is not, and why it is being used. Also added an appendix about the limitations of the available data.
		Concern about using "kindergarten readiness" as a measure.	
		Disaggregated by race	
	Solutions:	At the very least, a recommendation is to change language. Rather than referring to kindergarten readiness which is ambiguous and for which there is no universally accepted measure, let's talk about helping children meet widely held developmental expectations that will help to ensure a successful kindergarten experience.	

		update language re: k-readiness to show challenges within that data point.	
		Suggestion to change terminology from "all children ready for kindergarten" to something like "all children performing at a level appropriate to their development"	
	Other Evaluation		
9	Request for clarity around community involvement (majority re: Child and Family Well-Being Task Force) in evaluation plan	A section on community engagement was added to the Evaluation section to clarify how advisory groups and other community entities would be engaged.	
5	Request to compile/share stories/qualitative data about impact	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.	
5	Requests around communication of evaluation (website, reporting, etc.)	Added: The data will be made available based on the data source and collection methods, therefore reporting will vary in frequency (i.e., quarterly, annually, etc.) to both transparency in findings and reporting and dissemination products. Also added a Communications section to the IP to describe the different methods we will use to share progress.	
4	Request to rewrite evaluation (sometimes the entire plan) to manage expectations better: not much change can be expected on these types of systemic issues in two years.	Language was added under external factors impacting evaluation, recognizing that it will likely take several years to demonstrate an impact on the HCF overarching population-level results.	
4	Request to increase evaluation budget.	Evaluation budget was increased to support bi-annual contracting with an external auditor of the fund administration and the HCF overall.	
3	Request to clarify evaluation timeline.	Added that the effectiveness of the fund as a whole will be evaluated every two years. The evaluation timeline section includes what factors will impact the timeline of any evaluation process. Added a draft timeline to the IP.	
3	Concern and request for clarity on the burden of data collection on recipient organizations.	Added: Performance measures will be reported by grantees regularly as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures may be identified in funding opportunities, program performance measures will be finalized in partnership with funding organizations. When possible performance data will be reported through existing data collection systems to avoid duplication in efforts.	
2	Request for info on how evaluation elevates equity/includes all voices	Added: To fully understand the impact of the Healthy Children’s Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and	

			services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology used will ensure the design and implementation processes will respond to culturally-different values and perspectives and be able to capture diverse voices.
	OTHER/OVERARCHING		
22	Focus on low-income		
	Themes:	Problematic language needs to be addressed, particularly as relates to BIPOC	WCHCS has worked closely with Whatcom County Finance and Legal Departments to identify how to distribute funds effectively and legally and significant updates happened between the draft shared with community advisory groups in January and the draft submitted to Whatcom County Council in February. An equity statement was added, the governmental roles section revised and now includes several other entities, and the explanations for each strategy have become more specific and in many cases more detailed and the focus on low income only remains where it is a key element, such as subsidies for low-income families. Where questions remain about funding mechanisms, those questions have been elevated as being researched over the next year with more specifics to be shared with the next steps for each strategy (for instance if a funding opportunity is released.) Models from other WA entities are being investigated for use as models for Whatcom County.
		Focusing on target populations decreases the impact HCF can have on systems as a whole and all children 0-5. Preference for targeted universalism.	
		Why can other jurisdictions do this? KC/BSK, WA/FSFK	
	Solutions	the WCHCS equity statement should be incorporated into the Governmental role section	
		P? - Accepting the limitations of the government; would like to hear " working with legal, finance, community to overcome these limitations"	
		governmental role section feels like it may be missing a lens of how case law/ practice of the interpretation of the Gift of Public Funds may differ than the current thinking here	
18	Equity		
		Concerns about equitable access to funds; creating barriers instead of alleviating them	Changes were made to make the steps WCHCS are taking more clear, and this was added to Outstanding Questions so that it is researched thoroughly. A process evaluation should support this as well.
		Specific and more general language concerns and requests to make language more respectful and anti-racist	A member of WREC reviewed the draft and helped update language.
		Request to more explicitly fund/prioritize BIPOC and rural communities.	Criteria to identify strategies explicitly referenced these underserved groups.
		How will assessment be done to make sure the most vulnerable populations are actually being served and supported and in the ways their communities want and need?	Added: To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and

			create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.
11	More detail/too vague		
		Concerns that strategies/contracting are too vague and don't give enough specifics; request for clear mechanisms	More detail has been added to each Strategy description to make mechanisms more clear when they are known. More specifics have also been added to the Funding Mechanisms section (formerly Contracting) to be as specific and clear as possible. That said, not all details have been determined. Outstanding questions on funding mechanisms have been added where they are known. As the plan is implemented, and effective and legal mechanisms are researched and adopted, more details will be made available and outreach will be done to encourage applying for funds.
		Concerns that too much detail will decrease flexibility and keep providers from participating	Flexibility has been top of mind, and wherever possible, the IP team has tried to provide details while also making it possible for different choices to be made if circumstances or understanding of an issue changes.
		Request to reference in-home care providers, and/or to have "a more grassroots look at providers and more systems level approach to behavioral health programs for children"	Smaller providers are referenced several times, and WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
9	County		
		Concern/request for county commitment to improving internal processes	See Evaluation of Fund Administration under Evaluation/Metrics, above.
9	Credentials		
		Credentialing requirements don't seem well understood/included in the plan	Details on ECERS and other credentialing were clarified in the Strategy sections.
		Concerns about using ECERS as a measure of care	
		Concerns about a focus/bias for licensed and against legal but unlicensed providers	WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
6	Admin		
		Concerns/request for advisory groups to review the administrative budget	All supplementary budget requests will be available for public review and comment. The request specifically related to the IP will be available during public comment periods for the County Council meetings on Feb 21, Mar 7 and Mar 21, 2023.

6	Definitions		
		Word choice: drop mental health counselor	This term has been removed from the IP.
		"Vulnerable children" meant different things to different people"	Because there can be different definitions, the definition of "Vulnerable children" used in the plan is the same definition used in the Ordinance to establish the Healthy Children's Fund.
		What does "mental health" mean here?	Mental health and its importance is discussed within the Support for Vulnerable Children sections.
	Other		
5	Long-term/Questions	can we name the challenges and the unanswered questions somewhere with an asterisk in the implementation plan. people just want us to name it.	Where applicable, outstanding questions have been added to the IP to more clearly state the work needing to be done as the fund is implemented. A description of a new entity, the Implementation Team was also added to better clarify the work ahead.
3	Reserves	Concerns about using 25% reserves: council could decrease amount; Concerns that reserves won't be transparent and explained fully each year	Reserves have been clarified so it's clear that carryover is allowed from year-to-year; also an explanation of 2023 as a start-up year that will use only a portion of the funds and hold the remainder in reserve for projects in later years. Reserves and expenditures will be shared openly every year.
43	Community Engagement		
17	Child and Family Well-Being Task Force Role		
		What is the TF Role in evaluation planning?	A Roles section was added to the IP that includes the Child and Family Well-Being Task Force. The Role section was collaboratively developed with the chairs of the TF and the IP team.
		Request to involve TF in evaluation planning in an operational/visioning way.	
		Request to have TF participate in the development of funding opportunities	
		Use TF as a proxy for parents [Disagreement on this -- see Evaluation]	
11	Oversight		
		Add Whatcom Racial Equity Commission (WREC) as an Advisory Group	The WREC was added as an Advisory Group or subject matter experts for Implementation. However, the WREC will be determining their own work prioritization and may choose not to participate.
		Add a section that outlines citizen oversight	A Roles section was added. While County Council holds oversight authority of the HCF Administration, the public is invited to engage with the HCF in a variety of ways, including opportunities for public comment at Council meetings and the Whatcom County HCF webpage. Members of the Implementation Team will be intentionally recruited who have lived experience. During the bi-annual evaluation, qualitative data will be gathered from our most marginalized and disenfranchised communities. The
		Include not just Advisory Groups; invite in entire community	
		how are you making sure to hear from our most marginalized/disenfranchised populations?	

			Implementation Team will continue to refine community engagement over time.
17	Outreach/Systemic/Community Engagement & Accountability		
		Requests for outreach to smaller providers to increase participation/identify barriers	Details on the plan for technical assistance and coaching were added to the Funding Mechanisms section, and Community Engagement and Communications sections were added to the IP.
		Requests for technical and other support for applicants	
		Request for outreach to communicate and engage potential fundees and partners	WCHCS agrees that community outreach, capacity-building and organizing will be needed. This need was addressed in several sections, including Funding Mechanisms, Community Engagement, and Communications sections.
		Concerns there isn't capacity in community to implement, even with funding.	
		Who will get the system/network/field engaged and aware of these strategies?	
		Policy work that needs to be done to make structural and systemic changes to make systems transformation a reality	
		Concern that there aren't providers/organizations ready to engage/apply	
		Request for a communications plan for transparency	A communications section was added.
3	Community accountability		
		Consider how to clearly state the accountability and role of community organizations and others outside of WCHCS	A Roles section was added to the IP.
3	Equity		
		how are we intentionally avoiding "rubber stamping" by a few individuals?	Members of the Implementation Team and the CFWBTF will have lived experience, and during the bi-annual evaluation qualitative data will be gathered from our most marginalized and disenfranchised communities. The Implementation Team will continue to refine community engagement over time.
		Clarify accountability to community with lived experience and most in need...governance structures	
		how community and programs narratives are shared back to community (p.47)	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.
3	Transparency		
		Request to share decisions/steps ongoing, as they happen, step-by-step.	A Communications section was added, to clearly share plans for sharing info and progress.
	Contracting Process		
12	Timeline/Responsible		

		Who will be the group/people who will be implementing this/making decisions?	More details were shared on the Implementation Team, the group that will develop the processes associated with the HCF. The team will include representatives from Whatcom County government and community representatives with subject matter expertise. In addition to other tasks, they will develop the process to review and evaluate proposals and submit recommendations for funding. An outstanding question was also added on how best to engage subject matter experts in decision-making without making them ineligible for funding applications.
		What will their qualifications be (tech expertise, SME)?	
		Will community members play a role in decisions?	
		Timeline: RFPs open, applications due, decisions, notification, receipts due, reimbursement received?	During 2023-2024, we expect timelines to be longer as staff are hired and processes are built. Timelines will also vary considerably depending on the strategy being addressed and the funding mechanism chosen. Following approval of the Implementation Plan, each strategy will have a more specific project plan built out and launched; at that time, more information will be available on the timeline for each specific strategy. As much detail as possible is included, with open questions added to the Outstanding Questions section within Funding Mechanisms when not known.
8	Eligibility		
		Who will be eligible?	WCHCS is researching effective and legal ways to ensure as many different types of providers as possible are able to access funding, while also ensuring quality and safety. Some of this research is still underway, but as many details as possible have been added to the Funding Mechanisms section about eligibility, as well as Outstanding Questions to answer in 2023 and beyond.
		Will providers have to be licensed? Will family CCs be eligible?	
		What are the requirements for refunding? OK to say this will need to be answered later	
8	Competitive		
		Clarify that RFPs at all tiers will be competitive	Details were added to the Funding Mechanisms section to clarify that proposals at all tiers would need to meet purchasing policies and contracting requirements and would be selected based on adherence to criteria and the best use of available funds.
		Concerns there are already identified entities that will be awarded most of the funds.	
7	Barriers/Support		
		Needs to be assessment of whether processes create barriers	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		How can support those facing the most challenges?	
4	Process		
		Contracts should have data sharing agreements	Any recipient of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based

			Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. More details can be found in the Metrics & Evaluation section. WCHCS will also provide coaching for applicants as needed.
		Request for performance-based contracting	Contractors must comply with contracting requirements, and report back on outcomes and progress toward objectives.
		Is there an appeals process?	The county's appeals process was added to the Funding Mechanisms section, which is limited to procedural or legal errors in the selection process.
		Clarify that all contracts, grants will be reimbursements	WCHCS is exploring options for grants, vs. reimbursement-only contracts. This question was added to the Outstanding Questions in Funding Mechanisms for future clarification.
3	Criteria		
		Request for more specific criteria for awarding applications	The high-level criteria that will be used was added to the Funding Mechanisms section. More specific criteria will depend on the strategy being implemented, the funding mechanism, and other factors.
		suggest ranking by # of slots	
6	Compliance		
		To ensure equity/compliance with equity statement, applicant lists should be reviewed by TF and council	Applicants will be reviewed through county processes, which require adherence to anti-discrimination and child protection laws and policies. This is a priority for the County in general, not just for the HCF. The process evaluation will identify if there are possible improvements.
3	Compliance		
		How will WCHCS ensure those receiving funding are in compliance with requirements?	Compliance requirements were updated to be more clear. Specific requirements for each RFP or other funding mechanisms will depend on the strategy being addressed, as well as other factors.
	Strategies		
10	Specific funding request		
		Disparate requests to fund specific issues	Thank you to everyone who is passionate about these issues! The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent

			themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses, and votes on the HCF IP during February and March 2023.
		2 requests to fund/prioritize peer support for parents	Peer support for parents is prioritized in Strategy 9.
9	Hub and spoke		
		Need to add the words "Hub and spoke" to the appropriate strategy, as reviewers had trouble identifying it	The words "i.e. the 'hub and spoke model'" were added to Strategy 5.
		Request to have a number/geographical spread for these hubs	Following approval of Implementation Plan, each strategy will have a project plan created and implementation launched. This will be one of the first questions addressed for this strategy.
8	MH/specific request		
		Lots of support and concern with addressing mental health	WCHCS shares this concern and has prioritized funding mental health initiatives within the HCF. Strategies 2, 5, 7, 8, 9 and 10 all have facets that address mental health needs. The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.
		Requests to fund MH more or differently	
6	ARPA		
		Support for using ARPA, for large capital grants	More information and clearer language about the ARPA funding for large capital grants has been added.
		Potential need to make sure ARPA integration is very clear	
6	Method		
		Request to add a box/section for each strategy that identifies how the funds will be distributed	Research is still being conducted on which funding mechanisms will be used for some strategies. The Funding Mechanisms section was expanded to address this generally, knowing that each strategy will have its own process.
6	Rural focus		
		Support for existing county-wide approach	Equitable distribution of funds is a high priority for WCHCS as a fund administrator, and ensuring fund access for rural and otherwise underserved communities was called out in the criteria used to identify strategies.
		Request for more detail to ensure county-wide investment	
5	Pro-ALICE		

		Support for using this United Way measure to allocate subsidies	While it isn't possible to only use the ALICE definition, Strategy 3 will be designed to address and support the needs of a similar population.
3	Workforce/specific request		
		Concern that the workforce development piece isn't more detailed	Details was added to this Strategy and following approval of the Implementation Plan, each strategy will have a project plan created and implementation launched. More specific details will be one of the first priorities for this strategy.
		Elevating this as a needed focus	
2	Barriers/support		
		Request for support for new programs	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		Request to share "equitable administration" box for each section that is identifying current known barriers	
2	Taking on too much		
		Concern the portfolio has too many strategies and should be more focused.	To ensure maximum flexibility for getting funds into the community during years 1 & 2, the Implementation Planning Team included a variety of strategies, following the guidance in the ordinance. As there were few comments requesting fewer strategies, WCHCS recommends writing a letter or speaking during public comment period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.

Appendix III. Implementation Planning and Ad Hoc Strategy Team Members by Affiliation

CFWBTF=Child & Family Well-being Task Force | SME=Subject Matter Expert, specifically in Equity, Early Learning & Care, and Supporting Vulnerable Children.

Name	Organization	Implementation Planning Team	Ad Hoc Strategy Team	CFWBTF	Healthy Whatcom	Ordinance Team	Child Care Coalition	Whatcom County	SME
Allison Williams	Health Department	X	X	X	X			X	X
Amy Hockenberry	Health Department	X						X	
Amy Rydel	Health Department	X	X		X		X	X	
Ann Beck	Health Department	X	X		X			X	X
Anne Granberg	YMCA	X	X	X	X		X		X
Chelsea Johnson	Health Department	X	X	X	X		X	X	X
Christine Espina	Western Washington University	X			X				X
Danielle Humphreys	Bellingham Technical College		X		X				X
David Webster	Opportunity Council		X		X		X		X
Heather Flaherty	Chuckanut Health Foundation	X			X	X	X		
Heather Powell	Boys & Girls Club		X				X		X
Jed Holmes	Executive's Office	X		X				X	
Jennifer Wright	CFWBTF	X		X					
Jessie Thomson	Health Department	X						X	
Judy Ziels	Health Department	X		X	X	X	X	X	X
Kate Dabe	Health Department	X						X	
Kathleen Roy	Health Department	X						X	
Kayla Schott-Bresler	Executive's Office	X		X				X	
Keith Montoya	CFWBTF/Generations Forward	X	X	X		X			
Meredith Hayes	Child Care Coalition	X	X		X	X	X		X
Ray Deck	Skookum Kids	X	X	X		X			X
Shu-Ling Zhao	Chuckanut Health Foundation		X		X	X			X
Sterling Chick	Catholic Community Services		X	X	X				X
Vesla Tonnessen	Whatcom Early Learning Alliance	X		X	X	X	X		X

Appendix IV. Prioritized Strategy Matrix		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Portfolio Strategies	Original Strategies									
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		X	X						1.3	\$40,000- \$500,000
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	Create, Implement and Coordinate a Workforce Recruitment and Professional Development Pathway	X		X	X				3.6	\$40,000- \$1.5 million
	Expand access to early learning & care credentialing through Higher Ed and Community Pathways	X		X					6.3	
	Expand access to training & professional development and integration of curriculum into programs across the county	X				X			7.6	
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		X	X						6.0	>\$1.5 million
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.			X	X					5.6	>\$1.5 million
5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)		X			X	X		X	4.8	>\$1.5 million
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		X	X	X	X				7.7	\$0- \$500,000
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.						X		X	3.3	\$40,000 to >\$1.5 million
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.						X	X	X	4.4	\$40,000 to >\$1.5 million
9: Expand and enhance early parenting supports.						X		X	3.2	\$40,000 to >\$1.5 million
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.	Integrate and co-locate services via integrating community health workers into environments where children and families are					X		X	5.0	\$40,000- \$1.5 million
	Coordinate, integrate, and co-locate services via coordinated access to resource navigation					X	X	X	5.9	
	Coordinate, integrate and co-locate services via Family Resource Centers				X			X	6.9	

* Ad Hoc Strategy Group members individually reverse scored each strategy based on criteria. The ranking is an average.

		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent & Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Other Strategies										
Provide mental health support and other wraparound services to children and/or families when homelessness occurs						X	X	X	3.9	\$500,000- \$1.5 million
Create early learning & care slots in new ways such as subsidizing lending or offering property tax credits for family-based providers.	X	X							6.0	
Coordinate and provide resources and community-wide trainings on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.					X	X	X		6.8	\$40,000- \$500,000
Policy advancement in early learning & care and support for vulnerable children in areas such as early learning and K-12 alignment; roll out of transitional Kindergarten; Kindergarten assessments; CTE courses for early learning & care credentialing; zoning and local policy barriers; task forces at the state level; etc.					X	X	X	X	7.9	
Fund solutions to persistent community early learning & care needs	X								8.6	
Large-scale capital investments to build new, expand existing, or re-purpose buildings for early learning & care.	X	X							8.6	\$5 million in ARPA funding
Fund emergency early learning & care vouchers in a way that complements current program	X	X							9.0	
Fund a feasibility study for solutions to persistent community early learning & care needs	X								11.1	
Offer paid family leave for parents of infants	X	X							12.7	

* Ad Hoc Strategy group members individually reverse scored each strategy based on criteria. The ranking is an average.

The first page of the Prioritized Strategy Matrix, above, shows how the Year 1 & 2 Portfolio includes the 14 highest prioritized strategies, grouped into the ten final strategies. Several factors were used to prioritize strategies, including cost estimate range, criteria ranking, and ensuring all seven focus areas were addressed.

The second table of the Prioritized Strategy Matrix, titled “Other Strategies,” shares the nine strategies that were not prioritized for inclusion in the first two years. Results from the biennial independent evaluation, progress towards contract metrics monitored by the Whatcom County Health & Community Services, requirements outlined in the ordinance related to priority areas, and new community processes and plans that align with the goals of the Healthy Children’s Fund will all be used to determine which of these strategies to implement in year 3 and beyond.

Appendix V. Data Notes and Limitations: Kindergarten Readiness and Child Maltreatment

Kindergarten Readiness Overview

Kindergarten Readiness data is generated by The Washington State Office of Superintendent of Public Instruction (OSPI). OSPI uses an observational assessment tool called the Washington Kindergarten Inventory of Developing Skills (WaKIDS) to collect data on the developmental status of preschool-age students transitioning into Kindergarten. WaKIDS measures development in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math. Kindergarten Readiness is defined as readiness in all six domains. All public schools and some tribal nation schools collect data on the developmental status of children entering kindergarten.

Teachers collect data over the first two months of school in three ways:

- through family connections (1:1 conference)
- through connection to early learning providers
- using Teaching Strategies Gold

Data notes and limitations

- **Data reconfiguration:** OSPI reconfigured the data files used to report Kindergarten Readiness in 2022. The new files include updates to the completeness of previous years' data, notably for student groups (i.e. low-income or racial groups) at the district level. This impacts the results for aggregating percentages across districts and for previous years.
- **Kindergarten Readiness by Race and Ethnicity:** As a result of the suppression rules applied by OSPI, several cells are suppressed for racial group/ethnicity at the *district level* due to small numbers. This leads to an issue of very small and unrepresentative samples of some racial groups at the county level when district numbers are aggregated. While there are some districts without certain racial groups/ethnicities in the population, other districts have racial group data suppressed.
- **Enrollment Data:** Using enrollment data to calculate a denominator for sub-groups in a district (i.e., racial groups) offers a close estimate of the number of kindergartners that were assessed in a district. Report Card data (estimates of kindergarten readiness) does not reconcile perfectly with the enrollment data due to several factors (students moving in/out of the district, absences during assessments, or parents opting students out of assessments).

Reporting Results

- Due to the fact that school districts are state-based and not county-based, we could not pull data at the county level. Whatcom County Kindergarten readiness data was calculated by summing students from each Whatcom County school district and using student population denominators, by subgroup as appropriate. Some student subgroups, such as race and ethnicity, are omitted due to low number suppression at the district level.
- While we can provide an overall rate of Kindergarten Readiness for the county, this is calculated by aggregating data from each district. If we want to know where and among which students a disparity exists, it is advised to use the data available at the school district level. Even then, a review of data completeness and representativeness is warranted.

Child Maltreatment Overview

Child maltreatment refers to children (age birth-17) who are identified as victims in reports to Child Protective Services that were accepted for further action, per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition,

other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

Data limitations

A referral may have one or more children identified as victims. Children are counted more than once if they are reported as a victim more than once during the year. The data in this report are based on the total number of victims reported in Child Protective Services referrals. A child's location is derived from the residence at the time of referral. Population numbers for 2020 and 2021 are preliminary and subject to change.

Numerator Data Source: Washington State Department of Children, Youth and Families, FamLink Data Warehouse. <http://clientdata.rda.dshs.wa.gov/Home/ShowReport?reportMode=0>

Denominator Data Source: Washington State Office of Financial Management, Forecasting Division. <https://www.ofm.wa.gov/washington-data-research/population-demographics>

National Data Source: U.S. Department of Health and Human Services Administration for Children and Families, Voluntary Cooperative Information System (VCIS), and estimates from Adoption, Foster Care Analysis Reporting System (AFCARS)

Appendix VI. Headline & Secondary Indicators by Priority

Early Learning & Care: Headline & Secondary Indicators <i>(DDA=data development agenda)</i>
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
Headline: <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers Secondary: <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access (DDA) • The number of early learning and care providers that report having a waitlist (DDA)
Affordable: Decrease the cost of early learning and care experiences for both families and providers.
Headline: <ul style="list-style-type: none"> • Early learning & care costs for a household with two children as a percent of median household income • Percent of families earning 200%+ below the FPL that have their early learning & care needs met • Number of early learning & care providers participating in a regional shared service hub (DDA)
High-Quality: Increase the quality of early learning and care experiences.
Headline: <ul style="list-style-type: none"> • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher • Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families Secondary: <ul style="list-style-type: none"> • Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160 (DDA) • Number of early learning & care providers reporting an increase in sustainability (DDA)
Professional: Attract and retain quality early childhood educators.
Headline: <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County (DDA) • Average annual salary for full-time early learning & care educators compared to regional school system salary scales (DDA) Secondary: <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program (DDA) • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators (DDA)

Supporting Vulnerable Children: Headline & Secondary Indicators

Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.

Headline:

- Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population (DDA)
- Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population (DDA)
- Number of families on provider wait lists for behavioral health services (DDA)

Secondary:

- Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services
- Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location (DDA)

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.

Headline:

- Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis
- Number of families with children experiencing homelessness

Secondary:

- Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program

Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children

Headline:

- Well-child visits in the first 30 months of life
- Rate of Low Birth Weight infants, less than 2500 grams
- Percent of birthing people receiving adequate prenatal care
- Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy

Secondary:

- Percent of birthing people who reported having a postpartum check-up (DDA)
- Number of parents or caregivers who report that they have access to the parenting support services they need (DDA)
- Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period (DDA)

Appendix VII: Description of Population Health Data Sources

Population Outcome Measures: To measure and monitor overall progress towards the HCF's overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten readiness, *all Whatcom children, race & ethnicity, gender, & income*
- Child Abuse and Neglect, *Whatcom children ages 0-17*

Population-level Headline Indicators: Population-based indicators are a proxy to help quantify the results. HCF will contribute to turning the curves of population-level indicators, as defined through Results--Based Accountability. Population-based indicators area about a population, for example, children 0-5 in Whatcom County. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results.

Secondary Indicators: Secondary indicators are supporting indicators that describe the status of children and families in Whatcom County, and for which we have data but do not rise to the top when selecting headline indicators. Below are some examples of secondary indicators that will be measured and presented. As time goes on and data availability changes, this list of indicators may change.

All indicators will be disaggregated by race, ethnicity, geography, socioeconomic status, and gender, as available.

Population Outcome Indicators	
Indicator	Data Sources
Children who are kindergarten ready across the domains of social/emotional, physical, language, cognitive, literacy, and mathematics <ul style="list-style-type: none"> • Percentage of entering kindergartners that meet expectations at the start of kindergarten in all six domains of social/emotional, physical, language, cognitive, literacy and mathematics 	Office of the Superintendent of Public Instruction (OSPI), WaKIDS
Rate of child abuse or neglect <ul style="list-style-type: none"> • Rate per 1,000 households with children aged 0-17 with child abuse or neglect reports that are investigated and assessed 	Washington State Department of Social and Health Services, Children's Administration

Early Learning & Care: Headline & Secondary Indicators
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.

Headline	Early learning & care slots per 100 infants, toddlers, and preschoolers	ChildCare Aware Data Center
Secondary	Number of parents/caregivers who have a demand for early learning & care report that they have access	<i>To be determined Included on the data development agenda</i>
	The number of early learning and care providers that report having a waitlist	<i>To be determined Included on the data development agenda</i>
Affordable: Decrease the cost of early learning and care experiences for both families and providers.		
Headline	Early learning & care costs for a household with two children as a percent of median household income	The Living Wage Calculator, Small Area Income and Poverty Estimates & County Health Rankings
	Percent of families earning 200%+ below the FPL that have their early learning & care needs met	WA State Department of Children, Youth and Families: Child Care Need and Supply Data
	Number of early learning & care providers participating in a regional shared service hub	<i>To be determined Included on the data development agenda</i>
High-Quality: Increase the quality of early learning and care experiences.		
Headline	Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher	ChildCare Aware Data Center
	Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families	ChildCare Aware Data Center
Secondary	Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting an increase in sustainability	<i>To be determined Included on the data development agenda</i>
Professional: Attract and retain quality early childhood educators.		

Headline	Percent of credentialed early learning & care educators in Whatcom County	<i>To be determined Included on the data development agenda</i>
	Average annual salary for full-time early learning & care educators compared to regional school system salary scales	<i>To be determined Included on the data development agenda</i>
Secondary	Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators	<i>To be determined Included on the data development agenda</i>

Supporting Vulnerable Children: Headline & Secondary Indicators		
Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.		
Headline	Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number of families on provider wait lists for behavioral health services	<i>To be determined Included on the data development agenda</i>
Secondary	Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services	SEAS Database, WCHCS
	Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location	<i>To be determined Included on the data development agenda</i>

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.		
Headline	Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis	Office of the Superintendent of Public Instruction (OSPI)
	Number of families with children experiencing homelessness	Annual Point-in-Time Count, Opportunity Council
Secondary	Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program	Whatcom County Homeless Service Center, Opportunity Council
Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children		
Headline	Well-child visits in the first 30 months of life	WA State Health Care Authority
	Rate of Low Birth Weight infants, less than 2500 grams	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people receiving adequate prenatal care	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy	Community Health Assessment Tool, Washington State Department of Health
Secondary	Percent of birthing people who reported having a postpartum check-up	<i>To be determined Included on the data development agenda</i>
	Number of parents or caregivers who report that they have access to the parenting support services they need	<i>To be determined Included on the data development agenda</i>
	Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period	<i>To be determined Included on the data development agenda</i>

Appendix VIII. Evaluation Types and Influencing Factors

Evaluation activities complement performance measurement and are designed to answer broader kinds of questions. In-depth evaluations will be conducted using the scientific methods most appropriate for a program and its implementation stage. For new programs just beginning implementation, evaluation questions will support program design, planning, and initial insights. For programs that are underway but still undergoing modifications, the evaluation will support program refinement and improvements in quality or efficiency. Once programs have established fidelity and scale and have been in place for sufficient time, evaluation can be used to measure impact and outcomes.

Evaluation Types and Purposes	Types of Questions & Methods Used
Formative Evaluation: To support program development and design	Types of Questions <ul style="list-style-type: none"> • What are the most crucial questions and data that could help us develop our program or strategy? • What concerns or opportunities do we need to respond to or use to adapt the program for success? Primary Method Qualitative data collection and analysis
Process Evaluation: To support program improvements and the County's role in HCF success and ability to meet goals.	Types of Questions <ul style="list-style-type: none"> • Why did/didn't we see a change? • Was the program/processes implemented as intended? • How well was the program/processes implemented? Why or why not? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data.
Outcome or Impact Evaluations: To prove the program led to desired result	Types of Questions <ul style="list-style-type: none"> • Did the expected change take place? For whom? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data. Studies using experimental, quasi-experimental, and observational designs. Informed by process evaluation results.
Performance Measurement from all HCF-funded programs will track how much, how well, and is anyone better off after contractor activities. This is foundational to the HCF evaluation and will inform and guide additional evaluation activities.	

Candidates for More Extensive Evaluation

HCF will implement strategies based on emerging best practices. These may include situations where a proven program or best practice must be substantially modified to be tailored to specific

populations the HCF serves. Evaluation of these programs will emphasize ongoing monitoring and early feedback so that necessary changes can occur promptly. Short-term results will be identified so that the longer-term desired outcomes are likely to be reached. This supplemental, formative evaluation will help ensure that the program is functioning as intended.

Investing in innovative strategies will be a key component of the HCF, which may call for a more rigorous evaluation to show the causal effects and lessons learned and require intensive data collection. WCHCS Health Information & Assessment (HIA) Team will work with external evaluators to develop and apply a set of criteria for identifying projects that are a high priority for rigorous evaluation. Considerations may include:

- Potential for having a large impact related to health equity
- Implementation in new settings or with new populations
- Likelihood of seeing an immediate change in indicators of well-being or healthy environments
- Filling a gap in the evidence base
- Having sustainable sources of data to be able to track change over time

External Factors Impacting Evaluation

The HCF is one of the many strategies that will change the conditions of children and families in Whatcom County. HCF programs and services will contribute to improving the health and well-being of the population along with other initiatives and efforts. As a whole, these efforts will work collectively to impact conditions for children and families in Whatcom County. Furthermore, there will be a multitude of factors that influence the extent to which HCF programs and services will make an impact. For example, federal or state changes in funding or policies can greatly impact the availability of services and the number and demographics of people accessing services. The HIA team will make efforts to identify external factors beyond the control of HCF to understand how they may have affected findings.

It is also important to note that evaluation approaches will need to be tailored depending on the type of funded activity, funding amount and duration, and stage of program implementation. For example, we might focus on performance measurement for a well-established program with a strong evidence base but use an outcome evaluation to attempt to establish an evidence base for a pilot project. New and innovative programs will also require time to reach full implementation stages before they are good candidates for outcome evaluation. In evaluating the combined efforts of HCF, evaluators continue to be mindful of this wide variation in programs and strategies. It is also recognized that it will likely take several years to demonstrate an impact or progress toward the HCF overarching population-level results.

Appendix IX. Whatcom County's Non-Discrimination Policy

Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.

PROPOSED BY: Health and Community Services _____

INTRODUCED: _____

RESOLUTION NO. _____

ADOPTING THE HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

WHEREAS, The health and well-being of young children have been a priority in Whatcom County and central to the last two cycles of Whatcom County's Community Health Improvement Plan and community process (Healthy Whatcom, 2022); and

WHEREAS, In 2016, the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board; and

WHEREAS, In January 2020, the Whatcom County Council passed the Child and Family Action Plan and established the Child and Family Well-being Task Force to support the implementation of that plan; and

WHEREAS, In June 2022, the Whatcom County Council passed Ordinance 2022-045, which placed Proposition 5 on the November 2022 ballot to fund early learning & care programs, and increase support for vulnerable children; and

WHEREAS, In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County and established a dedicated property tax for 10 years as outlined in Ordinance 2022-045; and

WHEREAS, The Healthy Children's Fund Ordinance 2022-045, Section 4, requires the fund administrator (Whatcom County Health and Community Services) to develop ~~and transmit for council review and adoption by ordinance~~ an implementation plan for the Healthy Children's Fund that shall be approved by County Council and transmitted to the County Executive; and

WHEREAS, The Healthy Children's Fund Implementation Plan, once effective, will govern the expenditure of the levy's proceeds and shall be submitted to the Council every 2 years as a part of the budget (Exhibit A to this resolution); and

WHEREAS, Whatcom County Health and Community Services developed the Healthy Children's Fund Implementation Plan in consultation with the Child and Family Well-being Task Force, an existing community board established by the Whatcom County Council; and numerous community stakeholders across the community; and

WHEREAS, The Healthy Children's Fund Implementation Plan identifies the goals and strategies to be funded, eligible expenditures, fund allocation guidelines, fund distribution guidance and opportunities for leveraging resources with the use of the levy proceeds; and

WHEREAS, The Healthy Children's Fund Implementation Plan also includes a framework to measure the performance of the levy strategies in achieving their outcomes, including annual reporting on levy expenditures, fund administration, services and outcomes and external program evaluation and process audits, in accordance with Section 5 of Ordinance 2022-045; and

WHEREAS, Healthy Children's Fund outcomes include but are not limited to programs that increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; support for our most vulnerable children; mental and behavioral health services; support for children experiencing homelessness; and support for vulnerable children's parents and caregivers; and

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that a Healthy Children's Fund Implementation Plan be accepted and approved, attached hereto as Exhibit A, and be administered by Whatcom County Health and Community Services under the authority of the County Executive.

APPROVED this ____ day of _____, 20__.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

APPROVED AS TO FORM:

/s/ Royce Buckingham approved via e-mail on 2/17/23/MR

Royce Buckingham, Civil Deputy Prosecutor



**Whatcom Healthy
Children's Fund**

Implementation Plan Years 1 & 2

March 2023

Whatcom County Health & Community Services

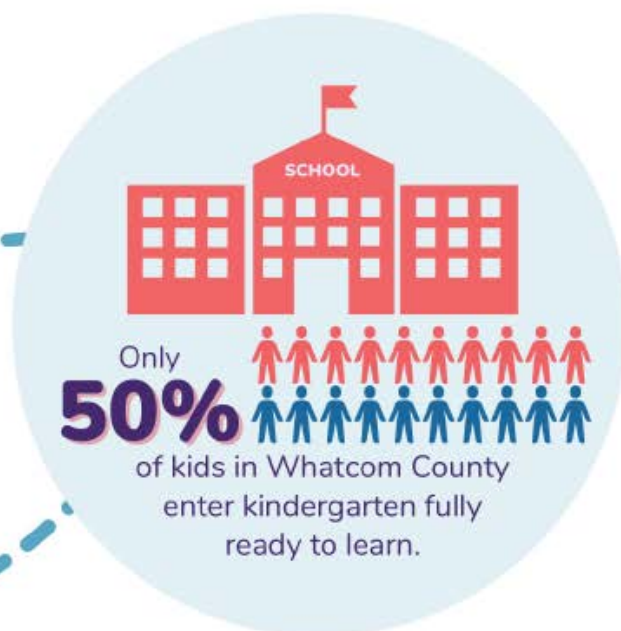
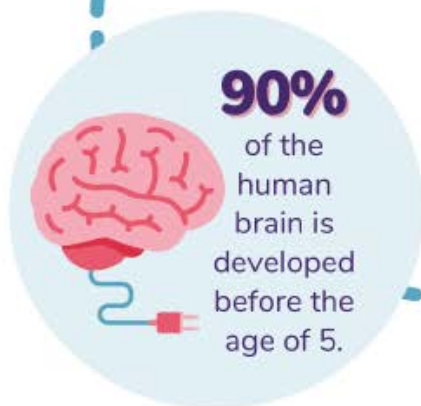
Healthy Children's Fund Implementation Plan

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Whatcom Healthy Children's Fund






They are more likely to graduate high school and attend college, technical school, or training programs that lead to good jobs as adults.

For every dollar invested in early childhood programs, **between \$7 and \$13** are saved through benefits like lower incarceration rates and lower healthcare costs.

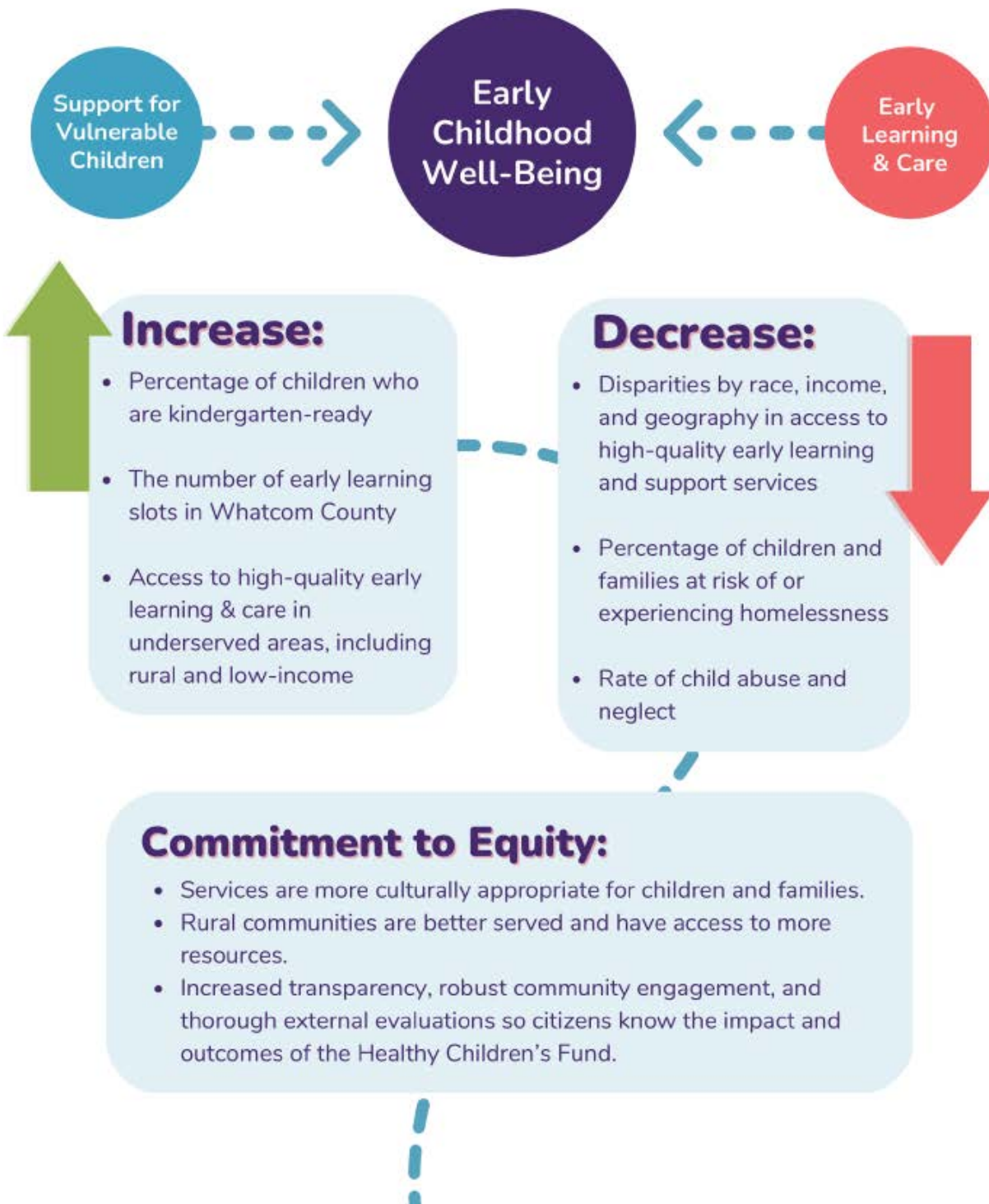


Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; **less than \$30,000 a year on average.**



Investment in early childhood well-being can have profound effects on children, families, and communities.

The Healthy Children's Fund is an effort to transform our community by providing critical, new resources for children and families.





Whatcom Healthy Children's Fund

Total amount of fund:
**Nearly \$100 million
over 10 years**

- ✓ Build or expand early learning & care centers across Whatcom County
- ✓ Recruit and retain early learning & care educators
- ✓ Support new providers so they can provide high-quality early learning & care and stay in business
- ✓ Launch or expand early parenting programs such as peer support groups and home visits by nurses
- ✓ Launch or expand programs that divert families from homelessness
- ✓ Recruit more children's mental and behavioral health care workers
- ✓ Identify or build regional hubs to coordinate and access services



More children are safe, healthy, and ready to learn;
families are strong, stable, and supported from the start;
and communities are welcoming and supportive places
for children and families to live, learn, work, and play.

Visit WhatcomCounty.us/4069/Healthy-Childrens-Fund for more information, resources and citations.

Introduction

Focusing on early childhood well-being forces us to look at the entire ecosystem in which a child lives—because no child exists in isolation. For children to be safe, healthy, and ready to learn, families must be strong, stable, and supported from the start, and communities must be welcoming and supportive places for children and families to live, learn, work, and play.

Early childhood is an opportunity to lay the foundation for lifelong health, and is an essential strategy for achieving racial equity. We know that if children have what they need to thrive in the early years, they are likely to continue to thrive throughout their lifetimes. If we can address **housing security** for our families with young children, we can prevent the toxic stress that accompanies homelessness. If we ensure our families with young children have access to quality, affordable **early learning & care**, we can contribute to positive learning experiences and family economic health. If we support the **mental health** needs of caregivers and young children, we can reduce the likelihood of mental health crises for youth or adults.

To achieve early childhood well-being, children and families need to have their basic needs met and beyond. They need to have support, love, and nurturing. Quality early learning & care and safe, stable housing are both essential elements for early childhood well-being. Positive mental health for children becomes positive mental health for youth and adults.

Research shows that for every dollar invested in early childhood programs, between \$7 and \$13 are saved in benefits to the community, including higher graduation rates, lower incarceration rates, and lower healthcare costs. Whatcom County currently spends only 2% of its budget on programs related to families but spends much more responding to situations involving severe mental illness, homelessness, and incarceration. This has impacts now as well as in the future: Over 85% of Whatcom County businesses reported staffing challenges because employees lack access to early learning & care.

Increased wages would help attract, train, and keep high-quality educators and providers for children in Whatcom County (Wolfes & Zilinsky, 2015). Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; less than \$30,000 a year on average.

Two of the data points commonly used by communities to measure children's well-being are kindergarten readiness and rates of child abuse & neglect. While data is imperfect and two data points cannot tell the full story of a child's experience, these two data points can help us understand what experiences a child may have in their earliest years. The following figures demonstrate Whatcom County's performance over the past several years. More about these data points can be found in the [Metrics and Evaluation](#) section of this document. In Figure 1, Kindergarten-readiness in Whatcom County was at 50.5% in 2021, and has been well below the Washington State target of 90% at least since 2015.

Figure 1. Kindergarten Readiness for Whatcom County, 2015-2021*: Average across all school districts (Washington Office, 2022)



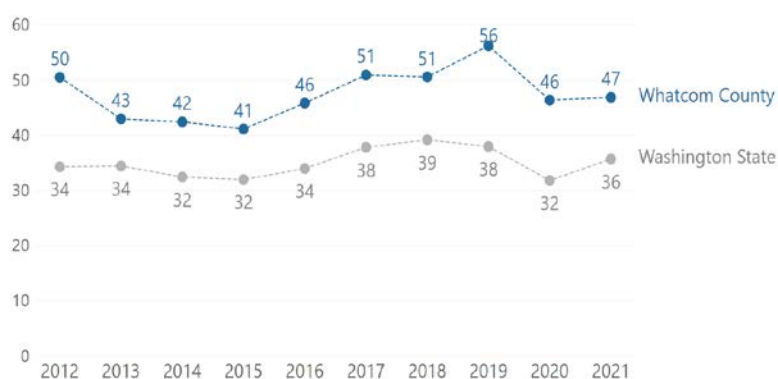
Disparities exist among some students. In 2021, only 33.7% of low-income students were kindergarten ready compared to 55.7% of their non-low-income peers.

Figure 2. Kindergarten Readiness for Whatcom County, by income, 2015-2021*: Average across all school districts (Washington Office, 2022)



Rates of child abuse and neglect continue to be higher for Whatcom County children compared to Washington State, as shown in Figure 3.

Figure 3. Victims of Child Abuse and Neglect in Accepted Referrals, 2010-2021: Number of victims per 1,000 children, age birth to 17 years (Facilities, 2022)



In 2020, Whatcom’s Child & Family Action Plan laid out a lofty goal for work addressing these issues:

“...all children are safe, healthy, and ready to learn; families are strong, stable, and supported from the start; and communities are welcoming and supportive places for children and families to live, learn, work, and play.” (Generations Forward et. al., 2020)

The Healthy Children’s Fund (HCF) is intended to help Whatcom County move closer to this vision by funding strategies that improve early learning and care and support vulnerable children and their families. These investments focus on preventing the conditions that lead to disparities and inequities for children and their support systems. They will lead to positive long-term outcomes for children, their families, and the community.

This plan describes the proposed implementation of the Healthy Children’s Fund, an investment estimated at nearly \$100 million from 2023-2032, specifically focusing on years 1 & 2.

To be as transparent as possible and set clear expectations, while distributing funding to the community is an extremely high priority, it will take time to launch. These initial years will be focused on launching the fund and building the necessary infrastructure, such as hiring staff and developing systems, to successfully implement and administer the fund. We will be releasing funding opportunities on a sequenced, phased approach and expect the first request for proposals for initially prioritized strategies in Fall 2023 and the initial distribution of funds in early 2024. (Please see the [Next Steps and Conclusion](#) for more information about how this impacts implementation and evaluation.)

Background

While the Healthy Children's Fund was approved in 2022, the work began long before, when a group of committed community members came together to envision a beloved community where every child and family thrives. The health and well-being of young children have been a priority in Whatcom County since 2012, and central in the last two cycles of Whatcom County's Community Health Improvement Process (Healthy Whatcom, 2022). A broad level of interest has been shared among community organizations, elected officials, health care, social service agencies, philanthropies, and businesses that recognize the critical importance of investing in early childhood.

As part of this momentum, in 2016 the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board. In January 2020, the Whatcom County Council passed the Child & Family Action Plan and established the Child & Family Well-being Task Force to support the implementation of that plan. In 2021, responding to increased needs due to the COVID-19 pandemic, community partners undertook several research and assessment processes to better understand the needs and gaps for children and families in Whatcom County. (See [Appendix I: Community Plans](#).)

In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County. Proposition 5 establishes Ordinance 2022-045, a dedicated fund to support young children and their families. The Healthy Children's Fund builds off the work of many groups and plans related to the priorities of Early Learning & Care and Supporting Vulnerable Children. Investments are targeted toward meeting documented needs and addressing disparities across race, income, and geography in access to early learning & care and social services.

Recent Milestones

- **January 2018-April 2019** - Whatcom County completed its [Community Health Assessment](#) (Healthy Whatcom, 2019) and identifies housing for children and families, child and youth mental health, and early learning & care as key priorities.
- **2019** - Representatives from Whatcom participate in the Children's Funding Institute and learning cohort about creating public funding streams in support of children.
- **February 4, 2020** - Whatcom County Council approved [Whatcom Working Toward Well-Being](#), also known as the Child and Family Action Plan (Generations Forward et. al., 2020). This plan confirmed a commitment to children and families, including adopting a "children and families first" approach for policy and funding decisions.
- **December 8, 2020** - Formation by ordinance of the [Child & Family Well-being Task Force](#) (Whatcom County Health & Community Services, 2022), which began meeting in March 2021.
- **2021** - Chuckanut Health Foundation convened the "Children's Initiative" to align the work of various initiatives into legislation that would provide the funding and infrastructure required to change conditions for children and families in Whatcom County.
- **September 27, 2021** - Completion of [Whatcom County Child and Family Well-being Fiscal Map](#) (Chuckanut Health Foundation, 2021) focused on housing stability, economic stability, family and household strengthening, and systems coordination.
- **March 2022** - Completion of Whatcom County's [Community Health Improvement Plan](#) (Healthy Whatcom, 2022), identifying strategies to address early childhood well-being, child and youth mental health, housing for children and families, and early learning & care.
- **2022** - The Children's Initiative drafted the [Healthy Children's Fund Ordinance](#) with feedback from various community groups, policymakers, county leaders, and parents, and integrated feedback into the ordinance.
- **June 7, 2022** - Whatcom County Council adopted an ordinance to submit Proposition 5 to voters, authorizing the county to lift the property tax limit for dedicated funding for early learning & care programs and increased support for vulnerable children (Whatcom County, 2022).
- **November 29, 2022** - The Whatcom County Auditor certified the election in which voters approved the Healthy Children's Fund (Whatcom County Auditor, 2022).

Vision

Investment in early childhood well-being can have profound effects on children, families, and communities (Heckman, 2020). The Healthy Children's Fund is an effort to transform our community by investing in children and families. After ten years and an investment of nearly \$100 million, we envision a broad range of impacts, including but not limited to:

- An increase in the percentage of kids entering kindergarten ready to learn.
- A reduction in the number of children experiencing abuse and neglect.

Early Learning & Care

- Reduce or eliminate waiting lists for early learning & care and support services.
- Early learning & care is affordable and families have high-quality options to choose from.
- An easy-to-use, comprehensive early learning & care network with regional hubs that are known for excellence and a thriving, professionalized early learning workforce.

Support for Vulnerable Children

- Families can access services and care at the time it is needed.
- Resources are available to support parents in pregnancy, newborns, and new parents/caregivers.
- Support for children and families at risk of or experiencing homelessness and more safe housing options.

Equity

- Decreased disparities by race, income, and geography in access to high-quality early learning & care and support services.
- Rural communities are better served and have access to more resources.
- Services are culturally appropriate for children and families.

Systemic

- County processes are efficient and easy to navigate for staff and partners.
- An organized, easy-to-use system for accessing resources where community partners work together, in tandem, for families.
- The fund serves as a model for government and partner accountability and transparency.

These are some, but not all, of the expected benefits of this \$100 million investment. The investments in 2023-2032 are expected to lead to long-term positive outcomes for children, families, and Whatcom County communities. Investment is prescribed by the Healthy Children's Fund ordinance to fall under several priorities and focus areas (Whatcom County, 2022):

Priority: Early Learning & Care

Focus areas:

- **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered.
- **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
- **High-Quality:** Increase the quality of early learning & care experiences.
- **Professional:** Attract and retain quality early childhood educators.

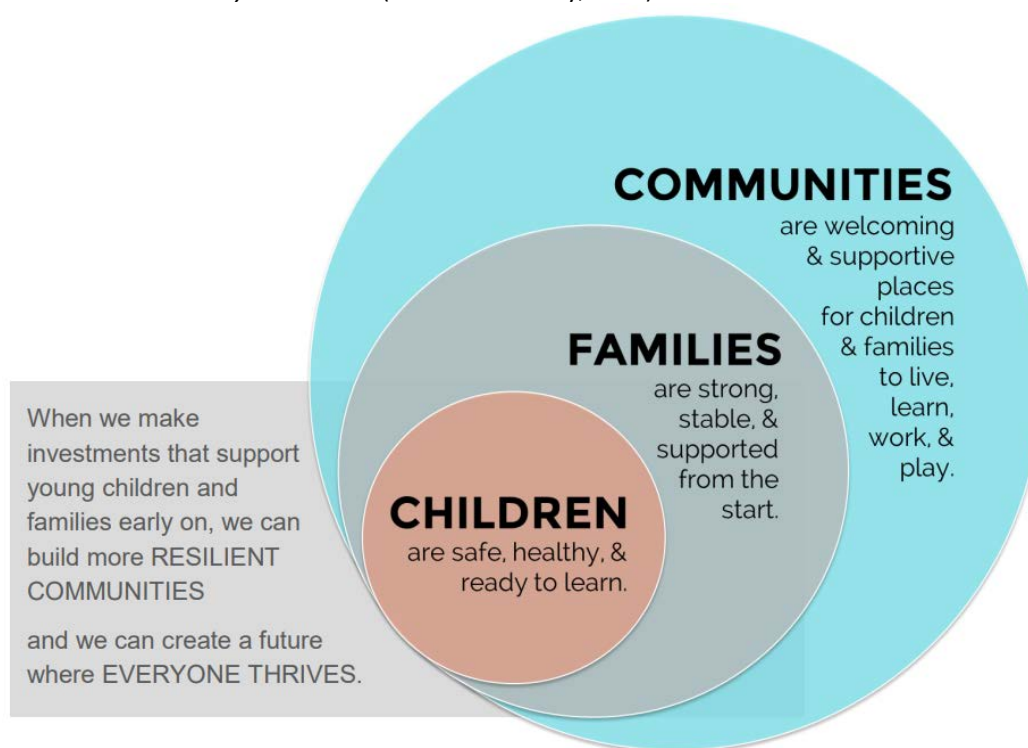
Priority: Supporting Vulnerable Children

Focus areas:

- **Expand Mental & Behavioral Health:** Expand mental & behavioral health services for vulnerable children and their families.
- **Prevent & Reduce the Trauma of Homelessness:** Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.
- **Support Vulnerable Children's Parents:** Expand support and services for families who have or are expecting children.

These focus areas are the mechanism through which the Healthy Children's Fund will reach its outcomes, discussed in more detail in the [Metrics and Evaluation](#) section of this plan.

Figure 4. From *Child and Family Action Plan* (Whatcom County, 2020)



As in Figure 4, outcomes from these investments will affect not only children and families but the communities in which they live. Some specific anticipated outcomes include:

- Improved outcomes for kids in school and adulthood.
- Decreased spending on challenges those adults would have faced without intervention.
- Improved experience of community with decreases in crime, homelessness, etc.
- Decreased staffing challenges for businesses due to lack of access to childcare.
- Increased jobs and workforce participation by making early learning and mental & behavioral health careers more viable and attractive.

The long-term impact of these concerted, targeted investments will be profound and felt by the entire community.

Accountability and Guiding Principles

As stewards of public funding, the Whatcom County Government recognizes the importance of accountability and transparency and will build this into every aspect of our processes. Whatcom County Health & Community Services (WCHCS) will apply rigor and principles to the administration, implementation, and evaluation of the Healthy Children's Fund, to be a model for other similar funds. Additionally, we are committed to providing pathways and mechanisms for innovations based on community knowledge and evidence. We are obligated to change processes that currently do not contribute to achieving desired outcomes.

Whatcom County Government will provide **accountability** by focusing on the following guiding principles:

Transparency

- Communicating regularly on the Healthy Children's Fund webpage about how the funds are being used and the impact they are having.
- Working within county departments to surpass the limitations of the fund and government spending, and create a realistic scope of funding for community-wide programs and expectations for short-and long-term impacts and outcomes.
- Cooperating with an external independent evaluator for performance audits and oversight to identify and address recommendations for improvement.

Impact

- Using data-based decision-making to identify investments that will make the greatest impact on Whatcom County residents, both in the short- and long-term.
- Ensuring that funds are equitably distributed throughout the county, and have an impact on those disproportionately affected by the systemic issues these investments are meant to address.
- Reporting on programmatic and population-level data.

Learning

- Soliciting proposals for programs that employ community-based innovations.
- Evaluating programs, processes, and impacts regularly, at minimum on a two-year cycle.
- Taking action on the results of those evaluations promptly to ensure initiatives are producing the desired results, ending or modifying investments when needed, and adjusting fund administration accordingly.

Equity

Health equity is a guiding value of WCHCS, which adopted this definition in 2019 to guide its work:

According to Human Impact Partners, health equity means that everyone has a fair and just opportunity to be as healthy as possible. To achieve this, we must remove obstacles to health — such as poverty, discrimination, and deep power imbalances — and their consequences, including lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care.

In 2020, Whatcom County government passed the [Racism as a Public Health Crisis](#) resolution that outlines tangible steps to make progress toward racial equity, including becoming a member of the Government Alliance on Race and Equity and establishing the Whatcom Racial Equity Commission.

Whatcom County Government will apply equity values, practices, and commitments to all aspects of the Healthy Children's Fund, including data collection, identification of service priorities, contracting, program and service implementation, engagement, communication, and evaluation. Additionally, they will build on the Whatcom County Health & Community Services' new 2023-2027 Strategic Plan which requires it to formalize its practice of shared decision-making to ensure diverse community perspectives and those most impacted by decisions are partners in developing plans and practices.

Roles

Many roles are necessary to successfully implement the Healthy Children's Fund. Below, key roles and their responsibilities are outlined.

Whatcom County Council serves as the oversight body of the Healthy Children's Fund administration. The council will approve implementation plans, approve all contracts over \$40,000, receive evaluations and performance audits, and work with the Executive's Office on implementing recommendations.

Whatcom County Government ensures that the fund is used exclusively for legal, eligible services described in the ordinance, that anyone receiving funds complies with county purchasing procedures, and funds are administered effectively and efficiently. In particular, the Executive's Office will administer the process evaluation of the Healthy Children's Fund, as it will audit all of the county processes that support fund administration.

Whatcom County Health and Community Services (a department within Whatcom County Government) serves as the fund administrator of the Healthy Children's Fund. This department is responsible for developing the infrastructure and processes needed to ensure successful fund implementation. This role includes convening subject matter experts; proposing fund allocation strategies, processes, and logistical operations; ensuring community partners have the resources necessary to access and utilize funding successfully; partnering with community organizations and leaders in key areas; program and project evaluation; ensuring reliable and timely communication; and building relationships with underserved communities.

The Implementation Planning Team is composed of representatives from the government and community who drafted the Implementation Plan for years 1 & 2, based on the guidelines of the ordinance. This group met monthly from September through the plan's submission to Whatcom County Council in early February. The planning team formed an Ad Hoc Strategy Group in early December 2022 to examine the potential strategies for funding and make recommendations for initial investment. This team will sunset upon approval of the implementation plan for years 1 & 2. (For more information, see the [Implementation Planning Process](#) section and [Appendix III](#).)

The Implementation Team will form upon the approval of the implementation plan for years 1 & 2, to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of representatives from advisory bodies, such as the Child & Family Well-Being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and who are impacted by the decisions and processes of the Healthy Children's Fund. This group will also focus on building relationships with new community partners, especially those within underserved areas and populations in Whatcom County.

Independent Auditors and Evaluators will, in collaboration with the Whatcom County Executive's Office and the Child & Family Well-being Task Force, be contracted to provide an independent, third-party evaluation of the fund administration, key funded programs, and the effectiveness of the fund overall.

The **Child & Family Well-Being Task Force** is a community advisory board established by the Whatcom County Council with responsibilities specified in the Healthy Children's Fund ordinance. These responsibilities include collaborating to the maximum extent possible with the fund administrator to draft implementation plans; providing recommendations on fund allocation throughout the life of the levy; working collaboratively with the fund administrator and other key stakeholders to design and implement reporting processes to ensure successful, high-quality, and efficient evaluations; and writing and delivering an annual report to the public and Whatcom County Council. This report shall include progress toward agreed-upon goals, outcomes, and metrics. Learn more about the Task Force on the [Whatcom County website](#).

Subject Matter Experts and Advisory Groups are organizations, coalitions, and individuals with expertise and/or lived experience. These partners will be engaged as needed in various aspects of HCF implementation and evaluation, including as members of the Implementation Team. Examples include Healthy Whatcom, Perinatal Mental Health Task Force, the Whatcom Child Care Coalition, the Whatcom Racial Equity Commission, and more.

Implementation Planning Process

Ordinance 2022-045 states that Whatcom County Health & Community Services will be the fund administrator of the Healthy Children's Fund (Whatcom County, 2022) and requires the fund administrator to develop an Implementation Plan for years 1 & 2 to be reviewed by stakeholders, approved by County Council, and submitted to the County Executive by March 31, 2023.

The implementation plan should include:

- “a) Details of fund allocations across eligible expenditures and strategies, including as a percentage of the fund revenue;
- b) Working criteria for fund allocation to guide the contracting process for non-administrative expenses;
- c) An overview of the contracting process that includes opportunities for community members to provide input in to fund allocation decisions; and
- d) Opportunities for leveraging the fund and bringing in external resources to the county.” (Whatcom County, 2022)

Because of the short timeframe between the November 2022 election and the submission of the Implementation Plan in early February for approval by March 31, 2023, WCHCS began planning in August 2022 for its role as fund administrator. In the event Proposition 5 was approved, those additional months of planning would be necessary to successfully create an implementation plan by the deadline.

In August, WCHCS formed an Implementation Planning Team. The team was comprised of representatives from Whatcom County Health & Community Services, Executive's Office, Child and Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance drafting team, Whatcom Child Care Coalition, and various subject matter experts. The team's work was guided by the requirements outlined in the ordinance.

The Implementation Planning Team spent September, October, and November establishing a project management structure and approach, identifying components of the implementation plan, and developing a partner engagement strategy. The Implementation Planning Team met weekly to research other communities with dedicated funding for early childhood support and determine the best approach for Whatcom County.

In early December, workgroups of subject matter experts were convened to delve deeply into the individual plan components, building off our understanding of the current data, the science and research base, and community input on specific bodies of work to be funded through the Healthy Children's Fund. Their work informed the decisions and content of the draft implementation plan.

In January, the draft implementation plan was shared with advisory groups for input and feedback. The following groups were engaged:

- Child & Family Well-being Task Force
- Healthy Whatcom
- Whatcom Child Care Coalition
- Whatcom Public Health Advisory Board
- Proposition 5 ordinance writing group

- Business & Commerce Committee
- Whatcom Small City Mayors
- Local Chambers of Commerce

Their feedback was sought to ensure that the implementation plan reflects the priorities of Whatcom County residents and supports the achievement of the Healthy Children's Fund vision. (See [Appendix II. Advisory Group Feedback Themes.](#))

For a roster of implementation planning team members, see [Appendix III.](#)

Spending Plan

Increasing early childhood well-being is a complex endeavor. To be successful, it requires multiple strategic investments to work in concert with each other while simultaneously implementing a public policy approach in line with economic market drivers.

The Healthy Children's Fund Implementation Plan is a culmination of numerous community plan development processes. Stakeholders from across the community—including early learning & care stakeholders, housing system and mental & behavioral health providers, and other relevant advisory bodies—were engaged in the development of the Child & Family Well-being Action Plan, the Healthy Whatcom: Community Health Improvement Plan, and other community plans focused on early childhood well-being. All of these plans informed and laid the foundation for the Healthy Children's Fund Implementation Plan. (See also [Appendix I: Community Plans](#).) In addition, the ordinance requires the Implementation Plan to be created with the advice of the relevant advisory groups, including the Child and Family Well-Being Taskforce, an advisory body with representation from local parents, businesses, foundations, early learning & care operators, and systems developers. (See the [Roles](#) section in this document.)

In implementing the Healthy Children's Fund, Whatcom County Government strives to meet the community's vision and goals, while abiding by all federal, state, and local laws and regulations. Many of the regulations that most impact the Healthy Children's Fund administration were designed to provide accountability for taxpayer dollars and prevent the gifting of public funds for private gain. To effectively serve the public's interest, Whatcom County must operate within the bounds of these laws and regulations while simultaneously maximizing the impact of the Healthy Children's Fund. At times, these two goals are in tension with one another. Whatcom County will take advantage of flexibility where possible when it furthers the goals of this plan. Still, it must adhere to legal and audit requirements as an ultimate principle of fund administration. WCHCS drafted this spending plan with this awareness while striving to meet the goals of the Whatcom County Council and voters.

The Healthy Children's Fund established a 10-year fund that is renewable after 10 years. The ordinance directs Whatcom County Health & Community Services to develop an implementation plan focusing on years 1 & 2 and the steps WCHCS will take to update the plan for subsequent years. Specific guidance on the Spending Plan from Ordinance 2022-045 (Whatcom County, 2022) includes:

- The Healthy Children's Fund must be used to increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; and support for our most vulnerable children, including expanding mental and behavioral health services, preventing and reducing the trauma of children experiencing homelessness, and supporting vulnerable children's parents/caregivers¹.
- The initial 2-year Implementation Plan shall allocate no less than 55% and no more than 68% of levy revenue and proceeds to improving early learning and care and shall allocate no less than 20% and no more than 36% of levy revenue and proceeds to supporting vulnerable children.
- Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (e.g. Behavioral Health Fund, American Rescue Plan Act (ARPA)).

¹ The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)

The Process to Identify Strategies for Years 1 & 2

The Implementation Planning Team identified 55 solutions from existing community processes and plans that address the factors impacting early childhood well-being in Whatcom County. (See [Appendix I: Community Plans](#).) The 55 solutions were then organized into 9 theme areas with 23 strategies that impact the priority areas of Early Learning & Care and Supporting Vulnerable Children. (See [Appendix IV: Prioritized Strategy Matrix](#).)

To build the most comprehensive picture of the current landscape in Whatcom County, and build on the work already done through various community planning processes, subject matter experts and representatives from the Child & Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance writing group, Whatcom Child Care Coalition, Whatcom County Health & Community Services, Executive's Office, and other community organizations were invited to a workgroup, the Ad Hoc Strategy Group (see [Appendix III](#).) The Ad Hoc Strategy Group convened in early December 2022 to examine the 23 potential strategies for funding. The underlying foundation of their work were the following specifications and assumptions:

Specifications

- Strategies must further the goals of prevention, early intervention, and disruption of the conditions that lead to inequities and disparities for families.
- All strategies should further the goals of being trauma-informed, anti-racist, and culturally responsive.
- Supporting vulnerable children can be done in the context of early learning & care settings and all efforts should be made to leverage these opportunities.
- Increasing access to early learning & care for all children in Whatcom County to reduce racial and economic disparities and to ensure all students receive the benefit of mixed-income classrooms.
- Meeting the needs of children and families requires early learning & care programs to address their physical, mental, and behavioral health needs.

Assumptions

- Different strategies are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund.
- Strategies included in the portfolio include approximate, estimated cost ranges. These are for planning purposes only and to give a sense of scale. These may and likely will change as implementation proceeds and more information becomes available.
- The “details” for each strategy reflect the best, current understanding and are not necessarily exhaustive of all items that could be funded in that strategy. As projects develop, details may evolve to best serve that strategy.
- Later years’ portfolios will be based on the evaluation and adaptation of strategies based on learning from years 1 & 2.

The workgroup also drafted potential criteria to use when evaluating potential strategies. Feedback on the proposed criteria was collected via survey from the Child and Family Well-Being Task Force, Healthy Whatcom, and the Healthy Children's Fund Campaign Team. From that feedback, the final criteria were determined:

Criteria

- **Values:** Does this strategy address the needs of rural communities, BIPOC (Black, Indigenous, and people of color) communities, or both?
- **Expectations of Success:** Has this strategy been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this strategy ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this strategy quickly and/or significantly impact our goal of improved outcomes for children and families?

The Ad Hoc Strategy Group developed cost estimate ranges, identified considerations for each strategy, and used the criteria above to independently evaluate strategies. Based on these analyses, the group developed the Prioritized Strategy Matrix. (See [Appendix IV](#).)

The Implementation Planning Team then mapped this prioritized matrix to the guidelines outlined by the ordinance – the percentage of funds that must be used for each priority area as well as the seven focus areas that must be addressed – to determine the recommended portfolio of strategies for funding in years 1 & 2.

The strategies in the following section were identified as the highest priority to launch in years 1 & 2. The remaining strategies are available in the Prioritized Strategy Matrix so that additional projects can be launched as community readiness improves and funds become available.

Leveraging ARPA Funds: Large Capital Investments

This Spending Plan was developed in the context of a wider funding environment. An important example of this is the American Rescue Plan Act (ARPA). Under the direction of the Whatcom County Council, Whatcom County has budgeted over \$8.1 million for the stabilization and expansion of child care, \$5.5 million of which is devoted to capital projects.

This commitment of ARPA funds to large capital investments was taken into consideration when determining HCF strategies to fund in years 1 & 2. These initial strategies do not have a significant focus on large capital investments because of this ARPA commitment. Years 3 and beyond may include this focus, once ARPA funding is no longer available. During the development of the next implementation plan, WCHCS will work with stakeholders to assess the necessity of using the HCF as leverage for large capital projects. (See [Opportunities to Leverage Funding](#) in this document for more information about ARPA funding.)

Fund Allocation

Revenues in Year 1, 2023, for the Healthy Children's Fund are estimated in the amount of \$9,976,044. While revenue may change in Year 2 due to several factors, estimates in this document are based on the same revenue in 2024 as in 2023.

As indicated in the ordinance, 55-68% of revenues must be allocated to Early Learning & Care in the first two years of the fund, and 20-36% must be allocated to Supporting Vulnerable Children. This spending plan allocates 64%, \$12,800,000, of the estimated revenues to Early Learning & Care, and 27% to Supporting Vulnerable Children, \$5,356,400, during Years 1 & 2.

Table 5. Expected Revenue Allocation for Years 1-2: 2023-2024

	Ordinance Allocation Requirements	Years 1 & 2 Estimated	
		\$	%
Administration (including up to 3% Evaluation)	9%	\$1,795,688	9%
Priority Areas	91%	\$18,156,400	91%
Early Learning & Care	55-68%	\$12,800,000	64%
Supporting Vulnerable Children	20-36%	\$5,356,400	27%
Total	100%	\$19,952,088	100%

The Healthy Children's Fund ordinance allows for unspent funds to remain in reserves throughout the entire life of the levy. Under RCW 36.29.010(8), the Treasurer has authority to invest reserve dollars. WCHCS will seek Council approval to direct HCF investment proceeds back into the HCF fund. . The ability to roll over unspent funds for the next year will be necessary, particularly during the first year, as significant time will be needed to set up processes and systems and to implement the portfolio of strategies. Additionally, some strategies may necessitate large investments that could require the pooling of multiple years of funding. "It is intended that substantially all levy proceeds will be used for the purposes outlined in the Ordinance within the ten-year levy period, and reserves maintained after the ninth year of the levy must be supported by a formal statement justifying the need for the reserve." (Whatcom County, 2022)

Spending of public dollars often lags contracting. For example, Whatcom County could use the Healthy Children's Fund to contract to build a new child care center when APRA funds are no longer available. Because actual construction and reimbursement may not occur immediately upon contracting, funds would appear in reserves. For this reason, there will be times the fund maintains a significant reserve balance. WCHCS will make every effort to publish data on commitments, as well as expenditures to provide transparency into uncommitted reserve balances.

Spending on Administration is necessary to administer the fund. Where possible, Whatcom County Health & Community Services will leverage funds from other related funding sources (Behavioral Health Fund, Housing funds, Developmental Disabilities millage) to support administration. The Administration allocation in years one and two supports the infrastructure to administer contracts, provide subject matter expertise and technical assistance to providers, and ensure that outreach, education, and communication are embedded through staffing and external contracts. Because Ordinance 2022-045 Section 5 requires an independent performance audit of the Healthy Children's Fund every other year, it also emphasizes the necessary development and foundation building to effectively provide both internal and contracted external program and process evaluation. Lastly, the fund includes significant investments in system integration to connect families to services, and software implementation to create transparency on performance measures. It is anticipated that the fund will underspend in year one because of the time needed to develop and award evaluation and consultant contracts, which is anticipated to happen in mid-2023 to early 2024.

Any unspent funds each year, except for planned and variable multi-year contracts, will be placed in the fund reserves to be used on programs and services, as dictated by the initial and subsequent implementation plans. During planning for years 3 & 4, fund allocation amounts will

be determined based on learning from years 1 & 2, feedback from advisory groups, emergent needs of the community, and changes to state and federal funding availability. In some cases, unspent funding may continue for the initially planned strategy; at other times, a subsequent allocation plan may reallocate funding for a different activity, subject to public processes.

While a portfolio of strategies is included below, and estimated amounts are included in the details of each strategy in the next section, “Years 1 & 2 Portfolio: Detailed Strategies,” those amounts are subject to change as more information becomes known and as the situation and environment changes before and as a strategy is implemented. No more than eight percentage points will transfer from Early Learning & Care to Supporting Vulnerable Children so that allocations still comply with the percentages required by the ordinance.

Table 6a. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Table 7, below, describes how the portfolio will address each of the focus areas.

Table 7. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies by Focus Area

	Focus Areas						
	Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavior- al Health	Prevent & Reduce Homeless- ness	Support- ing Parents
Strategies: Years 1 & 2							
Early Learning & Care	X	X	X	X	X		X
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.	X	X					
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	X		X	X	X		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.	X	X					
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		X	X				
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).	X			X	X		X
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.	X	X	X	X			
Supporting Vulnerable Children				X	X	X	X
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.					X		X
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.					X	X	X
9: Expand and enhance early parenting supports.					X		X
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.				X	X	X	X

Portfolio of Strategies for Years 1 & 2: Early Learning & Care

Early childhood development paves the way for success throughout a person's life, and the interactions young children have with their caregivers influence the constant brain development that takes place during children's early years. For parents, access to early learning & care can allow them to work more, attend school, and have lasting, positive effects on family economic security and opportunity. Researchers have found that access to more affordable, high-quality early learning & care produces a greater likelihood of improved health outcomes, increased future earnings, and reduced crime rates.

To ensure early learning & care programs meet the diverse and unique needs across Whatcom County, the HCF needs to have a robust mixed-delivery system. This system will allow parents/caregivers options between program delivery models so that children can participate in the program that best meets their needs, learning styles, and cultures. Early learning & care classrooms also provide opportunities to connect children and their families to support and services in areas such as mental and behavioral health, housing, and more.

The Science Behind The Focus Areas

Accessible

To realize the individual and societal benefits of reducing disparities, early learning & care must be affordable and accessible for all families. Accessibility is not only determined by cost, but by the number and diversity of programs available to meet individual family needs and preferences, flexibility in schedules, and geographic proximity. Support for businesses providing early learning & care is needed to ensure that increasing costs of care are not passed on to families. As stated by the 117th Congress, "Child care is infrastructure" ("H.R.1911", 2021). Just as roads enable access to essential resources and services, the availability of diverse, affordable, and accessible early learning & care options provides families with the freedom to participate in the workforce and society. Such an investment ultimately results in overall cost-savings and other societal benefits.

High-Quality

Relationships are critical to healthy child development and caregivers of all kinds must be able to engage in nurturing, meaningful interactions that foster optimal development. Wherever early learning & care occur, essential components of high-quality care include a safe, welcoming, and stable environment with an abundance of language-rich, responsive, and playful interactions. Small group sizes and high ratios of adults to children support effective interactions that lead to positive outcomes (Center on the Developing Child, *Early Childhood*, 2007).

Affordable

Participation by young children in educational environments can increase academic, cognitive, and social skills. A healthy brain structure shaped by enriched environments in early life enables children to be ready to learn as they enter kindergarten. Additionally, through participation in high-quality early learning environments, it's possible to reduce disparities in educational achievement, income, and even physical health between children from low-income backgrounds and those with high-income backgrounds (University of Wisconsin, 2022). Currently, the high cost of early learning & care is a disproportionate burden and unaffordable for low-income families despite early learning & care subsidies and early learning & care businesses operating on slim profit margins.

Professional

Early childhood educators with higher qualifications are associated with higher-quality learning environments (University of Wisconsin, 2022). Attracting and retaining quality staff requires adequate support for early learning & care educators and workers, including livable wages and the ability to pursue professional goals. Enhancing providers' skills and program quality benefits participating children. Professional development programs, curriculum enhancement, and specific skill training have been shown to improve a broad range of positive outcomes for children (Fisher, 2020).

“A growing body of work suggests that racially and economically diverse preschools have significant learning benefits, which some researchers say is not surprising given how much growth in preschool happens through playing and sharing with peers. “Children of all backgrounds learn more on average in racially and socioeconomically diverse preschool classrooms, and diverse early learning settings can help reduce prejudice among young children,” wrote Halley Potter, senior fellow at The Century Foundation, in a recent report that dives into that research and offers ideas for how the federal government can foster integration in universal preschool.” (Hurley, 2021)

HCF’s Early Learning & Care priority has four focus areas:

1. **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
2. **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
3. **High-Quality:** Increase the quality of early learning and care experiences.
4. **Professional:** Attract and retain quality early childhood educators.

Considerations for Early Learning & Care Strategies:

- The Healthy Children’s Fund cannot be used in place of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (Whatcom County, 2022). To date, Whatcom County has committed \$8.1 million in ARPA funding for early learning and care, approximately \$5 million of which will be devoted to large capital projects to increase early learning slots. HCF spending will complement these ARPA capital investments by focusing largely on non-capital strategies in Years 1 and 2. This will expand resources to create a sustainable child care landscape and to ensure adequate staff to operate quality programs. Capital needs will be reevaluated for years 3 and beyond.
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the [funding mechanisms](#) section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.

Table 6b. Early Learning & Care Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		

Strategy 1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.

Focus Areas	Early Learning & Care (ELC): Affordable & Accessible
Objectives	Increase early learning & care slots by improving and/or expanding facilities in a variety of program models across the county, including rural locations, to ensure slots are accessible to underserved populations.
Details	<ul style="list-style-type: none"> • Support classrooms to increase the number of early learning & care slots, paying particular attention to age groups and areas of the county most in demand, through funding for facility startup, renovation, or expansion. • This can include converting extra space into an early learning & care program, as appropriate for licensing standards. • This generally does not include the construction of new buildings but would include things such as bathroom renovations, septic systems, etc. • Investments should complement other opportunities for facility improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. • The number of early learning & care providers that report having a waitlist. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Opportunities to Leverage Funds	<ul style="list-style-type: none"> • Ensure providers can apply for and receive Washington State Department of Children, Youth, and Families (DCYF).small-capital and licensed-family home grants. • Complement Whatcom County's ARPA allocations for capital projects to ensure the expansion of varied program models.
Cost estimate for years 1 & 2*	~\$500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.

Focus Areas	ELC: Professional, Accessible, High-Quality Support for Vulnerable Children (SVC): Mental & Behavioral Health
Objectives	<ul style="list-style-type: none"> • Increase access by recruiting operators, educators, intervention specialists, and staff into the early learning & care field, especially those that increase diversity in the classroom. • Provide more accessible pathways to a sustainable career through training and credentialing. • Increase participation in early learning & care programs by improving the experience of children and families within such programs. • Improve access to mental and behavioral health supports for children with specialized needs within the context of early learning and care.
Details	<p>Pathways will include recruitment, credentialing, and professional development. They must be accessible to a diverse workforce, identify and maximize state and local assets, include community-based options, and fill gaps in the system. Components of the early learning & care workforce development system should facilitate equitable access to the early learning & care field including scholarships, mentoring, and coaching.</p> <p>Planning and Infrastructure:</p> <ul style="list-style-type: none"> • Identify current resources and gaps in the local professional development landscape. • Coordinate and develop the local infrastructure necessary to improve access to and quality of professional development. • The pathway should address recruitment of a diverse workforce, credentialing, training, and retention; track the efficacy of retention strategies; and work with providers to implement them effectively and make adjustments as needed. <p>Expand access to early learning & care credentialing through higher education and community pathways through avenues such as:</p> <ul style="list-style-type: none"> • Recruiting potential early learning & care workforce. • Support the development of a clear pathway for non-English speaking individuals to become early learning & care educators and providers, especially those that can communicate with children and families in their native language. • Work with K-12 school district Career and Technical Education programs to include early learning & care as a career field. <p>Expand access to training, professional development, and integration of curriculum into programs across the county through avenues such as:</p> <ul style="list-style-type: none"> • Offer financial planning and business modeling services to early learning & care centers. • Expand access to Teaching Strategies Gold and quality coaching for programs engaged in Early Achievers. • Increase the number of early learning and care programs that use the Since Time Immemorial and other BIPOC-created curricula. • Train early learning professionals to better address the needs of vulnerable populations, including children with behavioral health needs, health issues, social needs, and non-English speaking families.

	Provide training and technical assistance to potential early learning and care operators and those interested in expanding their programs.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system or community credentialing program • Number of parents/caregivers who have a demand for early learning & care report that they have access • Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Numerous partners offer recruitment, credentialing, and training programs that can be coordinated.
Cost estimate for years 1 & 2*	~\$1,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will either shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.

Focus Areas	ELC: Accessible and Affordable
Objectives	<ul style="list-style-type: none"> • Improve access to early learning & care by providing program subsidies for families with children ages 0-5 who are cost-burdened by child care. • Build a plan to incrementally increase the affordability of care for low-income or income-constrained families each year until families are paying 7-10% of their household income.
Details	<ul style="list-style-type: none"> • Standardize an income eligibility scale in a subsidy program that prioritizes families paying the highest percentage of their household income. • United Way's ALICE (Asset Limited Income Constrained Employed) metrics could be used to help establish the parameters of the sliding scale. • Seattle's Child Care Assistance Program can be used as a model for subsidy implementation. • It is expected that a portion of funds will be used to plan and develop an equitable, effective process for allocating subsidies.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of median household income spent on early learning and care for a family with two children. • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Must be implemented to complement Working Connections Child Care (WCCC) , the early learning & care subsidy program that helps income-eligible families with children pay for early learning & care administered by DCYF.
Cost estimate for years 1 & 2*	~\$3,300,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 4: Ensure access to early learning & care by promoting the expansion and retention of the early learning & care workforce.	
Focus Area	ELC: Professional & Affordable
Objectives	<p>Ensure programs have a stable workforce to run high-quality early learning & care programs.</p> <ul style="list-style-type: none"> • Retain current early learning & care educators and staff in the field by increasing wages. • Recruit additional early learning and care educators and staff by positioning it as a field with earning potential.
Details	<ul style="list-style-type: none"> • Explore and assess the feasibility of potential strategies, including wage subsidies. • Develop a plan to implement sustainable and effective strategies to meet the objectives with the goal of implementing the plan in years 2 & 3. • Explore innovative models to address workforce shortages, such as partnerships with education, multi-age settings, and apprenticeships. • Leverage the results of state and local wage subsidy pilot projects such as the Best Start for Kids' Workforce Demonstration Project. (King County, 2021)
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Average annual salary for full-time early learning & care educators compared to regional school system salary scales. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage and align with Washington State efforts to increase wages.
Cost estimate for years 1 & 2*	~\$2,050,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)

Focus Areas	<ul style="list-style-type: none"> • ELC: High-Quality & Accessible • SVC: Mental & Behavioral Health and Supporting Parents
Objectives	<ul style="list-style-type: none"> • Increase access to early learning opportunities by increasing the number of child care slots across Whatcom County, prioritizing slots for underserved children, especially in rural communities. • Decrease early learning & care operational costs by establishing regional shared service hubs to increase the accessibility and quality of care for low-income children and their families.
Details	<p>Research, planning, and implementation to establish hubs, including where capital investments are needed, the number and type of providers for each geographic area, etc. Hub and spoke planning will take place regionally and in partnership with community stakeholders within that area to ensure the expansion plan reflects the unique demands and needs of the region. Key assets of the hub may include shared services determined by the needs of the early learning & care community. Examples include:</p> <ul style="list-style-type: none"> • Onsite early learning & care service delivery, including onsite mental and behavioral health providers to provide targeted interventions to children during working hours in early learning & care centers, and early parenting supports. • Shared administrative services including accounting, contract management, and accessing local and state child care resources. Help programs manage licensing needs and expectations with DCYF. • Support for business development, grant writing, contract management, etc. • Expanding the resources and coordinated system for families seeking early learning & care. <p><i>For this document, regions are defined by school district boundaries, and a hub is a model for shared services and support.</i></p>
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. • Number of early learning & care providers participating in a regional shared service hub. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting an increase in sustainability. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Apply for shared service grants through DCYF. • Align with local efforts to expand family resource centers. • Utilize state-wide resources such as The Imagine Institute’s Shared Service Center program. • Leverage state funds by increasing the number of slots paid for by state subsidies.
Cost estimate for years 1 & 2*	~\$4,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	
Focus Areas	ELC: Affordable, Accessible, High-Quality & Professional
Objectives	<ul style="list-style-type: none"> • Increase the accessibility, affordability, quality, and professionalism of Early Learning & Care through innovative solutions for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County. • Fund pilot programs and approaches that increase the evidence base and demonstrate impact on outcomes for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County.
Details	<p>Service providers and/or partners submit innovative projects that advance Healthy Children's fund goals. Examples include:</p> <ul style="list-style-type: none"> • Expand access to healthy foods through early learning & care centers, especially for Latinx families. • Programs that offer support to low-income and vulnerable children in the context of early learning and care, such as in-classroom mental health or early intervention services. • Community service providers partnering with early learning and care environments, such as therapy providers or early intervention. • Expand partnerships with communities to include services (such as playgroups) in community-based settings. • Increase programs' access to culturally appropriate curriculum to reduce the cultural gap in kindergarten readiness.
How we will measure our success	<ul style="list-style-type: none"> • The number of innovative solutions that demonstrate valid results. • Improvement to one or more early learning & care focus areas (accessibility, affordability, quality, and professionalism). <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Cost estimate for years 1 & 2*	~\$950,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Portfolio of Strategies for Years 1 & 2: Supporting Vulnerable Children

Responsive, nurturing interactions and healthy environments provide a foundation for positive early childhood development, paving the way for success throughout a person's life. Strong, stable relationships with caregivers are essential to children's healthy development. Supporting children's social, emotional, and physical needs builds resiliency and prevents excessive activation of stress responses and the eventual physical and mental health problems that stem from chronic stress.

For families dealing with significant adversity from poverty, unstable housing, mental illness, disability, exposure to violence, or racism, the potential benefits of high-quality accessible early learning & care and comprehensive services are magnified (Center on the Developing Child, *The Impact and A Science-Based Framework*, 2007). Policies, programs, and interventions focused on optimizing early childhood development, stabilizing families, and minimizing exposure of children to serious adversity can have long-lasting positive impacts on the health and well-being of the community as a whole. Providing access to these services in the context of early learning & care leverages funds and other community resources, and increases access for children of working parents.

Housing is critical to overall childhood well-being. If we want children to enter kindergarten ready to learn and thrive, we must address safe and stable housing. Even further, experiencing homelessness causes trauma in children that has lifelong effects. Preventing and ameliorating that trauma is key to this work. A goal of the Healthy Children's Fund is to prevent homelessness for children and families, specifically to divert families from homelessness before it occurs.

Supporting parents/caregivers are the foundation of a healthy community. When parents/caregivers thrive, children can thrive. And when children thrive, only then can a community thrive.

The Science Behind The Focus Areas

Mental & Behavioral Health

Throughout a lifetime, many factors can affect mental health, including biological factors, life experiences such as trauma or abuse, and family history. In children and youth, it's normal to experience different kinds of emotional distress as they grow and mature. However, when symptoms persist, it may be more than a developmental occurrence. The consequences of prolonged untreated mental illness can include educational difficulties, social disengagement, risk of suicide, and the potential development of further mental health illnesses such as substance misuse.

Prevent & Reduce Homelessness

People thrive when they have safe, stable places to live. That means we feel secure, our homes and neighborhoods are free from hazards, and our communities provide us with what we need. Housing is the biggest expense in most family budgets, making housing affordability a significant factor in financial well-being. Homeownership has long been at the center of the American Dream, offering a way to build family wealth and stable, diverse communities (Milstein et al., 2020).

Supporting Parents/Caregivers

Mood and anxiety disorders are the primary complications of pregnancy and the postpartum period. About 10-20% of parents experience very distressing symptoms (Mughal, 2020). This can include feeling more sad, disconnected, worried, angry, or overwhelmed than usual. Parents of every culture, age, income level, and race can be affected. There are approximately 2,000 births per year in Whatcom County. If 10-20% experience postpartum depression (Whatcom Perinatal, 2022), that means up to 400 new parents will likely experience some sort of mood or anxiety disorder each year. Unfortunately, only about 15% of parents seek support for their symptoms (Whatcom Perinatal, 2022). That means up to 340 parents in Whatcom County may not get the help they need.

HCF's Supporting Vulnerable Children priority has three focus areas:

- 1. Expand Mental & Behavioral Health Services** for vulnerable children and their families.
- 2. Prevent & Reduce the Trauma of Homelessness** through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform for vulnerable children and their families.
- 3. Support Vulnerable Children's Parents/Caregivers** by expanding support and services for families who have or are expecting children deemed to be vulnerable.

Considerations for Supporting Vulnerable Children strategies:

- The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the Funding Mechanisms section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.
- Vulnerable children are defined in the ordinance as “any children at greater risk of experiencing physical or emotional harm and/or experiencing poor outcomes because of one or more factors in their lives, including but not limited to homeless and foster children.

Table 6c. Supporting Vulnerable Children Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Strategy 7: Recruit Mental & Behavioral Health Workforce to Whatcom County.	
Focus Areas	SVC: Mental & Behavioral Health and Supporting Parents/Caregivers
Objective	<ul style="list-style-type: none"> Expand behavioral and mental health services for vulnerable children, pregnant parents, and parents with young children.
Details	<ul style="list-style-type: none"> Support pilots and internship models that expand access to mental & behavioral health services for underserved children and families. Retain and/or develop mental health supports serving vulnerable populations with an emphasis on providers who represent our culturally diverse community. Increase the number of mental health professionals who specialize in perinatal mental health. Support providers to provide services to families who meet the criteria of or are enrolled in Apple Health (Medicaid). Hold listening/learning sessions to better understand how the county government can support local Medicaid providers.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. Number of families on provider wait lists for behavioral health services. <p>Secondary:</p> <ul style="list-style-type: none"> Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services. Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage Whatcom County Behavioral Health Fund, State of Washington funding, and federal Medicaid dollars to ensure complementary services are funded as the workforce expands.
Cost estimate for years 1 & 2*	~\$850,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.	
Focus Areas	SVC: Prevent and Reduce Homelessness, Mental & Behavioral Health, and Support Parents/Caregivers
Objectives	Reduce the number of children experiencing a housing crisis or homelessness.
Details	<ul style="list-style-type: none"> • Build family-centered problem-solving and advocacy to help a household identify practical solutions for stabilizing their housing quickly and safely, including assistance negotiating with property managers, navigating mainstream resources, and short-term, flexible financial assistance to avert a crisis (i.e. family “diversion”). • Fund flexible housing stability supports that prioritize families actively seeking services through coordinated entry and/or other community housing assessments. • Reform eligibility guidelines for housing services to center child well-being through racial equity and trauma-informed decisions and care. • Partner with early learning & care centers and school districts with pre-K programs to identify children and families at risk of housing instability and connect them to services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis. • Number of families with children experiencing homelessness. <p>Secondary</p> <ul style="list-style-type: none"> • Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Coordinate funding from Whatcom County, the City of Bellingham, Washington State, and the U.S. Department of Housing and Urban Development Funding to maximize the use of dollars locally. • Focus Healthy Children’s Fund dollars on those populations (such as families doubled up in housing) that may not be served with other funding regulated by the State or Federal government.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 9: Expand and enhance early parenting supports.	
Focus Areas	SVC: Mental & Behavioral Health & Supporting Parents/Caregivers
Objectives	Increase support and services for pregnant and parenting families, particularly those with vulnerable children.
Details	<p>Service providers and/or partners submit innovative projects that expand and enhance early parenting support. Examples include:</p> <ul style="list-style-type: none"> • Replicate and/or expand innovative, promising practices being implemented in Whatcom and other communities. • Expand the availability of birth and postpartum doulas. • Increase access to culturally responsive parenting supports (e.g. supports embedded in health care settings, etc.) • Increase opportunities for one-to-one and group peer support for parents, caregivers, and those expecting children (e.g. Program for Early Parent Support (PEPS) model, etc.) • Support expansion of home visiting models to support a greater number of families such as the universal "Welcome Baby" model, as well as targeted models such as the "Nurse-Family Partnership." • Coordinate and provide resources and community-wide training on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Well-child visits in the first 30 months of life. • Rate of Low Birth Weight infants, less than 2500 grams. • Percent of birthing people receiving adequate prenatal care.. • Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy. <p>Secondary</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report that they have access to the parenting support services they need. • Percent of birthing persons who reported having a postpartum check-up. • Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Whatcom County assistance for Nurse-Family Partnership and other parenting support programs. • Washington State and other grant funding for perinatal health services.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Focus Areas	SVC: Mental & Behavioral Health, Prevent & Reduce Homelessness, and Support Parents/Caregivers
Objectives	<ul style="list-style-type: none"> • Increase access to wraparound services • Decrease barriers to accessing services for families and children. • Expand behavioral and mental health services and supports for vulnerable children and pregnant and parenting families with vulnerable children.
Details	<ul style="list-style-type: none"> • Build on promising practices and successes from the state-wide Help Me Grow network, SEAS (single entry access to services), and other Whatcom County resources. • Implement coordinated systems to access resources, and expand access to mental health services for pregnant and parenting families. • Strengthen coordination to identify families experiencing or at risk of housing instability including those who are doubled-up or otherwise under-housed. • Increase the number of family resource center locations or access points for pregnant and parenting families with a priority on providing access to those populations that currently experience the greatest barriers. • Embed community health workers and/or social workers into settings such as medical clinics that primarily serve low-income families for access to wraparound support services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. • Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report having access to behavioral & mental health services for their children at their early learning & care program/location. • Number of parents/caregivers who report that they have access to the parenting support services they need. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Washington State and Whatcom County Behavioral Health fund. • Grant funding supporting state-wide Help me Grow Network.
Cost estimate for years 1 & 2*	~\$757,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Funding Mechanisms

Regarding the funding distribution process for the Healthy Children's Fund, Ordinance 2022-045 (Whatcom County, 2022) requires:

- The County shall ensure that the Healthy Children's Fund is used exclusively to sustain an increase in overall public expenditures for eligible services as set forth in this ordinance. Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services.
- All service providers, vendors, and subcontractors of the Healthy Children's Fund shall be selected by fund administrators in compliance with [Whatcom County Purchasing System Code \(WCC\) 3.08](#).
- Working criteria for fund allocation will guide the contracting process for non-administrative expenses.

Funding opportunities for the Healthy Children's Fund will be based on the priorities and strategies outlined in the Spending Plan as well as the values and intent highlighted in the ordinance, and consistent with federal, state, and local law. Funding opportunities will establish measurable outcomes towards stated goals, as well as uphold the value of being community-centered and offer opportunities for innovative approaches by new and/or less established providers. Policies and procedures for funding mechanisms will be developed and documented over the first two years and shared with the public and prospective applicants. This funding guidebook for the Healthy Children's Fund is intended to support applicants with eligibility, guidelines, applications, contracts, and compliance, and will be similar to other Washington State municipality funding guidebooks. (City of Bellevue, 2019; Seattle Human Services, 2022)

Funding Eligibility

All funding opportunities must align with HCF funding criteria and goals and in all cases shall be subject to the limitations and restrictions of federal, state, and local law. Funding opportunities (described below) over \$40,000 will be advertised through the county's traditional competitive, open bid process, with exceptions as may be provided for under Whatcom County purchasing policies (WCC 3.08.060). While formal bid requirements may not be required for projects or services under \$40,000, all awards including those not subject to formal bid requirements will be selected based on adherence to identified criteria and the best use of available funds. Funding opportunities are intended for a wide range of operators to develop and provide eligible services throughout Whatcom County. Eligible applicants shall include those operators and service providers who support strategies in the HCF priorities of Early Learning & Care and Support for Vulnerable Children. Eligible operators and service providers may include non-profit, for-profit, private, and public entities, higher education programs, and/or early learning & care providers that can meet Whatcom County contracting requirements. Specific eligibility criteria will be based on the requirements of each funding opportunity. All contractors and subcontractors must adhere to anti-discrimination and child protection laws and policies.

While some of the funds will be accessible universally, the majority of the funds will prioritize equitable access for traditionally underserved communities. This includes but is not limited to, areas located outside of the city of Bellingham, low-income children and families, and community members experiencing the greatest barriers.

Funding will be made available pursuant to the provisions of WCC 3.08 (Whatcom County's Purchasing Policy). Applicable [Whatcom County Purchasing Thresholds](#) are as follows:

- Tier I: Funds less than \$10,001 may be contracted as needed for specific services
- Tier II: \$10,001-\$40,000, per WCC [3.08.040](#), whenever practically possible, price quotations from at least three vendors shall be solicited for contracted services
- Tier III: >\$40,000, per [WCC 3.08.060](#), contract awards exceeding \$40,000 will be based upon bids or proposals received in response to specifications and invitations to bid

Contracting

Contractors must adhere to a number of contracting requirements, which may include but are not limited to:

- Ongoing monitoring and reporting to WCHCS and outside evaluators, and as may otherwise be required under their contract.
- Reimbursement-based contract structure, except under limited circumstances.
- Compliance with county insurance requirements pursuant to a contract, to include providing a certificate of required coverage and naming Whatcom County as an additional insured.
- Non-discrimination and child protection laws/policies. (See [Appendix IX.](#))
- Maintaining books, records, documents, and other evidence directly related to the performance of the work in accordance with Generally Accepted Accounting Principles. Whatcom County, or any of its duly authorized representatives, shall have access to such books, records, and documents for inspection and audit for a period of three years after completion of work.
- Contractors will document the use of Whatcom County funds and will complete all required reports and billing documentation in a timely manner. Additional data may be required for audit or evaluation purposes.
- All contracts will state the contract's objective and purpose, and which shall be consistent with the provisions of Whatcom County Ordinance 2022-045.

Recipients of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. (See the [Metrics & Evaluation](#) section for more details.) WCHCS will also provide technical assistance and coaching for applicants as needed (see below).

Project Proposal Process

Funding opportunities will be advertised using a phased approach that will consider several factors, including each strategy's readiness for implementation. The goal is to advertise initial funding opportunities beginning in Fall 2023. The award process will be structured as follows:

Phase 1: Develop proposal documents for specific strategies

Each strategy may have multiple funding opportunities each year, and within any strategy, multiple funding mechanisms may be employed. Some awards may be for programs, some may follow individuals (such as subsidies), while others may be for infrastructure such as capital facilities. Award recipients may propose to sub-contract funds for services at the discretion of the county. All contracts will state the contract's objective and purpose, which shall be

consistent with the provisions of Whatcom County Ordinance 2022-045. Collaboration with subject matter experts during the development of funding opportunity proposals will occur whenever possible.

Phase 2: Advertising Funding Opportunities

While funding opportunities are in development, WCHCS will communicate with stakeholders, operators, and providers to provide advance notice of potential opportunities whenever possible. Consistent with applicable Whatcom County Purchasing Policy requirements, funding opportunities will be advertised through a number of channels, including but not limited to the HCF webpage, social media, and newsletters. When required by county purchasing policies, funding opportunities will be advertised as “bid notifications” and released to the public through Whatcom County Finance. All Whatcom County bid notifications are posted at www.whatcomcounty.us/Bids.aspx. Those interested can sign up to be notified when new bids post. Most funding opportunities will have a specific closing date, though Whatcom County is exploring the possibility of rolling deadlines.

Phase 3: Project Proposal Submission

Funding opportunity announcements will provide detailed instructions on the contents of the proposal and proposal submission. Deadlines will vary depending on the specific program or project. In many cases, there may be multiple chances to apply. Whatcom County may review proposals for a particular service as often as quarterly, while other programs may have one-time or annual bids.

Phase 4: Selecting Proposals to Fund

In the majority of cases, an Application Evaluation Committee, which will include representatives from Whatcom County Government and community representatives with subject matter expertise, will review and evaluate proposals and submit recommendations for funding within 30 days of the submission deadline. The county will evaluate proposals based on the evaluation criteria:

- **Values:** Does this proposal address documented community needs and/or disparities across race, income, and geography in access to early learning & care and social services? Is it furthering the goals of being trauma-informed and advancing equity?
- **Expectations of Success:** Has this approach been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this proposal ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this proposal quickly and/or significantly impact our goal of improved outcomes for children and families?

Phase 5: Award Notification and Contract Development

Once a proposal is selected for funding, WCHCS will draft an agreement that includes a scope of work and a budget indicating the total funds awarded and requirements for reimbursement. Once those details are negotiated, Whatcom County will conduct an internal approval process, including review and approval by WCHCS, the Prosecuting Attorney’s Office, County Finance, the County Executive, and the County Council, (as applicable per [WCC 3.08.100](#)). After all the approvals have been obtained, all parties will sign the agreement and execute it. No funding is guaranteed until a contract has been signed by the Whatcom County Executive and authorized by Whatcom County Council, as required. Proposals selected for funding will be identified on the HCF webpage along with brief information about their project as well as the amount to be funded.

In cases where the County requires competitive bidding, unsuccessful bidders may protest or appeal the County's award pursuant to existing provisions of state and local law, and pursuant to bid protest policies adopted by Whatcom County.

Upon request, a debriefing conference will be scheduled with a non-selected applicant. Discussions will be limited to a critique of the applicant's proposal. Comparisons between proposals or evaluations of other proposals will not be allowed.

Technical Assistance & Coaching

To support community partners in successfully accessing funds, as well as reducing the burden of Whatcom County application and contracting processes, WCHCS will explore ways to make technical assistance available throughout the application and reporting process.

Additional engagement activities that may be considered include, but are not limited to:

- Informational webinars
- Written questions, submitted via email
- Advertisements through community groups
- Workshops and/or 1:1 support, when possible
- Sharing flyers at events or community locations such as schools, libraries, etc.
- Geographically targeted outreach

Outstanding Questions to Answer in 2023 and Beyond

As Whatcom County works to develop an outcome-oriented approach to program and project funding that is consistent with the provisions of Whatcom County Ordinance 2022-045, WCHCS will collaborate with other county departments to answer several outstanding questions, including:

- What is our timeline to build out all the strategies including a phased approach for releasing funding opportunities?
- What barriers currently exist within County processes that make it difficult for partners to apply for and receive funding?
- How can systems and criteria across County departments be evaluated and updated to increase opportunities for partners to receive funding?
- What are ways to ensure smaller and in-home providers are able to access HCF resources?
- How will we determine provider eligibility for contracts?
- What will be the specific compliance requirements for contracted providers by service area?
- How can Whatcom County offer wage & early learning subsidies effectively and legally?
- How can funding opportunities be restructured to include the possibility of grants (as opposed to reimbursement-only contracts) when appropriate?
- Where and how will the community be involved in the funding opportunity process? How do we design and implement a funding committee to involve community partners as subject matter experts without impacting their eligibility to receive funds?
- What types and methods of community outreach, coaching, and technical assistance are needed by community partners to remove barriers and ensure funds are available to a wide range of community partners (especially those who do not typically apply for and/or receive funding from Whatcom County)?

Opportunities to Leverage Funds

The Implementation Plan must include opportunities for leveraging the fund and bringing in external resources to the county (Whatcom County, 2022). As fund administrator, WCHCS will work to maximize all funding for this purpose.

For every strategy that is funded, WCHCS commits to researching and reviewing opportunities to meet some or all of these needs through federal, state, philanthropic, or public-private partnership funding. In addition, WCHCS will keep abreast of new and ongoing funding opportunities for early childhood well-being and consider these opportunities when planning for the next two-year cycle.

Please refer to the Portfolio Strategies for descriptions of specific opportunities to leverage funding related to each strategy. More general, overarching opportunities are described below.

Opportunities Within Whatcom County

Whatcom County has existing, long-standing relationships with the City of Bellingham, the local business community, other local governments, and nonprofit organizations. The landscape of funding within Whatcom includes some funds already allocated for supporting early childhood well-being. WCHCS will maximize these potential partnerships whenever possible.

Whatcom County and the City of Bellingham administer other local funding sources with complementary goals to the Healthy Children's Fund, such as the Behavioral Health Sales Tax Fund, funding from the recent National Opioid Settlement, and the City of Bellingham's Housing levy, to provide just a few examples. These funding sources can and in some cases have already supported activities and initiatives to support early childhood well-being. One example is the Nurse-Family Partnership: a free, supportive program for women having their first baby where a nurse visits during pregnancy and until the baby turns two years old. This existing program is funded by the Behavioral Health Fund and Whatcom County General Fund and has had significant positive outcomes. Expansion of the program could be funded by the Healthy Children's Fund, as well as leveraging other funding opportunities used by other local governments with similar programs.

County ARPA funds

Under the direction of Whatcom County Council, Whatcom County has budgeted \$8.1 million of county ARPA funds for the stabilization and expansion of child care. Of this, \$2 million has been allocated for stabilization, \$5 million for large capital projects, and \$500,000 for capital projects for small providers. These programs are in various stages of implementation. Additionally, the City of Bellingham has contributed \$1 million of city ARPA funds towards child care stabilization investments and is leveraging other local, state, and federal resources toward child care capital projects.

ARPA funding is a one-time, short-term influx of dollars from the federal government intended to get communities through a difficult time and return them to a pre-pandemic state. In contrast, the Healthy Children's Fund is a locally-approved investment in children and families intended to mitigate challenges that existed before--but were exacerbated by--the pandemic. Although a greater investment than ever, the HCF still does not have sufficient funding to completely solve the crisis. As fund administrators, WCHSC will use new funding available under the Healthy Children's Fund to complement these resources, providing additional service levels, new programs, and more targeted support for populations historically left behind.

Philanthropic Sources and Public-Private Partnerships

Many philanthropic funders focus on early childhood well-being and can serve as partners in these efforts. Locally, philanthropic partners including Chuckanut Health Foundation, Mt. Baker Foundation, United Way, and the Whatcom Community Foundation have demonstrated a commitment to both early learning & care and supporting vulnerable children. There is an opportunity to work with these philanthropic partners to ensure their investments continue to align with public investments to achieve the community's vision for children and families in Whatcom County. There are also state and national funds that share this focus. Outreach to these organizations should be undertaken to gauge interest in: supporting funding for certain initiatives; participating in a public-private partnership to support projects that require significant investment; and facilitating connections between other entities that may have similar interests.

Access to some larger-scale state and federal funding opportunities is only possible with extensive cross-sector collaboration and partnership. An example is the Shared Service Hub Request for Proposal published by the Washington State Department of Children, Youth & Families (DCYF) in 2021 (Washington State, 2021). Strong collaboration must be developed in advance to take advantage of these types of infrequent but impactful opportunities, and as fund administrators, WCHSC can provide leadership in preparing for these opportunities. (See also Federal and State Opportunities.)

Federal Opportunities

Though significant at the time of this plan, ARPA funding is a one-time investment. WCHCS will consider other federal leverage opportunities for early learning expansion and other services in Year 3 and beyond, such as the preschool development awards through the Elementary and Secondary Education Act and Title IX (NEA, 2020). WCHCS staff will track federal legislation impacting young children and families and consider applications for federal grants meeting the objectives of the Healthy Children's Fund.

State Opportunities

A variety of state funding opportunities should be considered as leverage opportunities. For instance, the Washington State Department of Commerce offers flexible funding around Community Development Block Grants, including a variety of grants that are open to Whatcom County. These grants are an opportunity to build infrastructure that meets both these goals and the goals of the Healthy Children's Fund, particularly infrastructure around early learning & care and other services.

Another opportunity to maximize state funding is Washington State's WorkFirst Program. For instance, if WCHCS employs the strategy of subsidizing early learning & care, WorkFirst offers similar subsidies for low-income families (Economic Services Administration). Maximizing this program for families first will maximize the benefit of both subsidies. Another example would be blending WorkFirst and HCF funding for workforce entry pathway training for early learning & care educators. Another fundamental way to maximize the state funding reaching Whatcom is by simply increasing the number of early learning & care slots available. Increasing early learning & care slots will in turn increase the availability of subsidy funding for low-income children who use those slots.

DCYF offers a variety of other funding in support of early learning & care and supporting vulnerable children. Examples include Early Learning Facilities Development grants (Washington State, "Early Learning") and other one-time DCYF grants on topics like workforce retention, early learning & care stabilization, early childhood equity, and more. WCHCS will look

toward these opportunities, in particular, for capital projects, and will provide outreach services to potential applicants (e.g. child care providers) of these funds.

Match Funding

Revenue maximization is a term used for the process of drawing down federal funding using local funds to substitute for a funder's matching requirements. These types of matching funds are typically offered by state or federal government awards or large national foundations. HCF could provide funding for providers attempting to meet another funder's matching requirements, enabling them to access significantly more funds.

For example, federal child welfare funds are required to be matched by the state. If HCF funding is used to provide the match, these federal funds can be passed through WCHCS to the provider. Grants like Early Learning Facilities grants are only possible with matching funds.

In addition, this type of match funding, provided by HCF, can enable beneficiary organizations to access other programs through the matching funder. Some federal funds may only be available to those organizations that have previously met match requirements.

Note: A guiding principle of the Healthy Children's Fund is a belief that providers must focus on the successful implementation of strategies and programs, rather than additional requirements for fundraising. WCHCS is not advocating for any recipient of funding through the Healthy Children's Fund to be required to match funding.

Supporting Providers

Many of the goals of the Healthy Children's Fund cannot be achieved by the fund alone. Whatcom County providers may take action to apply for funding not only through the Healthy Children's Fund and the sources outlined above but various others not mentioned. WCHCS commits to supporting providers to take action more easily and overcome barriers identified when attempting to access these state and federal funding opportunities. WCHCS will support these efforts with coaching on complying with contracting requirements, streamlining any departmental processes that support these funding opportunities, and sharing any data collected to support proposals.

WCHCS will make reports created for the Healthy Children's Fund available, in hopes that these resources will help make the case for additional investment and advocacy, support the need for funding, and help providers maximize funding from other sources. The research undertaken for the Healthy Children's Fund may include needs assessments, program evaluation, and other analyses that can help providers make the case for their programs and successfully identify and attain any additional funding needed.

Community Partnerships & Engagement

Community engagement is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people (CDC, 1997). Community engagement is a fundamental practice of public health and has the potential to advance health equity, promote social connections, strengthen cross-sector partnerships, and build trusting relationships with the communities served.

WCHCS is committed to building strong partnerships and working collaboratively across sectors. Using the HCF ordinance as a guide, the specific community engagement activities and roles are detailed within several sections of this implementation plan, including [Funding Mechanisms](#), [Implementation Planning Process](#), and [Metrics & Evaluation Planning](#). Additionally, WCHCS will build on the goals outlined in the WCHCS Strategic Plan (Whatcom County Health, 2022):

Partner collaboratively to find community-based solutions that advance health and health equity.

Improve communications.

- Provide timely and transparent information so partners can make informed decisions.
- Share information about the HCF outcomes to increase knowledge and awareness.

Increase collaboration.

- Formalize our practice of shared decision-making to ensure diverse community perspectives are incorporated into our plans and practices.
- Develop, implement, and make meaningful progress on community-led plans and planning efforts.

To be successful, methods to engage individuals and organizations beyond those typically engaged will be developed. For example, intentional relationship-building within underserved communities, providing technical assistance and coaching for first-time applicants, ensuring language assistance is available and materials are translated into multiple languages, and partnering with community organizations that already have trusted relationships with community members who could receive funding.

Communication

Effective communication will help the public understand how and why funds are allocated, inform potential awardees of funding opportunities, and let parents/caregivers know what programs are available through Healthy Children's Fund-supported organizations. No single approach can reach everyone, so multiple communication tools will be used to reach the audiences listed below. This section is meant to provide information on the initial communications and outreach for implementing the Healthy Children's Fund. Techniques will be evaluated, modified, and changed as needed to meet the needs of the audiences outlined below to the extent feasible.

Some groups have traditionally faced challenges accessing funding and navigating government systems. This has included in-home care providers, people who lack internet access, rural residents, BIPOC community members, and others. WCHCS's communication and engagement activities for the Healthy Children's Fund will work to engage and get participation from people in these groups. Particular attention will be paid to providing language and translation services as well as relationship-building with potential partners.

Below are the communications tools currently available, and how WCHCS will be using them to communicate with various audiences. These audiences include but are not limited to:

- Community partners,
- Organizations and individuals that may apply for funding,
- Families that would benefit from programs and services, and
- People who live in Whatcom County who are interested in the Healthy Children's Fund.

Healthy Children's Fund Webpage

<https://www.whatcomcounty.us/4069/Healthy-Childrens-Fund>

A dynamic, central hub for information for all stakeholders. Content will be reviewed and updated at least quarterly, and specific information will be updated as needed on a more regular basis. The webpage will include:

- Annual reports and two-year evaluations
- Information on how money is allocated and how funding decisions were made
- A place for community members to ask questions or provide feedback at any time
- Calendar of events that would include things like educational opportunities, funding deadlines, and advisory group meetings
- Signup forms for different types of information

Email Newsletters

Email lists will be set up for community partners and the audiences identified above. Interested individuals and organizations can opt-in to receive targeted communications. Newsletters will be sent on an as-needed basis, not less than once per quarter. Examples of topics that would be included in these newsletters:

- Training opportunities and webinars
- Proposal deadlines
- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

Printed Materials

Newsletters, flyers, and other materials will also be formatted for physical distribution, as not everyone has access to online communications. Which materials are most appropriate for print

and logistics still need to be determined. This includes physical transport, locations, and which organizations would benefit from physical copies.

Social Media

WCHCS utilizes a variety of social media channels to communicate with the public. Currently, this includes Facebook, Instagram, and NextDoor. These channels are meant to reach a broad audience regardless of whether the viewer is a business, community member, parent/caregiver, or other interested parties. One of the benefits of using social media is that it allows partner organizations to share and amplify the message to reach the broadest possible audience.

Examples of social media topics:

- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

News Flashes

Similar to social media, news flashes are a feature of the WCHCS website that will send an email to a general list of people interested in public health news, media outlets, and reporters who have subscribed. News flashes also appear on the WCHCS homepage for people who are not subscribed and who do not use social media. Examples of news flash topics would be the same as those referenced in Social Media.

Metrics and Evaluation Planning

Building strong data collection and rigorous evaluation practices is essential to maintain short and long-term accountability. As the fund administrator, WCHCS will facilitate the evaluation and performance measurement plan development and implementation. WCHCS will work collaboratively with the Child & Family Well-being Task Force and other key stakeholders to design, implement, and report evaluation processes, and will leverage other external resources as needed to ensure successful high-quality and efficient evaluations.

The following overview presents the overarching goals, approaches, principles, and framework that will guide the evaluation and performance measurement of the Healthy Children's Fund. As programs and services are selected in 2023 and beyond, the metrics and evaluation framework will be further refined. A more detailed and operational Evaluation and Performance Measurement Plan will be completed by December 2023 and submitted to the Whatcom County Council, with updates as needed thereafter. These updates will also be provided as part of the Healthy Children's Fund Annual Report, delivered by the Child & Family Well-being Task Force.

Evaluation Timelines

The Healthy Children's Fund ordinance states, "Every other year, a qualified independent auditor shall conduct a performance audit of the Healthy Children's Fund."

Transparent and thorough evaluation is a critical component of the Healthy Children's Fund. Results for the initial two-year evaluation will be influenced by the startup period and will focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Metrics

To measure how well children and families are thriving in Whatcom County, quantitative and qualitative data will be used to help identify our communities' strengths and assets to address community-identified gaps and needs. The data will guide the implementation of the Healthy Children's Fund and provide an understanding of where disparities in health and well-being exist and where additional support and resources are needed.

Results-Based Accountability

The [Results-Based Accountability \(RBA\)](#) framework and methodology were used during the implementation planning process, especially to define metrics and develop the evaluation plan. RBA is a national model and provides a disciplined, data-driven decision-making process to help communities and organizations take action to solve complex problems (Clear Impact, 2022). RBA makes a distinction between **population accountability** through population indicators which assess the well-being of a whole population, and **performance accountability** through performance measures, which assess the well-being of the clients directly served by programs. This framework will be used for all HCF metric reporting and evaluation processes.

Population Accountability

To measure and monitor overall progress towards the overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten Readiness, all Whatcom children, race & ethnicity, gender, & income
- Child Abuse and Neglect, Whatcom children ages 0-17

Kindergarten readiness data, disaggregated by subpopulations, is an important indicator of community progress toward the kind of conditions that promote child and family well-being, as well as a revealing gauge of inequities. "Kindergarten Readiness" refers to data collected by the Washington State Office of Superintendent of Public Instruction (OSPI). All public schools and some tribal nation schools use a process called the Washington Kindergarten Inventory of Developing Skills (WaKIDS). WaKIDS measures developmental skills on a strengths-based continuum in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math.

Kindergarten readiness is the most widely used data point in Washington State to understand what experiences a child may have before they enter kindergarten. It is used to inform how best to support their transition between early learning or home into the classroom. It is recognized that children are always ready for kindergarten; this measure is about the readiness of the system and adults to serve each child where they are.

"Child Abuse and Neglect" refers to children identified as victims in reports to Child Protective Services that were accepted for further action per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition, other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

It is important to note that the Healthy Children's Fund is just one initiative that will contribute to improving population-level change, along with other sectors, funders, and partners in the community. For example, the indicator of increasing kindergarten readiness depends on the combined work of Healthy Children's Fund programs along with many others: other local, state, and federal agencies, other local initiatives, and community-based organizations working together in alignment

All data have limitations that should be considered when interpreting and using data analysis. See [Appendix V](#) for data notes and limitations for the measures of kindergarten readiness and child maltreatment.

Headline and secondary indicators (population-level) will be used to measure and quantify results within the HCF's two priority areas: early learning and care and supporting vulnerable children.

- **Headline indicators** are aspirational, long-term population-level indicators that allow administrators to examine trends and patterns of change for the entire Whatcom County population as well as within population groups. Population-based indicators are about a population, for example, children ages 0-5 in Whatcom County. We will also track secondary indicators, which will further inform our understanding of population-level changes.
- **Secondary indicators** are supporting indicators that describe the status of children and families in Whatcom County and are often used as intermediary data to understand the steps needed to achieve headline indicators. Headline and secondary population-level indicators will be used to align partners and HCF investment strategies, guide program design, and maximize the potential for achieving HCF results.

Through the RBA framework, the Implementation Plan team consulted with the Child and Family Well-being Task Force, the Ordinance writing group, Healthy Whatcom, and the Whatcom County Child Care Coalition to develop and select headline and secondary indicators. Headline and secondary indicators were defined for each focus area of early learning & care (affordable, accessible, high-quality, and professional) and supporting vulnerable children (mental and behavioral health, homelessness, and supporting parents).

Indicators were selected based on the following criteria:

- **The availability of reliable data.** Are high-quality data available on a timely basis? Are they reliable by geography, race, ethnicity, or socioeconomic status?
- **How easily the indicator can be understood and effectively communicated.** Is this indicator easy to understand? Is it compelling?
- **If the indicator says something of central importance about the result?** Or if it is peripheral? If the indicator moves in one direction, do others follow?
- **Whether or not the indicator is a population-level measure.** Is it about a population (for example, children in Whatcom County) or only about individuals directly served by programs?

Headline and secondary indicators will be reported annually or as data is available and are subject to change over the life of the levy. Data will be shown over time and disaggregated as appropriate (e.g., by age, race/ethnicity, geography, socioeconomic status, and gender, where data are available). Disaggregation is critical in assuring partners are aligned and investments are prioritized to maximize the potential for eliminating inequities.

To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.

It is important to note that useful and meaningful data at the local level is limited and that collecting and managing reliable, valid, and replicable population-level data is resource-intensive. If an identified and prioritized indicator is not currently being collected, it was placed on the data development agenda (DDA). WCHCS will determine the feasibility, timing, and resources needed to collect the necessary data and prioritize accordingly. When possible, WCHCS will leverage the methodology implemented by past relevant studies (i.e., Child Care Demand Study) and will work with state-level agencies to improve the completeness of current data sources. See [Appendix VI](#) for the headline and secondary indicators selected for each focus area. As strategies evolve over the levy's life, some of these metrics will need to change. [Appendix VII](#) describes the population health data sources for both the headline and secondary indicators.

Throughout the levy, innovative strategies will be implemented that demonstrate results that further inform the field of early learning & care, increase the evidence base, and demonstrate impact on outcomes for low-income and vulnerable children. WCHCS will report headline indicators on the number of innovative solutions that demonstrate valid results which further inform either

- the field of early learning and care

- approaches or practices that impact the disparities experienced among low-income and vulnerable children

In addition to the data development agenda indicators WCHCS will investigate ways to retrieve additional population-level indicators that can further inform the community's needs and assess the impact of the HCF. Some of the topic areas include:

- Perinatal mental health
- Behavioral and mental health provider service delivery constraints
- Availability of mixed-delivery systems
- Sustainability of child care programs
- Rates of homelessness for children 0-4

Performance Accountability

Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. The impact of HCF strategies on children and families directly served by programs will be measured using performance measures. Performance measures that will be collected and reported by a funded program or agency will include the impact on the intended recipients and will include both quantitative and qualitative data. These reporting mechanisms will offer another opportunity for parents and caregivers to provide both quantitative and qualitative input and feedback on their needs being met and satisfaction with the received program or service. Performance data will be collected by the program or agency once the HCF contracts are implemented. WCHCS will collect and report performance measures on the programs or services we directly implement.

To ensure that the HCF's activities contribute to population-level change, programs must align with the headline and secondary indicators, and overarching results. Requests for Proposals will require organizations to be responsive to the headline and secondary indicators. RBA also sets a framework for community involvement and partnership, identifying where we are now and determining what strategies we will use to make the changes we are seeking. HCF's framework for evaluation includes looking at population-level change as well as the impact on individuals and families directly served by our programs.

Evaluation Planning

Goals and Approach

The evaluation of HCF strategies and programs should demonstrate that public funds are being invested wisely and that funded strategies are making progress toward HCF results and advancing equity across Whatcom County. It is also essential that through HCF strategies, Whatcom County is nurturing innovation and contributing to an evidence base that will equip the County and its partners to do better over time in producing results for Whatcom County children and families.

Using evaluation and performance measurement, WCHCS will seek to answer one overarching question: *To what extent has the Healthy Children's Fund improved the health and well-being and advanced equity for young children and their families in Whatcom County?*

The primary goals of evaluation and performance measurement will be to inform strategic learning and accountability (Global Family, 2022).

- **Strategic learning** is the need for real-time data to inform ongoing work and to understand which strategies are effective and why. This can inform course corrections, document learning opportunities, and improve how programs are conducted.

- **Accountability** is the need to hold entities responsible for the activities they were given funding to do and to determine if a credible case can be made that the work contributed to HCF results. This is different from evaluations designed to prove definitive causality, which may be planned for a subset of strategies.

Data and evaluation processes will strive to align performance measures across related HCF strategies and to facilitate comparisons across similar types of programs and services. WCHCS will also seek to identify learning opportunities and unintended consequences of HCF activities, both positive and negative.

The following outlines our overall approach to evaluation and performance measurement:

- Measuring the performance of projects and evaluating the effects of the HCF is important to produce the best results, learn and innovate based on experience, and ensure the most effective use of public funds.
- Encompass a range of evaluation and measurement techniques, prioritize evaluation resources to have the largest impact, and leverage other resources and evidence where possible.
- Ensure evaluation and performance measurement of the HCF adhere to the highest professional standards of the evaluation and scientific fields.
- Produce timely and clear communication of results – inclusive of both achievements and failures – to increase accountability and build and sustain public trust.

Evaluation Principles and Advancing Equity

The evaluation will use guiding principles drawn from the [American Evaluation Association](#):

- Systematic inquiry: Conduct systematic, data-based inquiries.
- Integrity: Display honesty and integrity in the evaluation process.
- Respect for people: Respect the security, dignity, time, capacity, and interests of participants and stakeholders.
- Cultural competence: Recognize and respond to culturally-different values and perspectives to produce work that is honest, accurate, respectful, and valid.

Furthermore, evaluation will be guided by the foundational principles embedded in the work of the Child & Family Well-being Task Force: advancing equity, with specific attention to racial equity; engaging families in the work; and using results-based approaches.

Evaluation and performance measurement will examine to what extent and in what ways HCF is advancing equity in Whatcom County. Data gathered through evaluation and performance measurement will support our collective knowledge as we disaggregate population-level indicators and performance measures by race, ethnicity, geography, socioeconomic status, and gender, as available. The evaluation processes will support grantees' gathering of narrative reports on improvements made to better serve diverse communities, as well as gathering feedback from those served about how services incorporate equity goals.

The evaluation process will:

- Disaggregate population-level indicators and performance measures as available
- Ensure community and program narratives are collected and shared back with opportunity for context and reflection
- Ensure meaningful and respectful engagement with the community
- Seek to present a complete data story of both strengths as well as disparities
- Ensure evaluation processes and results are accessible (i.e., translation)

Evaluation and Performance Measurement Plan

The Healthy Children's Fund Evaluation and Performance Measurement Plan that will be completed in December 2023, will specify performance measures and qualitative methods after the specific program or service investments have been defined. Using the Results-Based Accountability (RBA) framework, the evaluation plan will draw from both qualitative and quantitative methods. As appropriate, the evaluation may include case study, cross-sectional, pre-post, and/or quasi-experimental designs. Using a participatory approach (Krieger, 2002), the WCHCS Health Information & Assessment Team (HIA) will work closely with county leadership, staff, external evaluators, the Child and Family Well-Being Task Force, and other relevant advisory bodies and subject matter experts to optimize performance monitoring and evaluation. For example, we will:

- Prioritize evaluation questions within allocated resources
- Develop logic models, indicators, performance measures, and/or data collection protocols
- Review findings
- Develop dissemination materials and reports

WCHCS will facilitate the evaluation and performance measurement plan development and implementation in collaboration with the Child & Family Well-being Task Force, external evaluators and other key community stakeholders. WCHCS will be responsible for ensuring the collection and management of quantitative and qualitative program performance metrics and the retrieval and reporting of the population outcome, headline, and secondary indicators. WCHCS will provide technical assistance and support to HCF community partners on data collection, management, reporting, evaluation, and quality improvement processes at the program level.

As outlined in the Healthy Children's Fund ordinance 2022-045, reimbursements to the County for administrative costs, evaluation, and overhead shall be limited to nine percent of levy proceeds, with up to three percent used for auditing and evaluation. Evaluation processes, including investment in data collection activities, will be designed and developed based on the annual allowable and allocated funding and are prioritized expenses within the Administrative budget in years one and two.

Evaluation Levels

The HCF evaluation is conceptualized to answer process and impact questions at four levels. Within these four levels, different types of evaluation may be applied. Examples of questions include:

- Population Level: What was the combined impact of HCF investments on population-level indicators of health and well-being? Did HCF contribute toward equity at the population level? What improvements in services, systems, and social and physical environments did HCF investments contribute to? What were the lessons learned about barriers and contributors to success?
- Strategy Level: What improvements in health and well-being were experienced by relevant populations or individuals served within a strategy area? What improvements were made in relevant services, systems, and environments?
- Program Level: What improvements in health and well-being did individuals experience? What improvements were made in how well and how many clients were served?
- Process Level: How effectively is the Whatcom County government administering the Healthy Children's Fund? What internal processes did the County implement to ensure

transparency and accountability of itself and fund partners? To what extent are the county contracting processes clear, standardized, and timely?

For more information, see [Appendix VIII. Evaluation Types and Influencing Factors](#).

Population-Level Evaluation. Population-level analyses will use quantitative and qualitative data to evaluate the effectiveness of the fund as a unified whole and allow all HCF stakeholders to understand how/if levy investments are positively impacting HCF results:

- Increase in kindergarten readiness for all children
- Reduction in the disparities experienced between sub-populations in kindergarten readiness
- Decrease in child maltreatment

WCHCS will contract with an external evaluator every two years who will consult with the CFWBTF on the development and publication of the evaluation. The evaluation will include feedback from stakeholders, HCF recipients, and providers and include recommendations for improvements.

Strategy-Level Evaluation. Following the population-level approach, each strategy area will have established headline and secondary population-level indicators to monitor and assess the impact of funded strategies. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results. Through the RBA framework, we will define how HCF will contribute to improving headline indicators.

Tracking headline and secondary population-level indicators at regular intervals will allow the HCF administrators to examine trends and patterns of change for the entire Whatcom County population as well as population groups. This population-level data gathering will help to guide and inform HCF investments and program design. Qualitative evaluation methods will be used to provide complementary information to help gain an in-depth understanding of the impacts on and results in specific communities. Local data collection and assessments will provide an opportunity for families, caregivers, and service providers to give input, feedback, and information regarding ongoing challenges and barriers to receiving and providing care. Within the strategy areas, WCHCS will leverage external evaluators to assess the overall impact within focus areas (i.e. early learning & care affordability, accessibility, child homelessness, etc.).

Program-Level Evaluation. Program-level evaluation will be conducted by tracking performance measures that are specific to HCF-funded programs and activities. Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. Performance measures are collected routinely, are used to summarize how a program is being implemented, and are responsive and adaptive as the program evolves (Tatian, 2016). Tracking performance measures allows the County to measure what the HCF programs accomplish and how the programs impact the children, families, and communities who are directly served. For example, performance measures will allow for tracking and reporting of how many early learning and care slots were created, and the cost of each slot by fund allocation. At a minimum, each program will have a performance measure in each of the following three domains:

- **How much was done?** Tracks numbers such as people served, or staff trained.
- **How well was it done?** Tracks the rate of how well a service was provided, such as improved access, timeliness, or appropriateness of service.
- **Is anyone better off?** Tracks how much change was produced and the quality of change, such as improved health and well-being.

Performance measures will inform continuous quality improvement efforts throughout the life of the HCF levy and will be:

- Determined in the development of requests for proposals (RFPs), or specific project-level funding approaches
- Identified and developed for each program
- Incorporated within contracts
- Reviewed on a pre-determined and regular basis over the life of the levy.

Performance measures will vary across programs, duration of services, type of activity, and duration of funding and likely be a combination of quantitative and qualitative data, including participant satisfaction and feedback. Contractors will regularly report performance measures as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures will be identified in RFPs, program performance measures will be finalized in partnership with the funded organizations. When possible, performance data will be reported through existing data collection systems to avoid duplication in efforts. WCHCS will aim to not add undue burden to grantees who may be reporting similar performance metrics to other funders, and we will ensure performance measures are meaningful to grantees. Where feasible, WCHCS will align reported performance measures across HCF activities and other community programs, initiatives, and funders. Performance measures will also be established for programmatic activities directly conducted by the WCHCS.

Process Evaluation. The Healthy Children's Fund is designed to improve early childhood learning and vulnerable family outcomes by being innovative and making investments in strategies focused on child and family-centered prevention efforts. To meet the demand for the services outlined in the implementation plan, the Whatcom County government will need to work with a variety of licensed operators, including early learning centers of all sizes, preschools, licensed-family homes, nature-based programs, and many others. Some of these programs will have little or no experience contracting with the government, and it will be important to reduce barriers and administrative burdens related to contract management and compliance so that resources are spent providing quality programming for children and families.

To ensure the Whatcom County Government identifies and removes barriers by improving internal systems, the Whatcom County Executive's Office, with consultation from the Child & Family Well-being Task Force, will retain an external government audit organization for a multi-year contract. A key component of the external audit will be to analyze the effectiveness of fund administration on the success of the Healthy Children's Fund and identify areas for improvement and development, especially in the early years of implementation.

The audit will include, but not be limited to:

- The funding opportunity development process, including stakeholder and internal review
- Execution of fund priorities, including average time from the finalization of funding opportunities to the advertisement, review, selection, and finalization of contracts
- Extent to which the application and contracting processes are clearly articulated and accessible for a diverse applicant pool
- Contractor experience with county processes and timelines, based on contractor feedback
- Extent to which the process identifies and reduces barriers to entry for a diverse applicant pool, including small entities, and non-native speakers

- Provision of technical support for submitting funding proposals, contracting, financial, and reporting support available for providers and individuals new to government process to successfully navigate these processes
- Contracting follows innovative methods within the parameters of the County's legal and financial codes and policies to support individuals and organizations
- Ease for contractor in initial new contractor reimbursement set-up process
- Invoicing process, including standardization and streamlining for contractors
- County payment timeliness to contractors upon receipt of correct and complete invoices
- Recommendations for improvement and a review of progress on previous recommendations

Evaluation Timelines

HCF strategies and programs will begin at different times and reach their respective conclusions on different schedules. Strategy and program-level evaluations will occur after two years of implementation have been completed. WCHCS recognizes the complexity of incorporating new data reporting and evaluation processes and will work with each funded organization on reporting timelines. Some data may be readily available, and system upgrades or changes will sometimes be needed before access and reporting. When possible, data already being collected through existing data collection systems will be used. Evaluation timelines will accommodate these factors:

- When the program started, or when funds became effective
- Time needed until each indicator can be measured
- Point at which a sufficient number of individuals have reached the outcome to generate a statistically reliable result
- When indicator data will be available
- When baseline data will be available if needed
- Time and budget needed for data collection, analyses, and interpretation of qualitative data
- Contractual requirements for reporting process and results from data

Engagement with Key Stakeholders

WCHCS has developed this plan by working closely with other stakeholders to support the HCF implementation through the best available science and data, establishing baseline data, and coordinating with other initiatives in Whatcom County. The following stakeholder perspectives have been and will continue to be essential to evaluation and performance measurement development and implementation:

- Whatcom County Council
- Public Health Advisory Board
- Child and Family Well-being Task Force
- Healthy Whatcom
- Generations Forward
- Perinatal Mental Health Task Force
- Child Care Coalition
- Whatcom Early Learning Alliance
- Whatcom Taking Action
- Local Prevention Coalitions

Throughout the levy, additional stakeholders will be engaged, as needed and appropriate.

Transparency in Reporting and Dissemination of Products

WCHCS is committed to ensuring accessibility, understanding, and engagement in the HCF's evaluation and performance measurement activities. Data and reports on population-level indicators, performance measures, and evaluation findings will be timely and readily accessible. Publication of these products will be based on data collection processes, availability, and systems development and will, at minimum, be on the HCF website. Below are examples of the data products and reports WCHCS will generate.

Annual Health Children's Fund Report. HCF Annual Reports will provide data on the performance of levy-funded activities, including progress toward meeting overall levy goals and strategies, headline indicator measurements, performance measures, lessons learned, and strategies for continuous improvement. The Task Force, with the support of the WCHCS, will write and deliver the annual report to the public and the County Council.

HCF Annual Reports will also include:

- Any updated performance measure targets for the following year of HCF programs with information on the reason for any substantive changes
- Recommendations on program and/or process changes to funded programs or strategies based on the measurement and evaluation data or any other eventuality resulting in the need for substantive changes
- Any recommended revisions to the HCF Evaluation and Performance Measurement Plan
- Recommended performance measures and performance measurement targets for each HCF strategy, as well as any new strategies that are established

Dashboards. WCHCS HIA Team will develop dashboards that reflect key indicators of population results that communicate results quickly and visually. These dashboards will be web-based and accessible to stakeholders, the community, and the public. Indicators will be disaggregated by age, race, ethnicity, geography, socioeconomic status, gender, and other key demographic characteristics, where data are available. The data will be made available based on the data source and collection methods; therefore, reporting will vary in frequency (i.e., quarterly, annually, etc.)

Other Products. WCHCS staff will work with community partners to identify meaningful products for stakeholders, such as success stories and program reports. These may describe the strategy, stakeholders' roles, reach, impact, critical incidents, key decision points, and lessons learned. These types of products will allow for the reporting of more short-term or immediate impacts or successes. Ad hoc products such as infographics and technical assistance related to data or evaluation findings for stakeholder presentations will also be considered.

Examples of the items that will be included in the full evaluation plan:

- The processes for collaboration on evaluation between the CFWBTF, external evaluators, and the WCHCS
- The specific data systems and process for collecting, analyzing, and reporting performance and population-level data
- A data development agenda prioritization plan
- Frequency in reporting population-level indicators and performance measures
- Types of technical assistance WCHCS will provide to HCF partners on data collection, analysis, and evaluation and quality improvement

Next Steps and Conclusion

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. Our sincere goal is that children and families will greatly benefit from the impactful and sustained investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Strategies for funding in both Early Learning & Care and Supporting Vulnerable Children are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund. Some strategies, such as housing support for vulnerable children, will be relatively easy to implement using existing County staff and processes; others, such as childcare subsidies, will require the design of completely new programs and the development of entirely new processes for the County. In recognition of this, implementation will be phased, focusing the first funding opportunities on those strategies most ready to implement, in alignment with the spending plan.

To effectively administer the fund and achieve the priorities under this plan, Whatcom County will need to hire new staff, work with the community to develop provider capacity, and commit considerable effort to designing programs that meet the goals of this plan while complying with federal, state, and local laws and regulations. We anticipate that a significant amount of time and energy in years 1 & 2 will be spent evaluating current processes for effectiveness while building the infrastructure and systems necessary to effectively deliver on the promises of the Healthy Children's Fund in subsequent years.

Upon the approval of this implementation plan for years 1 & 2, an Implementation Team will form to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of staff from county government working alongside representatives from advisory bodies such as the Child & Family Well-being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and those impacted by the decisions and processes of the Healthy Children's Fund. The Implementation Team will be responsible for:

- Developing a phased funding approach including:
 - assessing readiness and prioritizing amongst the approved strategies which funding opportunities to launch first,
 - conducting research on program design, and
 - drafting funding opportunities as strategies are ready to move forward with the expectation they will be released throughout 2024.
- Building strong relationships with new and current community partners, especially those within underserved areas and populations in Whatcom County.
- Finalizing and implementing the process and performance evaluation plan for the Healthy Children's Fund. Since funding opportunities will begin being advertised in Fall 2023, we anticipate the first round of contracts to be executed in 2024. Given this timeline, the initial two-year evaluation will primarily review the startup period and will

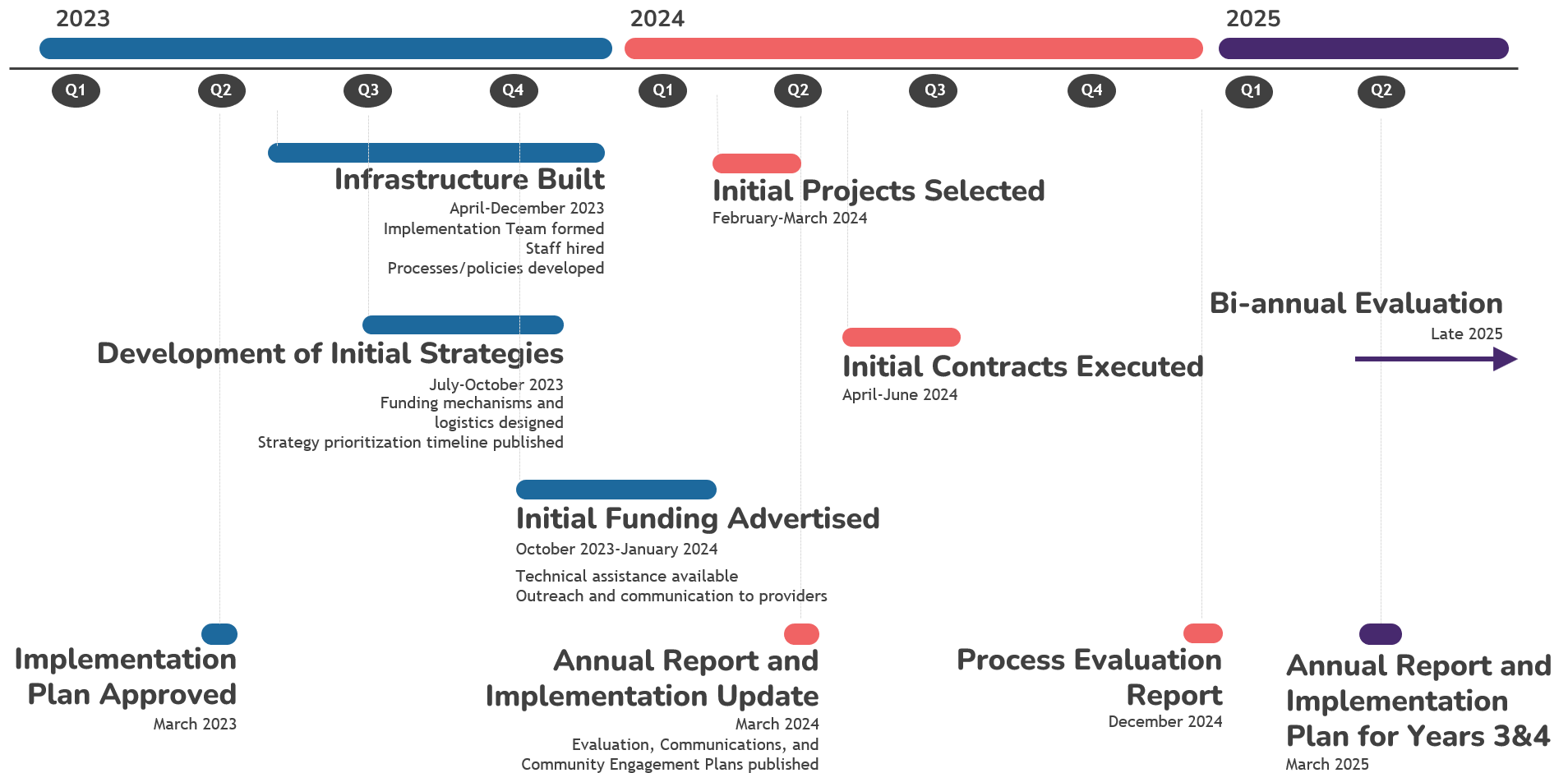
focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Beginning in March 2024, the Child & Family Well-being Task Force, with support from WCHCS as fund administrator, will submit an Annual Report to the public and Whatcom County Council on progress made toward the Healthy Children's Fund goals, outcomes, and metrics. At that time, the Implementation Team will also provide updates on the evaluation, communication, and community engagement plans.

Updates will be made to the Implementation Plan every two years and will reflect allocation adjustments based on information provided in the biennial evaluations, recommendations from the Child & Family Well-being Task Force, emergent community needs, and changes in state and federal funding availability. Evaluation will be ongoing but will be published every two years, informing planning for the following two years.

In recognition of this phased approach, WCHCS has developed a draft project timeline for 2023-2024, available on the next page. As this is a completely new initiative, dates are subject to change based on several factors, including the ability to hire staff to complete Healthy Children's Fund objectives.

Healthy Children's Fund: Expected Timeline*



* This timeline offers a sequence and expected dates for initial strategies: those that are most ready to implement. Subsequent strategies will roll out as the necessary internal infrastructure and external capacity of potential funding recipients is built. All dates are based on current understanding and may shift as new information emerges and circumstances change.

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Appendices

Appendix I. Community Plans

Community Research & Assessments

- [Bringing the 'Help Me Grow' Framework to Whatcom County \(2022\)](#)
- [Whatcom County Child Care Assessment: EcoNorthwest \(2022\)](#)
- [Permanent Solutions to Child Care Affordability in Whatcom \(2021\)](#)
- [Child Care Demand Study \(2021\)](#)
- [Whatcom Early Learning Alliance's: Family Needs Survey \(2021\)](#)
- [Fiscal Map for Licensed Child Care in Whatcom County \(2021\)](#)
- [COVID-19 Community Health Impact Assessment \(2021\)](#)
- [Newborn Home Visiting Pilot Program \(2019\)](#)
- [Community Health Assessment \(2018 \)](#)

Community Plans & Reports

- [Whatcom County's Community Health Improvement Plan \(2022\)](#)
- [Child and Family Well-being Task Force Phase II Report \(2022\)](#)
- [Child and Family Action Plan \(2020\)](#)
- [Whatcom County's Strategic Plan to End Homelessness \(2019\)](#)

Appendix II. Advisory Group Feedback Themes

# of comments	Themes	Summary Descriptions of Feedback	Response <i>Note: Implementation Plan is abbreviated as IP. WCHCS is Whatcom County Health and Community Services, formerly the Whatcom County Health Department</i>
137	Evaluation/Metrics		
43	Evaluation of Fund Administration		
	Themes	Without external evaluation of fund administration and finances, county is not being held accountable for its role/actions.	A section was added to the Implementation Plan (IP) describing the process evaluation of fund administration, conducted by an external, independent auditor. Expanded the population-level evaluation section to explain the use of the external evaluator every 2 years to measure the overall performance of the Healthy Children's Fund. Also stated in the program evaluation section that performance measures will also be established for programmatic activities funded by the Healthy Children's Fund to measure progress toward outcomes.
		Ordinance clearly calls for an external evaluator. How will that be addressed in this plan?	
		Citizens' distrust of government was intended to be offset by an external evaluator.	
		Need to evaluate the length of time from application to fund distribution.	
	Requested Solutions	Fully fund external evaluator, up to \$300k.	
		Commit to at least a 2-4 year contract with external evaluator.	
		Make sure RFP for external evaluator is competitive.	
23	Repeated request for specific measures:		
		# of child care slots created	Early learning slots and cost per slot will be tracked. IP updated to make that more clear that it will be captured overall and by geography and focus area.
		cost per child care slot created	
		K-readiness by race	More information about the availability of local data was added to the IP, and the prioritization of data that WCHCS will collect themselves. Whenever possible, data by race, income, and geography will be shared.
	9	parent/family satisfaction/feedback	Parent satisfaction will be collected as a part of several secondary indicators; IP edited to make this more clear.
15	* K-Readiness		
	Themes:	What is the definition of Kindergarten readiness?	Updated the Implementation Plan (IP) to include details on K-readiness: what it is, what it is not, and why it is being used. Also added an appendix about the limitations of the available data.
		Concern about using "kindergarten readiness" as a measure.	
		Disaggregated by race	
	Solutions:	At the very least, a recommendation is to change language. Rather than referring to kindergarten readiness which is ambiguous and for which there is no universally accepted measure, let's talk about helping children meet widely held developmental expectations that will help to ensure a successful kindergarten experience.	

		update language re: k-readiness to show challenges within that data point.	
		Suggestion to change terminology from "all children ready for kindergarten" to something like "all children performing at a level appropriate to their development"	
	Other Evaluation		
9	Request for clarity around community involvement (majority re: Child and Family Well-Being Task Force) in evaluation plan	A section on community engagement was added to the Evaluation section to clarify how advisory groups and other community entities would be engaged.	
5	Request to compile/share stories/qualitative data about impact	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.	
5	Requests around communication of evaluation (website, reporting, etc.)	Added: The data will be made available based on the data source and collection methods, therefore reporting will vary in frequency (i.e., quarterly, annually, etc.) to both transparency in findings and reporting and dissemination products. Also added a Communications section to the IP to describe the different methods we will use to share progress.	
4	Request to rewrite evaluation (sometimes the entire plan) to manage expectations better: not much change can be expected on these types of systemic issues in two years.	Language was added under external factors impacting evaluation, recognizing that it will likely take several years to demonstrate an impact on the HCF overarching population-level results.	
4	Request to increase evaluation budget.	Evaluation budget was increased to support bi-annual contracting with an external auditor of the fund administration and the HCF overall.	
3	Request to clarify evaluation timeline.	Added that the effectiveness of the fund as a whole will be evaluated every two years. The evaluation timeline section includes what factors will impact the timeline of any evaluation process. Added a draft timeline to the IP.	
3	Concern and request for clarity on the burden of data collection on recipient organizations.	Added: Performance measures will be reported by grantees regularly as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures may be identified in funding opportunities, program performance measures will be finalized in partnership with funding organizations. When possible performance data will be reported through existing data collection systems to avoid duplication in efforts.	
2	Request for info on how evaluation elevates equity/includes all voices	Added: To fully understand the impact of the Healthy Children’s Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and	

			services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology used will ensure the design and implementation processes will respond to culturally-different values and perspectives and be able to capture diverse voices.
	OTHER/OVERARCHING		
22	Focus on low-income		
	Themes:	Problematic language needs to be addressed, particularly as relates to BIPOC	WCHCS has worked closely with Whatcom County Finance and Legal Departments to identify how to distribute funds effectively and legally and significant updates happened between the draft shared with community advisory groups in January and the draft submitted to Whatcom County Council in February. An equity statement was added, the governmental roles section revised and now includes several other entities, and the explanations for each strategy have become more specific and in many cases more detailed and the focus on low income only remains where it is a key element, such as subsidies for low-income families. Where questions remain about funding mechanisms, those questions have been elevated as being researched over the next year with more specifics to be shared with the next steps for each strategy (for instance if a funding opportunity is released.) Models from other WA entities are being investigated for use as models for Whatcom County.
		Focusing on target populations decreases the impact HCF can have on systems as a whole and all children 0-5. Preference for targeted universalism.	
		Why can other jurisdictions do this? KC/BSK, WA/FSFK	
	Solutions	the WCHCS equity statement should be incorporated into the Governmental role section	
		P? - Accepting the limitations of the government; would like to hear " working with legal, finance, community to overcome these limitations"	
		governmental role section feels like it may be missing a lens of how case law/ practice of the interpretation of the Gift of Public Funds may differ than the current thinking here	
18	Equity		
		Concerns about equitable access to funds; creating barriers instead of alleviating them	Changes were made to make the steps WCHCS are taking more clear, and this was added to Outstanding Questions so that it is researched thoroughly. A process evaluation should support this as well.
		Specific and more general language concerns and requests to make language more respectful and anti-racist	A member of WREC reviewed the draft and helped update language.
		Request to more explicitly fund/prioritize BIPOC and rural communities.	Criteria to identify strategies explicitly referenced these underserved groups.
		How will assessment be done to make sure the most vulnerable populations are actually being served and supported and in the ways their communities want and need?	Added: To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and

			create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.
11	More detail/too vague		
		Concerns that strategies/contracting are too vague and don't give enough specifics; request for clear mechanisms	More detail has been added to each Strategy description to make mechanisms more clear when they are known. More specifics have also been added to the Funding Mechanisms section (formerly Contracting) to be as specific and clear as possible. That said, not all details have been determined. Outstanding questions on funding mechanisms have been added where they are known. As the plan is implemented, and effective and legal mechanisms are researched and adopted, more details will be made available and outreach will be done to encourage applying for funds.
		Concerns that too much detail will decrease flexibility and keep providers from participating	Flexibility has been top of mind, and wherever possible, the IP team has tried to provide details while also making it possible for different choices to be made if circumstances or understanding of an issue changes.
		Request to reference in-home care providers, and/or to have "a more grassroots look at providers and more systems level approach to behavioral health programs for children"	Smaller providers are referenced several times, and WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
9	County		
		Concern/request for county commitment to improving internal processes	See Evaluation of Fund Administration under Evaluation/Metrics, above.
9	Credentials		
		Credentialing requirements don't seem well understood/included in the plan	Details on ECERS and other credentialing were clarified in the Strategy sections.
		Concerns about using ECERS as a measure of care	
		Concerns about a focus/bias for licensed and against legal but unlicensed providers	WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
6	Admin		
		Concerns/request for advisory groups to review the administrative budget	All supplementary budget requests will be available for public review and comment. The request specifically related to the IP will be available during public comment periods for the County Council meetings on Feb 21, Mar 7 and Mar 21, 2023.

6	Definitions		
		Word choice: drop mental health counselor	This term has been removed from the IP.
		"Vulnerable children" meant different things to different people"	Because there can be different definitions, the definition of "Vulnerable children" used in the plan is the same definition used in the Ordinance to establish the Healthy Children's Fund.
		What does "mental health" mean here?	Mental health and its importance is discussed within the Support for Vulnerable Children sections.
	Other		
5	Long-term/Questions	can we name the challenges and the unanswered questions somewhere with an asterisk in the implementation plan. people just want us to name it.	Where applicable, outstanding questions have been added to the IP to more clearly state the work needing to be done as the fund is implemented. A description of a new entity, the Implementation Team was also added to better clarify the work ahead.
3	Reserves	Concerns about using 25% reserves: council could decrease amount; Concerns that reserves won't be transparent and explained fully each year	Reserves have been clarified so it's clear that carryover is allowed from year-to-year; also an explanation of 2023 as a start-up year that will use only a portion of the funds and hold the remainder in reserve for projects in later years. Reserves and expenditures will be shared openly every year.
43	Community Engagement		
17	Child and Family Well-Being Task Force Role		
		What is the TF Role in evaluation planning?	A Roles section was added to the IP that includes the Child and Family Well-Being Task Force. The Role section was collaboratively developed with the chairs of the TF and the IP team.
		Request to involve TF in evaluation planning in an operational/visioning way.	
		Request to have TF participate in the development of funding opportunities	
		Use TF as a proxy for parents [Disagreement on this -- see Evaluation]	
11	Oversight		
		Add Whatcom Racial Equity Commission (WREC) as an Advisory Group	The WREC was added as an Advisory Group or subject matter experts for Implementation. However, the WREC will be determining their own work prioritization and may choose not to participate.
		Add a section that outlines citizen oversight	A Roles section was added. While County Council holds oversight authority of the HCF Administration, the public is invited to engage with the HCF in a variety of ways, including opportunities for public comment at Council meetings and the Whatcom County HCF webpage. Members of the Implementation Team will be intentionally recruited who have lived experience. During the bi-annual evaluation, qualitative data will be gathered from our most marginalized and disenfranchised communities. The
		Include not just Advisory Groups; invite in entire community	
		how are you making sure to hear from our most marginalized/disenfranchised populations?	

			Implementation Team will continue to refine community engagement over time.
17	Outreach/Systemic/Community Engagement & Accountability		
		Requests for outreach to smaller providers to increase participation/identify barriers	Details on the plan for technical assistance and coaching were added to the Funding Mechanisms section, and Community Engagement and Communications sections were added to the IP.
		Requests for technical and other support for applicants	
		Request for outreach to communicate and engage potential fundees and partners	WCHCS agrees that community outreach, capacity-building and organizing will be needed. This need was addressed in several sections, including Funding Mechanisms, Community Engagement, and Communications sections.
		Concerns there isn't capacity in community to implement, even with funding.	
		Who will get the system/network/field engaged and aware of these strategies?	
		Policy work that needs to be done to make structural and systemic changes to make systems transformation a reality	
		Concern that there aren't providers/organizations ready to engage/apply	
		Request for a communications plan for transparency	A communications section was added.
3	Community accountability		
		Consider how to clearly state the accountability and role of community organizations and others outside of WCHCS	A Roles section was added to the IP.
3	Equity		
		how are we intentionally avoiding "rubber stamping" by a few individuals?	Members of the Implementation Team and the CFWBTF will have lived experience, and during the bi-annual evaluation qualitative data will be gathered from our most marginalized and disenfranchised communities. The Implementation Team will continue to refine community engagement over time.
		Clarify accountability to community with lived experience and most in need...governance structures	
		how community and programs narratives are shared back to community (p.47)	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.
3	Transparency		
		Request to share decisions/steps ongoing, as they happen, step-by-step.	A Communications section was added, to clearly share plans for sharing info and progress.
	Contracting Process		
12	Timeline/Responsible		

		Who will be the group/people who will be implementing this/making decisions?	More details were shared on the Implementation Team, the group that will develop the processes associated with the HCF. The team will include representatives from Whatcom County government and community representatives with subject matter expertise. In addition to other tasks, they will develop the process to review and evaluate proposals and submit recommendations for funding. An outstanding question was also added on how best to engage subject matter experts in decision-making without making them ineligible for funding applications.
		What will their qualifications be (tech expertise, SME)?	
		Will community members play a role in decisions?	
		Timeline: RFPs open, applications due, decisions, notification, receipts due, reimbursement received?	During 2023-2024, we expect timelines to be longer as staff are hired and processes are built. Timelines will also vary considerably depending on the strategy being addressed and the funding mechanism chosen. Following approval of the Implementation Plan, each strategy will have a more specific project plan built out and launched; at that time, more information will be available on the timeline for each specific strategy. As much detail as possible is included, with open questions added to the Outstanding Questions section within Funding Mechanisms when not known.
8	Eligibility		
		Who will be eligible?	WCHCS is researching effective and legal ways to ensure as many different types of providers as possible are able to access funding, while also ensuring quality and safety. Some of this research is still underway, but as many details as possible have been added to the Funding Mechanisms section about eligibility, as well as Outstanding Questions to answer in 2023 and beyond.
		Will providers have to be licensed? Will family CCs be eligible?	
		What are the requirements for refunding? OK to say this will need to be answered later	
8	Competitive		
		Clarify that RFPs at all tiers will be competitive	Details were added to the Funding Mechanisms section to clarify that proposals at all tiers would need to meet purchasing policies and contracting requirements and would be selected based on adherence to criteria and the best use of available funds.
		Concerns there are already identified entities that will be awarded most of the funds.	
7	Barriers/Support		
		Needs to be assessment of whether processes create barriers	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		How can support those facing the most challenges?	
4	Process		
		Contracts should have data sharing agreements	Any recipient of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based

			Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. More details can be found in the Metrics & Evaluation section. WCHCS will also provide coaching for applicants as needed.
		Request for performance-based contracting	Contractors must comply with contracting requirements, and report back on outcomes and progress toward objectives.
		Is there an appeals process?	The county's appeals process was added to the Funding Mechanisms section, which is limited to procedural or legal errors in the selection process.
		Clarify that all contracts, grants will be reimbursements	WCHCS is exploring options for grants, vs. reimbursement-only contracts. This question was added to the Outstanding Questions in Funding Mechanisms for future clarification.
3	Criteria		
		Request for more specific criteria for awarding applications	The high-level criteria that will be used was added to the Funding Mechanisms section. More specific criteria will depend on the strategy being implemented, the funding mechanism, and other factors.
		suggest ranking by # of slots	
6	Compliance		
		To ensure equity/compliance with equity statement, applicant lists should be reviewed by TF and council	Applicants will be reviewed through county processes, which require adherence to anti-discrimination and child protection laws and policies. This is a priority for the County in general, not just for the HCF. The process evaluation will identify if there are possible improvements.
3	Compliance		
		How will WCHCS ensure those receiving funding are in compliance with requirements?	Compliance requirements were updated to be more clear. Specific requirements for each RFP or other funding mechanisms will depend on the strategy being addressed, as well as other factors.
	Strategies		
10	Specific funding request		
		Disparate requests to fund specific issues	Thank you to everyone who is passionate about these issues! The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent

			themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses, and votes on the HCF IP during February and March 2023.
		2 requests to fund/prioritize peer support for parents	Peer support for parents is prioritized in Strategy 9.
9	Hub and spoke		
		Need to add the words "Hub and spoke" to the appropriate strategy, as reviewers had trouble identifying it	The words "i.e. the 'hub and spoke model'" were added to Strategy 5.
		Request to have a number/geographical spread for these hubs	Following approval of Implementation Plan, each strategy will have a project plan created and implementation launched. This will be one of the first questions addressed for this strategy.
8	MH/specific request		
		Lots of support and concern with addressing mental health	WCHCS shares this concern and has prioritized funding mental health initiatives within the HCF. Strategies 2, 5, 7, 8, 9 and 10 all have facets that address mental health needs. The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.
		Requests to fund MH more or differently	
6	ARPA		
		Support for using ARPA, for large capital grants	More information and clearer language about the ARPA funding for large capital grants has been added.
		Potential need to make sure ARPA integration is very clear	
6	Method		
		Request to add a box/section for each strategy that identifies how the funds will be distributed	Research is still being conducted on which funding mechanisms will be used for some strategies. The Funding Mechanisms section was expanded to address this generally, knowing that each strategy will have its own process.
6	Rural focus		
		Support for existing county-wide approach	Equitable distribution of funds is a high priority for WCHCS as a fund administrator, and ensuring fund access for rural and otherwise underserved communities was called out in the criteria used to identify strategies.
		Request for more detail to ensure county-wide investment	
5	Pro-ALICE		

		Support for using this United Way measure to allocate subsidies	While it isn't possible to only use the ALICE definition, Strategy 3 will be designed to address and support the needs of a similar population.
3	Workforce/specific request		
		Concern that the workforce development piece isn't more detailed	Details was added to this Strategy and following approval of the Implementation Plan, each strategy will have a project plan created and implementation launched. More specific details will be one of the first priorities for this strategy.
		Elevating this as a needed focus	
2	Barriers/support		
		Request for support for new programs	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		Request to share "equitable administration" box for each section that is identifying current known barriers	
2	Taking on too much		
		Concern the portfolio has too many strategies and should be more focused.	To ensure maximum flexibility for getting funds into the community during years 1 & 2, the Implementation Planning Team included a variety of strategies, following the guidance in the ordinance. As there were few comments requesting fewer strategies, WCHCS recommends writing a letter or speaking during public comment period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.

Appendix III. Implementation Planning and Ad Hoc Strategy Team Members by Affiliation

CFWBTF=Child & Family Well-being Task Force | SME=Subject Matter Expert, specifically in Equity, Early Learning & Care, and Supporting Vulnerable Children.

Name	Organization	Implementation Planning Team	Ad Hoc Strategy Team	CFWBTF	Healthy Whatcom	Ordinance Team	Child Care Coalition	Whatcom County	SME
Allison Williams	Health Department	X	X	X	X			X	X
Amy Hockenberry	Health Department	X						X	
Amy Rydel	Health Department	X	X		X		X	X	
Ann Beck	Health Department	X	X		X			X	X
Anne Granberg	YMCA	X	X	X	X		X		X
Chelsea Johnson	Health Department	X	X	X	X		X	X	X
Christine Espina	Western Washington University	X			X				X
Danielle Humphreys	Bellingham Technical College		X		X				X
David Webster	Opportunity Council		X		X		X		X
Heather Flaherty	Chuckanut Health Foundation	X			X	X	X		
Heather Powell	Boys & Girls Club		X				X		X
Jed Holmes	Executive's Office	X		X				X	
Jennifer Wright	CFWBTF	X		X					
Jessie Thomson	Health Department	X						X	
Judy Ziels	Health Department	X		X	X	X	X	X	X
Kate Dabe	Health Department	X						X	
Kathleen Roy	Health Department	X						X	
Kayla Schott-Bresler	Executive's Office	X		X				X	
Keith Montoya	CFWBTF/Generations Forward	X	X	X		X			
Meredith Hayes	Child Care Coalition	X	X		X	X	X		X
Ray Deck	Skookum Kids	X	X	X		X			X
Shu-Ling Zhao	Chuckanut Health Foundation		X		X	X			X
Sterling Chick	Catholic Community Services		X	X	X				X
Vesla Tonnessen	Whatcom Early Learning Alliance	X		X	X	X	X		X

Appendix IV. Prioritized Strategy Matrix		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Portfolio Strategies	Original Strategies									
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		X	X						1.3	\$40,000- \$500,000
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	Create, Implement and Coordinate a Workforce Recruitment and Professional Development Pathway	X		X	X				3.6	\$40,000- \$1.5 million
	Expand access to early learning & care credentialing through Higher Ed and Community Pathways	X		X					6.3	
	Expand access to training & professional development and integration of curriculum into programs across the county	X				X			7.6	
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		X	X						6.0	>\$1.5 million
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.			X	X					5.6	>\$1.5 million
5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)		X			X	X		X	4.8	>\$1.5 million
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		X	X	X	X				7.7	\$0- \$500,000
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.						X		X	3.3	\$40,000 to >\$1.5 million
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.						X	X	X	4.4	\$40,000 to >\$1.5 million
9: Expand and enhance early parenting supports.						X		X	3.2	\$40,000 to >\$1.5 million
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.	Integrate and co-locate services via integrating community health workers into environments where children and families are					X		X	5.0	\$40,000- \$1.5 million
	Coordinate, integrate, and co-locate services via coordinated access to resource navigation					X	X	X	5.9	
	Coordinate, integrate and co-locate services via Family Resource Centers				X			X	6.9	

* Ad Hoc Strategy Group members individually reverse scored each strategy based on criteria. The ranking is an average.

		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent & Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Other Strategies										
Provide mental health support and other wraparound services to children and/or families when homelessness occurs						X	X	X	3.9	\$500,000- \$1.5 million
Create early learning & care slots in new ways such as subsidizing lending or offering property tax credits for family-based providers.	X	X							6.0	
Coordinate and provide resources and community-wide trainings on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.					X	X	X		6.8	\$40,000- \$500,000
Policy advancement in early learning & care and support for vulnerable children in areas such as early learning and K-12 alignment; roll out of transitional Kindergarten; Kindergarten assessments; CTE courses for early learning & care credentialing; zoning and local policy barriers; task forces at the state level; etc.					X	X	X	X	7.9	
Fund solutions to persistent community early learning & care needs	X								8.6	
Large-scale capital investments to build new, expand existing, or re-purpose buildings for early learning & care.	X	X							8.6	\$5 million in ARPA funding
Fund emergency early learning & care vouchers in a way that complements current program	X	X							9.0	
Fund a feasibility study for solutions to persistent community early learning & care needs	X								11.1	
Offer paid family leave for parents of infants	X	X							12.7	

* Ad Hoc Strategy group members individually reverse scored each strategy based on criteria. The ranking is an average.

The first page of the Prioritized Strategy Matrix, above, shows how the Year 1 & 2 Portfolio includes the 14 highest prioritized strategies, grouped into the ten final strategies. Several factors were used to prioritize strategies, including cost estimate range, criteria ranking, and ensuring all seven focus areas were addressed.

The second table of the Prioritized Strategy Matrix, titled “Other Strategies,” shares the nine strategies that were not prioritized for inclusion in the first two years. Results from the biennial independent evaluation, progress towards contract metrics monitored by the Whatcom County Health & Community Services, requirements outlined in the ordinance related to priority areas, and new community processes and plans that align with the goals of the Healthy Children’s Fund will all be used to determine which of these strategies to implement in year 3 and beyond.

Appendix V. Data Notes and Limitations: Kindergarten Readiness and Child Maltreatment

Kindergarten Readiness Overview

Kindergarten Readiness data is generated by The Washington State Office of Superintendent of Public Instruction (OSPI). OSPI uses an observational assessment tool called the Washington Kindergarten Inventory of Developing Skills (WaKIDS) to collect data on the developmental status of preschool-age students transitioning into Kindergarten. WaKIDS measures development in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math. Kindergarten Readiness is defined as readiness in all six domains. All public schools and some tribal nation schools collect data on the developmental status of children entering kindergarten.

Teachers collect data over the first two months of school in three ways:

- through family connections (1:1 conference)
- through connection to early learning providers
- using Teaching Strategies Gold

Data notes and limitations

- **Data reconfiguration:** OSPI reconfigured the data files used to report Kindergarten Readiness in 2022. The new files include updates to the completeness of previous years' data, notably for student groups (i.e. low-income or racial groups) at the district level. This impacts the results for aggregating percentages across districts and for previous years.
- **Kindergarten Readiness by Race and Ethnicity:** As a result of the suppression rules applied by OSPI, several cells are suppressed for racial group/ethnicity at the *district level* due to small numbers. This leads to an issue of very small and unrepresentative samples of some racial groups at the county level when district numbers are aggregated. While there are some districts without certain racial groups/ethnicities in the population, other districts have racial group data suppressed.
- **Enrollment Data:** Using enrollment data to calculate a denominator for sub-groups in a district (i.e., racial groups) offers a close estimate of the number of kindergartners that were assessed in a district. Report Card data (estimates of kindergarten readiness) does not reconcile perfectly with the enrollment data due to several factors (students moving in/out of the district, absences during assessments, or parents opting students out of assessments).

Reporting Results

- Due to the fact that school districts are state-based and not county-based, we could not pull data at the county level. Whatcom County Kindergarten readiness data was calculated by summing students from each Whatcom County school district and using student population denominators, by subgroup as appropriate. Some student subgroups, such as race and ethnicity, are omitted due to low number suppression at the district level.
- While we can provide an overall rate of Kindergarten Readiness for the county, this is calculated by aggregating data from each district. If we want to know where and among which students a disparity exists, it is advised to use the data available at the school district level. Even then, a review of data completeness and representativeness is warranted.

Child Maltreatment Overview

Child maltreatment refers to children (age birth-17) who are identified as victims in reports to Child Protective Services that were accepted for further action, per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition,

other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

Data limitations

A referral may have one or more children identified as victims. Children are counted more than once if they are reported as a victim more than once during the year. The data in this report are based on the total number of victims reported in Child Protective Services referrals. A child's location is derived from the residence at the time of referral. Population numbers for 2020 and 2021 are preliminary and subject to change.

Numerator Data Source: Washington State Department of Children, Youth and Families, FamLink Data Warehouse. <http://clientdata.rda.dshs.wa.gov/Home/ShowReport?reportMode=0>

Denominator Data Source: Washington State Office of Financial Management, Forecasting Division. <https://www.ofm.wa.gov/washington-data-research/population-demographics>

National Data Source: U.S. Department of Health and Human Services Administration for Children and Families, Voluntary Cooperative Information System (VCIS), and estimates from Adoption, Foster Care Analysis Reporting System (AFCARS)

Appendix VI. Headline & Secondary Indicators by Priority

Early Learning & Care: Headline & Secondary Indicators <i>(DDA=data development agenda)</i>
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
Headline: <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers Secondary: <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access (DDA) • The number of early learning and care providers that report having a waitlist (DDA)
Affordable: Decrease the cost of early learning and care experiences for both families and providers.
Headline: <ul style="list-style-type: none"> • Early learning & care costs for a household with two children as a percent of median household income • Percent of families earning 200%+ below the FPL that have their early learning & care needs met • Number of early learning & care providers participating in a regional shared service hub (DDA)
High-Quality: Increase the quality of early learning and care experiences.
Headline: <ul style="list-style-type: none"> • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher • Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families Secondary: <ul style="list-style-type: none"> • Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160 (DDA) • Number of early learning & care providers reporting an increase in sustainability (DDA)
Professional: Attract and retain quality early childhood educators.
Headline: <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County (DDA) • Average annual salary for full-time early learning & care educators compared to regional school system salary scales (DDA) Secondary: <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program (DDA) • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators (DDA)

Supporting Vulnerable Children: Headline & Secondary Indicators

Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.

Headline:

- Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population (DDA)
- Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population (DDA)
- Number of families on provider wait lists for behavioral health services (DDA)

Secondary:

- Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services
- Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location (DDA)

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.

Headline:

- Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis
- Number of families with children experiencing homelessness

Secondary:

- Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program

Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children

Headline:

- Well-child visits in the first 30 months of life
- Rate of Low Birth Weight infants, less than 2500 grams
- Percent of birthing people receiving adequate prenatal care
- Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy

Secondary:

- Percent of birthing people who reported having a postpartum check-up (DDA)
- Number of parents or caregivers who report that they have access to the parenting support services they need (DDA)
- Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period (DDA)

Appendix VII: Description of Population Health Data Sources

Population Outcome Measures: To measure and monitor overall progress towards the HCF's overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten readiness, *all Whatcom children, race & ethnicity, gender, & income*
- Child Abuse and Neglect, *Whatcom children ages 0-17*

Population-level Headline Indicators: Population-based indicators are a proxy to help quantify the results. HCF will contribute to turning the curves of population-level indicators, as defined through Results--Based Accountability. Population-based indicators area about a population, for example, children 0-5 in Whatcom County. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results.

Secondary Indicators: Secondary indicators are supporting indicators that describe the status of children and families in Whatcom County, and for which we have data but do not rise to the top when selecting headline indicators. Below are some examples of secondary indicators that will be measured and presented. As time goes on and data availability changes, this list of indicators may change.

All indicators will be disaggregated by race, ethnicity, geography, socioeconomic status, and gender, as available.

Population Outcome Indicators	
Indicator	Data Sources
Children who are kindergarten ready across the domains of social/emotional, physical, language, cognitive, literacy, and mathematics <ul style="list-style-type: none"> • Percentage of entering kindergartners that meet expectations at the start of kindergarten in all six domains of social/emotional, physical, language, cognitive, literacy and mathematics 	Office of the Superintendent of Public Instruction (OSPI), WaKIDS
Rate of child abuse or neglect <ul style="list-style-type: none"> • Rate per 1,000 households with children aged 0-17 with child abuse or neglect reports that are investigated and assessed 	Washington State Department of Social and Health Services, Children's Administration

Early Learning & Care: Headline & Secondary Indicators
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.

Headline	Early learning & care slots per 100 infants, toddlers, and preschoolers	ChildCare Aware Data Center
Secondary	Number of parents/caregivers who have a demand for early learning & care report that they have access	<i>To be determined Included on the data development agenda</i>
	The number of early learning and care providers that report having a waitlist	<i>To be determined Included on the data development agenda</i>
Affordable: Decrease the cost of early learning and care experiences for both families and providers.		
Headline	Early learning & care costs for a household with two children as a percent of median household income	The Living Wage Calculator, Small Area Income and Poverty Estimates & County Health Rankings
	Percent of families earning 200%+ below the FPL that have their early learning & care needs met	WA State Department of Children, Youth and Families: Child Care Need and Supply Data
	Number of early learning & care providers participating in a regional shared service hub	<i>To be determined Included on the data development agenda</i>
High-Quality: Increase the quality of early learning and care experiences.		
Headline	Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher	ChildCare Aware Data Center
	Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families	ChildCare Aware Data Center
Secondary	Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting an increase in sustainability	<i>To be determined Included on the data development agenda</i>
Professional: Attract and retain quality early childhood educators.		

Headline	Percent of credentialed early learning & care educators in Whatcom County	<i>To be determined Included on the data development agenda</i>
	Average annual salary for full-time early learning & care educators compared to regional school system salary scales	<i>To be determined Included on the data development agenda</i>
Secondary	Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators	<i>To be determined Included on the data development agenda</i>

Supporting Vulnerable Children: Headline & Secondary Indicators		
Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.		
Headline	Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number of families on provider wait lists for behavioral health services	<i>To be determined Included on the data development agenda</i>
Secondary	Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services	SEAS Database, WCHCS
	Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location	<i>To be determined Included on the data development agenda</i>

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.		
Headline	Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis	Office of the Superintendent of Public Instruction (OSPI)
	Number of families with children experiencing homelessness	Annual Point-in-Time Count, Opportunity Council
Secondary	Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program	Whatcom County Homeless Service Center, Opportunity Council
Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children		
Headline	Well-child visits in the first 30 months of life	WA State Health Care Authority
	Rate of Low Birth Weight infants, less than 2500 grams	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people receiving adequate prenatal care	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy	Community Health Assessment Tool, Washington State Department of Health
Secondary	Percent of birthing people who reported having a postpartum check-up	<i>To7 be determined Included on the data development agenda</i>
	Number of parents or caregivers who report that they have access to the parenting support services they need	<i>To be determined Included on the data development agenda</i>
	Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period	<i>To be determined Included on the data development agenda</i>

Appendix VIII. Evaluation Types and Influencing Factors

Evaluation activities complement performance measurement and are designed to answer broader kinds of questions. In-depth evaluations will be conducted using the scientific methods most appropriate for a program and its implementation stage. For new programs just beginning implementation, evaluation questions will support program design, planning, and initial insights. For programs that are underway but still undergoing modifications, the evaluation will support program refinement and improvements in quality or efficiency. Once programs have established fidelity and scale and have been in place for sufficient time, evaluation can be used to measure impact and outcomes.

Evaluation Types and Purposes	Types of Questions & Methods Used
Formative Evaluation: To support program development and design	Types of Questions <ul style="list-style-type: none"> • What are the most crucial questions and data that could help us develop our program or strategy? • What concerns or opportunities do we need to respond to or use to adapt the program for success? Primary Method Qualitative data collection and analysis
Process Evaluation: To support program improvements and the County's role in HCF success and ability to meet goals.	Types of Questions <ul style="list-style-type: none"> • Why did/didn't we see a change? • Was the program/processes implemented as intended? • How well was the program/processes implemented? Why or why not? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data.
Outcome or Impact Evaluations: To prove the program led to desired result	Types of Questions <ul style="list-style-type: none"> • Did the expected change take place? For whom? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data. Studies using experimental, quasi-experimental, and observational designs. Informed by process evaluation results.
Performance Measurement from all HCF-funded programs will track how much, how well, and is anyone better off after contractor activities. This is foundational to the HCF evaluation and will inform and guide additional evaluation activities.	

Candidates for More Extensive Evaluation

HCF will implement strategies based on emerging best practices. These may include situations where a proven program or best practice must be substantially modified to be tailored to specific

populations the HCF serves. Evaluation of these programs will emphasize ongoing monitoring and early feedback so that necessary changes can occur promptly. Short-term results will be identified so that the longer-term desired outcomes are likely to be reached. This supplemental, formative evaluation will help ensure that the program is functioning as intended.

Investing in innovative strategies will be a key component of the HCF, which may call for a more rigorous evaluation to show the causal effects and lessons learned and require intensive data collection. WCHCS Health Information & Assessment (HIA) Team will work with external evaluators to develop and apply a set of criteria for identifying projects that are a high priority for rigorous evaluation. Considerations may include:

- Potential for having a large impact related to health equity
- Implementation in new settings or with new populations
- Likelihood of seeing an immediate change in indicators of well-being or healthy environments
- Filling a gap in the evidence base
- Having sustainable sources of data to be able to track change over time

External Factors Impacting Evaluation

The HCF is one of the many strategies that will change the conditions of children and families in Whatcom County. HCF programs and services will contribute to improving the health and well-being of the population along with other initiatives and efforts. As a whole, these efforts will work collectively to impact conditions for children and families in Whatcom County. Furthermore, there will be a multitude of factors that influence the extent to which HCF programs and services will make an impact. For example, federal or state changes in funding or policies can greatly impact the availability of services and the number and demographics of people accessing services. The HIA team will make efforts to identify external factors beyond the control of HCF to understand how they may have affected findings.

It is also important to note that evaluation approaches will need to be tailored depending on the type of funded activity, funding amount and duration, and stage of program implementation. For example, we might focus on performance measurement for a well-established program with a strong evidence base but use an outcome evaluation to attempt to establish an evidence base for a pilot project. New and innovative programs will also require time to reach full implementation stages before they are good candidates for outcome evaluation. In evaluating the combined efforts of HCF, evaluators continue to be mindful of this wide variation in programs and strategies. It is also recognized that it will likely take several years to demonstrate an impact or progress toward the HCF overarching population-level results.

Appendix IX. Whatcom County's Non-Discrimination Policy

Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.



Whatcom County

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

Agenda Bill Master Report

File Number: MIN2023-017

File ID:	MIN2023-017	Version:	1	Status:	Agenda Ready
File Created:	02/22/2023	Entered by:	KFelbing@co.whatcom.wa.us		
Department:	Council Office	File Type:	Minutes Consent		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Committee of the Whole Executive Session for February 21, 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 Committee of the Whole Exec Feb 21 2023

Whatcom County Council Committee of the Whole-Executive Session

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



Committee Minutes - Draft Minutes

Tuesday, February 21, 2023

9:45 AM

Hybrid Meeting

**HYBRID MEETING - ADJOURNS BY 10:50 A.M. (PARTICIPATE IN-PERSON AT
311 GRAND AVENUE SUITE 101, 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 Barry Buchanan called the meeting to order at 9:46 a.m. in a hybrid meeting.

Roll Call

Present: 7 - Barry Buchanan, Tyler Byrd, Todd Donovan, Ben Elenbaas, Carol Frazey, Kaylee Galloway, and Kathy Kershner

Absent: None

Announcements

Committee Discussion

Attorneys Present: Karen Frakes, Dean Kawamoto (outside counsel), and Felicia Craick (outside counsel).

Buchanan stated that discussion of agenda items one and two may take place in executive session pursuant to RCW 43.30.140(4)(a) and RCW 42.30.110 (1)(i) respectively. Executive session will conclude no later than 10:50 a.m. If the meeting extends beyond the stated conclusion time, Council Staff will make a public announcement.

Donovan moved to go into executive session until no later than 10:50 a.m. to discuss the agenda item(s) pursuant to the RCW citation(s) as announced by the Council Chair. The motion was seconded by Frazey.

The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

1. [AB2023-138](#) Discussion on negotiations and planning strategy discussion regarding collective bargaining [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 43.30.140(4)(a)]

This agenda item was DISCUSSED.

2. [AB2023-142](#) Discussion of pending litigation with Chief Civil Deputy, Karen Frakes and outside counsel from Keller Rohrbach, LLP, regarding the JUUL e-cigarette multi-district litigation (MDL). [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 42.30.110 (1)(i)]

This agenda item was DISCUSSED.

Items Added by Revision

There were no agenda items added by revision.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 10:44 a.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: MIN2023-018

File ID:	MIN2023-018	Version:	1	Status:	Agenda Ready
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Department:	Council Office	File Type:	Minutes Consent		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Committee of the Whole for February 21, 2023

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

None

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Draft Minutes Committee of the Whole Feb 21 2023

Whatcom County Council Committee of the Whole

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



Committee Minutes - Draft Minutes

Tuesday, February 21, 2023

3 PM

Hybrid Meeting

**HYBRID MEETING - ADJOURNS BY 4:30 P.M; MAY BEGIN EARLY
(PARTICIPATE IN-PERSON AT 311 GRAND AVENUE SUITE 101, 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 Barry Buchanan called the meeting to order at 2:48 p.m. in a hybrid meeting.

Roll Call

Present: 7 - Barry Buchanan, Tyler Byrd, Todd Donovan, Ben Elenbaas, Carol Frazey, Kaylee Galloway, and Kathy Kershner

Absent: None

Announcements**Committee Discussion**

1. [AB2023-116](#) Discussion with Whatcom County Prosecutor Eric Richey regarding District Court Eric Richey, Whatcom County Prosecuting Attorney, updated the Councilmembers on a situation in which affidavits of prejudice were filed against District Court Judge Jonathan Rands. He answered questions about why they have heard so much about this situation, how it might affect the hearing of DUI cases in the future, how it might affect District Court fiscally and from an efficiency standpoint, how and when the affidavits were filed, and how the situation could have been handled with the press and public at the beginning.

This agenda item was DISCUSSED.

2. [AB2023-146](#) Discussion on the Healthy Children's Fund Implementation Plan
The following people presented:

- Amy Rydel, Health and Community Services
- Erika Lautenbach, Health and Community Services Director

Lautenbach answered whether the evaluation and assessment specialist would be part of the three percent allocated for evaluation under administration as referenced on the presentation slide showing expected revenue allocation and how the three percent was determined, and whether the timeline for the spending authority is too ambitious.

Kershner stated we have a huge issue with staffing in the businesses in our communities, with childcare being part of that problem, and she spoke about the idea of offering childcare as a benefit.

Galloway stated she is impressed with the implementation plan.

Kayla Schott-Bressler, Administrative Services Strategic Initiatives Special Programs Manager, answered a question about the breakdown of the American Rescue Plan Act (ARPA) budget referenced on page 43 of the Implementation Plan and making sure it is really clear in the Plan.

The presenters answered whether there is funding set aside within the Healthy Children's Fund to allow us to do some capacity building in the community, whether a childcare technical education program is maybe something we could be thinking about implementing in our school districts as a way of capacity building, whether some of the money could be used to pay a lobbyist to go down to Olympia and work on legislation that would get us back to people being able to do in-home care, whether there are any criteria by which parents and children are made eligible to participate, and whether it should be for those who are going to work or to school to get a job or be needs-based.

This agenda item was PRESENTED AND DISCUSSED.

Committee Discussion and Recommendation to Council

1. [AB2023-107](#) Resolution accepting the Justice Project Needs Assessment Report (Public Health, Safety, and Justice Facility Needs Assessment)

Galloway moved and Frazey seconded that the Resolution be RECOMMENDED FOR APPROVAL.

Buchanan spoke about a couple key points of the Resolution. The first page is just a history of the project. When you get to the "Now therefore, be it resolved" part it starts talking about the framework for the implementation plan. They also included in this Resolution that they would like the Incarceration Prevention and Reduction Task Force (IPRTF) to continue working with the implementation plan and the task force (acting as the Law and Justice Council) "will continue to monitor and assess progress towards implementing the recommendations of the Justice Project Needs Assessment report through its Annual Report development." By approving the Resolution, the Council would also be instructing the IPRTF to put that on their work plan.

Councilmembers discussed whether the IPRTF has a sunset in the Ordinance that set it up, whether a location for a facility will be identified before this goes on the ballot, and making sure that this plan is something the Council will take action on this year. The implementation team plans on having that Ordinance to put it on the ballot the first meeting in June.

Galloway's motion that the Resolution be RECOMMENDED FOR

APPROVAL carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Items Added by Revision

There were no agenda items added by revision.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 4:08 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: MIN2023-019

File ID:	MIN2023-019	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	KFelbing@co.whatcom.wa.us		
Department:	Council Office	File Type:	Minutes Consent		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Regular County Council for February 21, 2023

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

None

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Draft Minutes Council Feb 21 2023

Whatcom County Council

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



Minutes - Draft Minutes

Tuesday, February 21, 2023

6 PM

Hybrid Meeting

**HYBRID MEETING - ADJOURNS BY -- (PARTICIPATE IN-PERSON AT 311
GRAND AVENUE SUITE 101, SEE REMOTE JOIN INSTRUCTIONS AT
www.whatcomcounty.us/joinvirtualcouncil, OR CALL 360.778.5010), AGENDA
REVISED 2.20.2023 AND 2.21.2023**

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.

COUNTY COUNCIL

CALL TO ORDER

Council Chair Barry Buchanan called the meeting to order at 6:01 p.m. in a hybrid meeting.

ROLL CALL

Present: 7 - Barry Buchanan, Tyler Byrd, Todd Donovan, Ben Elenbaas, Carol Frazey, Kaylee Galloway, and Kathy Kershner

Absent: None

FLAG SALUTE

ANNOUNCEMENTS

COUNTY EXECUTIVE'S REPORT

There was no report.

MINUTES CONSENT

Byrd moved to accept the minutes consent items. The motion was seconded by Frazey (see votes on individual items below).

1. [MIN2023-014](#) Health Board for January 31, 2023

Byrd moved and Frazey seconded that the Minutes Consent be APPROVED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

2. [MIN2023-015](#) Committee of the Whole for February 7, 2023

Byrd moved and Frazey seconded that the Minutes Consent be APPROVED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

3. [MIN2023-016](#) Regular County Council for February 7, 2023

Byrd moved and Frazey seconded that the Minutes Consent be APPROVED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

PUBLIC HEARINGS

1. [AB2023-095](#) Ordinance Regarding Installation of stop signs on certain county roads

Jim Karcher, Public Works Department, stated he was available for questions.

Buchanan opened the Public Hearing and the following person spoke:

- Sandy Zeitel

Hearing no one else, Buchanan closed the Public Hearing.

Donovan moved and Byrd seconded that the Ordinance Requiring a Public Hearing be ADOPTED.

Doug Ranney, Public Works Department, stated he was available for questions.

Councilmembers discussed the motion.

Ranney addressed the concerns of the speaker and answered how long it would be until the stop signs would go in, and whether there is something different about this stop sign from ones they voted to approve on Bay Road, Valley View Road, and Kickerville Road.

Donovan's motion that the Ordinance Requiring a Public Hearing be ADOPTED carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Enactment No: ORD 2023-004

2. [AB2023-097](#) Ordinance establishing a speed limit for the plat of Harbor View Heights

Jim Karcher, Public Works Department, stated he is available for questions.

Buchanan opened the Public Hearing and, hearing no one, closed the Public Hearing.

Byrd moved and Frazey seconded that the Ordinance Requiring a Public Hearing be ADOPTED.

Karcher answered whether the speed limit there is 35 miles per hour.

Byrd's motion that the Ordinance Requiring a Public Hearing be ADOPTED carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Enactment No: ORD 2023-005

OPEN SESSION

The following people spoke:

- John Marshall
- Erin Godwin
- Cliff Langley
- Doug "Yoshe" Revelle
- Lyle Sorenson
- Natalie Chavez
- Dam Pham
- Misty Flowers

Hearing no one else, Buchanan closed the Open Session.

CONSENT AGENDA

(From Council Finance and Administrative Services Committee)

Kershner reported for the Finance and Administrative Services Committee and *moved* to approve Consent Agenda items one through sixteen.

Elenbaas spoke about **AB2023-123**. He then requested to remove Consent Agenda item number three (**AB2023-119**) and vote on it separately.

Councilmembers voted on Consent Agenda items one and two, and four through sixteen (see votes on individual items below).

1. [AB2023-046](#) Request authorization for the County to enter into an agreement between Whatcom County and Sustainable Connections in support of the Whatcom Housing Alliance in the amount of \$200,000

Kershner reported for the Finance and Administrative Services Committee and moved that the Contract be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

2. [AB2023-089](#) Resolution ordering the cancellation of accounts receivable incurred prior to 2021

Kershner reported for the Finance and Administrative Services Committee and moved that the Resolution be APPROVED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Enactment No: RES 2023-003

3. [AB2023-119](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Snohomish County to utilize State Homeland Security Program (SHSP) funding to sustain and enhance Division of Emergency Management programs, in the amount of \$80,684

This item was considered separately (see below).

4. [AB2023-120](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and US Department of Agriculture, Forest Service for overtime patrol services, in the amount of \$21,900.00

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

5. [AB2023-123](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the University of Washington School of Health Sciences to provide specialized technical assistance for an investigation into extrapolated initial recommended instream flow information and subsequent hydrologic updates in support of watershed and salmon recovery planning in the

amount of \$12,250.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

Kershner reported for the Finance and Administrative Services Committee and moved that the Contract (FCZDBS) be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

6. [AB2023-124](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and the Whatcom Long Term Recovery Group to provide November 2021 Flood Disaster Case Management through 06/30/2023 in the amount of \$200,000 for a total amended contract amount of \$400,000

Kershner reported for the Finance and Administrative Services Committee and moved that the Contract be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

7. [AB2023-130](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Parks and Recreation Commission for approval of the Sheriff's Office boating safety program, in the amount of \$0

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

8. [AB2023-131](#) Resolution ordering the cancellation of unredeemed checks (warrants) more than one year old

Kershner reported for the Finance and Administrative Services Committee and moved that the Resolution be APPROVED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Enactment No: RES 2023-004

9. [AB2023-133](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and U.S. Department of Justice Drug Enforcement Administration for FY23 cooperative agreement, in the amount of \$0

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

10. [AB2023-134](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Inmate Calling Solutions LLC, a commission based agreement

Kershner reported for the Finance and Administrative Services Committee and moved that the Contract be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

11. [AB2023-135](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Lynden to provide no-cost technical assistance site visits and prevention pollution education to small quantity generators

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

12. [AB2023-136](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Status Automation for maintenance and support for the security electronics and DVMS (digital video monitoring system) at the Main Jail, Jail Work Center and Juvenile Detention in the amount of \$52,136.96

Kershner reported for the Finance and Administrative Services Committee

and moved that the Contract be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

13. [AB2023-137](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Washington State Department of Social and Health Services for developmental disabilities services in the amount of \$519,222 for a total amended amount of \$4,616,019

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

14. [AB2023-139](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Washington State Department of Commerce to provide resources necessary to obtain and maintain housing stability to people who are experiencing homelessness or at imminent risk of homelessness in the amount of \$1,961,269 for a total amended agreement amount of \$10,013,119

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

15. [AB2023-141](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Broadview Planning to provide project management of a climate vulnerability assessment focusing on the inclusion of vulnerable communities, in the amount of \$60,441

Kershner reported for the Finance and Administrative Services Committee and moved that the Contract be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

16. [AB2023-144](#) Request authorization for the County Executive to enter into an interlocal amendment between Whatcom County, the Port of Bellingham and the City of Bellingham for additional Economic Development Services in the amount of \$72,000

Kershner reported for the Finance and Administrative Services Committee and moved that the Interlocal be AUTHORIZED BY CONSENT. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

CONSENT AGENDA ITEM CONSIDERED SEPARATELY

3. [AB2023-119](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Snohomish County to utilize State Homeland Security Program (SHSP) funding to sustain and enhance Division of Emergency Management programs, in the amount of \$80,684

Councilmembers discussed an email that was sent to Council by a citizen regarding this item.

Donovan moved and Elenbaas seconded that the Contract be AUTHORIZED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

OTHER ITEMS

(From Council Finance and Administrative Services Committee)

1. [AB2023-098](#) Ordinance amending the project budget for the Shallow Shore Project Based Budget Fund, request no. 2

Kershner reported for the Finance and Administrative Services Committee and moved that the Ordinance be ADOPTED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Enactment No: ORD 2023-006

2. [AB2023-108](#) Ordinance amending the Whatcom County Budget, request no. 3, in the amount of \$4,791,300

Kershner reported for the Finance and Administrative Services Committee and **moved** that the Ordinance be ADOPTED.

Tyler Schroeder, Director of Administrative Services, answered questions about staff notes on the supplemental request documents, the status of the Laurel and Forest Housing project, whether they only give the money for the project as it is used as opposed to when the project is approved, what happens if the contractor does not use all of the funding and does not meet the proportion required for its grants, why the Savage Agricultural Conservation Easement is coming through as a supplemental as opposed to a stand-alone request, and whether this supplemental is the County accepting USDA Natural Resource Conservation Service funds.

Kershner's motion that the Ordinance be ADOPTED carried by the following vote:

Aye: 5 - Buchanan, Donovan, Frazey, Galloway, and Kershner

Nay: 2 - Byrd, and Elenbaas

Absent: 0

Enactment No: ORD 2023-007

(From Council Criminal Justice and Public Safety Committee)

3. [AB2023-090](#) Ordinance repealing Whatcom County Code 1.28, Standards for Correctional Facilities, in its entirety

Dana Brown-Davis, Clerk of the Council, answered what the Council should do with this Ordinance since a new Ordinance will be introduced tonight (as per the discussion in Committee).

Donovan moved and Frazey seconded that the Ordinance be ADOPTED.

Councilmembers discussed whether the alternate Ordinance discussed in Committee will be on the agenda tonight for Introduction and discussed the motion.

Donovan's motion that the Ordinance be Adopted FAILED by the following vote:

Aye: 1 - Elenbaas

Nay: 5 - Buchanan, Byrd, Donovan, Frazey, and Galloway

Absent: 0

Abstain: 1 - Kershner

(From Council Planning and Development Committee)

4. [AB2023-121](#) Resolution docketing Comprehensive Plan and Development Regulation amendments

Galloway reported for the Planning and Development Committee and **moved** that the Resolution be APPROVED.

Councilmembers discussed the motion.

Galloway's motion that the Resolution be APPROVED carried by the following vote:

Aye: 6 - Buchanan, Byrd, Donovan, Frazey, Galloway, and Kershner

Nay: 1 - Elenbaas

Absent: 0

Enactment No: RES 2023-005

(From Council Committee of the Whole)

5. [AB2023-107](#) Resolution accepting the Justice Project Needs Assessment Report (Public Health, Safety, and Justice Facility Needs Assessment)

Buchanan reported for the Committee of the Whole and moved that the Resolution be APPROVED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

Enactment No: RES 2023-006

(No Committee Assignment)

6. [AB2023-143](#) Request authorization for the County Executive/County Executive Pro Tem to sign the Government Entity Release of All Claims on behalf of Whatcom County related to the JUUL e-cigarette multi-district litigation (MDL).

Buchanan moved and Byrd seconded that the Request for Motion be APPROVED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

COUNCIL APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

1. [AB2023-080](#) Appointment to various vacancies on the Public Health Advisory Board, Applicant(s): Madison Emry, Misty Flowers, Hannah Ordos, Robyn Phillips-Madson, Susan Prosser, Guy Occhiogrosso, Chris Kobdish, Claire Thurman-Moore, Matthew Durkee, Kathleen Hennessy, Jeffery Hart

Galloway moved to nominate all applicants and have each Councilmember vote for three. The motion was seconded by Donovan.

Councilmembers voted as follows:

Buchanan: Guy Occhiogrosso, Chris Kobdish, and Jeffery Hart

Byrd: Robyn Phillips-Madson, Susan Prosser, and Guy Occhiogrosso

Donovan: Guy Occhiogrosso, Chris Kobdish, and Jeffery Hart

Elenbaas: Misty Flowers, Hannah Ordos, and Susan Prosser

Frazey: Guy Occhiogrosso, Chris Kobdish, and Jeffery Hart

Galloway: Guy Occhiogrosso, Chris Kobdish, and Jeffery Hart

Kershner: Guy Occhiogrosso, Hannah Ordos, and Jeffery Hart

The following were appointed by the following votes: Guy Occhiogrosso (6), Jeffery Hart (5), and Chris Kobdish (4)

This agenda item was APPOINTED.

Action Summary: Guy Occhiogrosso, Jeffery Hart, and Chris Kobdish were appointed.

2. [AB2023-118](#) Appointment to vacancies on the Wildlife Advisory Committee, Applicant(s): Susan Kane-Ronning

Galloway moved and Donovan seconded that the Council Appointment be APPOINTED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

3. [AB2023-125](#) Appointments to fill vacancies on the Portage Bay Shellfish Protection District Advisory Committee, Applicant(s): Eleanor Hines

Donovan moved and Byrd seconded that the Council Appointment be APPOINTED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

4. [AB2023-126](#) Appointment to fill vacancies on the Sumas/Everson/Nooksack Flood Control Subzone Advisory Committee, Applicant(s): Elliot Swaney (Council acting as the Flood Control Zone District Board of Supervisors)

Kershner moved and Frazey seconded that the Council Appointment be APPOINTED.

Elenbaas read from the application.

Kershner's motion that the Council Appointment be APPOINTED carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

5. [AB2023-132](#) Appointments to fill vacancies on the Surface Mining Advisory Committee, Applicant(s): Brad Davis

Kershner moved and Buchanan seconded that the Council Appointment be APPOINTED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

6. [AB2023-110](#) Appointment to fill vacancy on the Laurel Watershed Improvement District Board
Dana Brown-Davis, Clerk of the Council, stated there is one vacancy (and two applicants).

Elenbaas moved to nominate both Kevin Sterk and Eric Sundstrom. The motion was seconded by Galloway.

Councilmembers discussed the applicants.

Sundstrom was appointed by the following vote:

Sundstrom: 6 - Galloway, Elenbaas, Kershner, Buchanan, Donovan, and Frazey

Sterk: 1 - Byrd

This agenda item was APPOINTED.

Action Summary: Appointed Eric Sundstrom.

ITEMS ADDED BY REVISION

1. [AB2023-148](#) Letter of support for the revised scope of the Birch Bay Vogt Library project
Kershner moved and Galloway seconded that the Letter be APPROVED.

Councilmembers discussed the letter, what the Council is asking for through the letter, and who the recipients should be.

Tyler Schroeder, Director of Administrative Services, answered whether we could ask our lobbyist, on behalf of the County, to have a quick check-in with key members to advocate for this.

Councilmembers and Brown-Davis discussed working on the list of copied recipients, the timeline for when the letter needs to be signed, and that the motion is to approve the letter now with the understanding that it might be addressed to different members of the Legislature.

Kershner's motion that the Request for Motion be APPROVED carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

2. [AB2023-150](#) Request confirmation of the Executive's appointment of Piper Mertle to the Whatcom County Salary Commission

Donovan moved and Byrd seconded that the Executive Appointment be CONFIRMED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

INTRODUCTION ITEMS

Byrd moved to introduce items one through four. The motion was seconded by Frazey.

Frazey spoke about **AB2023-127** and Dana Brown-Davis, Clerk of the Council, stated that it is a substitute.

Councilmembers voted on the Introduction items (see votes on individual items below).

1. [AB2023-122](#) Ordinance updating Whatcom County Code (WCC) 12.36, Load Limits and repealing WCC 10.30, Permanent Weight Limitations

Byrd moved and Frazey seconded that the Ordinance Requiring a Public Hearing be INTRODUCED FOR PUBLIC HEARING. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

2. [AB2023-129](#) Receipt of application to fill a vacancy on the Child and Family Well-Being Task Force, Applicant(s): Vann Dartt (Deadline for additional applications to this vacancy is 10 a.m. on Tuesday, February 28, 2023)

Byrd moved and Frazey seconded that the Council Appointment Requiring Introduction be INTRODUCED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

3. [AB2023-127](#) Resolution adopting the Healthy Children's Fund Implementation Plan

Byrd moved and Frazey seconded that the SUBSTITUTE Resolution Requiring a Public Hearing be INTRODUCED FOR PUBLIC HEARING. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

4. [AB2023-156](#) Ordinance suspending Whatcom County Code 1.28 to update the Correctional Facilities Operational Standards

Byrd moved and Frazey seconded that the Ordinance be INTRODUCED. The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Absent: 0

COMMITTEE REPORTS, OTHER ITEMS, AND COUNCILMEMBER UPDATES

Councilmembers gave Committee reports and other updates.

ADJOURN

The meeting adjourned at 7:51 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: AB2023-122

File ID:	AB2023-122	Version:	1	Status:	Introduced for Public Hearing
File Created:	02/07/2023	Entered by:	LCumming@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Ordinance Requiring a Public Hearing		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance updating Whatcom County Code (WCC) 12.36, Load Limits and repealing WCC 10.30, Permanent Weight Limitations

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

This ordinance will amend Whatcom County Codes 12.36 and 10.30, related to load limits on county roads and bridges, to better reflect the actual process related to this administrative function

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
02/21/2023	Council	INTRODUCED FOR PUBLIC HEARING	Council

Attachments: Memo, Proposed Ordinance

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**

Elizabeth Kosa
Interim Director



Roland Middleton, LEG
Project Development Group
322 N. Commercial Street, Ste 410
Bellingham, WA 98225-4042
Phone: (360) 778-6212

MEMORANDUM

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

Through: Elizabeth Kosa, Interim Director *EK*
James P. Karcher, P.E., County Engineer *gpk*

From: Roland Middleton, L.E.G., Special Programs Manager *RM*

Date: February 2, 2023

Re: Amending Whatcom County Code 12.36; Load limits for bridges and roads

Requested Action:

The Department of Public Works requests that the proposed amendment to the Load Limits Code (WCC 12.36) and Permanent Weight Limitations Code (WCC 10.30) be introduced at the February 21, 2023 Council meeting. We then request that a Public Hearing be advertised and held March 7, 2023 at the evening County Council meeting with the amendment ordinance adopted at said meeting.

Background and Purpose:

Chapter 36.75.270 of the Revised Code of Washington authorizes the County Council to limit loads on county roads or bridges. Restrictions must be processed by amending Chapters 12.36 and 10.30 of the Whatcom County Code.

The Department of Public Works recommends the amendment of WCC 12.36 and WCC 10.30 for the following reasons:

- Conditions of bridges and roads within Whatcom County's inventory are dynamic and always changing. These changes sometimes result in the need to load restrict expeditiously.
- Currently the County Road Engineer restricts bridges and roads as conditions dictate in accordance with applicable state and federal laws and regulations.
- The number of bridges and roads in Whatcom County's inventory can fluctuate over time. Bridges and roads can leave the inventory due to annexations or new structures added when built.

The County Council may delegate the authority to perform administrative functions and may define and consider load limit restrictions and weight limitations as an administrative duty. For example, the County Council determined the closing of any road or bridge to be an administrative duty (ordinance # 2016-020).

To better serve the needs of the community Whatcom County Public Works is requesting the proposed ordinance amending WCC 12.36 and eliminating WCC 10.30.

Please contact Roland Middleton at extension 6212 if you have any questions related to this matter.

ORDINANCE NO. _____

**UPDATE OF WHATCOM COUNTY CODE 12.36 LOAD LIMITS
AND REPEAL OF 10.30 PERMANENT WEIGHT LIMITATIONS**

WHEREAS, Chapter 36.75.270 of the Revised Code of Washington authorizes the County Council to limit or prohibit classes or types of vehicles on any county road or bridge and may limit the weight of vehicles which may travel thereon; and

WHEREAS, Chapter 12.36 of Whatcom County Code establishes the Load Limits on specific bridges; and

WHEREAS, Chapter 10.30 of Whatcom County Code establishes Permanent Weight Limitations on specific roads; and

WHEREAS, conditions of bridges and roads are dynamic and always changing that sometimes result in the need to place load limitations and weight restrictions expeditiously; and

WHEREAS, the current code is antiquated and does not reflect the current limitations and restrictions; and

WHEREAS, Article XI, section 4 of the Washington State Constitution allows the County Council to delegate the authority to perform administrative functions; and

WHEREAS, the County Council determines load limitations and weight restrictions are an administrative function;

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that Whatcom County Code Chapter 10.30 is repealed and Whatcom County Code Chapter 12.36 is amended as attached exhibit A:

ADOPTED this ____ day of _____, 2023.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

APPROVED AS TO FORM:

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

Approved CQ/RM email 2-3-23
Christopher Quinn
Senior Prosecutor Attorney-Civil Division

Satpal Singh Sidhu
County Executive,

() Approved () Denied

Date Signed: _____

Chapter 10.30
~~PERMANENT WEIGHT LIMITATIONS~~

Sections:

~~10.30.010 — Telegraph Road restrictions.~~

~~10.30.015 — Drayton Harbor Road restriction.~~

~~10.30.017 — Giles Road Bridge restriction.~~

~~10.30.020 — Temporary restrictions.~~

~~10.30.025 — Birch Bay Drive.~~

~~10.30.010 Telegraph Road restrictions.~~

~~A portion of Telegraph Road shall restrict through truck movement of licensed vehicles having a gross vehicle weight (GVW) greater than 10,000 pounds until such time as the roadway is constructed to a standard capable of handling legal truck loads. The restriction shall apply on the following described section of Telegraph Road: That portion of 5th Street, known as Telegraph Road, within the plat of McMillan's Addition to Whatcom in the west half of the northwest quarter of Section 17, Township 38 North, Range 3 East, W.M. (Ord. 86-98 (part); Ord. 86-17).~~

~~10.30.015 Drayton Harbor Road restriction.~~

~~Weight restrictions shall be set at a maximum 15 tons gross vehicle weight for through traffic on the Drayton Harbor Road west of Harborview to the Blaine city limits, located in Sections 13 and 14, Township 40 North, Range 1 West, W.M., although emergency vehicles shall be exempt. (Ord. 89-120).~~

~~10.30.017 Giles Road Bridge restriction.~~

~~A 10-ton weight limit shall be placed on the Giles Road Bridge, No. 40, over Dakota Creek, and stop signs shall be installed stopping both northbound and southbound traffic on Giles Road at the Giles Road Bridge, No. 40, and such controls remain in effect until such time as bridge number 40 is replaced and found to be structurally sound. (Res. 92-005).~~

~~10.30.020 Temporary restrictions.~~

~~Nothing contained in this chapter shall read to limit or reduce the authority of the Whatcom County engineer or other appropriate authority authorized by law from placing temporary weight restrictions, or from closing any road in Whatcom County due to emergencies. (Ord. 86-98 (part)).~~

10.30.025 Birch Bay Drive.

~~Weight restrictions are set at a maximum five-ton gross vehicle weight for through traffic on Birch Bay Drive from Harborview Road to Shintaffer Road, located in Sections 24 and 25, Township 40 North, Range 1 West, W.M., although school buses, local service and delivery vehicles, and emergency vehicles shall be exempt. (Ord. 94-030).~~

Chapter 12.36
LOAD LIMITS¹

12.36.005 Restrictions on specific roads and bridges.

A. ~~All vehicles using the following bridges are restricted to the following weight limitations:~~

Bridge -		Tonnage
No.	Bridge Name	Posted
51A	Flynn Road — Fishtrap Creek	15 ¹
127A	Saxon Road — Nooksack River	36
140	Potter Road — Nooksack River	36 Max.
504	Gooseberry Ferry Slip ²	20
507	New Lummi Ferry Slip	20
508	Nooksack Road — Johnson Creek	15 ²

The County Engineer is authorized to place load limitations and weight restrictions on roads and bridges as conditions dictate and/or in accordance with applicable ratings, reports or State and Federal requirements.

B. The county engineer is authorized to post and maintain signs designating the weight limits designated in this section. (Ord. 94-053; Ord. 82-66; Ord. 80-67 § 1; Ord. 80-61 § 1; Ord. 80-53; Ord. 80-26 §§ 1, 2).

12.36.023 Bridge No. 41 — “H” Street over Bertrand Creek.

~~A 15-ton weight limit is placed on “H” Street Road Bridge No. 41 over Bertrand Creek, and weight limit warning signs are placed at Jackman Road and Axling Road to detour truck traffic weighing over 15 tons. Such controls shall remain in effect until such time as Bridge No. 41 is replaced and found to be structurally sound. (Ord. 93-062).~~

~~12.36.027 Bridge No. 51A – Flynn Road over Fishtrap Creek.~~

~~A 22-ton weight limit is placed on Flynn Road Bridge No. 51A over Fishtrap Creek, and weight limit warning signs are placed on Bay Lyn Road and River Road to detour truck traffic weighing over 22 tons. Such controls shall remain in effect until such time as Bridge No. 51A is replaced and found to be structurally sound. (Ord. 93-077).~~

~~12.36.030 Bridge No. 124 on Wickersham Street.~~

~~All vehicles using Bridge No. 124 located on Wickersham Street in the SW 1/4 of the NE 1/4 of Section 31, Township 37 North, Range 5 East, W.M., are limited to gross load weight of three tons. (Prior code § 7.04.190).~~

~~12.36.040 Bridge No. 127.~~

~~All vehicles using Bridge No. 127, called the Salon Bridge, in Section 21, Township 37 North, Range 5 East, W.M., are restricted to three tons gross weight load limit. (Prior code § 7.04.040).~~

~~12.36.103 Bridge No. 508 – Nooksack Road over Johnson Creek.~~

~~A 15-ton weight limit is placed on the Nooksack Road Bridge No. 508 over Johnson Creek, and such controls shall remain in effect until such time as Bridge No. 508 is replaced and found to be structurally sound. (Ord. 93-063).~~

~~12.36.107 Bridge No. 511 – Coal Creek Road over Deep Creek.~~

~~A 40-ton weight limit is placed on Coal Creek Road Bridge No. 511 over Deep Creek, and weight limit warning signs are placed on Coal Creek Road at Mt. Baker Highway and at the bridge located 5.85 miles south of Mt. Baker Highway to detour truck traffic weighing over 40 tons. Such controls shall remain in effect until such time as Bridge No. 511 is replaced and found to be structurally sound. (Ord. 93-086).~~

~~12.36.120 LaBounty Road.~~

~~A. Vehicles operating on the LaBounty Road, Section 33, Township 39 North, Range 2 East, W.M., are limited to 20 tons gross vehicle weight.~~

~~B. Vehicles operating on the LaBounty Road, Section 33, Township 39 North, Range 2 East, W.M., which are making deliveries to or collections from residences or businesses located on this described portion of roadway, are exempt from the conditions of subsection A of this section. (Ord. 83-46 §§ 1, 2).~~

~~±C. The county engineer is directed to post and maintain appropriate signs and the Whatcom County sheriff and the Washington State Patrol shall be notified. by copies of the ordinances codified in this chapter~~



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-127

File ID:	AB2023-127	Version:	1	Status:	Substitute Introduced for Public Hearing
File Created:	02/09/2023	Entered by:	JGay@co.whatcom.wa.us		
Department:	Health Department	File Type:	Resolution Requiring a Public Hearing		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Resolution adopting the Healthy Children's Fund Implementation Plan

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

As required by Proposition 5, Whatcom County Health and Community Services, serving as Fund Administrator, has prepared a Healthy Children's Fund implementation plan consistent with the ordinance that placed the measure on the ballot. The property tax measure is estimated to raise approximately \$9.98M each year for ten years, for investments in early learning and care and vulnerable families.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
02/21/2023	Council	SUBSTITUTE INTRODUCED FOR PUBLIC HEARING	Council

Attachments: Staff Memo, Proposed Resolution, Substitute Resolution (v1), Substitute Resolution (v2)



Memorandum

TO: SATPAL SIDHU, COUNTY EXECUTIVE

FROM: Erika Lautenbach, Health and Community Services Director

DATE: FEBRUARY 10, 2023

RE: HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

I'm pleased to transmit the Healthy Children's Fund Implementation Plan package and accompanying documents, which includes:

- Resolution accepting the Implementation Plan
- Implementation Plan.

On February 21, 2023, Whatcom County Health and Community Services will also be bringing forward a supplemental budget request to utilize the Healthy Children's Fund to support the 2023 spending plan and for position authority to hire staff dedicated to Healthy Children's Fund activities.

Last fall, voters in Whatcom County approved Proposition 5 and Whatcom County Health and Community Services, serving as Fund Administrator, was tasked with developing an implementation plan consistent with the ordinance directives that placed the measure on the ballot. The property tax measure is estimated to raise approximately \$9.98M each year for 10 years, for investments in early learning and care and vulnerable families.

Ordinance 2022-045 states,

"The Department of Health [Whatcom County Health & Community Services] shall serve as the fund administrator to develop an implementation plan and oversee the implementation of the Healthy Children's Fund... The Fund Administrator shall develop an implementation plan that identifies the specific strategies and projects to be funded and the outcomes to be achieved with the use of levy proceeds... and shall be approved by the County Council and transmitted to the County Executive by March 31, 2023... The Implementation Plan, including the spending plan, shall be open to and shared with the public."

Developing the Implementation Plan in a little more than two months, as required by ordinance, would not have been possible without the staff and partners on the planning team or without the thoughtful consideration and 453 comments by boards, commissions, and task force members consulted. These comments helped expand the perspectives and breadth of knowledge, improving the plan in significant and impactful ways.





The plan included in this package is an initial two-year plan that balances specificity and flexibility, and recognizes the need to first develop infrastructure, evaluation and performance measures, and transparent and accessible contracting processes to ensure the effectiveness of the fund. Some of the high-value strategies identified, such as childcare subsidies, will require developing new programs, processes, and contracting models never offered by the County previously. The administrative portion of the fund includes investments to build this infrastructure and provide technical assistance, support with contracts, evaluation expertise, and subject matter expertise. WCHCS administrative funds also include significant investments in program evaluation, performance management and system integration software, and county process auditing/evaluation. We recognize that as we learn and develop strategies through the implementation process, we may adapt to changing conditions or new opportunities that this plan does not address or foresee. We are committed to transparency and community involvement throughout this and future implementation plans.

The program portion of the plan contains 10 priority area investments within two broad goals to improve the well-being of children, families, and communities. The bulleted goals and numbered strategies are:

- Affordable, high-quality, professional, and accessible early learning and care experiences (64% of program funds, or \$12,800,000 over the two-year plan)¹
 1. Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.
 2. Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.
 3. Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.
 4. Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.
 5. Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the "hub and spoke model").
 6. Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.
- Support for vulnerable children and families, particularly around mental and behavioral health and reducing child and family homelessness. (27% of program funds, or \$5,356,400 over the two-year period)²
 7. Recruit Mental & Behavioral Health workforce to Whatcom County.
 8. Develop and/or expand resources and programs for families who disproportionately experience housing instability.
 9. Expand and enhance early parenting supports.

¹ Must be between 55% and 68%, per Ordinance 2022-045.

² Must be between 20% and 36%, per Ordinance 2022-045.





10. Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Following the Council's consideration of the Implementation Plan and transmittal to the Executive by March 31, 2023, WCHCS will move forward with implementation activities as follows. Please note that actual spending will lag behind spending commitments due to the timing of revenue collections as well as checks and balances in the spending process.

Infrastructure Built: April-Sept 2023

- Implementation team formed
- Staff hired
- Processes/policies developed
- Strategy prioritization timeline published

Development of Initial Strategies: July-October 2023

- Funding mechanisms and logistics designed, RFPs drafted

Initial Strategy Funding Opportunities Advertised: October-January 2023

- Technical Assistance available
- Outreach and communication to providers

Initial Projects Selected: February-March 2024

Annual Report & Implementation Update: March 2024

- Evaluation, Communication, and Community Engagement Plans published

Contracts Executed: April-June 2024

Years 3 and 4 Implementation Plan: March 31, 2025

Annual Report and Bi-annual Evaluation: 2025

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. To that end, we have built in robust and sustained external evaluations and audits, extensive community engagement and input, and opportunities to adjust, pivot, or discontinue programs that do not meet our high standards for effectiveness. It is our sincere goal and plan design that children and families will benefit from the impactful and sustained





investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Whatcom County Health and Human Services honors, through this plan, the 26 years of dedication our late Judy Ziels contributed through her service supervising the WIC and Nurse Family Partnership programs, and contributing to many, many collaborative and community efforts to improve the lives of children and families in Whatcom County.

Whatcom County Health and Community Services staff look forward to working with you and the Council in further refining the Implementation Plan and in partnering to execute the plan deliverables. Please call Erika Lautenbach at 360-778-6000 if there are any questions. Thank you.



PROPOSED BY: Health and Community Services _____

INTRODUCED: _____

RESOLUTION NO. _____

ADOPTING THE HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

WHEREAS, The health and well-being of young children have been a priority in Whatcom County and central to the last two cycles of Whatcom County's Community Health Improvement Plan and community process (Healthy Whatcom, 2022); and

WHEREAS, In 2016, the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board; and

WHEREAS, In January 2020, the Whatcom County Council passed the Child and Family Action Plan and established the Child and Family Well-being Task Force to support the implementation of that plan; and

WHEREAS, In June 2022, the Whatcom County Council passed Ordinance 2022-045, which placed Proposition 5 on the November 2022 ballot to fund early learning & care programs, and increase support for vulnerable children; and

WHEREAS, In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County and established a dedicated property tax for 10 years as outlined in Ordinance 2022-045; and

WHEREAS, The Healthy Children's Fund Ordinance 2022-045, Section 4, requires the fund administrator (Whatcom County Health and Community Services) develop and transmit for council review and adoption by ordinance an implementation plan for the Healthy Children's Fund; and

WHEREAS, The Healthy Children's Fund Implementation Plan, once effective, will govern the expenditure of the levy's proceeds and shall be submitted to the Council every 2 years as a part

of the budget (Exhibit A to this resolution); and

WHEREAS, Whatcom County Health and Community Services developed the Healthy Children's Fund Implementation Plan in consultation with the Child and Family Well-being Task Force, an existing community board established by the Whatcom County Council; and numerous community stakeholders across the community; and

WHEREAS, The Healthy Children's Fund Implementation Plan identifies the goals and strategies to be funded, eligible expenditures, fund allocation guidelines, fund distribution guidance and opportunities for leveraging resources with the use of the levy proceeds; and

WHEREAS, The Healthy Children's Fund Implementation Plan also includes a framework to measure the performance of the levy strategies in achieving their outcomes, including annual reporting on levy expenditures, fund administration, services and outcomes and external program evaluation and process audits, in accordance with Section 5 of Ordinance 2022-045; and

WHEREAS, Healthy Children's Fund outcomes include but are not limited to programs that increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; support for our most vulnerable children; mental and behavioral health services; support for children experiencing homelessness; and support for vulnerable children's parents and caregivers; and

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that a Healthy Children's Fund Implementation Plan be accepted and approved, attached hereto as Exhibit A, and be administered by Whatcom County Health and Community Services under the authority of the County Executive.

APPROVED this ____ day of _____, 20__.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

(Name of current chair), Council Chair

APPROVED AS TO FORM:

(Name), Civil Deputy Prosecutor



**Whatcom Healthy
Children's Fund**

Implementation Plan Years 1 & 2

March 2023

Whatcom County Health & Community Services

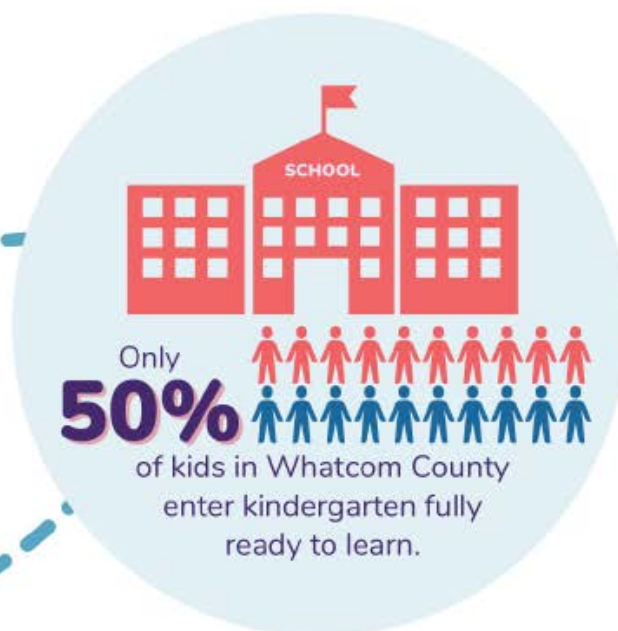
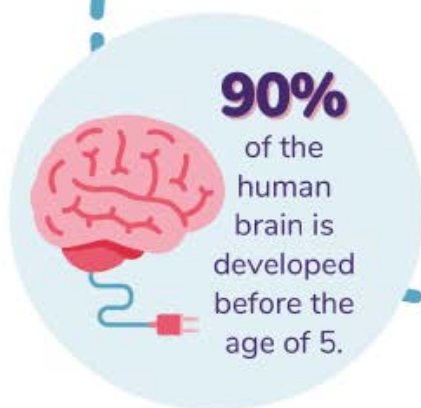
Healthy Children's Fund Implementation Plan

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Whatcom Healthy Children's Fund





They are more likely to graduate high school and attend college, technical school, or training programs that lead to good jobs as adults.

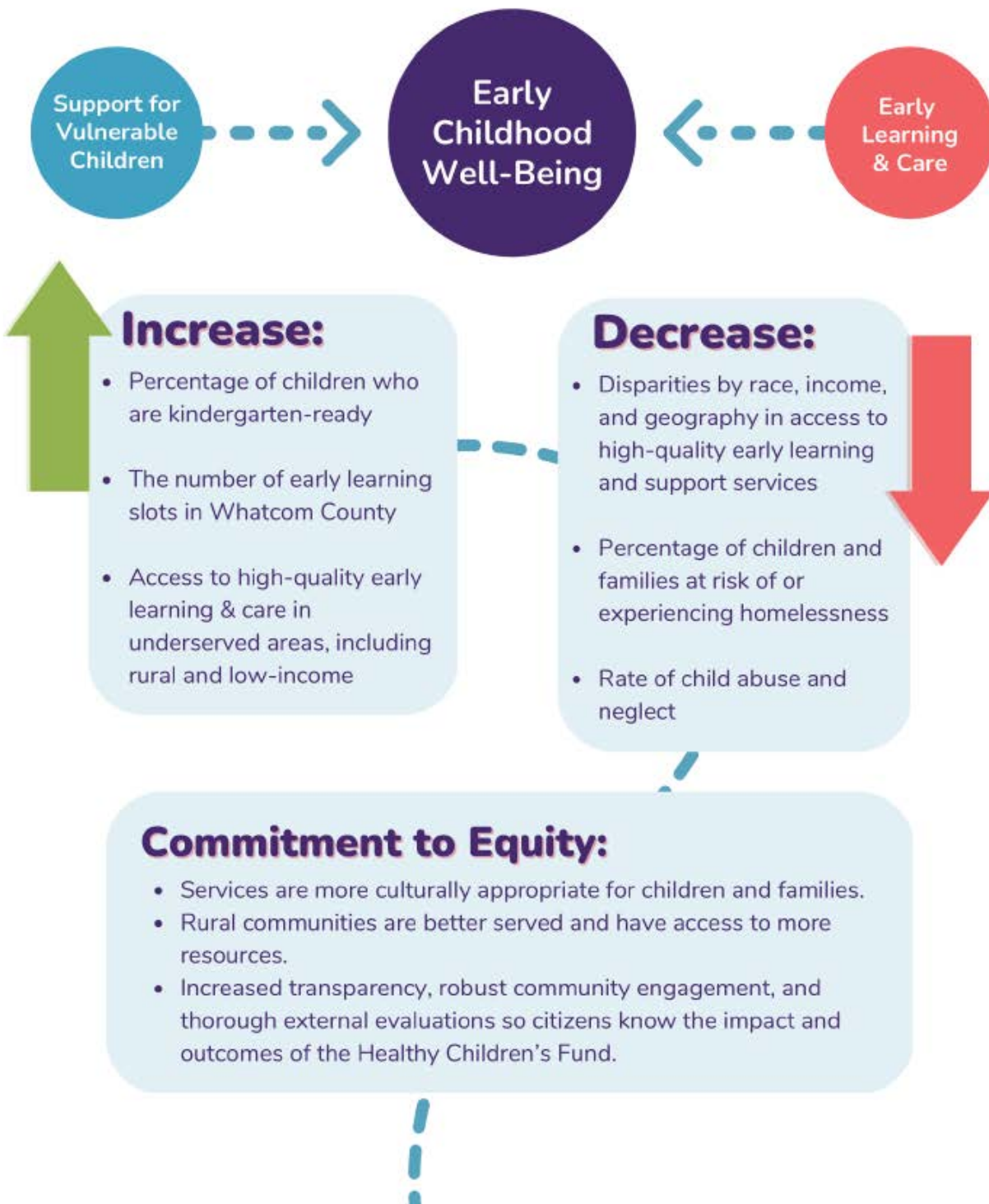
For every dollar invested in early childhood programs, **between \$7 and \$13** are saved through benefits like lower incarceration rates and lower healthcare costs.

An illustration of a teacher with glasses and a red shirt sitting at a desk with a laptop, and a young student with dark hair and a green shirt sitting next to them, writing in a notebook.

Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; **less than \$30,000 a year on average.**

Investment in early childhood well-being can have profound effects on children, families, and communities.

The Healthy Children's Fund is an effort to transform our community by providing critical, new resources for children and families.





Whatcom Healthy Children's Fund

Total amount of fund:
**Nearly \$100 million
over 10 years**

- ✓ Build or expand early learning & care centers across Whatcom County
- ✓ Recruit and retain early learning & care educators
- ✓ Support new providers so they can provide high-quality early learning & care and stay in business
- ✓ Launch or expand early parenting programs such as peer support groups and home visits by nurses
- ✓ Launch or expand programs that divert families from homelessness
- ✓ Recruit more children's mental and behavioral health care workers
- ✓ Identify or build regional hubs to coordinate and access services



More children are safe, healthy, and ready to learn;
families are strong, stable, and supported from the start;
and communities are welcoming and supportive places
for children and families to live, learn, work, and play.

Visit WhatcomCounty.us/4069/Healthy-Childrens-Fund for more information, resources and citations.

Introduction

Focusing on early childhood well-being forces us to look at the entire ecosystem in which a child lives—because no child exists in isolation. For children to be safe, healthy, and ready to learn, families must be strong, stable, and supported from the start, and communities must be welcoming and supportive places for children and families to live, learn, work, and play.

Early childhood is an opportunity to lay the foundation for lifelong health, and is an essential strategy for achieving racial equity. We know that if children have what they need to thrive in the early years, they are likely to continue to thrive throughout their lifetimes. If we can address **housing security** for our families with young children, we can prevent the toxic stress that accompanies homelessness. If we ensure our families with young children have access to quality, affordable **early learning & care**, we can contribute to positive learning experiences and family economic health. If we support the **mental health** needs of caregivers and young children, we can reduce the likelihood of mental health crises for youth or adults.

To achieve early childhood well-being, children and families need to have their basic needs met and beyond. They need to have support, love, and nurturing. Quality early learning & care and safe, stable housing are both essential elements for early childhood well-being. Positive mental health for children becomes positive mental health for youth and adults.

Research shows that for every dollar invested in early childhood programs, between \$7 and \$13 are saved in benefits to the community, including higher graduation rates, lower incarceration rates, and lower healthcare costs. Whatcom County currently spends only 2% of its budget on programs related to families but spends much more responding to situations involving severe mental illness, homelessness, and incarceration. This has impacts now as well as in the future: Over 85% of Whatcom County businesses reported staffing challenges because employees lack access to early learning & care.

Increased wages would help attract, train, and keep high-quality educators and providers for children in Whatcom County (Wolfes & Zilinsky, 2015). Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; less than \$30,000 a year on average.

Two of the data points commonly used by communities to measure children's well-being are kindergarten readiness and rates of child abuse & neglect. While data is imperfect and two data points cannot tell the full story of a child's experience, these two data points can help us understand what experiences a child may have in their earliest years. The following figures demonstrate Whatcom County's performance over the past several years. More about these data points can be found in the [Metrics and Evaluation](#) section of this document. In Figure 1, Kindergarten-readiness in Whatcom County was at 50.5% in 2021, and has been well below the Washington State target of 90% at least since 2015.

Figure 1. Kindergarten Readiness for Whatcom County, 2015-2021*: Average across all school districts (Washington Office, 2022)



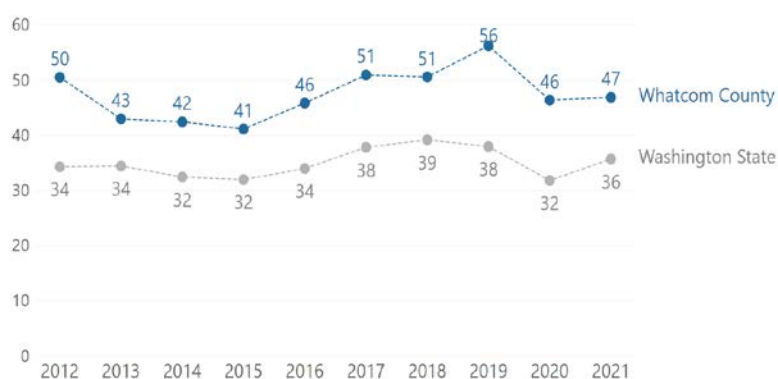
Disparities exist among some students. In 2021, only 33.7% of low-income students were kindergarten ready compared to 55.7% of their non-low-income peers.

Figure 2. Kindergarten Readiness for Whatcom County, by income, 2015-2021*: Average across all school districts (Washington Office, 2022)



Rates of child abuse and neglect continue to be higher for Whatcom County children compared to Washington State, as shown in Figure 3.

Figure 3. Victims of Child Abuse and Neglect in Accepted Referrals, 2010-2021: Number of victims per 1,000 children, age birth to 17 years (Facilities, 2022)



In 2020, Whatcom’s Child & Family Action Plan laid out a lofty goal for work addressing these issues:

“...all children are safe, healthy, and ready to learn; families are strong, stable, and supported from the start; and communities are welcoming and supportive places for children and families to live, learn, work, and play.” (Generations Forward et. al., 2020)

The Healthy Children’s Fund (HCF) is intended to help Whatcom County move closer to this vision by funding strategies that improve early learning and care and support vulnerable children and their families. These investments focus on preventing the conditions that lead to disparities and inequities for children and their support systems. They will lead to positive long-term outcomes for children, their families, and the community.

This plan describes the proposed implementation of the Healthy Children’s Fund, an investment estimated at nearly \$100 million from 2023-2032, specifically focusing on years 1 & 2.

To be as transparent as possible and set clear expectations, while distributing funding to the community is an extremely high priority, it will take time to launch. These initial years will be focused on launching the fund and building the necessary infrastructure, such as hiring staff and developing systems, to successfully implement and administer the fund. We will be releasing funding opportunities on a sequenced, phased approach and expect the first request for proposals for initially prioritized strategies in Fall 2023 and the initial distribution of funds in early 2024. (Please see the [Next Steps and Conclusion](#) for more information about how this impacts implementation and evaluation.)

Background

While the Healthy Children's Fund was approved in 2022, the work began long before, when a group of committed community members came together to envision a beloved community where every child and family thrives. The health and well-being of young children have been a priority in Whatcom County since 2012, and central in the last two cycles of Whatcom County's Community Health Improvement Process (Healthy Whatcom, 2022). A broad level of interest has been shared among community organizations, elected officials, health care, social service agencies, philanthropies, and businesses that recognize the critical importance of investing in early childhood.

As part of this momentum, in 2016 the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board. In January 2020, the Whatcom County Council passed the Child & Family Action Plan and established the Child & Family Well-being Task Force to support the implementation of that plan. In 2021, responding to increased needs due to the COVID-19 pandemic, community partners undertook several research and assessment processes to better understand the needs and gaps for children and families in Whatcom County. (See [Appendix I: Community Plans](#).)

In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County. Proposition 5 establishes Ordinance 2022-045, a dedicated fund to support young children and their families. The Healthy Children's Fund builds off the work of many groups and plans related to the priorities of Early Learning & Care and Supporting Vulnerable Children. Investments are targeted toward meeting documented needs and addressing disparities across race, income, and geography in access to early learning & care and social services.

Recent Milestones

- **January 2018-April 2019** - Whatcom County completed its [Community Health Assessment](#) (Healthy Whatcom, 2019) and identifies housing for children and families, child and youth mental health, and early learning & care as key priorities.
- **2019** - Representatives from Whatcom participate in the Children's Funding Institute and learning cohort about creating public funding streams in support of children.
- **February 4, 2020** - Whatcom County Council approved [Whatcom Working Toward Well-Being](#), also known as the Child and Family Action Plan (Generations Forward et. al., 2020). This plan confirmed a commitment to children and families, including adopting a "children and families first" approach for policy and funding decisions.
- **December 8, 2020** - Formation by ordinance of the [Child & Family Well-being Task Force](#) (Whatcom County Health & Community Services, 2022), which began meeting in March 2021.
- **2021** - Chuckanut Health Foundation convened the "Children's Initiative" to align the work of various initiatives into legislation that would provide the funding and infrastructure required to change conditions for children and families in Whatcom County.
- **September 27, 2021** - Completion of [Whatcom County Child and Family Well-being Fiscal Map](#) (Chuckanut Health Foundation, 2021) focused on housing stability, economic stability, family and household strengthening, and systems coordination.
- **March 2022** - Completion of Whatcom County's [Community Health Improvement Plan](#) (Healthy Whatcom, 2022), identifying strategies to address early childhood well-being, child and youth mental health, housing for children and families, and early learning & care.
- **2022** - The Children's Initiative drafted the [Healthy Children's Fund Ordinance](#) with feedback from various community groups, policymakers, county leaders, and parents, and integrated feedback into the ordinance.
- **June 7, 2022** - Whatcom County Council adopted an ordinance to submit Proposition 5 to voters, authorizing the county to lift the property tax limit for dedicated funding for early learning & care programs and increased support for vulnerable children (Whatcom County, 2022).
- **November 29, 2022** - The Whatcom County Auditor certified the election in which voters approved the Healthy Children's Fund (Whatcom County Auditor, 2022).

Vision

Investment in early childhood well-being can have profound effects on children, families, and communities (Heckman, 2020). The Healthy Children's Fund is an effort to transform our community by investing in children and families. After ten years and an investment of nearly \$100 million, we envision a broad range of impacts, including but not limited to:

- An increase in the percentage of kids entering kindergarten ready to learn.
- A reduction in the number of children experiencing abuse and neglect.

Early Learning & Care

- Reduce or eliminate waiting lists for early learning & care and support services.
- Early learning & care is affordable and families have high-quality options to choose from.
- An easy-to-use, comprehensive early learning & care network with regional hubs that are known for excellence and a thriving, professionalized early learning workforce.

Support for Vulnerable Children

- Families can access services and care at the time it is needed.
- Resources are available to support parents in pregnancy, newborns, and new parents/caregivers.
- Support for children and families at risk of or experiencing homelessness and more safe housing options.

Equity

- Decreased disparities by race, income, and geography in access to high-quality early learning & care and support services.
- Rural communities are better served and have access to more resources.
- Services are culturally appropriate for children and families.

Systemic

- County processes are efficient and easy to navigate for staff and partners.
- An organized, easy-to-use system for accessing resources where community partners work together, in tandem, for families.
- The fund serves as a model for government and partner accountability and transparency.

These are some, but not all, of the expected benefits of this \$100 million investment. The investments in 2023-2032 are expected to lead to long-term positive outcomes for children, families, and Whatcom County communities. Investment is prescribed by the Healthy Children's Fund ordinance to fall under several priorities and focus areas (Whatcom County, 2022):

Priority: Early Learning & Care

Focus areas:

- **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered.
- **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
- **High-Quality:** Increase the quality of early learning & care experiences.
- **Professional:** Attract and retain quality early childhood educators.

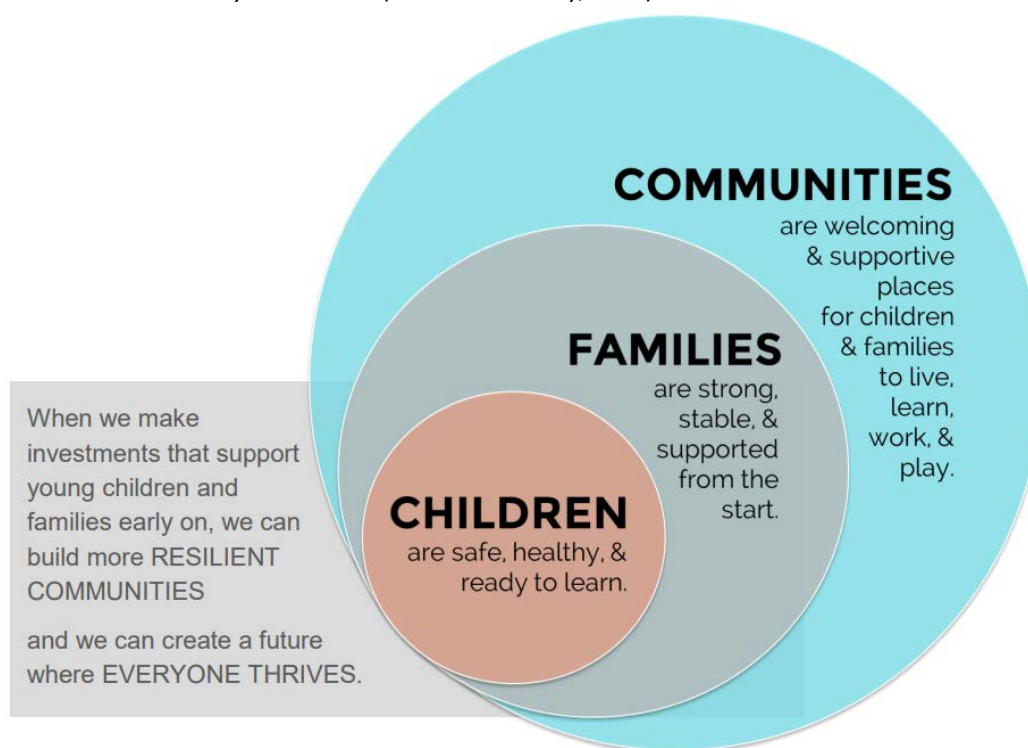
Priority: Supporting Vulnerable Children

Focus areas:

- **Expand Mental & Behavioral Health:** Expand mental & behavioral health services for vulnerable children and their families.
- **Prevent & Reduce the Trauma of Homelessness:** Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.
- **Support Vulnerable Children's Parents:** Expand support and services for families who have or are expecting children.

These focus areas are the mechanism through which the Healthy Children's Fund will reach its outcomes, discussed in more detail in the [Metrics and Evaluation](#) section of this plan.

Figure 4. From *Child and Family Action Plan* (Whatcom County, 2020)



As in Figure 4, outcomes from these investments will affect not only children and families but the communities in which they live. Some specific anticipated outcomes include:

- Improved outcomes for kids in school and adulthood.
- Decreased spending on challenges those adults would have faced without intervention.
- Improved experience of community with decreases in crime, homelessness, etc.
- Decreased staffing challenges for businesses due to lack of access to childcare.
- Increased jobs and workforce participation by making early learning and mental & behavioral health careers more viable and attractive.

The long-term impact of these concerted, targeted investments will be profound and felt by the entire community.

Accountability and Guiding Principles

As stewards of public funding, the Whatcom County Government recognizes the importance of accountability and transparency and will build this into every aspect of our processes. Whatcom County Health & Community Services (WCHCS) will apply rigor and principles to the administration, implementation, and evaluation of the Healthy Children's Fund, to be a model for other similar funds. Additionally, we are committed to providing pathways and mechanisms for innovations based on community knowledge and evidence. We are obligated to change processes that currently do not contribute to achieving desired outcomes.

Whatcom County Government will provide **accountability** by focusing on the following guiding principles:

Transparency

- Communicating regularly on the Healthy Children's Fund webpage about how the funds are being used and the impact they are having.
- Working within county departments to surpass the limitations of the fund and government spending, and create a realistic scope of funding for community-wide programs and expectations for short-and long-term impacts and outcomes.
- Cooperating with an external independent evaluator for performance audits and oversight to identify and address recommendations for improvement.

Impact

- Using data-based decision-making to identify investments that will make the greatest impact on Whatcom County residents, both in the short- and long-term.
- Ensuring that funds are equitably distributed throughout the county, and have an impact on those disproportionately affected by the systemic issues these investments are meant to address.
- Reporting on programmatic and population-level data.

Learning

- Soliciting proposals for programs that employ community-based innovations.
- Evaluating programs, processes, and impacts regularly, at minimum on a two-year cycle.
- Taking action on the results of those evaluations promptly to ensure initiatives are producing the desired results, ending or modifying investments when needed, and adjusting fund administration accordingly.

Equity

Health equity is a guiding value of WCHCS, which adopted this definition in 2019 to guide its work:

According to Human Impact Partners, health equity means that everyone has a fair and just opportunity to be as healthy as possible. To achieve this, we must remove obstacles to health — such as poverty, discrimination, and deep power imbalances — and their consequences, including lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care.

In 2020, Whatcom County government passed the [Racism as a Public Health Crisis](#) resolution that outlines tangible steps to make progress toward racial equity, including becoming a member of the Government Alliance on Race and Equity and establishing the Whatcom Racial Equity Commission.

Whatcom County Government will apply equity values, practices, and commitments to all aspects of the Healthy Children's Fund, including data collection, identification of service priorities, contracting, program and service implementation, engagement, communication, and evaluation. Additionally, they will build on the Whatcom County Health & Community Services' new 2023-2027 Strategic Plan which requires it to formalize its practice of shared decision-making to ensure diverse community perspectives and those most impacted by decisions are partners in developing plans and practices.

Roles

Many roles are necessary to successfully implement the Healthy Children's Fund. Below, key roles and their responsibilities are outlined.

Whatcom County Council serves as the oversight body of the Healthy Children's Fund administration. The council will approve implementation plans, approve all contracts over \$40,000, receive evaluations and performance audits, and work with the Executive's Office on implementing recommendations.

Whatcom County Government ensures that the fund is used exclusively for legal, eligible services described in the ordinance, that anyone receiving funds complies with county purchasing procedures, and funds are administered effectively and efficiently. In particular, the Executive's Office will administer the process evaluation of the Healthy Children's Fund, as it will audit all of the county processes that support fund administration.

Whatcom County Health and Community Services (a department within Whatcom County Government) serves as the fund administrator of the Healthy Children's Fund. This department is responsible for developing the infrastructure and processes needed to ensure successful fund implementation. This role includes convening subject matter experts; proposing fund allocation strategies, processes, and logistical operations; ensuring community partners have the resources necessary to access and utilize funding successfully; partnering with community organizations and leaders in key areas; program and project evaluation; ensuring reliable and timely communication; and building relationships with underserved communities.

The Implementation Planning Team is composed of representatives from the government and community who drafted the Implementation Plan for years 1 & 2, based on the guidelines of the ordinance. This group met monthly from September through the plan's submission to Whatcom County Council in early February. The planning team formed an Ad Hoc Strategy Group in early December 2022 to examine the potential strategies for funding and make recommendations for initial investment. This team will sunset upon approval of the implementation plan for years 1 & 2. (For more information, see the [Implementation Planning Process](#) section and [Appendix III](#).)

The Implementation Team will form upon the approval of the implementation plan for years 1 & 2, to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of representatives from advisory bodies, such as the Child & Family Well-Being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and who are impacted by the decisions and processes of the Healthy Children's Fund. This group will also focus on building relationships with new community partners, especially those within underserved areas and populations in Whatcom County.

Independent Auditors and Evaluators will, in collaboration with the Whatcom County Executive's Office and the Child & Family Well-being Task Force, be contracted to provide an independent, third-party evaluation of the fund administration, key funded programs, and the effectiveness of the fund overall.

The **Child & Family Well-Being Task Force** is a community advisory board established by the Whatcom County Council with responsibilities specified in the Healthy Children's Fund ordinance. These responsibilities include collaborating to the maximum extent possible with the fund administrator to draft implementation plans; providing recommendations on fund allocation throughout the life of the levy; working collaboratively with the fund administrator and other key stakeholders to design and implement reporting processes to ensure successful, high-quality, and efficient evaluations; and writing and delivering an annual report to the public and Whatcom County Council. This report shall include progress toward agreed-upon goals, outcomes, and metrics. Learn more about the Task Force on the [Whatcom County website](#).

Subject Matter Experts and Advisory Groups are organizations, coalitions, and individuals with expertise and/or lived experience. These partners will be engaged as needed in various aspects of HCF implementation and evaluation, including as members of the Implementation Team. Examples include Healthy Whatcom, Perinatal Mental Health Task Force, the Whatcom Child Care Coalition, the Whatcom Racial Equity Commission, and more.

Implementation Planning Process

Ordinance 2022-045 states that Whatcom County Health & Community Services will be the fund administrator of the Healthy Children's Fund (Whatcom County, 2022) and requires the fund administrator to develop an Implementation Plan for years 1 & 2 to be reviewed by stakeholders, approved by County Council, and submitted to the County Executive by March 31, 2023.

The implementation plan should include:

- “a) Details of fund allocations across eligible expenditures and strategies, including as a percentage of the fund revenue;
- b) Working criteria for fund allocation to guide the contracting process for non-administrative expenses;
- c) An overview of the contracting process that includes opportunities for community members to provide input in to fund allocation decisions; and
- d) Opportunities for leveraging the fund and bringing in external resources to the county.” (Whatcom County, 2022)

Because of the short timeframe between the November 2022 election and the submission of the Implementation Plan in early February for approval by March 31, 2023, WCHCS began planning in August 2022 for its role as fund administrator. In the event Proposition 5 was approved, those additional months of planning would be necessary to successfully create an implementation plan by the deadline.

In August, WCHCS formed an Implementation Planning Team. The team was comprised of representatives from Whatcom County Health & Community Services, Executive's Office, Child and Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance drafting team, Whatcom Child Care Coalition, and various subject matter experts. The team's work was guided by the requirements outlined in the ordinance.

The Implementation Planning Team spent September, October, and November establishing a project management structure and approach, identifying components of the implementation plan, and developing a partner engagement strategy. The Implementation Planning Team met weekly to research other communities with dedicated funding for early childhood support and determine the best approach for Whatcom County.

In early December, workgroups of subject matter experts were convened to delve deeply into the individual plan components, building off our understanding of the current data, the science and research base, and community input on specific bodies of work to be funded through the Healthy Children's Fund. Their work informed the decisions and content of the draft implementation plan.

In January, the draft implementation plan was shared with advisory groups for input and feedback. The following groups were engaged:

- Child & Family Well-being Task Force
- Healthy Whatcom
- Whatcom Child Care Coalition
- Whatcom Public Health Advisory Board
- Proposition 5 ordinance writing group

- Business & Commerce Committee
- Whatcom Small City Mayors
- Local Chambers of Commerce

Their feedback was sought to ensure that the implementation plan reflects the priorities of Whatcom County residents and supports the achievement of the Healthy Children's Fund vision. (See [Appendix II. Advisory Group Feedback Themes.](#))

For a roster of implementation planning team members, see [Appendix III.](#)

Spending Plan

Increasing early childhood well-being is a complex endeavor. To be successful, it requires multiple strategic investments to work in concert with each other while simultaneously implementing a public policy approach in line with economic market drivers.

The Healthy Children's Fund Implementation Plan is a culmination of numerous community plan development processes. Stakeholders from across the community—including early learning & care stakeholders, housing system and mental & behavioral health providers, and other relevant advisory bodies—were engaged in the development of the Child & Family Well-being Action Plan, the Healthy Whatcom: Community Health Improvement Plan, and other community plans focused on early childhood well-being. All of these plans informed and laid the foundation for the Healthy Children's Fund Implementation Plan. (See also [Appendix I: Community Plans](#).) In addition, the ordinance requires the Implementation Plan to be created with the advice of the relevant advisory groups, including the Child and Family Well-Being Taskforce, an advisory body with representation from local parents, businesses, foundations, early learning & care operators, and systems developers. (See the [Roles](#) section in this document.)

In implementing the Healthy Children's Fund, Whatcom County Government strives to meet the community's vision and goals, while abiding by all federal, state, and local laws and regulations. Many of the regulations that most impact the Healthy Children's Fund administration were designed to provide accountability for taxpayer dollars and prevent the gifting of public funds for private gain. To effectively serve the public's interest, Whatcom County must operate within the bounds of these laws and regulations while simultaneously maximizing the impact of the Healthy Children's Fund. At times, these two goals are in tension with one another. Whatcom County will take advantage of flexibility where possible when it furthers the goals of this plan. Still, it must adhere to legal and audit requirements as an ultimate principle of fund administration. WCHCS drafted this spending plan with this awareness while striving to meet the goals of the Whatcom County Council and voters.

The Healthy Children's Fund established a 10-year fund that is renewable after 10 years. The ordinance directs Whatcom County Health & Community Services to develop an implementation plan focusing on years 1 & 2 and the steps WCHCS will take to update the plan for subsequent years. Specific guidance on the Spending Plan from Ordinance 2022-045 (Whatcom County, 2022) includes:

- The Healthy Children's Fund must be used to increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; and support for our most vulnerable children, including expanding mental and behavioral health services, preventing and reducing the trauma of children experiencing homelessness, and supporting vulnerable children's parents/caregivers¹.
- The initial 2-year Implementation Plan shall allocate no less than 55% and no more than 68% of levy revenue and proceeds to improving early learning and care and shall allocate no less than 20% and no more than 36% of levy revenue and proceeds to supporting vulnerable children.
- Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (e.g. Behavioral Health Fund, American Rescue Plan Act (ARPA)).

¹ The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)

The Process to Identify Strategies for Years 1 & 2

The Implementation Planning Team identified 55 solutions from existing community processes and plans that address the factors impacting early childhood well-being in Whatcom County. (See [Appendix I: Community Plans](#).) The 55 solutions were then organized into 9 theme areas with 23 strategies that impact the priority areas of Early Learning & Care and Supporting Vulnerable Children. (See [Appendix IV: Prioritized Strategy Matrix](#).)

To build the most comprehensive picture of the current landscape in Whatcom County, and build on the work already done through various community planning processes, subject matter experts and representatives from the Child & Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance writing group, Whatcom Child Care Coalition, Whatcom County Health & Community Services, Executive's Office, and other community organizations were invited to a workgroup, the Ad Hoc Strategy Group (see [Appendix III](#).) The Ad Hoc Strategy Group convened in early December 2022 to examine the 23 potential strategies for funding. The underlying foundation of their work were the following specifications and assumptions:

Specifications

- Strategies must further the goals of prevention, early intervention, and disruption of the conditions that lead to inequities and disparities for families.
- All strategies should further the goals of being trauma-informed, anti-racist, and culturally responsive.
- Supporting vulnerable children can be done in the context of early learning & care settings and all efforts should be made to leverage these opportunities.
- Increasing access to early learning & care for all children in Whatcom County to reduce racial and economic disparities and to ensure all students receive the benefit of mixed-income classrooms.
- Meeting the needs of children and families requires early learning & care programs to address their physical, mental, and behavioral health needs.

Assumptions

- Different strategies are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund.
- Strategies included in the portfolio include approximate, estimated cost ranges. These are for planning purposes only and to give a sense of scale. These may and likely will change as implementation proceeds and more information becomes available.
- The “details” for each strategy reflect the best, current understanding and are not necessarily exhaustive of all items that could be funded in that strategy. As projects develop, details may evolve to best serve that strategy.
- Later years’ portfolios will be based on the evaluation and adaptation of strategies based on learning from years 1 & 2.

The workgroup also drafted potential criteria to use when evaluating potential strategies. Feedback on the proposed criteria was collected via survey from the Child and Family Well-Being Task Force, Healthy Whatcom, and the Healthy Children's Fund Campaign Team. From that feedback, the final criteria were determined:

Criteria

- **Values:** Does this strategy address the needs of rural communities, BIPOC (Black, Indigenous, and people of color) communities, or both?
- **Expectations of Success:** Has this strategy been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this strategy ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this strategy quickly and/or significantly impact our goal of improved outcomes for children and families?

The Ad Hoc Strategy Group developed cost estimate ranges, identified considerations for each strategy, and used the criteria above to independently evaluate strategies. Based on these analyses, the group developed the Prioritized Strategy Matrix. (See [Appendix IV](#).)

The Implementation Planning Team then mapped this prioritized matrix to the guidelines outlined by the ordinance – the percentage of funds that must be used for each priority area as well as the seven focus areas that must be addressed – to determine the recommended portfolio of strategies for funding in years 1 & 2.

The strategies in the following section were identified as the highest priority to launch in years 1 & 2. The remaining strategies are available in the Prioritized Strategy Matrix so that additional projects can be launched as community readiness improves and funds become available.

Leveraging ARPA Funds: Large Capital Investments

This Spending Plan was developed in the context of a wider funding environment. An important example of this is the American Rescue Plan Act (ARPA). Under the direction of the Whatcom County Council, Whatcom County has budgeted over \$8.1 million for the stabilization and expansion of child care, \$5.5 million of which is devoted to capital projects.

This commitment of ARPA funds to large capital investments was taken into consideration when determining HCF strategies to fund in years 1 & 2. These initial strategies do not have a significant focus on large capital investments because of this ARPA commitment. Years 3 and beyond may include this focus, once ARPA funding is no longer available. During the development of the next implementation plan, WCHCS will work with stakeholders to assess the necessity of using the HCF as leverage for large capital projects. (See [Opportunities to Leverage Funding](#) in this document for more information about ARPA funding.)

Fund Allocation

Revenues in Year 1, 2023, for the Healthy Children's Fund are estimated in the amount of \$9,976,044. While revenue may change in Year 2 due to several factors, estimates in this document are based on the same revenue in 2024 as in 2023.

As indicated in the ordinance, 55-68% of revenues must be allocated to Early Learning & Care in the first two years of the fund, and 20-36% must be allocated to Supporting Vulnerable Children. This spending plan allocates 64%, \$12,800,000, of the estimated revenues to Early Learning & Care, and 27% to Supporting Vulnerable Children, \$5,356,400, during Years 1 & 2.

Table 5. Expected Revenue Allocation for Years 1-2: 2023-2024

	Ordinance Allocation Requirements	Years 1 & 2 Estimated	
		\$	%
Administration (including up to 3% Evaluation)	9%	\$1,795,688	9%
Priority Areas	91%	\$18,156,400	91%
Early Learning & Care	55-68%	\$12,800,000	64%
Supporting Vulnerable Children	20-36%	\$5,356,400	27%
Total	100%	\$19,952,088	100%

The Healthy Children's Fund ordinance allows for unspent funds to remain in reserves throughout the entire life of the levy. Under RCW 36.29.010(8), the Treasurer has authority to invest reserve dollars. WCHCS will seek Council approval to direct HCF investment proceeds back into the HCF fund. . The ability to roll over unspent funds for the next year will be necessary, particularly during the first year, as significant time will be needed to set up processes and systems and to implement the portfolio of strategies. Additionally, some strategies may necessitate large investments that could require the pooling of multiple years of funding. "It is intended that substantially all levy proceeds will be used for the purposes outlined in the Ordinance within the ten-year levy period, and reserves maintained after the ninth year of the levy must be supported by a formal statement justifying the need for the reserve." (Whatcom County, 2022)

Spending of public dollars often lags contracting. For example, Whatcom County could use the Healthy Children's Fund to contract to build a new child care center when APRA funds are no longer available. Because actual construction and reimbursement may not occur immediately upon contracting, funds would appear in reserves. For this reason, there will be times the fund maintains a significant reserve balance. WCHCS will make every effort to publish data on commitments, as well as expenditures to provide transparency into uncommitted reserve balances.

Spending on Administration is necessary to administer the fund. Where possible, Whatcom County Health & Community Services will leverage funds from other related funding sources (Behavioral Health Fund, Housing funds, Developmental Disabilities millage) to support administration. The Administration allocation in years one and two supports the infrastructure to administer contracts, provide subject matter expertise and technical assistance to providers, and ensure that outreach, education, and communication are embedded through staffing and external contracts. Because Ordinance 2022-045 Section 5 requires an independent performance audit of the Healthy Children's Fund every other year, it also emphasizes the necessary development and foundation building to effectively provide both internal and contracted external program and process evaluation. Lastly, the fund includes significant investments in system integration to connect families to services, and software implementation to create transparency on performance measures. It is anticipated that the fund will underspend in year one because of the time needed to develop and award evaluation and consultant contracts, which is anticipated to happen in mid-2023 to early 2024.

Any unspent funds each year, except for planned and variable multi-year contracts, will be placed in the fund reserves to be used on programs and services, as dictated by the initial and subsequent implementation plans. During planning for years 3 & 4, fund allocation amounts will

be determined based on learning from years 1 & 2, feedback from advisory groups, emergent needs of the community, and changes to state and federal funding availability. In some cases, unspent funding may continue for the initially planned strategy; at other times, a subsequent allocation plan may reallocate funding for a different activity, subject to public processes.

While a portfolio of strategies is included below, and estimated amounts are included in the details of each strategy in the next section, “Years 1 & 2 Portfolio: Detailed Strategies,” those amounts are subject to change as more information becomes known and as the situation and environment changes before and as a strategy is implemented. No more than eight percentage points will transfer from Early Learning & Care to Supporting Vulnerable Children so that allocations still comply with the percentages required by the ordinance.

Table 6a. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Table 7, below, describes how the portfolio will address each of the focus areas.

Table 7. Healthy Children's Fund Portfolio of Year 1 & 2 Strategies by Focus Area

	Focus Areas						
	Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavior- al Health	Prevent & Reduce Homeless- ness	Support- ing Parents
Strategies: Years 1 & 2							
Early Learning & Care	X	X	X	X	X		X
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.	X	X					
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	X		X	X	X		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.	X	X					
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		X	X				
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the "hub and spoke model").	X			X	X		X
6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	X	X	X	X			
Supporting Vulnerable Children				X	X	X	X
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.					X		X
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.					X	X	X
9: Expand and enhance early parenting supports.					X		X
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.				X	X	X	X

Portfolio of Strategies for Years 1 & 2: Early Learning & Care

Early childhood development paves the way for success throughout a person's life, and the interactions young children have with their caregivers influence the constant brain development that takes place during children's early years. For parents, access to early learning & care can allow them to work more, attend school, and have lasting, positive effects on family economic security and opportunity. Researchers have found that access to more affordable, high-quality early learning & care produces a greater likelihood of improved health outcomes, increased future earnings, and reduced crime rates.

To ensure early learning & care programs meet the diverse and unique needs across Whatcom County, the HCF needs to have a robust mixed-delivery system. This system will allow parents/caregivers options between program delivery models so that children can participate in the program that best meets their needs, learning styles, and cultures. Early learning & care classrooms also provide opportunities to connect children and their families to support and services in areas such as mental and behavioral health, housing, and more.

The Science Behind The Focus Areas

Accessible

To realize the individual and societal benefits of reducing disparities, early learning & care must be affordable and accessible for all families. Accessibility is not only determined by cost, but by the number and diversity of programs available to meet individual family needs and preferences, flexibility in schedules, and geographic proximity. Support for businesses providing early learning & care is needed to ensure that increasing costs of care are not passed on to families. As stated by the 117th Congress, "Child care is infrastructure" ("H.R.1911", 2021). Just as roads enable access to essential resources and services, the availability of diverse, affordable, and accessible early learning & care options provides families with the freedom to participate in the workforce and society. Such an investment ultimately results in overall cost-savings and other societal benefits.

High-Quality

Relationships are critical to healthy child development and caregivers of all kinds must be able to engage in nurturing, meaningful interactions that foster optimal development. Wherever early learning & care occur, essential components of high-quality care include a safe, welcoming, and stable environment with an abundance of language-rich, responsive, and playful interactions. Small group sizes and high ratios of adults to children support effective interactions that lead to positive outcomes (Center on the Developing Child, *Early Childhood*, 2007).

Affordable

Participation by young children in educational environments can increase academic, cognitive, and social skills. A healthy brain structure shaped by enriched environments in early life enables children to be ready to learn as they enter kindergarten. Additionally, through participation in high-quality early learning environments, it's possible to reduce disparities in educational achievement, income, and even physical health between children from low-income backgrounds and those with high-income backgrounds (University of Wisconsin, 2022). Currently, the high cost of early learning & care is a disproportionate burden and unaffordable for low-income families despite early learning & care subsidies and early learning & care businesses operating on slim profit margins.

Professional

Early childhood educators with higher qualifications are associated with higher-quality learning environments (University of Wisconsin, 2022). Attracting and retaining quality staff requires adequate support for early learning & care educators and workers, including livable wages and the ability to pursue professional goals. Enhancing providers' skills and program quality benefits participating children. Professional development programs, curriculum enhancement, and specific skill training have been shown to improve a broad range of positive outcomes for children (Fisher, 2020).

“A growing body of work suggests that racially and economically diverse preschools have significant learning benefits, which some researchers say is not surprising given how much growth in preschool happens through playing and sharing with peers. “Children of all backgrounds learn more on average in racially and socioeconomically diverse preschool classrooms, and diverse early learning settings can help reduce prejudice among young children,” wrote Halley Potter, senior fellow at The Century Foundation, in a recent report that dives into that research and offers ideas for how the federal government can foster integration in universal preschool.” (Hurley, 2021)

HCF’s Early Learning & Care priority has four focus areas:

1. **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
2. **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
3. **High-Quality:** Increase the quality of early learning and care experiences.
4. **Professional:** Attract and retain quality early childhood educators.

Considerations for Early Learning & Care Strategies:

- The Healthy Children’s Fund cannot be used in place of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (Whatcom County, 2022). To date, Whatcom County has committed \$8.1 million in ARPA funding for early learning and care, approximately \$5 million of which will be devoted to large capital projects to increase early learning slots. HCF spending will complement these ARPA capital investments by focusing largely on non-capital strategies in Years 1 and 2. This will expand resources to create a sustainable child care landscape and to ensure adequate staff to operate quality programs. Capital needs will be reevaluated for years 3 and beyond.
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the [funding mechanisms](#) section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.

Table 6b. Early Learning & Care Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		

Strategy 1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.

Focus Areas	Early Learning & Care (ELC): Affordable & Accessible
Objectives	Increase early learning & care slots by improving and/or expanding facilities in a variety of program models across the county, including rural locations, to ensure slots are accessible to underserved populations.
Details	<ul style="list-style-type: none"> • Support classrooms to increase the number of early learning & care slots, paying particular attention to age groups and areas of the county most in demand, through funding for facility startup, renovation, or expansion. • This can include converting extra space into an early learning & care program, as appropriate for licensing standards. • This generally does not include the construction of new buildings but would include things such as bathroom renovations, septic systems, etc. • Investments should complement other opportunities for facility improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. • The number of early learning & care providers that report having a waitlist. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Opportunities to Leverage Funds	<ul style="list-style-type: none"> • Ensure providers can apply for and receive Washington State Department of Children, Youth, and Families (DCYF).small-capital and licensed-family home grants. • Complement Whatcom County's ARPA allocations for capital projects to ensure the expansion of varied program models.
Cost estimate for years 1 & 2*	~\$500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.

Focus Areas	ELC: Professional, Accessible, High-Quality Support for Vulnerable Children (SVC): Mental & Behavioral Health
Objectives	<ul style="list-style-type: none"> • Increase access by recruiting operators, educators, intervention specialists, and staff into the early learning & care field, especially those that increase diversity in the classroom. • Provide more accessible pathways to a sustainable career through training and credentialing. • Increase participation in early learning & care programs by improving the experience of children and families within such programs. • Improve access to mental and behavioral health supports for children with specialized needs within the context of early learning and care.
Details	<p>Pathways will include recruitment, credentialing, and professional development. They must be accessible to a diverse workforce, identify and maximize state and local assets, include community-based options, and fill gaps in the system. Components of the early learning & care workforce development system should facilitate equitable access to the early learning & care field including scholarships, mentoring, and coaching.</p> <p>Planning and Infrastructure:</p> <ul style="list-style-type: none"> • Identify current resources and gaps in the local professional development landscape. • Coordinate and develop the local infrastructure necessary to improve access to and quality of professional development. • The pathway should address recruitment of a diverse workforce, credentialing, training, and retention; track the efficacy of retention strategies; and work with providers to implement them effectively and make adjustments as needed. <p>Expand access to early learning & care credentialing through higher education and community pathways through avenues such as:</p> <ul style="list-style-type: none"> • Recruiting potential early learning & care workforce. • Support the development of a clear pathway for non-English speaking individuals to become early learning & care educators and providers, especially those that can communicate with children and families in their native language. • Work with K-12 school district Career and Technical Education programs to include early learning & care as a career field. <p>Expand access to training, professional development, and integration of curriculum into programs across the county through avenues such as:</p> <ul style="list-style-type: none"> • Offer financial planning and business modeling services to early learning & care centers. • Expand access to Teaching Strategies Gold and quality coaching for programs engaged in Early Achievers. • Increase the number of early learning and care programs that use the Since Time Immemorial and other BIPOC-created curricula. • Train early learning professionals to better address the needs of vulnerable populations, including children with behavioral health needs, health issues, social needs, and non-English speaking families.

	Provide training and technical assistance to potential early learning and care operators and those interested in expanding their programs.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system or community credentialing program • Number of parents/caregivers who have a demand for early learning & care report that they have access • Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Numerous partners offer recruitment, credentialing, and training programs that can be coordinated.
Cost estimate for years 1 & 2*	~\$1,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will either shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.

Focus Areas	ELC: Accessible and Affordable
Objectives	<ul style="list-style-type: none"> • Improve access to early learning & care by providing program subsidies for families with children ages 0-5 who are cost-burdened by child care. • Build a plan to incrementally increase the affordability of care for low-income or income-constrained families each year until families are paying 7-10% of their household income.
Details	<ul style="list-style-type: none"> • Standardize an income eligibility scale in a subsidy program that prioritizes families paying the highest percentage of their household income. • United Way's ALICE (Asset Limited Income Constrained Employed) metrics could be used to help establish the parameters of the sliding scale. • Seattle's Child Care Assistance Program can be used as a model for subsidy implementation. • It is expected that a portion of funds will be used to plan and develop an equitable, effective process for allocating subsidies.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of median household income spent on early learning and care for a family with two children. • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Must be implemented to complement Working Connections Child Care (WCCC) , the early learning & care subsidy program that helps income-eligible families with children pay for early learning & care administered by DCYF.
Cost estimate for years 1 & 2*	~\$3,300,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 4: Ensure access to early learning & care by promoting the expansion and retention of the early learning & care workforce.

Focus Area	ELC: Professional & Affordable
Objectives	<p>Ensure programs have a stable workforce to run high-quality early learning & care programs.</p> <ul style="list-style-type: none"> • Retain current early learning & care educators and staff in the field by increasing wages. • Recruit additional early learning and care educators and staff by positioning it as a field with earning potential.
Details	<ul style="list-style-type: none"> • Explore and assess the feasibility of potential strategies, including wage subsidies. • Develop a plan to implement sustainable and effective strategies to meet the objectives with the goal of implementing the plan in years 2 & 3. • Explore innovative models to address workforce shortages, such as partnerships with education, multi-age settings, and apprenticeships. • Leverage the results of state and local wage subsidy pilot projects such as the Best Start for Kids' Workforce Demonstration Project. (King County, 2021)
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Average annual salary for full-time early learning & care educators compared to regional school system salary scales. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage and align with Washington State efforts to increase wages.
Cost estimate for years 1 & 2*	~\$2,050,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)

Focus Areas	<ul style="list-style-type: none"> • ELC: High-Quality & Accessible • SVC: Mental & Behavioral Health and Supporting Parents
Objectives	<ul style="list-style-type: none"> • Increase access to early learning opportunities by increasing the number of child care slots across Whatcom County, prioritizing slots for underserved children, especially in rural communities. • Decrease early learning & care operational costs by establishing regional shared service hubs to increase the accessibility and quality of care for low-income children and their families.
Details	<p>Research, planning, and implementation to establish hubs, including where capital investments are needed, the number and type of providers for each geographic area, etc. Hub and spoke planning will take place regionally and in partnership with community stakeholders within that area to ensure the expansion plan reflects the unique demands and needs of the region. Key assets of the hub may include shared services determined by the needs of the early learning & care community. Examples include:</p> <ul style="list-style-type: none"> • Onsite early learning & care service delivery, including onsite mental and behavioral health providers to provide targeted interventions to children during working hours in early learning & care centers, and early parenting supports. • Shared administrative services including accounting, contract management, and accessing local and state child care resources. Help programs manage licensing needs and expectations with DCYF. • Support for business development, grant writing, contract management, etc. • Expanding the resources and coordinated system for families seeking early learning & care. <p><i>For this document, regions are defined by school district boundaries, and a hub is a model for shared services and support.</i></p>
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. • Number of early learning & care providers participating in a regional shared service hub. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting an increase in sustainability. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Apply for shared service grants through DCYF. • Align with local efforts to expand family resource centers. • Utilize state-wide resources such as The Imagine Institute’s Shared Service Center program. • Leverage state funds by increasing the number of slots paid for by state subsidies.
Cost estimate for years 1 & 2*	~\$4,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	
Focus Areas	ELC: Affordable, Accessible, High-Quality & Professional
Objectives	<ul style="list-style-type: none"> • Increase the accessibility, affordability, quality, and professionalism of Early Learning & Care through innovative solutions for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County. • Fund pilot programs and approaches that increase the evidence base and demonstrate impact on outcomes for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County.
Details	<p>Service providers and/or partners submit innovative projects that advance Healthy Children's fund goals. Examples include:</p> <ul style="list-style-type: none"> • Expand access to healthy foods through early learning & care centers, especially for Latinx families. • Programs that offer support to low-income and vulnerable children in the context of early learning and care, such as in-classroom mental health or early intervention services. • Community service providers partnering with early learning and care environments, such as therapy providers or early intervention. • Expand partnerships with communities to include services (such as playgroups) in community-based settings. • Increase programs' access to culturally appropriate curriculum to reduce the cultural gap in kindergarten readiness.
How we will measure our success	<ul style="list-style-type: none"> • The number of innovative solutions that demonstrate valid results. • Improvement to one or more early learning & care focus areas (accessibility, affordability, quality, and professionalism). <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Cost estimate for years 1 & 2*	~\$950,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Portfolio of Strategies for Years 1 & 2: Supporting Vulnerable Children

Responsive, nurturing interactions and healthy environments provide a foundation for positive early childhood development, paving the way for success throughout a person's life. Strong, stable relationships with caregivers are essential to children's healthy development. Supporting children's social, emotional, and physical needs builds resiliency and prevents excessive activation of stress responses and the eventual physical and mental health problems that stem from chronic stress.

For families dealing with significant adversity from poverty, unstable housing, mental illness, disability, exposure to violence, or racism, the potential benefits of high-quality accessible early learning & care and comprehensive services are magnified (Center on the Developing Child, *The Impact and A Science-Based Framework*, 2007). Policies, programs, and interventions focused on optimizing early childhood development, stabilizing families, and minimizing exposure of children to serious adversity can have long-lasting positive impacts on the health and well-being of the community as a whole. Providing access to these services in the context of early learning & care leverages funds and other community resources, and increases access for children of working parents.

Housing is critical to overall childhood well-being. If we want children to enter kindergarten ready to learn and thrive, we must address safe and stable housing. Even further, experiencing homelessness causes trauma in children that has lifelong effects. Preventing and ameliorating that trauma is key to this work. A goal of the Healthy Children's Fund is to prevent homelessness for children and families, specifically to divert families from homelessness before it occurs.

Supporting parents/caregivers are the foundation of a healthy community. When parents/caregivers thrive, children can thrive. And when children thrive, only then can a community thrive.

The Science Behind The Focus Areas

Mental & Behavioral Health

Throughout a lifetime, many factors can affect mental health, including biological factors, life experiences such as trauma or abuse, and family history. In children and youth, it's normal to experience different kinds of emotional distress as they grow and mature. However, when symptoms persist, it may be more than a developmental occurrence. The consequences of prolonged untreated mental illness can include educational difficulties, social disengagement, risk of suicide, and the potential development of further mental health illnesses such as substance misuse.

Prevent & Reduce Homelessness

People thrive when they have safe, stable places to live. That means we feel secure, our homes and neighborhoods are free from hazards, and our communities provide us with what we need. Housing is the biggest expense in most family budgets, making housing affordability a significant factor in financial well-being. Homeownership has long been at the center of the American Dream, offering a way to build family wealth and stable, diverse communities (Milstein et al., 2020).

Supporting Parents/Caregivers

Mood and anxiety disorders are the primary complications of pregnancy and the postpartum period. About 10-20% of parents experience very distressing symptoms (Mughal, 2020). This can include feeling more sad, disconnected, worried, angry, or overwhelmed than usual. Parents of every culture, age, income level, and race can be affected. There are approximately 2,000 births per year in Whatcom County. If 10-20% experience postpartum depression (Whatcom Perinatal, 2022), that means up to 400 new parents will likely experience some sort of mood or anxiety disorder each year. Unfortunately, only about 15% of parents seek support for their symptoms (Whatcom Perinatal, 2022). That means up to 340 parents in Whatcom County may not get the help they need.

HCF's Supporting Vulnerable Children priority has three focus areas:

- 1. Expand Mental & Behavioral Health Services** for vulnerable children and their families.
- 2. Prevent & Reduce the Trauma of Homelessness** through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform for vulnerable children and their families.
- 3. Support Vulnerable Children's Parents/Caregivers** by expanding support and services for families who have or are expecting children deemed to be vulnerable.

Considerations for Supporting Vulnerable Children strategies:

- The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the Funding Mechanisms section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.
- Vulnerable children are defined in the ordinance as "any children at greater risk of experiencing physical or emotional harm and/or experiencing poor outcomes because of one or more factors in their lives, including but not limited to homeless and foster children.

Table 6c. Supporting Vulnerable Children Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Strategy 7: Recruit Mental & Behavioral Health Workforce to Whatcom County.	
Focus Areas	SVC: Mental & Behavioral Health and Supporting Parents/Caregivers
Objective	<ul style="list-style-type: none"> Expand behavioral and mental health services for vulnerable children, pregnant parents, and parents with young children.
Details	<ul style="list-style-type: none"> Support pilots and internship models that expand access to mental & behavioral health services for underserved children and families. Retain and/or develop mental health supports serving vulnerable populations with an emphasis on providers who represent our culturally diverse community. Increase the number of mental health professionals who specialize in perinatal mental health. Support providers to provide services to families who meet the criteria of or are enrolled in Apple Health (Medicaid). Hold listening/learning sessions to better understand how the county government can support local Medicaid providers.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. Number of families on provider wait lists for behavioral health services. <p>Secondary:</p> <ul style="list-style-type: none"> Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services. Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage Whatcom County Behavioral Health Fund, State of Washington funding, and federal Medicaid dollars to ensure complementary services are funded as the workforce expands.
Cost estimate for years 1 & 2*	~\$850,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.	
Focus Areas	SVC: Prevent and Reduce Homelessness, Mental & Behavioral Health, and Support Parents/Caregivers
Objectives	Reduce the number of children experiencing a housing crisis or homelessness.
Details	<ul style="list-style-type: none"> • Build family-centered problem-solving and advocacy to help a household identify practical solutions for stabilizing their housing quickly and safely, including assistance negotiating with property managers, navigating mainstream resources, and short-term, flexible financial assistance to avert a crisis (i.e. family “diversion”). • Fund flexible housing stability supports that prioritize families actively seeking services through coordinated entry and/or other community housing assessments. • Reform eligibility guidelines for housing services to center child well-being through racial equity and trauma-informed decisions and care. • Partner with early learning & care centers and school districts with pre-K programs to identify children and families at risk of housing instability and connect them to services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis. • Number of families with children experiencing homelessness. <p>Secondary</p> <ul style="list-style-type: none"> • Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Coordinate funding from Whatcom County, the City of Bellingham, Washington State, and the U.S. Department of Housing and Urban Development Funding to maximize the use of dollars locally. • Focus Healthy Children’s Fund dollars on those populations (such as families doubled up in housing) that may not be served with other funding regulated by the State or Federal government.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 9: Expand and enhance early parenting supports.

Focus Areas	SVC: Mental & Behavioral Health & Supporting Parents/Caregivers
Objectives	Increase support and services for pregnant and parenting families, particularly those with vulnerable children.
Details	<p>Service providers and/or partners submit innovative projects that expand and enhance early parenting support. Examples include:</p> <ul style="list-style-type: none"> • Replicate and/or expand innovative, promising practices being implemented in Whatcom and other communities. • Expand the availability of birth and postpartum doulas. • Increase access to culturally responsive parenting supports (e.g. supports embedded in health care settings, etc.) • Increase opportunities for one-to-one and group peer support for parents, caregivers, and those expecting children (e.g. Program for Early Parent Support (PEPS) model, etc.) • Support expansion of home visiting models to support a greater number of families such as the universal "Welcome Baby" model, as well as targeted models such as the "Nurse-Family Partnership." • Coordinate and provide resources and community-wide training on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Well-child visits in the first 30 months of life. • Rate of Low Birth Weight infants, less than 2500 grams. • Percent of birthing people receiving adequate prenatal care.. • Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy. <p>Secondary</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report that they have access to the parenting support services they need. • Percent of birthing persons who reported having a postpartum check-up. • Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Whatcom County assistance for Nurse-Family Partnership and other parenting support programs. • Washington State and other grant funding for perinatal health services.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Focus Areas	SVC: Mental & Behavioral Health, Prevent & Reduce Homelessness, and Support Parents/Caregivers
Objectives	<ul style="list-style-type: none"> • Increase access to wraparound services • Decrease barriers to accessing services for families and children. • Expand behavioral and mental health services and supports for vulnerable children and pregnant and parenting families with vulnerable children.
Details	<ul style="list-style-type: none"> • Build on promising practices and successes from the state-wide Help Me Grow network, SEAS (single entry access to services), and other Whatcom County resources. • Implement coordinated systems to access resources, and expand access to mental health services for pregnant and parenting families. • Strengthen coordination to identify families experiencing or at risk of housing instability including those who are doubled-up or otherwise under-housed. • Increase the number of family resource center locations or access points for pregnant and parenting families with a priority on providing access to those populations that currently experience the greatest barriers. • Embed community health workers and/or social workers into settings such as medical clinics that primarily serve low-income families for access to wraparound support services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. • Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report having access to behavioral & mental health services for their children at their early learning & care program/location. • Number of parents/caregivers who report that they have access to the parenting support services they need. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Washington State and Whatcom County Behavioral Health fund. • Grant funding supporting state-wide Help me Grow Network.
Cost estimate for years 1 & 2*	~\$757,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Funding Mechanisms

Regarding the funding distribution process for the Healthy Children's Fund, Ordinance 2022-045 (Whatcom County, 2022) requires:

- The County shall ensure that the Healthy Children's Fund is used exclusively to sustain an increase in overall public expenditures for eligible services as set forth in this ordinance. Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services.
- All service providers, vendors, and subcontractors of the Healthy Children's Fund shall be selected by fund administrators in compliance with [Whatcom County Purchasing System Code \(WCC\) 3.08](#).
- Working criteria for fund allocation will guide the contracting process for non-administrative expenses.

Funding opportunities for the Healthy Children's Fund will be based on the priorities and strategies outlined in the Spending Plan as well as the values and intent highlighted in the ordinance, and consistent with federal, state, and local law. Funding opportunities will establish measurable outcomes towards stated goals, as well as uphold the value of being community-centered and offer opportunities for innovative approaches by new and/or less established providers. Policies and procedures for funding mechanisms will be developed and documented over the first two years and shared with the public and prospective applicants. This funding guidebook for the Healthy Children's Fund is intended to support applicants with eligibility, guidelines, applications, contracts, and compliance, and will be similar to other Washington State municipality funding guidebooks. (City of Bellevue, 2019; Seattle Human Services, 2022)

Funding Eligibility

All funding opportunities must align with HCF funding criteria and goals and in all cases shall be subject to the limitations and restrictions of federal, state, and local law. Funding opportunities (described below) over \$40,000 will be advertised through the county's traditional competitive, open bid process, with exceptions as may be provided for under Whatcom County purchasing policies (WCC 3.08.060). While formal bid requirements may not be required for projects or services under \$40,000, all awards including those not subject to formal bid requirements will be selected based on adherence to identified criteria and the best use of available funds. Funding opportunities are intended for a wide range of operators to develop and provide eligible services throughout Whatcom County. Eligible applicants shall include those operators and service providers who support strategies in the HCF priorities of Early Learning & Care and Support for Vulnerable Children. Eligible operators and service providers may include non-profit, for-profit, private, and public entities, higher education programs, and/or early learning & care providers that can meet Whatcom County contracting requirements. Specific eligibility criteria will be based on the requirements of each funding opportunity. All contractors and subcontractors must adhere to anti-discrimination and child protection laws and policies.

While some of the funds will be accessible universally, the majority of the funds will prioritize equitable access for traditionally underserved communities. This includes but is not limited to, areas located outside of the city of Bellingham, low-income children and families, and community members experiencing the greatest barriers.

Funding will be made available pursuant to the provisions of WCC 3.08 (Whatcom County's Purchasing Policy). Applicable [Whatcom County Purchasing Thresholds](#) are as follows:

- Tier I: Funds less than \$10,001 may be contracted as needed for specific services
- Tier II: \$10,001-\$40,000, per WCC [3.08.040](#), whenever practically possible, price quotations from at least three vendors shall be solicited for contracted services
- Tier III: >\$40,000, per [WCC 3.08.060](#), contract awards exceeding \$40,000 will be based upon bids or proposals received in response to specifications and invitations to bid

Contracting

Contractors must adhere to a number of contracting requirements, which may include but are not limited to:

- Ongoing monitoring and reporting to WCHCS and outside evaluators, and as may otherwise be required under their contract.
- Reimbursement-based contract structure, except under limited circumstances.
- Compliance with county insurance requirements pursuant to a contract, to include providing a certificate of required coverage and naming Whatcom County as an additional insured.
- Non-discrimination and child protection laws/policies. (See [Appendix IX.](#))
- Maintaining books, records, documents, and other evidence directly related to the performance of the work in accordance with Generally Accepted Accounting Principles. Whatcom County, or any of its duly authorized representatives, shall have access to such books, records, and documents for inspection and audit for a period of three years after completion of work.
- Contractors will document the use of Whatcom County funds and will complete all required reports and billing documentation in a timely manner. Additional data may be required for audit or evaluation purposes.
- All contracts will state the contract's objective and purpose, and which shall be consistent with the provisions of Whatcom County Ordinance 2022-045.

Recipients of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. (See the [Metrics & Evaluation](#) section for more details.) WCHCS will also provide technical assistance and coaching for applicants as needed (see below).

Project Proposal Process

Funding opportunities will be advertised using a phased approach that will consider several factors, including each strategy's readiness for implementation. The goal is to advertise initial funding opportunities beginning in Fall 2023. The award process will be structured as follows:

Phase 1: Develop proposal documents for specific strategies

Each strategy may have multiple funding opportunities each year, and within any strategy, multiple funding mechanisms may be employed. Some awards may be for programs, some may follow individuals (such as subsidies), while others may be for infrastructure such as capital facilities. Award recipients may propose to sub-contract funds for services at the discretion of the county. All contracts will state the contract's objective and purpose, which shall be

consistent with the provisions of Whatcom County Ordinance 2022-045. Collaboration with subject matter experts during the development of funding opportunity proposals will occur whenever possible.

Phase 2: Advertising Funding Opportunities

While funding opportunities are in development, WCHCS will communicate with stakeholders, operators, and providers to provide advance notice of potential opportunities whenever possible. Consistent with applicable Whatcom County Purchasing Policy requirements, funding opportunities will be advertised through a number of channels, including but not limited to the HCF webpage, social media, and newsletters. When required by county purchasing policies, funding opportunities will be advertised as “bid notifications” and released to the public through Whatcom County Finance. All Whatcom County bid notifications are posted at www.whatcomcounty.us/Bids.aspx. Those interested can sign up to be notified when new bids post. Most funding opportunities will have a specific closing date, though Whatcom County is exploring the possibility of rolling deadlines.

Phase 3: Project Proposal Submission

Funding opportunity announcements will provide detailed instructions on the contents of the proposal and proposal submission. Deadlines will vary depending on the specific program or project. In many cases, there may be multiple chances to apply. Whatcom County may review proposals for a particular service as often as quarterly, while other programs may have one-time or annual bids.

Phase 4: Selecting Proposals to Fund

In the majority of cases, an Application Evaluation Committee, which will include representatives from Whatcom County Government and community representatives with subject matter expertise, will review and evaluate proposals and submit recommendations for funding within 30 days of the submission deadline. The county will evaluate proposals based on the evaluation criteria:

- **Values:** Does this proposal address documented community needs and/or disparities across race, income, and geography in access to early learning & care and social services? Is it furthering the goals of being trauma-informed and advancing equity?
- **Expectations of Success:** Has this approach been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this proposal ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this proposal quickly and/or significantly impact our goal of improved outcomes for children and families?

Phase 5: Award Notification and Contract Development

Once a proposal is selected for funding, WCHCS will draft an agreement that includes a scope of work and a budget indicating the total funds awarded and requirements for reimbursement. Once those details are negotiated, Whatcom County will conduct an internal approval process, including review and approval by WCHCS, the Prosecuting Attorney’s Office, County Finance, the County Executive, and the County Council, (as applicable per [WCC 3.08.100](#)). After all the approvals have been obtained, all parties will sign the agreement and execute it. No funding is guaranteed until a contract has been signed by the Whatcom County Executive and authorized by Whatcom County Council, as required. Proposals selected for funding will be identified on the HCF webpage along with brief information about their project as well as the amount to be funded.

In cases where the County requires competitive bidding, unsuccessful bidders may protest or appeal the County's award pursuant to existing provisions of state and local law, and pursuant to bid protest policies adopted by Whatcom County.

Upon request, a debriefing conference will be scheduled with a non-selected applicant. Discussions will be limited to a critique of the applicant's proposal. Comparisons between proposals or evaluations of other proposals will not be allowed.

Technical Assistance & Coaching

To support community partners in successfully accessing funds, as well as reducing the burden of Whatcom County application and contracting processes, WCHCS will explore ways to make technical assistance available throughout the application and reporting process.

Additional engagement activities that may be considered include, but are not limited to:

- Informational webinars
- Written questions, submitted via email
- Advertisements through community groups
- Workshops and/or 1:1 support, when possible
- Sharing flyers at events or community locations such as schools, libraries, etc.
- Geographically targeted outreach

Outstanding Questions to Answer in 2023 and Beyond

As Whatcom County works to develop an outcome-oriented approach to program and project funding that is consistent with the provisions of Whatcom County Ordinance 2022-045, WCHCS will collaborate with other county departments to answer several outstanding questions, including:

- What is our timeline to build out all the strategies including a phased approach for releasing funding opportunities?
- What barriers currently exist within County processes that make it difficult for partners to apply for and receive funding?
- How can systems and criteria across County departments be evaluated and updated to increase opportunities for partners to receive funding?
- What are ways to ensure smaller and in-home providers are able to access HCF resources?
- How will we determine provider eligibility for contracts?
- What will be the specific compliance requirements for contracted providers by service area?
- How can Whatcom County offer wage & early learning subsidies effectively and legally?
- How can funding opportunities be restructured to include the possibility of grants (as opposed to reimbursement-only contracts) when appropriate?
- Where and how will the community be involved in the funding opportunity process? How do we design and implement a funding committee to involve community partners as subject matter experts without impacting their eligibility to receive funds?
- What types and methods of community outreach, coaching, and technical assistance are needed by community partners to remove barriers and ensure funds are available to a wide range of community partners (especially those who do not typically apply for and/or receive funding from Whatcom County)?

Opportunities to Leverage Funds

The Implementation Plan must include opportunities for leveraging the fund and bringing in external resources to the county (Whatcom County, 2022). As fund administrator, WCHCS will work to maximize all funding for this purpose.

For every strategy that is funded, WCHCS commits to researching and reviewing opportunities to meet some or all of these needs through federal, state, philanthropic, or public-private partnership funding. In addition, WCHCS will keep abreast of new and ongoing funding opportunities for early childhood well-being and consider these opportunities when planning for the next two-year cycle.

Please refer to the Portfolio Strategies for descriptions of specific opportunities to leverage funding related to each strategy. More general, overarching opportunities are described below.

Opportunities Within Whatcom County

Whatcom County has existing, long-standing relationships with the City of Bellingham, the local business community, other local governments, and nonprofit organizations. The landscape of funding within Whatcom includes some funds already allocated for supporting early childhood well-being. WCHCS will maximize these potential partnerships whenever possible.

Whatcom County and the City of Bellingham administer other local funding sources with complementary goals to the Healthy Children's Fund, such as the Behavioral Health Sales Tax Fund, funding from the recent National Opioid Settlement, and the City of Bellingham's Housing levy, to provide just a few examples. These funding sources can and in some cases have already supported activities and initiatives to support early childhood well-being. One example is the Nurse-Family Partnership: a free, supportive program for women having their first baby where a nurse visits during pregnancy and until the baby turns two years old. This existing program is funded by the Behavioral Health Fund and Whatcom County General Fund and has had significant positive outcomes. Expansion of the program could be funded by the Healthy Children's Fund, as well as leveraging other funding opportunities used by other local governments with similar programs.

County ARPA funds

Under the direction of Whatcom County Council, Whatcom County has budgeted \$8.1 million of county ARPA funds for the stabilization and expansion of child care. Of this, \$2 million has been allocated for stabilization, \$5 million for large capital projects, and \$500,000 for capital projects for small providers. These programs are in various stages of implementation. Additionally, the City of Bellingham has contributed \$1 million of city ARPA funds towards child care stabilization investments and is leveraging other local, state, and federal resources toward child care capital projects.

ARPA funding is a one-time, short-term influx of dollars from the federal government intended to get communities through a difficult time and return them to a pre-pandemic state. In contrast, the Healthy Children's Fund is a locally-approved investment in children and families intended to mitigate challenges that existed before--but were exacerbated by--the pandemic. Although a greater investment than ever, the HCF still does not have sufficient funding to completely solve the crisis. As fund administrators, WCHSC will use new funding available under the Healthy Children's Fund to complement these resources, providing additional service levels, new programs, and more targeted support for populations historically left behind.

Philanthropic Sources and Public-Private Partnerships

Many philanthropic funders focus on early childhood well-being and can serve as partners in these efforts. Locally, philanthropic partners including Chuckanut Health Foundation, Mt. Baker Foundation, United Way, and the Whatcom Community Foundation have demonstrated a commitment to both early learning & care and supporting vulnerable children. There is an opportunity to work with these philanthropic partners to ensure their investments continue to align with public investments to achieve the community's vision for children and families in Whatcom County. There are also state and national funds that share this focus. Outreach to these organizations should be undertaken to gauge interest in: supporting funding for certain initiatives; participating in a public-private partnership to support projects that require significant investment; and facilitating connections between other entities that may have similar interests.

Access to some larger-scale state and federal funding opportunities is only possible with extensive cross-sector collaboration and partnership. An example is the Shared Service Hub Request for Proposal published by the Washington State Department of Children, Youth & Families (DCYF) in 2021 (Washington State, 2021). Strong collaboration must be developed in advance to take advantage of these types of infrequent but impactful opportunities, and as fund administrators, WCHSC can provide leadership in preparing for these opportunities. (See also Federal and State Opportunities.)

Federal Opportunities

Though significant at the time of this plan, ARPA funding is a one-time investment. WCHCS will consider other federal leverage opportunities for early learning expansion and other services in Year 3 and beyond, such as the preschool development awards through the Elementary and Secondary Education Act and Title IX (NEA, 2020). WCHCS staff will track federal legislation impacting young children and families and consider applications for federal grants meeting the objectives of the Healthy Children's Fund.

State Opportunities

A variety of state funding opportunities should be considered as leverage opportunities. For instance, the Washington State Department of Commerce offers flexible funding around Community Development Block Grants, including a variety of grants that are open to Whatcom County. These grants are an opportunity to build infrastructure that meets both these goals and the goals of the Healthy Children's Fund, particularly infrastructure around early learning & care and other services.

Another opportunity to maximize state funding is Washington State's WorkFirst Program. For instance, if WCHCS employs the strategy of subsidizing early learning & care, WorkFirst offers similar subsidies for low-income families (Economic Services Administration). Maximizing this program for families first will maximize the benefit of both subsidies. Another example would be blending WorkFirst and HCF funding for workforce entry pathway training for early learning & care educators. Another fundamental way to maximize the state funding reaching Whatcom is by simply increasing the number of early learning & care slots available. Increasing early learning & care slots will in turn increase the availability of subsidy funding for low-income children who use those slots.

DCYF offers a variety of other funding in support of early learning & care and supporting vulnerable children. Examples include Early Learning Facilities Development grants (Washington State, "Early Learning") and other one-time DCYF grants on topics like workforce retention, early learning & care stabilization, early childhood equity, and more. WCHCS will look

toward these opportunities, in particular, for capital projects, and will provide outreach services to potential applicants (e.g. child care providers) of these funds.

Match Funding

Revenue maximization is a term used for the process of drawing down federal funding using local funds to substitute for a funder's matching requirements. These types of matching funds are typically offered by state or federal government awards or large national foundations. HCF could provide funding for providers attempting to meet another funder's matching requirements, enabling them to access significantly more funds.

For example, federal child welfare funds are required to be matched by the state. If HCF funding is used to provide the match, these federal funds can be passed through WCHCS to the provider. Grants like Early Learning Facilities grants are only possible with matching funds.

In addition, this type of match funding, provided by HCF, can enable beneficiary organizations to access other programs through the matching funder. Some federal funds may only be available to those organizations that have previously met match requirements.

Note: A guiding principle of the Healthy Children's Fund is a belief that providers must focus on the successful implementation of strategies and programs, rather than additional requirements for fundraising. WCHCS is not advocating for any recipient of funding through the Healthy Children's Fund to be required to match funding.

Supporting Providers

Many of the goals of the Healthy Children's Fund cannot be achieved by the fund alone. Whatcom County providers may take action to apply for funding not only through the Healthy Children's Fund and the sources outlined above but various others not mentioned. WCHCS commits to supporting providers to take action more easily and overcome barriers identified when attempting to access these state and federal funding opportunities. WCHCS will support these efforts with coaching on complying with contracting requirements, streamlining any departmental processes that support these funding opportunities, and sharing any data collected to support proposals.

WCHCS will make reports created for the Healthy Children's Fund available, in hopes that these resources will help make the case for additional investment and advocacy, support the need for funding, and help providers maximize funding from other sources. The research undertaken for the Healthy Children's Fund may include needs assessments, program evaluation, and other analyses that can help providers make the case for their programs and successfully identify and attain any additional funding needed.

Community Partnerships & Engagement

Community engagement is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people (CDC, 1997). Community engagement is a fundamental practice of public health and has the potential to advance health equity, promote social connections, strengthen cross-sector partnerships, and build trusting relationships with the communities served.

WCHCS is committed to building strong partnerships and working collaboratively across sectors. Using the HCF ordinance as a guide, the specific community engagement activities and roles are detailed within several sections of this implementation plan, including [Funding Mechanisms](#), [Implementation Planning Process](#), and [Metrics & Evaluation Planning](#). Additionally, WCHCS will build on the goals outlined in the WCHCS Strategic Plan (Whatcom County Health, 2022):

Partner collaboratively to find community-based solutions that advance health and health equity.

Improve communications.

- Provide timely and transparent information so partners can make informed decisions.
- Share information about the HCF outcomes to increase knowledge and awareness.

Increase collaboration.

- Formalize our practice of shared decision-making to ensure diverse community perspectives are incorporated into our plans and practices.
- Develop, implement, and make meaningful progress on community-led plans and planning efforts.

To be successful, methods to engage individuals and organizations beyond those typically engaged will be developed. For example, intentional relationship-building within underserved communities, providing technical assistance and coaching for first-time applicants, ensuring language assistance is available and materials are translated into multiple languages, and partnering with community organizations that already have trusted relationships with community members who could receive funding.

Communication

Effective communication will help the public understand how and why funds are allocated, inform potential awardees of funding opportunities, and let parents/caregivers know what programs are available through Healthy Children's Fund-supported organizations. No single approach can reach everyone, so multiple communication tools will be used to reach the audiences listed below. This section is meant to provide information on the initial communications and outreach for implementing the Healthy Children's Fund. Techniques will be evaluated, modified, and changed as needed to meet the needs of the audiences outlined below to the extent feasible.

Some groups have traditionally faced challenges accessing funding and navigating government systems. This has included in-home care providers, people who lack internet access, rural residents, BIPOC community members, and others. WCHCS's communication and engagement activities for the Healthy Children's Fund will work to engage and get participation from people in these groups. Particular attention will be paid to providing language and translation services as well as relationship-building with potential partners.

Below are the communications tools currently available, and how WCHCS will be using them to communicate with various audiences. These audiences include but are not limited to:

- Community partners,
- Organizations and individuals that may apply for funding,
- Families that would benefit from programs and services, and
- People who live in Whatcom County who are interested in the Healthy Children's Fund.

Healthy Children's Fund Webpage

<https://www.whatcomcounty.us/4069/Healthy-Childrens-Fund>

A dynamic, central hub for information for all stakeholders. Content will be reviewed and updated at least quarterly, and specific information will be updated as needed on a more regular basis. The webpage will include:

- Annual reports and two-year evaluations
- Information on how money is allocated and how funding decisions were made
- A place for community members to ask questions or provide feedback at any time
- Calendar of events that would include things like educational opportunities, funding deadlines, and advisory group meetings
- Signup forms for different types of information

Email Newsletters

Email lists will be set up for community partners and the audiences identified above. Interested individuals and organizations can opt-in to receive targeted communications. Newsletters will be sent on an as-needed basis, not less than once per quarter. Examples of topics that would be included in these newsletters:

- Training opportunities and webinars
- Proposal deadlines
- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

Printed Materials

Newsletters, flyers, and other materials will also be formatted for physical distribution, as not everyone has access to online communications. Which materials are most appropriate for print

and logistics still need to be determined. This includes physical transport, locations, and which organizations would benefit from physical copies.

Social Media

WCHCS utilizes a variety of social media channels to communicate with the public. Currently, this includes Facebook, Instagram, and NextDoor. These channels are meant to reach a broad audience regardless of whether the viewer is a business, community member, parent/caregiver, or other interested parties. One of the benefits of using social media is that it allows partner organizations to share and amplify the message to reach the broadest possible audience.

Examples of social media topics:

- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

News Flashes

Similar to social media, news flashes are a feature of the WCHCS website that will send an email to a general list of people interested in public health news, media outlets, and reporters who have subscribed. News flashes also appear on the WCHCS homepage for people who are not subscribed and who do not use social media. Examples of news flash topics would be the same as those referenced in Social Media.

Metrics and Evaluation Planning

Building strong data collection and rigorous evaluation practices is essential to maintain short and long-term accountability. As the fund administrator, WCHCS will facilitate the evaluation and performance measurement plan development and implementation. WCHCS will work collaboratively with the Child & Family Well-being Task Force and other key stakeholders to design, implement, and report evaluation processes, and will leverage other external resources as needed to ensure successful high-quality and efficient evaluations.

The following overview presents the overarching goals, approaches, principles, and framework that will guide the evaluation and performance measurement of the Healthy Children's Fund. As programs and services are selected in 2023 and beyond, the metrics and evaluation framework will be further refined. A more detailed and operational Evaluation and Performance Measurement Plan will be completed by December 2023 and submitted to the Whatcom County Council, with updates as needed thereafter. These updates will also be provided as part of the Healthy Children's Fund Annual Report, delivered by the Child & Family Well-being Task Force.

Evaluation Timelines

The Healthy Children's Fund ordinance states, "Every other year, a qualified independent auditor shall conduct a performance audit of the Healthy Children's Fund."

Transparent and thorough evaluation is a critical component of the Healthy Children's Fund. Results for the initial two-year evaluation will be influenced by the startup period and will focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Metrics

To measure how well children and families are thriving in Whatcom County, quantitative and qualitative data will be used to help identify our communities' strengths and assets to address community-identified gaps and needs. The data will guide the implementation of the Healthy Children's Fund and provide an understanding of where disparities in health and well-being exist and where additional support and resources are needed.

Results-Based Accountability

The [Results-Based Accountability \(RBA\)](#) framework and methodology were used during the implementation planning process, especially to define metrics and develop the evaluation plan. RBA is a national model and provides a disciplined, data-driven decision-making process to help communities and organizations take action to solve complex problems (Clear Impact, 2022). RBA makes a distinction between **population accountability** through population indicators which assess the well-being of a whole population, and **performance accountability** through performance measures, which assess the well-being of the clients directly served by programs. This framework will be used for all HCF metric reporting and evaluation processes.

Population Accountability

To measure and monitor overall progress towards the overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten Readiness, all Whatcom children, race & ethnicity, gender, & income
- Child Abuse and Neglect, Whatcom children ages 0-17

Kindergarten readiness data, disaggregated by subpopulations, is an important indicator of community progress toward the kind of conditions that promote child and family well-being, as well as a revealing gauge of inequities. "Kindergarten Readiness" refers to data collected by the Washington State Office of Superintendent of Public Instruction (OSPI). All public schools and some tribal nation schools use a process called the Washington Kindergarten Inventory of Developing Skills (WaKIDS). WaKIDS measures developmental skills on a strengths-based continuum in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math.

Kindergarten readiness is the most widely used data point in Washington State to understand what experiences a child may have before they enter kindergarten. It is used to inform how best to support their transition between early learning or home into the classroom. It is recognized that children are always ready for kindergarten; this measure is about the readiness of the system and adults to serve each child where they are.

"Child Abuse and Neglect" refers to children identified as victims in reports to Child Protective Services that were accepted for further action per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition, other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

It is important to note that the Healthy Children's Fund is just one initiative that will contribute to improving population-level change, along with other sectors, funders, and partners in the community. For example, the indicator of increasing kindergarten readiness depends on the combined work of Healthy Children's Fund programs along with many others: other local, state, and federal agencies, other local initiatives, and community-based organizations working together in alignment

All data have limitations that should be considered when interpreting and using data analysis. See [Appendix V](#) for data notes and limitations for the measures of kindergarten readiness and child maltreatment.

Headline and secondary indicators (population-level) will be used to measure and quantify results within the HCF's two priority areas: early learning and care and supporting vulnerable children.

- **Headline indicators** are aspirational, long-term population-level indicators that allow administrators to examine trends and patterns of change for the entire Whatcom County population as well as within population groups. Population-based indicators are about a population, for example, children ages 0-5 in Whatcom County. We will also track secondary indicators, which will further inform our understanding of population-level changes.
- **Secondary indicators** are supporting indicators that describe the status of children and families in Whatcom County and are often used as intermediary data to understand the steps needed to achieve headline indicators. Headline and secondary population-level indicators will be used to align partners and HCF investment strategies, guide program design, and maximize the potential for achieving HCF results.

Through the RBA framework, the Implementation Plan team consulted with the Child and Family Well-being Task Force, the Ordinance writing group, Healthy Whatcom, and the Whatcom County Child Care Coalition to develop and select headline and secondary indicators. Headline and secondary indicators were defined for each focus area of early learning & care (affordable, accessible, high-quality, and professional) and supporting vulnerable children (mental and behavioral health, homelessness, and supporting parents).

Indicators were selected based on the following criteria:

- **The availability of reliable data.** Are high-quality data available on a timely basis? Are they reliable by geography, race, ethnicity, or socioeconomic status?
- **How easily the indicator can be understood and effectively communicated.** Is this indicator easy to understand? Is it compelling?
- **If the indicator says something of central importance about the result?** Or if it is peripheral? If the indicator moves in one direction, do others follow?
- **Whether or not the indicator is a population-level measure.** Is it about a population (for example, children in Whatcom County) or only about individuals directly served by programs?

Headline and secondary indicators will be reported annually or as data is available and are subject to change over the life of the levy. Data will be shown over time and disaggregated as appropriate (e.g., by age, race/ethnicity, geography, socioeconomic status, and gender, where data are available). Disaggregation is critical in assuring partners are aligned and investments are prioritized to maximize the potential for eliminating inequities.

To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.

It is important to note that useful and meaningful data at the local level is limited and that collecting and managing reliable, valid, and replicable population-level data is resource-intensive. If an identified and prioritized indicator is not currently being collected, it was placed on the data development agenda (DDA). WCHCS will determine the feasibility, timing, and resources needed to collect the necessary data and prioritize accordingly. When possible, WCHCS will leverage the methodology implemented by past relevant studies (i.e., Child Care Demand Study) and will work with state-level agencies to improve the completeness of current data sources. See [Appendix VI](#) for the headline and secondary indicators selected for each focus area. As strategies evolve over the levy's life, some of these metrics will need to change. [Appendix VII](#) describes the population health data sources for both the headline and secondary indicators.

Throughout the levy, innovative strategies will be implemented that demonstrate results that further inform the field of early learning & care, increase the evidence base, and demonstrate impact on outcomes for low-income and vulnerable children. WCHCS will report headline indicators on the number of innovative solutions that demonstrate valid results which further inform either

- the field of early learning and care

- approaches or practices that impact the disparities experienced among low-income and vulnerable children

In addition to the data development agenda indicators WCHCS will investigate ways to retrieve additional population-level indicators that can further inform the community's needs and assess the impact of the HCF. Some of the topic areas include:

- Perinatal mental health
- Behavioral and mental health provider service delivery constraints
- Availability of mixed-delivery systems
- Sustainability of child care programs
- Rates of homelessness for children 0-4

Performance Accountability

Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. The impact of HCF strategies on children and families directly served by programs will be measured using performance measures. Performance measures that will be collected and reported by a funded program or agency will include the impact on the intended recipients and will include both quantitative and qualitative data. These reporting mechanisms will offer another opportunity for parents and caregivers to provide both quantitative and qualitative input and feedback on their needs being met and satisfaction with the received program or service. Performance data will be collected by the program or agency once the HCF contracts are implemented. WCHCS will collect and report performance measures on the programs or services we directly implement.

To ensure that the HCF's activities contribute to population-level change, programs must align with the headline and secondary indicators, and overarching results. Requests for Proposals will require organizations to be responsive to the headline and secondary indicators. RBA also sets a framework for community involvement and partnership, identifying where we are now and determining what strategies we will use to make the changes we are seeking. HCF's framework for evaluation includes looking at population-level change as well as the impact on individuals and families directly served by our programs.

Evaluation Planning

Goals and Approach

The evaluation of HCF strategies and programs should demonstrate that public funds are being invested wisely and that funded strategies are making progress toward HCF results and advancing equity across Whatcom County. It is also essential that through HCF strategies, Whatcom County is nurturing innovation and contributing to an evidence base that will equip the County and its partners to do better over time in producing results for Whatcom County children and families.

Using evaluation and performance measurement, WCHCS will seek to answer one overarching question: *To what extent has the Healthy Children's Fund improved the health and well-being and advanced equity for young children and their families in Whatcom County?*

The primary goals of evaluation and performance measurement will be to inform strategic learning and accountability (Global Family, 2022).

- **Strategic learning** is the need for real-time data to inform ongoing work and to understand which strategies are effective and why. This can inform course corrections, document learning opportunities, and improve how programs are conducted.

- **Accountability** is the need to hold entities responsible for the activities they were given funding to do and to determine if a credible case can be made that the work contributed to HCF results. This is different from evaluations designed to prove definitive causality, which may be planned for a subset of strategies.

Data and evaluation processes will strive to align performance measures across related HCF strategies and to facilitate comparisons across similar types of programs and services. WCHCS will also seek to identify learning opportunities and unintended consequences of HCF activities, both positive and negative.

The following outlines our overall approach to evaluation and performance measurement:

- Measuring the performance of projects and evaluating the effects of the HCF is important to produce the best results, learn and innovate based on experience, and ensure the most effective use of public funds.
- Encompass a range of evaluation and measurement techniques, prioritize evaluation resources to have the largest impact, and leverage other resources and evidence where possible.
- Ensure evaluation and performance measurement of the HCF adhere to the highest professional standards of the evaluation and scientific fields.
- Produce timely and clear communication of results – inclusive of both achievements and failures – to increase accountability and build and sustain public trust.

Evaluation Principles and Advancing Equity

The evaluation will use guiding principles drawn from the [American Evaluation Association](#):

- Systematic inquiry: Conduct systematic, data-based inquiries.
- Integrity: Display honesty and integrity in the evaluation process.
- Respect for people: Respect the security, dignity, time, capacity, and interests of participants and stakeholders.
- Cultural competence: Recognize and respond to culturally-different values and perspectives to produce work that is honest, accurate, respectful, and valid.

Furthermore, evaluation will be guided by the foundational principles embedded in the work of the Child & Family Well-being Task Force: advancing equity, with specific attention to racial equity; engaging families in the work; and using results-based approaches.

Evaluation and performance measurement will examine to what extent and in what ways HCF is advancing equity in Whatcom County. Data gathered through evaluation and performance measurement will support our collective knowledge as we disaggregate population-level indicators and performance measures by race, ethnicity, geography, socioeconomic status, and gender, as available. The evaluation processes will support grantees' gathering of narrative reports on improvements made to better serve diverse communities, as well as gathering feedback from those served about how services incorporate equity goals.

The evaluation process will:

- Disaggregate population-level indicators and performance measures as available
- Ensure community and program narratives are collected and shared back with opportunity for context and reflection
- Ensure meaningful and respectful engagement with the community
- Seek to present a complete data story of both strengths as well as disparities
- Ensure evaluation processes and results are accessible (i.e., translation)

Evaluation and Performance Measurement Plan

The Healthy Children's Fund Evaluation and Performance Measurement Plan that will be completed in December 2023, will specify performance measures and qualitative methods after the specific program or service investments have been defined. Using the Results-Based Accountability (RBA) framework, the evaluation plan will draw from both qualitative and quantitative methods. As appropriate, the evaluation may include case study, cross-sectional, pre-post, and/or quasi-experimental designs. Using a participatory approach (Krieger, 2002), the WCHCS Health Information & Assessment Team (HIA) will work closely with county leadership, staff, external evaluators, the Child and Family Well-Being Task Force, and other relevant advisory bodies and subject matter experts to optimize performance monitoring and evaluation. For example, we will:

- Prioritize evaluation questions within allocated resources
- Develop logic models, indicators, performance measures, and/or data collection protocols
- Review findings
- Develop dissemination materials and reports

WCHCS will facilitate the evaluation and performance measurement plan development and implementation in collaboration with the Child & Family Well-being Task Force, external evaluators and other key community stakeholders. WCHCS will be responsible for ensuring the collection and management of quantitative and qualitative program performance metrics and the retrieval and reporting of the population outcome, headline, and secondary indicators. WCHCS will provide technical assistance and support to HCF community partners on data collection, management, reporting, evaluation, and quality improvement processes at the program level.

As outlined in the Healthy Children's Fund ordinance 2022-045, reimbursements to the County for administrative costs, evaluation, and overhead shall be limited to nine percent of levy proceeds, with up to three percent used for auditing and evaluation. Evaluation processes, including investment in data collection activities, will be designed and developed based on the annual allowable and allocated funding and are prioritized expenses within the Administrative budget in years one and two.

Evaluation Levels

The HCF evaluation is conceptualized to answer process and impact questions at four levels. Within these four levels, different types of evaluation may be applied. Examples of questions include:

- Population Level: What was the combined impact of HCF investments on population-level indicators of health and well-being? Did HCF contribute toward equity at the population level? What improvements in services, systems, and social and physical environments did HCF investments contribute to? What were the lessons learned about barriers and contributors to success?
- Strategy Level: What improvements in health and well-being were experienced by relevant populations or individuals served within a strategy area? What improvements were made in relevant services, systems, and environments?
- Program Level: What improvements in health and well-being did individuals experience? What improvements were made in how well and how many clients were served?
- Process Level: How effectively is the Whatcom County government administering the Healthy Children's Fund? What internal processes did the County implement to ensure

transparency and accountability of itself and fund partners? To what extent are the county contracting processes clear, standardized, and timely?

For more information, see [Appendix VIII. Evaluation Types and Influencing Factors](#).

Population-Level Evaluation. Population-level analyses will use quantitative and qualitative data to evaluate the effectiveness of the fund as a unified whole and allow all HCF stakeholders to understand how/if levy investments are positively impacting HCF results:

- Increase in kindergarten readiness for all children
- Reduction in the disparities experienced between sub-populations in kindergarten readiness
- Decrease in child maltreatment

WCHCS will contract with an external evaluator every two years who will consult with the CFWBTF on the development and publication of the evaluation. The evaluation will include feedback from stakeholders, HCF recipients, and providers and include recommendations for improvements.

Strategy-Level Evaluation. Following the population-level approach, each strategy area will have established headline and secondary population-level indicators to monitor and assess the impact of funded strategies. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results. Through the RBA framework, we will define how HCF will contribute to improving headline indicators.

Tracking headline and secondary population-level indicators at regular intervals will allow the HCF administrators to examine trends and patterns of change for the entire Whatcom County population as well as population groups. This population-level data gathering will help to guide and inform HCF investments and program design. Qualitative evaluation methods will be used to provide complementary information to help gain an in-depth understanding of the impacts on and results in specific communities. Local data collection and assessments will provide an opportunity for families, caregivers, and service providers to give input, feedback, and information regarding ongoing challenges and barriers to receiving and providing care. Within the strategy areas, WCHCS will leverage external evaluators to assess the overall impact within focus areas (i.e. early learning & care affordability, accessibility, child homelessness, etc.).

Program-Level Evaluation. Program-level evaluation will be conducted by tracking performance measures that are specific to HCF-funded programs and activities. Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. Performance measures are collected routinely, are used to summarize how a program is being implemented, and are responsive and adaptive as the program evolves (Tatian, 2016). Tracking performance measures allows the County to measure what the HCF programs accomplish and how the programs impact the children, families, and communities who are directly served. For example, performance measures will allow for tracking and reporting of how many early learning and care slots were created, and the cost of each slot by fund allocation. At a minimum, each program will have a performance measure in each of the following three domains:

- **How much was done?** Tracks numbers such as people served, or staff trained.
- **How well was it done?** Tracks the rate of how well a service was provided, such as improved access, timeliness, or appropriateness of service.
- **Is anyone better off?** Tracks how much change was produced and the quality of change, such as improved health and well-being.

Performance measures will inform continuous quality improvement efforts throughout the life of the HCF levy and will be:

- Determined in the development of requests for proposals (RFPs), or specific project-level funding approaches
- Identified and developed for each program
- Incorporated within contracts
- Reviewed on a pre-determined and regular basis over the life of the levy.

Performance measures will vary across programs, duration of services, type of activity, and duration of funding and likely be a combination of quantitative and qualitative data, including participant satisfaction and feedback. Contractors will regularly report performance measures as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures will be identified in RFPs, program performance measures will be finalized in partnership with the funded organizations. When possible, performance data will be reported through existing data collection systems to avoid duplication in efforts. WCHCS will aim to not add undue burden to grantees who may be reporting similar performance metrics to other funders, and we will ensure performance measures are meaningful to grantees. Where feasible, WCHCS will align reported performance measures across HCF activities and other community programs, initiatives, and funders. Performance measures will also be established for programmatic activities directly conducted by the WCHCS.

Process Evaluation. The Healthy Children's Fund is designed to improve early childhood learning and vulnerable family outcomes by being innovative and making investments in strategies focused on child and family-centered prevention efforts. To meet the demand for the services outlined in the implementation plan, the Whatcom County government will need to work with a variety of licensed operators, including early learning centers of all sizes, preschools, licensed-family homes, nature-based programs, and many others. Some of these programs will have little or no experience contracting with the government, and it will be important to reduce barriers and administrative burdens related to contract management and compliance so that resources are spent providing quality programming for children and families.

To ensure the Whatcom County Government identifies and removes barriers by improving internal systems, the Whatcom County Executive's Office, with consultation from the Child & Family Well-being Task Force, will retain an external government audit organization for a multi-year contract. A key component of the external audit will be to analyze the effectiveness of fund administration on the success of the Healthy Children's Fund and identify areas for improvement and development, especially in the early years of implementation.

The audit will include, but not be limited to:

- The funding opportunity development process, including stakeholder and internal review
- Execution of fund priorities, including average time from the finalization of funding opportunities to the advertisement, review, selection, and finalization of contracts
- Extent to which the application and contracting processes are clearly articulated and accessible for a diverse applicant pool
- Contractor experience with county processes and timelines, based on contractor feedback
- Extent to which the process identifies and reduces barriers to entry for a diverse applicant pool, including small entities, and non-native speakers

- Provision of technical support for submitting funding proposals, contracting, financial, and reporting support available for providers and individuals new to government process to successfully navigate these processes
- Contracting follows innovative methods within the parameters of the County's legal and financial codes and policies to support individuals and organizations
- Ease for contractor in initial new contractor reimbursement set-up process
- Invoicing process, including standardization and streamlining for contractors
- County payment timeliness to contractors upon receipt of correct and complete invoices
- Recommendations for improvement and a review of progress on previous recommendations

Evaluation Timelines

HCF strategies and programs will begin at different times and reach their respective conclusions on different schedules. Strategy and program-level evaluations will occur after two years of implementation have been completed. WCHCS recognizes the complexity of incorporating new data reporting and evaluation processes and will work with each funded organization on reporting timelines. Some data may be readily available, and system upgrades or changes will sometimes be needed before access and reporting. When possible, data already being collected through existing data collection systems will be used. Evaluation timelines will accommodate these factors:

- When the program started, or when funds became effective
- Time needed until each indicator can be measured
- Point at which a sufficient number of individuals have reached the outcome to generate a statistically reliable result
- When indicator data will be available
- When baseline data will be available if needed
- Time and budget needed for data collection, analyses, and interpretation of qualitative data
- Contractual requirements for reporting process and results from data

Engagement with Key Stakeholders

WCHCS has developed this plan by working closely with other stakeholders to support the HCF implementation through the best available science and data, establishing baseline data, and coordinating with other initiatives in Whatcom County. The following stakeholder perspectives have been and will continue to be essential to evaluation and performance measurement development and implementation:

- Whatcom County Council
- Public Health Advisory Board
- Child and Family Well-being Task Force
- Healthy Whatcom
- Generations Forward
- Perinatal Mental Health Task Force
- Child Care Coalition
- Whatcom Early Learning Alliance
- Whatcom Taking Action
- Local Prevention Coalitions

Throughout the levy, additional stakeholders will be engaged, as needed and appropriate.

Transparency in Reporting and Dissemination of Products

WCHCS is committed to ensuring accessibility, understanding, and engagement in the HCF's evaluation and performance measurement activities. Data and reports on population-level indicators, performance measures, and evaluation findings will be timely and readily accessible. Publication of these products will be based on data collection processes, availability, and systems development and will, at minimum, be on the HCF website. Below are examples of the data products and reports WCHCS will generate.

Annual Health Children's Fund Report. HCF Annual Reports will provide data on the performance of levy-funded activities, including progress toward meeting overall levy goals and strategies, headline indicator measurements, performance measures, lessons learned, and strategies for continuous improvement. The Task Force, with the support of the WCHCS, will write and deliver the annual report to the public and the County Council.

HCF Annual Reports will also include:

- Any updated performance measure targets for the following year of HCF programs with information on the reason for any substantive changes
- Recommendations on program and/or process changes to funded programs or strategies based on the measurement and evaluation data or any other eventuality resulting in the need for substantive changes
- Any recommended revisions to the HCF Evaluation and Performance Measurement Plan
- Recommended performance measures and performance measurement targets for each HCF strategy, as well as any new strategies that are established

Dashboards. WCHCS HIA Team will develop dashboards that reflect key indicators of population results that communicate results quickly and visually. These dashboards will be web-based and accessible to stakeholders, the community, and the public. Indicators will be disaggregated by age, race, ethnicity, geography, socioeconomic status, gender, and other key demographic characteristics, where data are available. The data will be made available based on the data source and collection methods; therefore, reporting will vary in frequency (i.e., quarterly, annually, etc.)

Other Products. WCHCS staff will work with community partners to identify meaningful products for stakeholders, such as success stories and program reports. These may describe the strategy, stakeholders' roles, reach, impact, critical incidents, key decision points, and lessons learned. These types of products will allow for the reporting of more short-term or immediate impacts or successes. Ad hoc products such as infographics and technical assistance related to data or evaluation findings for stakeholder presentations will also be considered.

Examples of the items that will be included in the full evaluation plan:

- The processes for collaboration on evaluation between the CFWBTF, external evaluators, and the WCHCS
- The specific data systems and process for collecting, analyzing, and reporting performance and population-level data
- A data development agenda prioritization plan
- Frequency in reporting population-level indicators and performance measures
- Types of technical assistance WCHCS will provide to HCF partners on data collection, analysis, and evaluation and quality improvement

Next Steps and Conclusion

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. Our sincere goal is that children and families will greatly benefit from the impactful and sustained investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Strategies for funding in both Early Learning & Care and Supporting Vulnerable Children are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund. Some strategies, such as housing support for vulnerable children, will be relatively easy to implement using existing County staff and processes; others, such as childcare subsidies, will require the design of completely new programs and the development of entirely new processes for the County. In recognition of this, implementation will be phased, focusing the first funding opportunities on those strategies most ready to implement, in alignment with the spending plan.

To effectively administer the fund and achieve the priorities under this plan, Whatcom County will need to hire new staff, work with the community to develop provider capacity, and commit considerable effort to designing programs that meet the goals of this plan while complying with federal, state, and local laws and regulations. We anticipate that a significant amount of time and energy in years 1 & 2 will be spent evaluating current processes for effectiveness while building the infrastructure and systems necessary to effectively deliver on the promises of the Healthy Children's Fund in subsequent years.

Upon the approval of this implementation plan for years 1 & 2, an Implementation Team will form to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of staff from county government working alongside representatives from advisory bodies such as the Child & Family Well-being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and those impacted by the decisions and processes of the Healthy Children's Fund. The Implementation Team will be responsible for:

- Developing a phased funding approach including:
 - assessing readiness and prioritizing amongst the approved strategies which funding opportunities to launch first,
 - conducting research on program design, and
 - drafting funding opportunities as strategies are ready to move forward with the expectation they will be released throughout 2024.
- Building strong relationships with new and current community partners, especially those within underserved areas and populations in Whatcom County.
- Finalizing and implementing the process and performance evaluation plan for the Healthy Children's Fund. Since funding opportunities will begin being advertised in Fall 2023, we anticipate the first round of contracts to be executed in 2024. Given this timeline, the initial two-year evaluation will primarily review the startup period and will

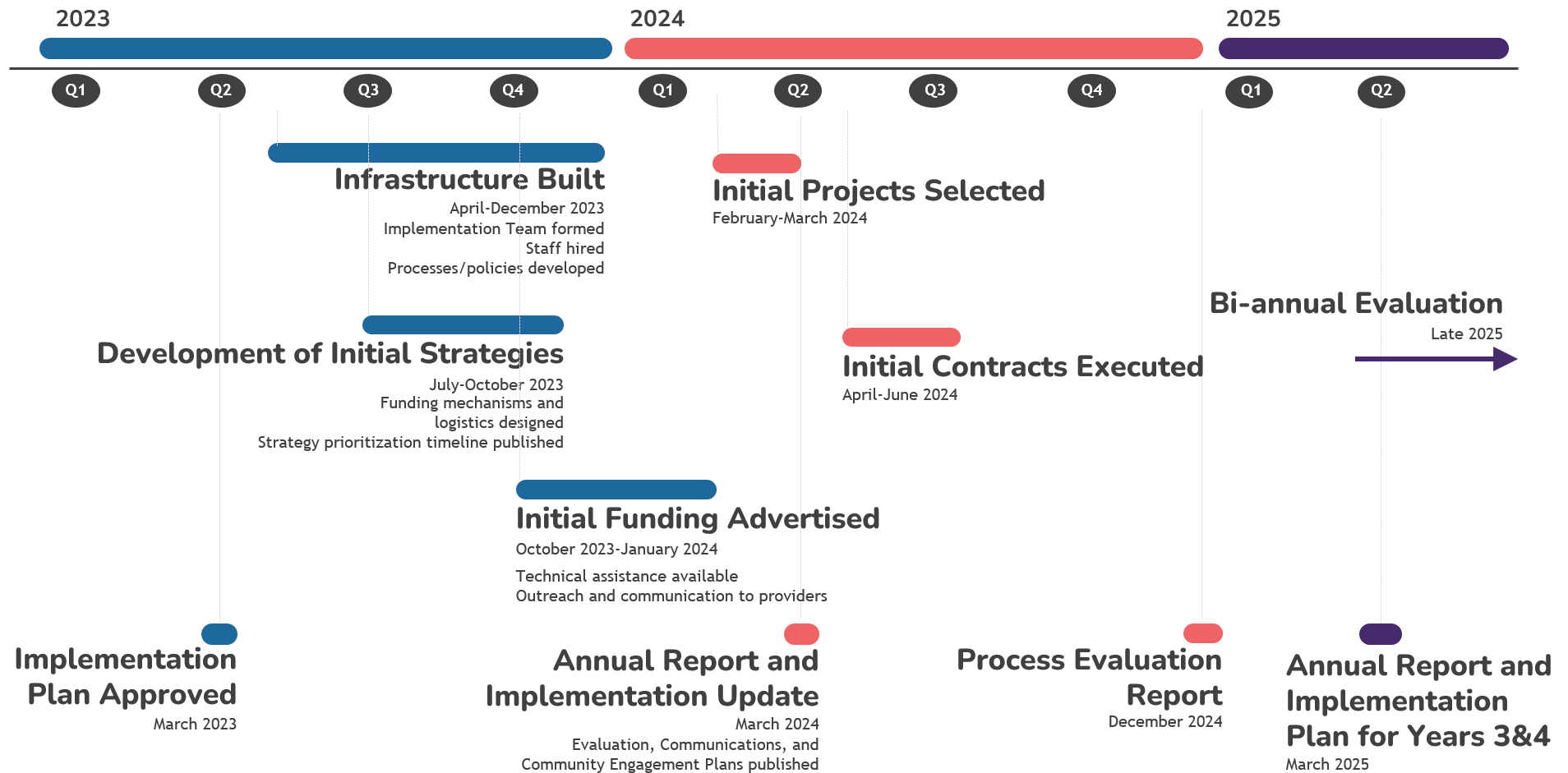
focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Beginning in March 2024, the Child & Family Well-being Task Force, with support from WCHCS as fund administrator, will submit an Annual Report to the public and Whatcom County Council on progress made toward the Healthy Children's Fund goals, outcomes, and metrics. At that time, the Implementation Team will also provide updates on the evaluation, communication, and community engagement plans.

Updates will be made to the Implementation Plan every two years and will reflect allocation adjustments based on information provided in the biennial evaluations, recommendations from the Child & Family Well-being Task Force, emergent community needs, and changes in state and federal funding availability. Evaluation will be ongoing but will be published every two years, informing planning for the following two years.

In recognition of this phased approach, WCHCS has developed a draft project timeline for 2023-2024, available on the next page. As this is a completely new initiative, dates are subject to change based on several factors, including the ability to hire staff to complete Healthy Children's Fund objectives.

Healthy Children's Fund: Expected Timeline*



* This timeline offers a sequence and expected dates for initial strategies: those that are most ready to implement. Subsequent strategies will roll out as the necessary internal infrastructure and external capacity of potential funding recipients is built. All dates are based on current understanding and may shift as new information emerges and circumstances change.

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Appendices

Appendix I. Community Plans

Community Research & Assessments

- [Bringing the 'Help Me Grow' Framework to Whatcom County \(2022\)](#)
- [Whatcom County Child Care Assessment: EcoNorthwest \(2022\)](#)
- [Permanent Solutions to Child Care Affordability in Whatcom \(2021\)](#)
- [Child Care Demand Study \(2021\)](#)
- [Whatcom Early Learning Alliance's: Family Needs Survey \(2021\)](#)
- [Fiscal Map for Licensed Child Care in Whatcom County \(2021\)](#)
- [COVID-19 Community Health Impact Assessment \(2021\)](#)
- [Newborn Home Visiting Pilot Program \(2019\)](#)
- [Community Health Assessment \(2018 \)](#)

Community Plans & Reports

- [Whatcom County's Community Health Improvement Plan \(2022\)](#)
- [Child and Family Well-being Task Force Phase II Report \(2022\)](#)
- [Child and Family Action Plan \(2020\)](#)
- [Whatcom County's Strategic Plan to End Homelessness \(2019\)](#)

Appendix II. Advisory Group Feedback Themes

# of comments	Themes	Summary Descriptions of Feedback	Response <i>Note: Implementation Plan is abbreviated as IP. WCHCS is Whatcom County Health and Community Services, formerly the Whatcom County Health Department</i>
137	Evaluation/Metrics		
43	Evaluation of Fund Administration		
	Themes	Without external evaluation of fund administration and finances, county is not being held accountable for its role/actions.	A section was added to the Implementation Plan (IP) describing the process evaluation of fund administration, conducted by an external, independent auditor. Expanded the population-level evaluation section to explain the use of the external evaluator every 2 years to measure the overall performance of the Healthy Children's Fund. Also stated in the program evaluation section that performance measures will also be established for programmatic activities funded by the Healthy Children's Fund to measure progress toward outcomes.
		Ordinance clearly calls for an external evaluator. How will that be addressed in this plan?	
		Citizens' distrust of government was intended to be offset by an external evaluator.	
		Need to evaluate the length of time from application to fund distribution.	
	Requested Solutions	Fully fund external evaluator, up to \$300k.	
		Commit to at least a 2-4 year contract with external evaluator.	
		Make sure RFP for external evaluator is competitive.	
23	Repeated request for specific measures:		
		# of child care slots created	Early learning slots and cost per slot will be tracked. IP updated to make that more clear that it will be captured overall and by geography and focus area.
		cost per child care slot created	
		K-readiness by race	More information about the availability of local data was added to the IP, and the prioritization of data that WCHCS will collect themselves. Whenever possible, data by race, income, and geography will be shared.
	9	parent/family satisfaction/feedback	Parent satisfaction will be collected as a part of several secondary indicators; IP edited to make this more clear.
15	* K-Readiness		
	Themes:	What is the definition of Kindergarten readiness?	Updated the Implementation Plan (IP) to include details on K-readiness: what it is, what it is not, and why it is being used. Also added an appendix about the limitations of the available data.
		Concern about using "kindergarten readiness" as a measure.	
		Disaggregated by race	
	Solutions:	At the very least, a recommendation is to change language. Rather than referring to kindergarten readiness which is ambiguous and for which there is no universally accepted measure, let's talk about helping children meet widely held developmental expectations that will help to ensure a successful kindergarten experience.	

		update language re: k-readiness to show challenges within that data point.	
		Suggestion to change terminology from "all children ready for kindergarten" to something like "all children performing at a level appropriate to their development"	
	Other Evaluation		
9	Request for clarity around community involvement (majority re: Child and Family Well-Being Task Force) in evaluation plan	A section on community engagement was added to the Evaluation section to clarify how advisory groups and other community entities would be engaged.	
5	Request to compile/share stories/qualitative data about impact	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.	
5	Requests around communication of evaluation (website, reporting, etc.)	Added: The data will be made available based on the data source and collection methods, therefore reporting will vary in frequency (i.e., quarterly, annually, etc.) to both transparency in findings and reporting and dissemination products. Also added a Communications section to the IP to describe the different methods we will use to share progress.	
4	Request to rewrite evaluation (sometimes the entire plan) to manage expectations better: not much change can be expected on these types of systemic issues in two years.	Language was added under external factors impacting evaluation, recognizing that it will likely take several years to demonstrate an impact on the HCF overarching population-level results.	
4	Request to increase evaluation budget.	Evaluation budget was increased to support bi-annual contracting with an external auditor of the fund administration and the HCF overall.	
3	Request to clarify evaluation timeline.	Added that the effectiveness of the fund as a whole will be evaluated every two years. The evaluation timeline section includes what factors will impact the timeline of any evaluation process. Added a draft timeline to the IP.	
3	Concern and request for clarity on the burden of data collection on recipient organizations.	Added: Performance measures will be reported by grantees regularly as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures may be identified in funding opportunities, program performance measures will be finalized in partnership with funding organizations. When possible performance data will be reported through existing data collection systems to avoid duplication in efforts.	
2	Request for info on how evaluation elevates equity/includes all voices	Added: To fully understand the impact of the Healthy Children’s Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and	

			services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology used will ensure the design and implementation processes will respond to culturally-different values and perspectives and be able to capture diverse voices.
	OTHER/OVERARCHING		
22	Focus on low-income		
	Themes:	Problematic language needs to be addressed, particularly as relates to BIPOC	WCHCS has worked closely with Whatcom County Finance and Legal Departments to identify how to distribute funds effectively and legally and significant updates happened between the draft shared with community advisory groups in January and the draft submitted to Whatcom County Council in February. An equity statement was added, the governmental roles section revised and now includes several other entities, and the explanations for each strategy have become more specific and in many cases more detailed and the focus on low income only remains where it is a key element, such as subsidies for low-income families. Where questions remain about funding mechanisms, those questions have been elevated as being researched over the next year with more specifics to be shared with the next steps for each strategy (for instance if a funding opportunity is released.) Models from other WA entities are being investigated for use as models for Whatcom County.
		Focusing on target populations decreases the impact HCF can have on systems as a whole and all children 0-5. Preference for targeted universalism.	
		Why can other jurisdictions do this? KC/BSK, WA/FSFK	
	Solutions	the WCHCS equity statement should be incorporated into the Governmental role section	
		P? - Accepting the limitations of the government; would like to hear " working with legal, finance, community to overcome these limitations"	
		governmental role section feels like it may be missing a lens of how case law/ practice of the interpretation of the Gift of Public Funds may differ than the current thinking here	
18	Equity		
		Concerns about equitable access to funds; creating barriers instead of alleviating them	Changes were made to make the steps WCHCS are taking more clear, and this was added to Outstanding Questions so that it is researched thoroughly. A process evaluation should support this as well.
		Specific and more general language concerns and requests to make language more respectful and anti-racist	A member of WREC reviewed the draft and helped update language.
		Request to more explicitly fund/prioritize BIPOC and rural communities.	Criteria to identify strategies explicitly referenced these underserved groups.
		How will assessment be done to make sure the most vulnerable populations are actually being served and supported and in the ways their communities want and need?	Added: To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and

			create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.
11	More detail/too vague		
		Concerns that strategies/contracting are too vague and don't give enough specifics; request for clear mechanisms	More detail has been added to each Strategy description to make mechanisms more clear when they are known. More specifics have also been added to the Funding Mechanisms section (formerly Contracting) to be as specific and clear as possible. That said, not all details have been determined. Outstanding questions on funding mechanisms have been added where they are known. As the plan is implemented, and effective and legal mechanisms are researched and adopted, more details will be made available and outreach will be done to encourage applying for funds.
		Concerns that too much detail will decrease flexibility and keep providers from participating	Flexibility has been top of mind, and wherever possible, the IP team has tried to provide details while also making it possible for different choices to be made if circumstances or understanding of an issue changes.
		Request to reference in-home care providers, and/or to have "a more grassroots look at providers and more systems level approach to behavioral health programs for children"	Smaller providers are referenced several times, and WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
9	County		
		Concern/request for county commitment to improving internal processes	See Evaluation of Fund Administration under Evaluation/Metrics, above.
9	Credentials		
		Credentialing requirements don't seem well understood/included in the plan	Details on ECERS and other credentialing were clarified in the Strategy sections.
		Concerns about using ECERS as a measure of care	
		Concerns about a focus/bias for licensed and against legal but unlicensed providers	WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
6	Admin		
		Concerns/request for advisory groups to review the administrative budget	All supplementary budget requests will be available for public review and comment. The request specifically related to the IP will be available during public comment periods for the County Council meetings on Feb 21, Mar 7 and Mar 21, 2023.

6	Definitions		
		Word choice: drop mental health counselor	This term has been removed from the IP.
		"Vulnerable children" meant different things to different people"	Because there can be different definitions, the definition of "Vulnerable children" used in the plan is the same definition used in the Ordinance to establish the Healthy Children's Fund.
		What does "mental health" mean here?	Mental health and its importance is discussed within the Support for Vulnerable Children sections.
	Other		
5	Long-term/Questions	can we name the challenges and the unanswered questions somewhere with an asterisk in the implementation plan. people just want us to name it.	Where applicable, outstanding questions have been added to the IP to more clearly state the work needing to be done as the fund is implemented. A description of a new entity, the Implementation Team was also added to better clarify the work ahead.
3	Reserves	Concerns about using 25% reserves: council could decrease amount; Concerns that reserves won't be transparent and explained fully each year	Reserves have been clarified so it's clear that carryover is allowed from year-to-year; also an explanation of 2023 as a start-up year that will use only a portion of the funds and hold the remainder in reserve for projects in later years. Reserves and expenditures will be shared openly every year.
43	Community Engagement		
17	Child and Family Well-Being Task Force Role		
		What is the TF Role in evaluation planning?	A Roles section was added to the IP that includes the Child and Family Well-Being Task Force. The Role section was collaboratively developed with the chairs of the TF and the IP team.
		Request to involve TF in evaluation planning in an operational/visioning way.	
		Request to have TF participate in the development of funding opportunities	
		Use TF as a proxy for parents [Disagreement on this -- see Evaluation]	
11	Oversight		
		Add Whatcom Racial Equity Commission (WREC) as an Advisory Group	The WREC was added as an Advisory Group or subject matter experts for Implementation. However, the WREC will be determining their own work prioritization and may choose not to participate.
		Add a section that outlines citizen oversight	A Roles section was added. While County Council holds oversight authority of the HCF Administration, the public is invited to engage with the HCF in a variety of ways, including opportunities for public comment at Council meetings and the Whatcom County HCF webpage. Members of the Implementation Team will be intentionally recruited who have lived experience. During the bi-annual evaluation, qualitative data will be gathered from our most marginalized and disenfranchised communities. The
		Include not just Advisory Groups; invite in entire community	
		how are you making sure to hear from our most marginalized/disenfranchised populations?	

			Implementation Team will continue to refine community engagement over time.
17	Outreach/Systemic/Community Engagement & Accountability		
		Requests for outreach to smaller providers to increase participation/identify barriers	Details on the plan for technical assistance and coaching were added to the Funding Mechanisms section, and Community Engagement and Communications sections were added to the IP.
		Requests for technical and other support for applicants	
		Request for outreach to communicate and engage potential fundees and partners	WCHCS agrees that community outreach, capacity-building and organizing will be needed. This need was addressed in several sections, including Funding Mechanisms, Community Engagement, and Communications sections.
		Concerns there isn't capacity in community to implement, even with funding.	
		Who will get the system/network/field engaged and aware of these strategies?	
		Policy work that needs to be done to make structural and systemic changes to make systems transformation a reality	
		Concern that there aren't providers/organizations ready to engage/apply	
		Request for a communications plan for transparency	A communications section was added.
3	Community accountability		
		Consider how to clearly state the accountability and role of community organizations and others outside of WCHCS	A Roles section was added to the IP.
3	Equity		
		how are we intentionally avoiding "rubber stamping" by a few individuals?	Members of the Implementation Team and the CFWBTF will have lived experience, and during the bi-annual evaluation qualitative data will be gathered from our most marginalized and disenfranchised communities. The Implementation Team will continue to refine community engagement over time.
		Clarify accountability to community with lived experience and most in need...governance structures	
		how community and programs narratives are shared back to community (p.47)	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.
3	Transparency		
		Request to share decisions/steps ongoing, as they happen, step-by-step.	A Communications section was added, to clearly share plans for sharing info and progress.
	Contracting Process		
12	Timeline/Responsible		

		Who will be the group/people who will be implementing this/making decisions?	More details were shared on the Implementation Team, the group that will develop the processes associated with the HCF. The team will include representatives from Whatcom County government and community representatives with subject matter expertise. In addition to other tasks, they will develop the process to review and evaluate proposals and submit recommendations for funding. An outstanding question was also added on how best to engage subject matter experts in decision-making without making them ineligible for funding applications.
		What will their qualifications be (tech expertise, SME)?	
		Will community members play a role in decisions?	
		Timeline: RFPs open, applications due, decisions, notification, receipts due, reimbursement received?	During 2023-2024, we expect timelines to be longer as staff are hired and processes are built. Timelines will also vary considerably depending on the strategy being addressed and the funding mechanism chosen. Following approval of the Implementation Plan, each strategy will have a more specific project plan built out and launched; at that time, more information will be available on the timeline for each specific strategy. As much detail as possible is included, with open questions added to the Outstanding Questions section within Funding Mechanisms when not known.
8	Eligibility		
		Who will be eligible?	WCHCS is researching effective and legal ways to ensure as many different types of providers as possible are able to access funding, while also ensuring quality and safety. Some of this research is still underway, but as many details as possible have been added to the Funding Mechanisms section about eligibility, as well as Outstanding Questions to answer in 2023 and beyond.
		Will providers have to be licensed? Will family CCs be eligible?	
		What are the requirements for refunding? OK to say this will need to be answered later	
8	Competitive		
		Clarify that RFPs at all tiers will be competitive	Details were added to the Funding Mechanisms section to clarify that proposals at all tiers would need to meet purchasing policies and contracting requirements and would be selected based on adherence to criteria and the best use of available funds.
		Concerns there are already identified entities that will be awarded most of the funds.	
7	Barriers/Support		
		Needs to be assessment of whether processes create barriers	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		How can support those facing the most challenges?	
4	Process		
		Contracts should have data sharing agreements	Any recipient of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based

			Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. More details can be found in the Metrics & Evaluation section. WCHCS will also provide coaching for applicants as needed.
		Request for performance-based contracting	Contractors must comply with contracting requirements, and report back on outcomes and progress toward objectives.
		Is there an appeals process?	The county's appeals process was added to the Funding Mechanisms section, which is limited to procedural or legal errors in the selection process.
		Clarify that all contracts, grants will be reimbursements	WCHCS is exploring options for grants, vs. reimbursement-only contracts. This question was added to the Outstanding Questions in Funding Mechanisms for future clarification.
3	Criteria		
		Request for more specific criteria for awarding applications	The high-level criteria that will be used was added to the Funding Mechanisms section. More specific criteria will depend on the strategy being implemented, the funding mechanism, and other factors.
		suggest ranking by # of slots	
6	Compliance		
		To ensure equity/compliance with equity statement, applicant lists should be reviewed by TF and council	Applicants will be reviewed through county processes, which require adherence to anti-discrimination and child protection laws and policies. This is a priority for the County in general, not just for the HCF. The process evaluation will identify if there are possible improvements.
3	Compliance		
		How will WCHCS ensure those receiving funding are in compliance with requirements?	Compliance requirements were updated to be more clear. Specific requirements for each RFP or other funding mechanisms will depend on the strategy being addressed, as well as other factors.
	Strategies		
10	Specific funding request		
		Disparate requests to fund specific issues	Thank you to everyone who is passionate about these issues! The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent

			themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses, and votes on the HCF IP during February and March 2023.
		2 requests to fund/prioritize peer support for parents	Peer support for parents is prioritized in Strategy 9.
9	Hub and spoke		
		Need to add the words "Hub and spoke" to the appropriate strategy, as reviewers had trouble identifying it	The words "i.e. the 'hub and spoke model'" were added to Strategy 5.
		Request to have a number/geographical spread for these hubs	Following approval of Implementation Plan, each strategy will have a project plan created and implementation launched. This will be one of the first questions addressed for this strategy.
8	MH/specific request		
		Lots of support and concern with addressing mental health	WCHCS shares this concern and has prioritized funding mental health initiatives within the HCF. Strategies 2, 5, 7, 8, 9 and 10 all have facets that address mental health needs. The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.
		Requests to fund MH more or differently	
6	ARPA		
		Support for using ARPA, for large capital grants	More information and clearer language about the ARPA funding for large capital grants has been added.
		Potential need to make sure ARPA integration is very clear	
6	Method		
		Request to add a box/section for each strategy that identifies how the funds will be distributed	Research is still being conducted on which funding mechanisms will be used for some strategies. The Funding Mechanisms section was expanded to address this generally, knowing that each strategy will have its own process.
6	Rural focus		
		Support for existing county-wide approach	Equitable distribution of funds is a high priority for WCHCS as a fund administrator, and ensuring fund access for rural and otherwise underserved communities was called out in the criteria used to identify strategies.
		Request for more detail to ensure county-wide investment	
5	Pro-ALICE		

		Support for using this United Way measure to allocate subsidies	While it isn't possible to only use the ALICE definition, Strategy 3 will be designed to address and support the needs of a similar population.
3	Workforce/specific request		
		Concern that the workforce development piece isn't more detailed	Details was added to this Strategy and following approval of the Implementation Plan, each strategy will have a project plan created and implementation launched. More specific details will be one of the first priorities for this strategy.
		Elevating this as a needed focus	
2	Barriers/support		
		Request for support for new programs	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		Request to share "equitable administration" box for each section that is identifying current known barriers	
2	Taking on too much		
		Concern the portfolio has too many strategies and should be more focused.	To ensure maximum flexibility for getting funds into the community during years 1 & 2, the Implementation Planning Team included a variety of strategies, following the guidance in the ordinance. As there were few comments requesting fewer strategies, WCHCS recommends writing a letter or speaking during public comment period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.

Appendix III. Implementation Planning and Ad Hoc Strategy Team Members by Affiliation

CFWBTF=Child & Family Well-being Task Force | SME=Subject Matter Expert, specifically in Equity, Early Learning & Care, and Supporting Vulnerable Children.

Name	Organization	Implementation Planning Team	Ad Hoc Strategy Team	CFWBTF	Healthy Whatcom	Ordinance Team	Child Care Coalition	Whatcom County	SME
Allison Williams	Health Department	X	X	X	X			X	X
Amy Hockenberry	Health Department	X						X	
Amy Rydel	Health Department	X	X		X		X	X	
Ann Beck	Health Department	X	X		X			X	X
Anne Granberg	YMCA	X	X	X	X		X		X
Chelsea Johnson	Health Department	X	X	X	X		X	X	X
Christine Espina	Western Washington University	X			X				X
Danielle Humphreys	Bellingham Technical College		X		X				X
David Webster	Opportunity Council		X		X		X		X
Heather Flaherty	Chuckanut Health Foundation	X			X	X	X		
Heather Powell	Boys & Girls Club		X				X		X
Jed Holmes	Executive's Office	X		X				X	
Jennifer Wright	CFWBTF	X		X					
Jessie Thomson	Health Department	X						X	
Judy Ziels	Health Department	X		X	X	X	X	X	X
Kate Dabe	Health Department	X						X	
Kathleen Roy	Health Department	X						X	
Kayla Schott-Bresler	Executive's Office	X		X				X	
Keith Montoya	CFWBTF/Generations Forward	X	X	X		X			
Meredith Hayes	Child Care Coalition	X	X		X	X	X		X
Ray Deck	Skookum Kids	X	X	X		X			X
Shu-Ling Zhao	Chuckanut Health Foundation		X		X	X			X
Sterling Chick	Catholic Community Services		X	X	X				X
Vesla Tonnessen	Whatcom Early Learning Alliance	X		X	X	X	X		X

Appendix IV. Prioritized Strategy Matrix		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Portfolio Strategies	Original Strategies									
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		X	X						1.3	\$40,000- \$500,000
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	Create, Implement and Coordinate a Workforce Recruitment and Professional Development Pathway	X		X	X				3.6	\$40,000- \$1.5 million
	Expand access to early learning & care credentialing through Higher Ed and Community Pathways	X		X					6.3	
	Expand access to training & professional development and integration of curriculum into programs across the county	X				X			7.6	
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		X	X						6.0	>\$1.5 million
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.			X	X					5.6	>\$1.5 million
5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)		X			X	X		X	4.8	>\$1.5 million
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		X	X	X	X				7.7	\$0- \$500,000
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.						X		X	3.3	\$40,000 to >\$1.5 million
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.						X	X	X	4.4	\$40,000 to >\$1.5 million
9: Expand and enhance early parenting supports.						X		X	3.2	\$40,000 to >\$1.5 million
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.	Integrate and co-locate services via integrating community health workers into environments where children and families are					X		X	5.0	\$40,000- \$1.5 million
	Coordinate, integrate, and co-locate services via coordinated access to resource navigation					X	X	X	5.9	
	Coordinate, integrate and co-locate services via Family Resource Centers				X			X	6.9	

* Ad Hoc Strategy Group members individually reverse scored each strategy based on criteria. The ranking is an average.

		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent & Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Other Strategies										
Provide mental health support and other wraparound services to children and/or families when homelessness occurs						X	X	X	3.9	\$500,000- \$1.5 million
Create early learning & care slots in new ways such as subsidizing lending or offering property tax credits for family-based providers.	X	X							6.0	
Coordinate and provide resources and community-wide trainings on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.					X	X	X		6.8	\$40,000- \$500,000
Policy advancement in early learning & care and support for vulnerable children in areas such as early learning and K-12 alignment; roll out of transitional Kindergarten; Kindergarten assessments; CTE courses for early learning & care credentialing; zoning and local policy barriers; task forces at the state level; etc.					X	X	X	X	7.9	
Fund solutions to persistent community early learning & care needs	X								8.6	
Large-scale capital investments to build new, expand existing, or re-purpose buildings for early learning & care.	X	X							8.6	\$5 million in ARPA funding
Fund emergency early learning & care vouchers in a way that complements current program	X	X							9.0	
Fund a feasibility study for solutions to persistent community early learning & care needs	X								11.1	
Offer paid family leave for parents of infants	X	X							12.7	

* Ad Hoc Strategy group members individually reverse scored each strategy based on criteria. The ranking is an average.

The first page of the Prioritized Strategy Matrix, above, shows how the Year 1 & 2 Portfolio includes the 14 highest prioritized strategies, grouped into the ten final strategies. Several factors were used to prioritize strategies, including cost estimate range, criteria ranking, and ensuring all seven focus areas were addressed.

The second table of the Prioritized Strategy Matrix, titled “Other Strategies,” shares the nine strategies that were not prioritized for inclusion in the first two years. Results from the biennial independent evaluation, progress towards contract metrics monitored by the Whatcom County Health & Community Services, requirements outlined in the ordinance related to priority areas, and new community processes and plans that align with the goals of the Healthy Children’s Fund will all be used to determine which of these strategies to implement in year 3 and beyond.

Appendix V. Data Notes and Limitations: Kindergarten Readiness and Child Maltreatment

Kindergarten Readiness Overview

Kindergarten Readiness data is generated by The Washington State Office of Superintendent of Public Instruction (OSPI). OSPI uses an observational assessment tool called the Washington Kindergarten Inventory of Developing Skills (WaKIDS) to collect data on the developmental status of preschool-age students transitioning into Kindergarten. WaKIDS measures development in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math. Kindergarten Readiness is defined as readiness in all six domains. All public schools and some tribal nation schools collect data on the developmental status of children entering kindergarten.

Teachers collect data over the first two months of school in three ways:

- through family connections (1:1 conference)
- through connection to early learning providers
- using Teaching Strategies Gold

Data notes and limitations

- **Data reconfiguration:** OSPI reconfigured the data files used to report Kindergarten Readiness in 2022. The new files include updates to the completeness of previous years' data, notably for student groups (i.e. low-income or racial groups) at the district level. This impacts the results for aggregating percentages across districts and for previous years.
- **Kindergarten Readiness by Race and Ethnicity:** As a result of the suppression rules applied by OSPI, several cells are suppressed for racial group/ethnicity at the *district level* due to small numbers. This leads to an issue of very small and unrepresentative samples of some racial groups at the county level when district numbers are aggregated. While there are some districts without certain racial groups/ethnicities in the population, other districts have racial group data suppressed.
- **Enrollment Data:** Using enrollment data to calculate a denominator for sub-groups in a district (i.e., racial groups) offers a close estimate of the number of kindergartners that were assessed in a district. Report Card data (estimates of kindergarten readiness) does not reconcile perfectly with the enrollment data due to several factors (students moving in/out of the district, absences during assessments, or parents opting students out of assessments).

Reporting Results

- Due to the fact that school districts are state-based and not county-based, we could not pull data at the county level. Whatcom County Kindergarten readiness data was calculated by summing students from each Whatcom County school district and using student population denominators, by subgroup as appropriate. Some student subgroups, such as race and ethnicity, are omitted due to low number suppression at the district level.
- While we can provide an overall rate of Kindergarten Readiness for the county, this is calculated by aggregating data from each district. If we want to know where and among which students a disparity exists, it is advised to use the data available at the school district level. Even then, a review of data completeness and representativeness is warranted.

Child Maltreatment Overview

Child maltreatment refers to children (age birth-17) who are identified as victims in reports to Child Protective Services that were accepted for further action, per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition,

other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

Data limitations

A referral may have one or more children identified as victims. Children are counted more than once if they are reported as a victim more than once during the year. The data in this report are based on the total number of victims reported in Child Protective Services referrals. A child's location is derived from the residence at the time of referral. Population numbers for 2020 and 2021 are preliminary and subject to change.

Numerator Data Source: Washington State Department of Children, Youth and Families, FamLink Data Warehouse. <http://clientdata.rda.dshs.wa.gov/Home/ShowReport?reportMode=0>

Denominator Data Source: Washington State Office of Financial Management, Forecasting Division. <https://www.ofm.wa.gov/washington-data-research/population-demographics>

National Data Source: U.S. Department of Health and Human Services Administration for Children and Families, Voluntary Cooperative Information System (VCIS), and estimates from Adoption, Foster Care Analysis Reporting System (AFCARS)

Appendix VI. Headline & Secondary Indicators by Priority

Early Learning & Care: Headline & Secondary Indicators <i>(DDA=data development agenda)</i>
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
Headline: <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers Secondary: <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access (DDA) • The number of early learning and care providers that report having a waitlist (DDA)
Affordable: Decrease the cost of early learning and care experiences for both families and providers.
Headline: <ul style="list-style-type: none"> • Early learning & care costs for a household with two children as a percent of median household income • Percent of families earning 200%+ below the FPL that have their early learning & care needs met • Number of early learning & care providers participating in a regional shared service hub (DDA)
High-Quality: Increase the quality of early learning and care experiences.
Headline: <ul style="list-style-type: none"> • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher • Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families Secondary: <ul style="list-style-type: none"> • Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160 (DDA) • Number of early learning & care providers reporting an increase in sustainability (DDA)
Professional: Attract and retain quality early childhood educators.
Headline: <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County (DDA) • Average annual salary for full-time early learning & care educators compared to regional school system salary scales (DDA) Secondary: <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program (DDA) • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators (DDA)

Supporting Vulnerable Children: Headline & Secondary Indicators

Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.

Headline:

- Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population (DDA)
- Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population (DDA)
- Number of families on provider wait lists for behavioral health services (DDA)

Secondary:

- Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services
- Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location (DDA)

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.

Headline:

- Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis
- Number of families with children experiencing homelessness

Secondary:

- Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program

Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children

Headline:

- Well-child visits in the first 30 months of life
- Rate of Low Birth Weight infants, less than 2500 grams
- Percent of birthing people receiving adequate prenatal care
- Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy

Secondary:

- Percent of birthing people who reported having a postpartum check-up (DDA)
- Number of parents or caregivers who report that they have access to the parenting support services they need (DDA)
- Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period (DDA)

Appendix VII: Description of Population Health Data Sources

Population Outcome Measures: To measure and monitor overall progress towards the HCF's overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten readiness, *all Whatcom children, race & ethnicity, gender, & income*
- Child Abuse and Neglect, *Whatcom children ages 0-17*

Population-level Headline Indicators: Population-based indicators are a proxy to help quantify the results. HCF will contribute to turning the curves of population-level indicators, as defined through Results--Based Accountability. Population-based indicators area about a population, for example, children 0-5 in Whatcom County. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results.

Secondary Indicators: Secondary indicators are supporting indicators that describe the status of children and families in Whatcom County, and for which we have data but do not rise to the top when selecting headline indicators. Below are some examples of secondary indicators that will be measured and presented. As time goes on and data availability changes, this list of indicators may change.

All indicators will be disaggregated by race, ethnicity, geography, socioeconomic status, and gender, as available.

Population Outcome Indicators	
Indicator	Data Sources
Children who are kindergarten ready across the domains of social/emotional, physical, language, cognitive, literacy, and mathematics <ul style="list-style-type: none">• Percentage of entering kindergartners that meet expectations at the start of kindergarten in all six domains of social/emotional, physical, language, cognitive, literacy and mathematics	Office of the Superintendent of Public Instruction (OSPI), WaKIDS
Rate of child abuse or neglect <ul style="list-style-type: none">• Rate per 1,000 households with children aged 0-17 with child abuse or neglect reports that are investigated and assessed	Washington State Department of Social and Health Services, Children's Administration

Early Learning & Care: Headline & Secondary Indicators
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.

Headline	Early learning & care slots per 100 infants, toddlers, and preschoolers	ChildCare Aware Data Center
Secondary	Number of parents/caregivers who have a demand for early learning & care report that they have access	<i>To be determined Included on the data development agenda</i>
	The number of early learning and care providers that report having a waitlist	<i>To be determined Included on the data development agenda</i>
Affordable: Decrease the cost of early learning and care experiences for both families and providers.		
Headline	Early learning & care costs for a household with two children as a percent of median household income	The Living Wage Calculator, Small Area Income and Poverty Estimates & County Health Rankings
	Percent of families earning 200%+ below the FPL that have their early learning & care needs met	WA State Department of Children, Youth and Families: Child Care Need and Supply Data
	Number of early learning & care providers participating in a regional shared service hub	<i>To be determined Included on the data development agenda</i>
High-Quality: Increase the quality of early learning and care experiences.		
Headline	Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher	ChildCare Aware Data Center
	Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families	ChildCare Aware Data Center
Secondary	Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting an increase in sustainability	<i>To be determined Included on the data development agenda</i>
Professional: Attract and retain quality early childhood educators.		

Headline	Percent of credentialed early learning & care educators in Whatcom County	<i>To be determined Included on the data development agenda</i>
	Average annual salary for full-time early learning & care educators compared to regional school system salary scales	<i>To be determined Included on the data development agenda</i>
Secondary	Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators	<i>To be determined Included on the data development agenda</i>

Supporting Vulnerable Children: Headline & Secondary Indicators		
Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.		
Headline	Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number of families on provider wait lists for behavioral health services	<i>To be determined Included on the data development agenda</i>
Secondary	Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services	SEAS Database, WCHCS
	Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location	<i>To be determined Included on the data development agenda</i>

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.		
Headline	Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis	Office of the Superintendent of Public Instruction (OSPI)
	Number of families with children experiencing homelessness	Annual Point-in-Time Count, Opportunity Council
Secondary	Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program	Whatcom County Homeless Service Center, Opportunity Council
Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children		
Headline	Well-child visits in the first 30 months of life	WA State Health Care Authority
	Rate of Low Birth Weight infants, less than 2500 grams	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people receiving adequate prenatal care	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy	Community Health Assessment Tool, Washington State Department of Health
Secondary	Percent of birthing people who reported having a postpartum check-up	<i>To7 be determined Included on the data development agenda</i>
	Number of parents or caregivers who report that they have access to the parenting support services they need	<i>To be determined Included on the data development agenda</i>
	Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period	<i>To be determined Included on the data development agenda</i>

Appendix VIII. Evaluation Types and Influencing Factors

Evaluation activities complement performance measurement and are designed to answer broader kinds of questions. In-depth evaluations will be conducted using the scientific methods most appropriate for a program and its implementation stage. For new programs just beginning implementation, evaluation questions will support program design, planning, and initial insights. For programs that are underway but still undergoing modifications, the evaluation will support program refinement and improvements in quality or efficiency. Once programs have established fidelity and scale and have been in place for sufficient time, evaluation can be used to measure impact and outcomes.

Evaluation Types and Purposes	Types of Questions & Methods Used
Formative Evaluation: To support program development and design	Types of Questions <ul style="list-style-type: none"> • What are the most crucial questions and data that could help us develop our program or strategy? • What concerns or opportunities do we need to respond to or use to adapt the program for success? Primary Method Qualitative data collection and analysis
Process Evaluation: To support program improvements and the County's role in HCF success and ability to meet goals.	Types of Questions <ul style="list-style-type: none"> • Why did/didn't we see a change? • Was the program/processes implemented as intended? • How well was the program/processes implemented? Why or why not? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data.
Outcome or Impact Evaluations: To prove the program led to desired result	Types of Questions <ul style="list-style-type: none"> • Did the expected change take place? For whom? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data. Studies using experimental, quasi-experimental, and observational designs. Informed by process evaluation results.
Performance Measurement from all HCF-funded programs will track how much, how well, and is anyone better off after contractor activities. This is foundational to the HCF evaluation and will inform and guide additional evaluation activities.	

Candidates for More Extensive Evaluation

HCF will implement strategies based on emerging best practices. These may include situations where a proven program or best practice must be substantially modified to be tailored to specific

populations the HCF serves. Evaluation of these programs will emphasize ongoing monitoring and early feedback so that necessary changes can occur promptly. Short-term results will be identified so that the longer-term desired outcomes are likely to be reached. This supplemental, formative evaluation will help ensure that the program is functioning as intended.

Investing in innovative strategies will be a key component of the HCF, which may call for a more rigorous evaluation to show the causal effects and lessons learned and require intensive data collection. WCHCS Health Information & Assessment (HIA) Team will work with external evaluators to develop and apply a set of criteria for identifying projects that are a high priority for rigorous evaluation. Considerations may include:

- Potential for having a large impact related to health equity
- Implementation in new settings or with new populations
- Likelihood of seeing an immediate change in indicators of well-being or healthy environments
- Filling a gap in the evidence base
- Having sustainable sources of data to be able to track change over time

External Factors Impacting Evaluation

The HCF is one of the many strategies that will change the conditions of children and families in Whatcom County. HCF programs and services will contribute to improving the health and well-being of the population along with other initiatives and efforts. As a whole, these efforts will work collectively to impact conditions for children and families in Whatcom County. Furthermore, there will be a multitude of factors that influence the extent to which HCF programs and services will make an impact. For example, federal or state changes in funding or policies can greatly impact the availability of services and the number and demographics of people accessing services. The HIA team will make efforts to identify external factors beyond the control of HCF to understand how they may have affected findings.

It is also important to note that evaluation approaches will need to be tailored depending on the type of funded activity, funding amount and duration, and stage of program implementation. For example, we might focus on performance measurement for a well-established program with a strong evidence base but use an outcome evaluation to attempt to establish an evidence base for a pilot project. New and innovative programs will also require time to reach full implementation stages before they are good candidates for outcome evaluation. In evaluating the combined efforts of HCF, evaluators continue to be mindful of this wide variation in programs and strategies. It is also recognized that it will likely take several years to demonstrate an impact or progress toward the HCF overarching population-level results.

Appendix IX. Whatcom County's Non-Discrimination Policy

Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.

PROPOSED BY: Health and Community Services _____

INTRODUCED: _____

RESOLUTION NO. _____

ADOPTING THE HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

WHEREAS, The health and well-being of young children have been a priority in Whatcom County and central to the last two cycles of Whatcom County's Community Health Improvement Plan and community process (Healthy Whatcom, 2022); and

WHEREAS, In 2016, the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board; and

WHEREAS, In January 2020, the Whatcom County Council passed the Child and Family Action Plan and established the Child and Family Well-being Task Force to support the implementation of that plan; and

WHEREAS, In June 2022, the Whatcom County Council passed Ordinance 2022-045, which placed Proposition 5 on the November 2022 ballot to fund early learning & care programs, and increase support for vulnerable children; and

WHEREAS, In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County and established a dedicated property tax for 10 years as outlined in Ordinance 2022-045; and

WHEREAS, The Healthy Children's Fund Ordinance 2022-045, Section 4, requires the fund administrator (Whatcom County Health and Community Services) to develop ~~and transmit for council review and adoption by ordinance~~ an implementation plan for the Healthy Children's Fund that shall be approved by County Council and transmitted to the County Executive; and

WHEREAS, The Healthy Children's Fund Implementation Plan, once effective, will govern the expenditure of the levy's proceeds and shall be submitted to the Council every 2 years as a part of the budget (Exhibit A to this resolution); and

WHEREAS, Whatcom County Health and Community Services developed the Healthy Children's Fund Implementation Plan in consultation with the Child and Family Well-being Task Force, an existing community board established by the Whatcom County Council; and numerous community stakeholders across the community; and

WHEREAS, The Healthy Children's Fund Implementation Plan identifies the goals and strategies to be funded, eligible expenditures, fund allocation guidelines, fund distribution guidance and opportunities for leveraging resources with the use of the levy proceeds; and

WHEREAS, The Healthy Children's Fund Implementation Plan also includes a framework to measure the performance of the levy strategies in achieving their outcomes, including annual reporting on levy expenditures, fund administration, services and outcomes and external program evaluation and process audits, in accordance with Section 5 of Ordinance 2022-045; and

WHEREAS, Healthy Children's Fund outcomes include but are not limited to programs that increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; support for our most vulnerable children; mental and behavioral health services; support for children experiencing homelessness; and support for vulnerable children's parents and caregivers; and

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that a Healthy Children's Fund Implementation Plan be accepted and approved, attached hereto as Exhibit A, and be administered by Whatcom County Health and Community Services under the authority of the County Executive.

APPROVED this ____ day of _____, 20__.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

APPROVED AS TO FORM:

/s/ Royce Buckingham approved via e-mail on 2/17/23/MR

Royce Buckingham, Civil Deputy Prosecutor



**Whatcom Healthy
Children's Fund**

Implementation Plan Years 1 & 2

March 2023

Whatcom County Health & Community Services

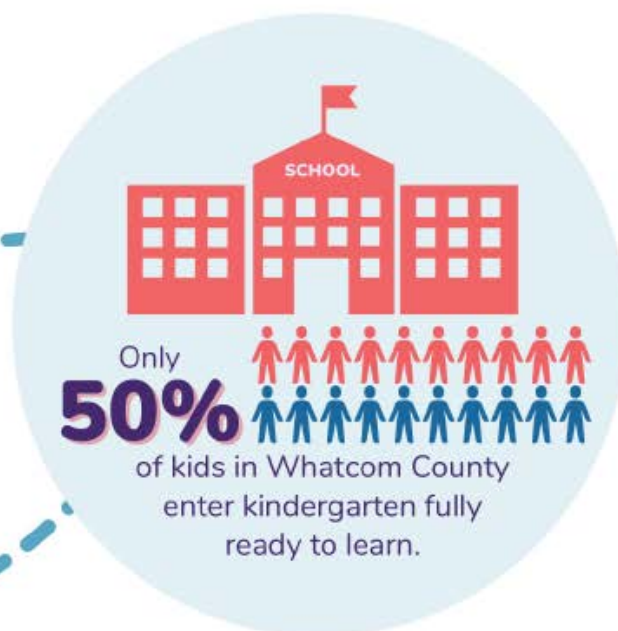
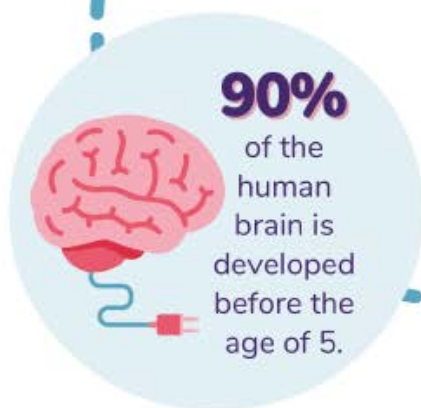
Healthy Children's Fund Implementation Plan

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Whatcom Healthy Children's Fund





They are more likely to graduate high school and attend college, technical school, or training programs that lead to good jobs as adults.

For every dollar invested in early childhood programs, **between \$7 and \$13** are saved through benefits like lower incarceration rates and lower healthcare costs.

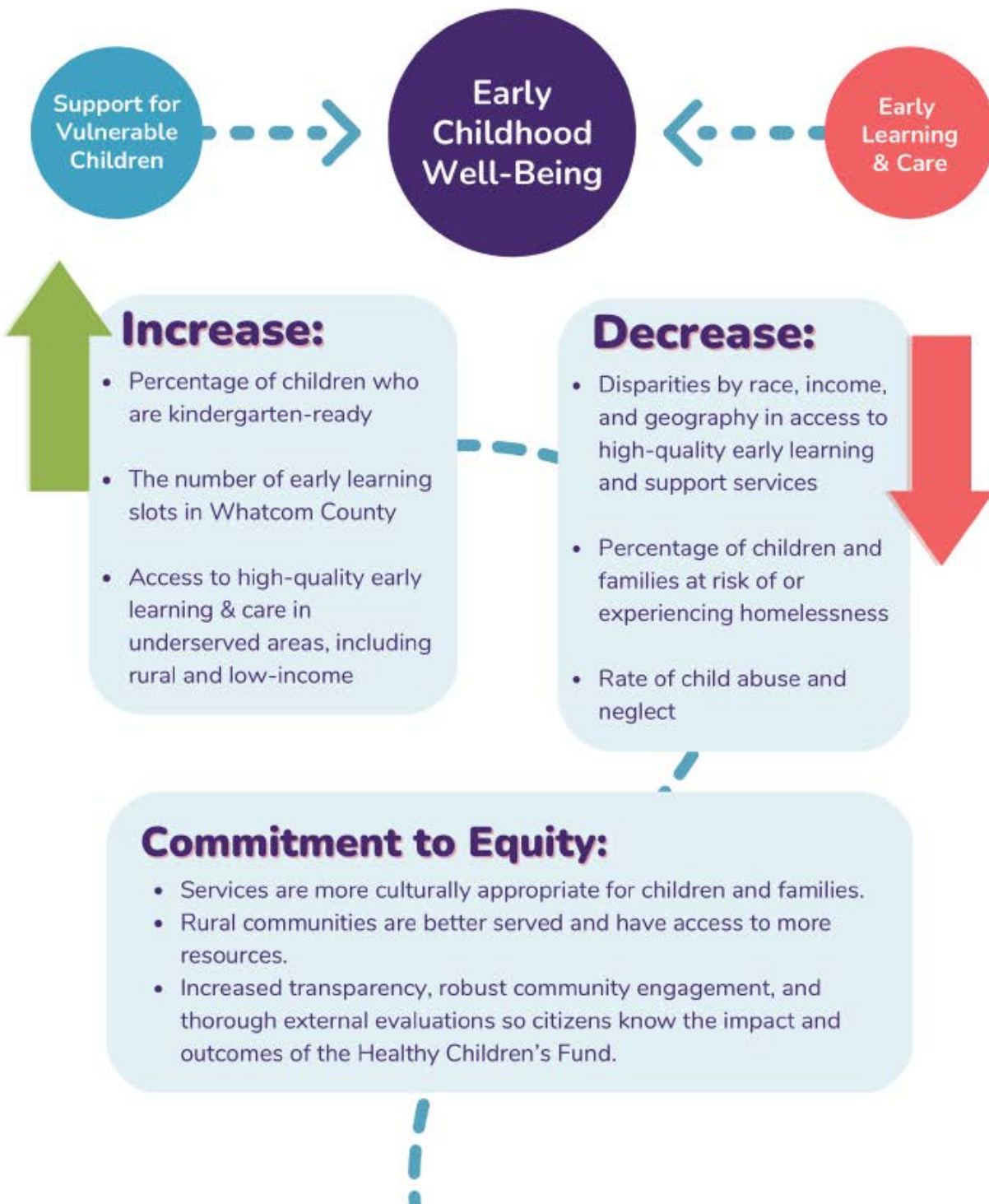
An illustration of a male teacher with glasses and a red shirt sitting at a desk with a laptop, and a young male student with dark skin and a green shirt sitting next to him, writing in a notebook.

Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; **less than \$30,000 a year on average.**



Investment in early childhood well-being can have profound effects on children, families, and communities.

The Healthy Children's Fund is an effort to transform our community by providing critical, new resources for children and families.





Whatcom Healthy Children's Fund

Total amount of fund:
**Nearly \$100 million
over 10 years**

- ✓ Build or expand early learning & care centers across Whatcom County
- ✓ Recruit and retain early learning & care educators
- ✓ Support new providers so they can provide high-quality early learning & care and stay in business
- ✓ Launch or expand early parenting programs such as peer support groups and home visits by nurses
- ✓ Launch or expand programs that divert families from homelessness
- ✓ Recruit more children's mental and behavioral health care workers
- ✓ Identify or build regional hubs to coordinate and access services



More children are safe, healthy, and ready to learn;
families are strong, stable, and supported from the start;
and communities are welcoming and supportive places
for children and families to live, learn, work, and play.

Visit WhatcomCounty.us/4069/Healthy-Childrens-Fund for more information, resources and citations.

Introduction

Focusing on early childhood well-being forces us to look at the entire ecosystem in which a child lives—because no child exists in isolation. For children to be safe, healthy, and ready to learn, families must be strong, stable, and supported from the start, and communities must be welcoming and supportive places for children and families to live, learn, work, and play.

Early childhood is an opportunity to lay the foundation for lifelong health, and is an essential strategy for achieving racial equity. We know that if children have what they need to thrive in the early years, they are likely to continue to thrive throughout their lifetimes. If we can address **housing security** for our families with young children, we can prevent the toxic stress that accompanies homelessness. If we ensure our families with young children have access to quality, affordable **early learning & care**, we can contribute to positive learning experiences and family economic health. If we support the **mental health** needs of caregivers and young children, we can reduce the likelihood of mental health crises for youth or adults.

To achieve early childhood well-being, children and families need to have their basic needs met and beyond. They need to have support, love, and nurturing. Quality early learning & care and safe, stable housing are both essential elements for early childhood well-being. Positive mental health for children becomes positive mental health for youth and adults.

Research shows that for every dollar invested in early childhood programs, between \$7 and \$13 are saved in benefits to the community, including higher graduation rates, lower incarceration rates, and lower healthcare costs. Whatcom County currently spends only 2% of its budget on programs related to families but spends much more responding to situations involving severe mental illness, homelessness, and incarceration. This has impacts now as well as in the future: Over 85% of Whatcom County businesses reported staffing challenges because employees lack access to early learning & care.

Increased wages would help attract, train, and keep high-quality educators and providers for children in Whatcom County (Wolfes & Zilinsky, 2015). Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; less than \$30,000 a year on average.

Two of the data points commonly used by communities to measure children's well-being are kindergarten readiness and rates of child abuse & neglect. While data is imperfect and two data points cannot tell the full story of a child's experience, these two data points can help us understand what experiences a child may have in their earliest years. The following figures demonstrate Whatcom County's performance over the past several years. More about these data points can be found in the [Metrics and Evaluation](#) section of this document. In Figure 1, Kindergarten-readiness in Whatcom County was at 50.5% in 2021, and has been well below the Washington State target of 90% at least since 2015.

Figure 1. Kindergarten Readiness for Whatcom County, 2015-2021*: Average across all school districts (Washington Office, 2022)



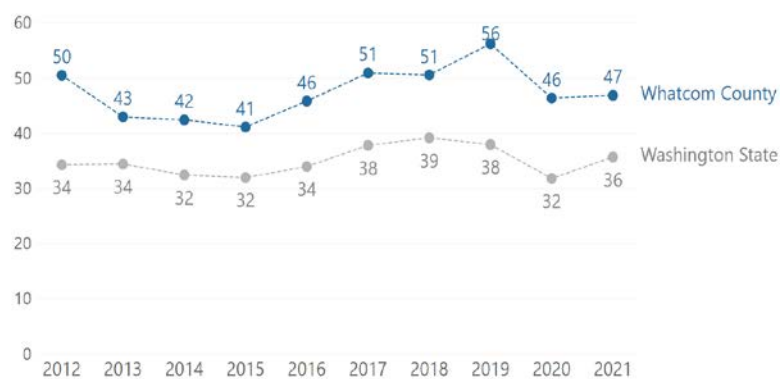
Disparities exist among some students. In 2021, only 33.7% of low-income students were kindergarten ready compared to 55.7% of their non-low-income peers.

Figure 2. Kindergarten Readiness for Whatcom County, by income, 2015-2021*: Average across all school districts (Washington Office, 2022)



Rates of child abuse and neglect continue to be higher for Whatcom County children compared to Washington State, as shown in Figure 3.

Figure 3. Victims of Child Abuse and Neglect in Accepted Referrals, 2010-2021: Number of victims per 1,000 children, age birth to 17 years (Facilities, 2022)



In 2020, Whatcom’s Child & Family Action Plan laid out a lofty goal for work addressing these issues:

“...all children are safe, healthy, and ready to learn; families are strong, stable, and supported from the start; and communities are welcoming and supportive places for children and families to live, learn, work, and play.” (Generations Forward et. al., 2020)

The Healthy Children’s Fund (HCF) is intended to help Whatcom County move closer to this vision by funding strategies that improve early learning and care and support vulnerable children and their families. These investments focus on preventing the conditions that lead to disparities and inequities for children and their support systems. They will lead to positive long-term outcomes for children, their families, and the community.

This plan describes the proposed implementation of the Healthy Children’s Fund, an investment estimated at nearly \$100 million from 2023-2032, specifically focusing on years 1 & 2.

To be as transparent as possible and set clear expectations, while distributing funding to the community is an extremely high priority, it will take time to launch. These initial years will be focused on launching the fund and building the necessary infrastructure, such as hiring staff and developing systems, to successfully implement and administer the fund. We will be releasing funding opportunities on a sequenced, phased approach and expect the first request for proposals for initially prioritized strategies in Fall 2023 and the initial distribution of funds in early 2024. (Please see the [Next Steps and Conclusion](#) for more information about how this impacts implementation and evaluation.)

Background

While the Healthy Children's Fund was approved in 2022, the work began long before, when a group of committed community members came together to envision a beloved community where every child and family thrives. The health and well-being of young children have been a priority in Whatcom County since 2012, and central in the last two cycles of Whatcom County's Community Health Improvement Process (Healthy Whatcom, 2022). A broad level of interest has been shared among community organizations, elected officials, health care, social service agencies, philanthropies, and businesses that recognize the critical importance of investing in early childhood.

As part of this momentum, in 2016 the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board. In January 2020, the Whatcom County Council passed the Child & Family Action Plan and established the Child & Family Well-being Task Force to support the implementation of that plan. In 2021, responding to increased needs due to the COVID-19 pandemic, community partners undertook several research and assessment processes to better understand the needs and gaps for children and families in Whatcom County. (See [Appendix I: Community Plans](#).)

In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County. Proposition 5 establishes Ordinance 2022-045, a dedicated fund to support young children and their families. The Healthy Children's Fund builds off the work of many groups and plans related to the priorities of Early Learning & Care and Supporting Vulnerable Children. Investments are targeted toward meeting documented needs and addressing disparities across race, income, and geography in access to early learning & care and social services.

Recent Milestones

- **January 2018-April 2019** - Whatcom County completed its [Community Health Assessment](#) (Healthy Whatcom, 2019) and identifies housing for children and families, child and youth mental health, and early learning & care as key priorities.
- **2019** - Representatives from Whatcom participate in the Children's Funding Institute and learning cohort about creating public funding streams in support of children.
- **February 4, 2020** - Whatcom County Council approved [Whatcom Working Toward Well-Being](#), also known as the Child and Family Action Plan (Generations Forward et. al., 2020). This plan confirmed a commitment to children and families, including adopting a "children and families first" approach for policy and funding decisions.
- **December 8, 2020** - Formation by ordinance of the [Child & Family Well-being Task Force](#) (Whatcom County Health & Community Services, 2022), which began meeting in March 2021.
- **2021** - Chuckanut Health Foundation convened the "Children's Initiative" to align the work of various initiatives into legislation that would provide the funding and infrastructure required to change conditions for children and families in Whatcom County.
- **September 27, 2021** - Completion of [Whatcom County Child and Family Well-being Fiscal Map](#) (Chuckanut Health Foundation, 2021) focused on housing stability, economic stability, family and household strengthening, and systems coordination.
- **March 2022** - Completion of Whatcom County's [Community Health Improvement Plan](#) (Healthy Whatcom, 2022), identifying strategies to address early childhood well-being, child and youth mental health, housing for children and families, and early learning & care.
- **2022** - The Children's Initiative drafted the [Healthy Children's Fund Ordinance](#) with feedback from various community groups, policymakers, county leaders, and parents, and integrated feedback into the ordinance.
- **June 7, 2022** - Whatcom County Council adopted an ordinance to submit Proposition 5 to voters, authorizing the county to lift the property tax limit for dedicated funding for early learning & care programs and increased support for vulnerable children (Whatcom County, 2022).
- **November 29, 2022** - The Whatcom County Auditor certified the election in which voters approved the Healthy Children's Fund (Whatcom County Auditor, 2022).

Vision

Investment in early childhood well-being can have profound effects on children, families, and communities (Heckman, 2020). The Healthy Children's Fund is an effort to transform our community by investing in children and families. After ten years and an investment of nearly \$100 million, we envision a broad range of impacts, including but not limited to:

- An increase in the percentage of kids entering kindergarten ready to learn.
- A reduction in the number of children experiencing abuse and neglect.

Early Learning & Care

- Reduce or eliminate waiting lists for early learning & care and support services.
- Early learning & care is affordable and families have high-quality options to choose from.
- An easy-to-use, comprehensive early learning & care network with regional hubs that are known for excellence and a thriving, professionalized early learning workforce.

Support for Vulnerable Children

- Families can access services and care at the time it is needed.
- Resources are available to support parents in pregnancy, newborns, and new parents/caregivers.
- Support for children and families at risk of or experiencing homelessness and more safe housing options.

Equity

- Decreased disparities by race, income, and geography in access to high-quality early learning & care and support services.
- Rural communities are better served and have access to more resources.
- Services are culturally appropriate for children and families.

Systemic

- County processes are efficient and easy to navigate for staff and partners.
- An organized, easy-to-use system for accessing resources where community partners work together, in tandem, for families.
- The fund serves as a model for government and partner accountability and transparency.

These are some, but not all, of the expected benefits of this \$100 million investment. The investments in 2023-2032 are expected to lead to long-term positive outcomes for children, families, and Whatcom County communities. Investment is prescribed by the Healthy Children's Fund ordinance to fall under several priorities and focus areas (Whatcom County, 2022):

Priority: Early Learning & Care

Focus areas:

- **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered.
- **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
- **High-Quality:** Increase the quality of early learning & care experiences.
- **Professional:** Attract and retain quality early childhood educators.

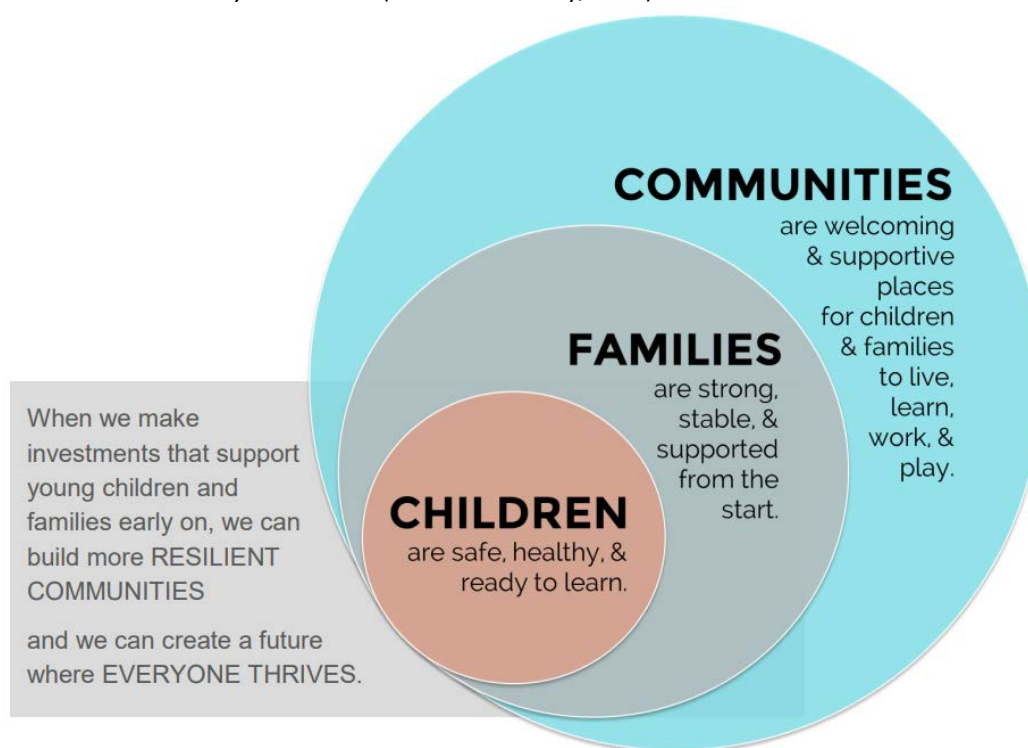
Priority: Supporting Vulnerable Children

Focus areas:

- **Expand Mental & Behavioral Health:** Expand mental & behavioral health services for vulnerable children and their families.
- **Prevent & Reduce the Trauma of Homelessness:** Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.
- **Support Vulnerable Children's Parents:** Expand support and services for families who have or are expecting children.

These focus areas are the mechanism through which the Healthy Children's Fund will reach its outcomes, discussed in more detail in the [Metrics and Evaluation](#) section of this plan.

Figure 4. From *Child and Family Action Plan* (Whatcom County, 2020)



As in Figure 4, outcomes from these investments will affect not only children and families but the communities in which they live. Some specific anticipated outcomes include:

- Improved outcomes for kids in school and adulthood.
- Decreased spending on challenges those adults would have faced without intervention.
- Improved experience of community with decreases in crime, homelessness, etc.
- Decreased staffing challenges for businesses due to lack of access to childcare.
- Increased jobs and workforce participation by making early learning and mental & behavioral health careers more viable and attractive.

The long-term impact of these concerted, targeted investments will be profound and felt by the entire community.

Accountability and Guiding Principles

As stewards of public funding, the Whatcom County Government recognizes the importance of accountability and transparency and will build this into every aspect of our processes. Whatcom County Health & Community Services (WCHCS) will apply rigor and principles to the administration, implementation, and evaluation of the Healthy Children's Fund, to be a model for other similar funds. Additionally, we are committed to providing pathways and mechanisms for innovations based on community knowledge and evidence. We are obligated to change processes that currently do not contribute to achieving desired outcomes.

Whatcom County Government will provide **accountability** by focusing on the following guiding principles:

Transparency

- Communicating regularly on the Healthy Children's Fund webpage about how the funds are being used and the impact they are having.
- Working within county departments to surpass the limitations of the fund and government spending, and create a realistic scope of funding for community-wide programs and expectations for short-and long-term impacts and outcomes.
- Cooperating with an external independent evaluator for performance audits and oversight to identify and address recommendations for improvement.

Impact

- Using data-based decision-making to identify investments that will make the greatest impact on Whatcom County residents, both in the short- and long-term.
- Ensuring that funds are equitably distributed throughout the county, and have an impact on those disproportionately affected by the systemic issues these investments are meant to address.
- Reporting on programmatic and population-level data.

Learning

- Soliciting proposals for programs that employ community-based innovations.
- Evaluating programs, processes, and impacts regularly, at minimum on a two-year cycle.
- Taking action on the results of those evaluations promptly to ensure initiatives are producing the desired results, ending or modifying investments when needed, and adjusting fund administration accordingly.

Equity

Health equity is a guiding value of WCHCS, which adopted this definition in 2019 to guide its work:

According to Human Impact Partners, health equity means that everyone has a fair and just opportunity to be as healthy as possible. To achieve this, we must remove obstacles to health — such as poverty, discrimination, and deep power imbalances — and their consequences, including lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care.

In 2020, Whatcom County government passed the [Racism as a Public Health Crisis](#) resolution that outlines tangible steps to make progress toward racial equity, including becoming a member of the Government Alliance on Race and Equity and establishing the Whatcom Racial Equity Commission.

Whatcom County Government will apply equity values, practices, and commitments to all aspects of the Healthy Children's Fund, including data collection, identification of service priorities, contracting, program and service implementation, engagement, communication, and evaluation. Additionally, they will build on the Whatcom County Health & Community Services' new 2023-2027 Strategic Plan which requires it to formalize its practice of shared decision-making to ensure diverse community perspectives and those most impacted by decisions are partners in developing plans and practices.

Roles

Many roles are necessary to successfully implement the Healthy Children's Fund. Below, key roles and their responsibilities are outlined.

Whatcom County Council serves as the oversight body of the Healthy Children's Fund administration. The council will approve implementation plans, approve all contracts over \$40,000, receive evaluations and performance audits, and work with the Executive's Office on implementing recommendations.

Whatcom County Government ensures that the fund is used exclusively for legal, eligible services described in the ordinance, that anyone receiving funds complies with county purchasing procedures, and funds are administered effectively and efficiently. In particular, the Executive's Office will administer the process evaluation of the Healthy Children's Fund, as it will audit all of the county processes that support fund administration.

Whatcom County Health and Community Services (a department within Whatcom County Government) serves as the fund administrator of the Healthy Children's Fund. This department is responsible for developing the infrastructure and processes needed to ensure successful fund implementation. This role includes convening subject matter experts; proposing fund allocation strategies, processes, and logistical operations; ensuring community partners have the resources necessary to access and utilize funding successfully; partnering with community organizations and leaders in key areas; program and project evaluation; ensuring reliable and timely communication; and building relationships with underserved communities.

The Implementation Planning Team is composed of representatives from the government and community who drafted the Implementation Plan for years 1 & 2, based on the guidelines of the ordinance. This group met monthly from September through the plan's submission to Whatcom County Council in early February. The planning team formed an Ad Hoc Strategy Group in early December 2022 to examine the potential strategies for funding and make recommendations for initial investment. This team will sunset upon approval of the implementation plan for years 1 & 2. (For more information, see the [Implementation Planning Process](#) section and [Appendix III](#).)

The Implementation Team will form upon the approval of the implementation plan for years 1 & 2, to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of representatives from advisory bodies, such as the Child & Family Well-Being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and who are impacted by the decisions and processes of the Healthy Children's Fund. This group will also focus on building relationships with new community partners, especially those within underserved areas and populations in Whatcom County.

Independent Auditors and Evaluators will, in collaboration with the Whatcom County Executive's Office and the Child & Family Well-being Task Force, be contracted to provide an independent, third-party evaluation of the fund administration, key funded programs, and the effectiveness of the fund overall.

The **Child & Family Well-Being Task Force** is a community advisory board established by the Whatcom County Council with responsibilities specified in the Healthy Children's Fund ordinance. These responsibilities include collaborating to the maximum extent possible with the fund administrator to draft implementation plans; providing recommendations on fund allocation throughout the life of the levy; working collaboratively with the fund administrator and other key stakeholders to design and implement reporting processes to ensure successful, high-quality, and efficient evaluations; and writing and delivering an annual report to the public and Whatcom County Council. This report shall include progress toward agreed-upon goals, outcomes, and metrics. Learn more about the Task Force on the [Whatcom County website](#).

Subject Matter Experts and Advisory Groups are organizations, coalitions, and individuals with expertise and/or lived experience. These partners will be engaged as needed in various aspects of HCF implementation and evaluation, including as members of the Implementation Team. Examples include Healthy Whatcom, Perinatal Mental Health Task Force, the Whatcom Child Care Coalition, the Whatcom Racial Equity Commission, and more.

Implementation Planning Process

Ordinance 2022-045 states that Whatcom County Health & Community Services will be the fund administrator of the Healthy Children's Fund (Whatcom County, 2022) and requires the fund administrator to develop an Implementation Plan for years 1 & 2 to be reviewed by stakeholders, approved by County Council, and submitted to the County Executive by March 31, 2023.

The implementation plan should include:

- “a) Details of fund allocations across eligible expenditures and strategies, including as a percentage of the fund revenue;
- b) Working criteria for fund allocation to guide the contracting process for non-administrative expenses;
- c) An overview of the contracting process that includes opportunities for community members to provide input in to fund allocation decisions; and
- d) Opportunities for leveraging the fund and bringing in external resources to the county.” (Whatcom County, 2022)

Because of the short timeframe between the November 2022 election and the submission of the Implementation Plan in early February for approval by March 31, 2023, WCHCS began planning in August 2022 for its role as fund administrator. In the event Proposition 5 was approved, those additional months of planning would be necessary to successfully create an implementation plan by the deadline.

In August, WCHCS formed an Implementation Planning Team. The team was comprised of representatives from Whatcom County Health & Community Services, Executive's Office, Child and Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance drafting team, Whatcom Child Care Coalition, and various subject matter experts. The team's work was guided by the requirements outlined in the ordinance.

The Implementation Planning Team spent September, October, and November establishing a project management structure and approach, identifying components of the implementation plan, and developing a partner engagement strategy. The Implementation Planning Team met weekly to research other communities with dedicated funding for early childhood support and determine the best approach for Whatcom County.

In early December, workgroups of subject matter experts were convened to delve deeply into the individual plan components, building off our understanding of the current data, the science and research base, and community input on specific bodies of work to be funded through the Healthy Children's Fund. Their work informed the decisions and content of the draft implementation plan.

In January, the draft implementation plan was shared with advisory groups for input and feedback. The following groups were engaged:

- Child & Family Well-being Task Force
- Healthy Whatcom
- Whatcom Child Care Coalition
- Whatcom Public Health Advisory Board
- Proposition 5 ordinance writing group

- Business & Commerce Committee
- Whatcom Small City Mayors
- Local Chambers of Commerce

Their feedback was sought to ensure that the implementation plan reflects the priorities of Whatcom County residents and supports the achievement of the Healthy Children's Fund vision. (See [Appendix II. Advisory Group Feedback Themes.](#))

For a roster of implementation planning team members, see [Appendix III.](#)

Spending Plan

Increasing early childhood well-being is a complex endeavor. To be successful, it requires multiple strategic investments to work in concert with each other while simultaneously implementing a public policy approach in line with economic market drivers.

The Healthy Children's Fund Implementation Plan is a culmination of numerous community plan development processes. Stakeholders from across the community—including early learning & care stakeholders, housing system and mental & behavioral health providers, and other relevant advisory bodies—were engaged in the development of the Child & Family Well-being Action Plan, the Healthy Whatcom: Community Health Improvement Plan, and other community plans focused on early childhood well-being. All of these plans informed and laid the foundation for the Healthy Children's Fund Implementation Plan. (See also [Appendix I: Community Plans](#).) In addition, the ordinance requires the Implementation Plan to be created with the advice of the relevant advisory groups, including the Child and Family Well-Being Taskforce, an advisory body with representation from local parents, businesses, foundations, early learning & care operators, and systems developers. (See the [Roles](#) section in this document.)

In implementing the Healthy Children's Fund, Whatcom County Government strives to meet the community's vision and goals, while abiding by all federal, state, and local laws and regulations. Many of the regulations that most impact the Healthy Children's Fund administration were designed to provide accountability for taxpayer dollars and prevent the gifting of public funds for private gain. To effectively serve the public's interest, Whatcom County must operate within the bounds of these laws and regulations while simultaneously maximizing the impact of the Healthy Children's Fund. At times, these two goals are in tension with one another. Whatcom County will take advantage of flexibility where possible when it furthers the goals of this plan. Still, it must adhere to legal and audit requirements as an ultimate principle of fund administration. WCHCS drafted this spending plan with this awareness while striving to meet the goals of the Whatcom County Council and voters.

The Healthy Children's Fund established a 10-year fund that is renewable after 10 years. The ordinance directs Whatcom County Health & Community Services to develop an implementation plan focusing on years 1 & 2 and the steps WCHCS will take to update the plan for subsequent years. Specific guidance on the Spending Plan from Ordinance 2022-045 (Whatcom County, 2022) includes:

- The Healthy Children's Fund must be used to increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; and support for our most vulnerable children, including expanding mental and behavioral health services, preventing and reducing the trauma of children experiencing homelessness, and supporting vulnerable children's parents/caregivers¹.
- The initial 2-year Implementation Plan shall allocate no less than 55% and no more than 68% of levy revenue and proceeds to improving early learning and care and shall allocate no less than 20% and no more than 36% of levy revenue and proceeds to supporting vulnerable children.
- Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (e.g. Behavioral Health Fund, American Rescue Plan Act (ARPA)).

¹ The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)

The Process to Identify Strategies for Years 1 & 2

The Implementation Planning Team identified 55 solutions from existing community processes and plans that address the factors impacting early childhood well-being in Whatcom County. (See [Appendix I: Community Plans](#).) The 55 solutions were then organized into 9 theme areas with 23 strategies that impact the priority areas of Early Learning & Care and Supporting Vulnerable Children. (See [Appendix IV: Prioritized Strategy Matrix](#).)

To build the most comprehensive picture of the current landscape in Whatcom County, and build on the work already done through various community planning processes, subject matter experts and representatives from the Child & Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance writing group, Whatcom Child Care Coalition, Whatcom County Health & Community Services, Executive's Office, and other community organizations were invited to a workgroup, the Ad Hoc Strategy Group (see [Appendix III](#).) The Ad Hoc Strategy Group convened in early December 2022 to examine the 23 potential strategies for funding. The underlying foundation of their work were the following specifications and assumptions:

Specifications

- Strategies must further the goals of prevention, early intervention, and disruption of the conditions that lead to inequities and disparities for families.
- All strategies should further the goals of being trauma-informed, anti-racist, and culturally responsive.
- Supporting vulnerable children can be done in the context of early learning & care settings and all efforts should be made to leverage these opportunities.
- Increasing access to early learning & care for all children in Whatcom County to reduce racial and economic disparities and to ensure all students receive the benefit of mixed-income classrooms.
- Meeting the needs of children and families requires early learning & care programs to address their physical, mental, and behavioral health needs.

Assumptions

- Different strategies are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund.
- Strategies included in the portfolio include approximate, estimated cost ranges. These are for planning purposes only and to give a sense of scale. These may and likely will change as implementation proceeds and more information becomes available.
- The "details" for each strategy reflect the best, current understanding and are not necessarily exhaustive of all items that could be funded in that strategy. As projects develop, details may evolve to best serve that strategy.
- Later years' portfolios will be based on the evaluation and adaptation of strategies based on learning from years 1 & 2.

The workgroup also drafted potential criteria to use when evaluating potential strategies. Feedback on the proposed criteria was collected via survey from the Child and Family Well-Being Task Force, Healthy Whatcom, and the Healthy Children's Fund Campaign Team. From that feedback, the final criteria were determined:

Criteria

- **Values:** Does this strategy address the needs of rural communities, BIPOC (Black, Indigenous, and people of color) communities, or both?
- **Expectations of Success:** Has this strategy been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this strategy ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this strategy quickly and/or significantly impact our goal of improved outcomes for children and families?

The Ad Hoc Strategy Group developed cost estimate ranges, identified considerations for each strategy, and used the criteria above to independently evaluate strategies. Based on these analyses, the group developed the Prioritized Strategy Matrix. (See [Appendix IV](#).)

The Implementation Planning Team then mapped this prioritized matrix to the guidelines outlined by the ordinance – the percentage of funds that must be used for each priority area as well as the seven focus areas that must be addressed – to determine the recommended portfolio of strategies for funding in years 1 & 2.

The strategies in the following section were identified as the highest priority to launch in years 1 & 2. The remaining strategies are available in the Prioritized Strategy Matrix so that additional projects can be launched as community readiness improves and funds become available.

Leveraging ARPA Funds: Large Capital Investments

This Spending Plan was developed in the context of a wider funding environment. An important example of this is the American Rescue Plan Act (ARPA). Under the direction of the Whatcom County Council, Whatcom County has budgeted over \$8.1 million for the stabilization and expansion of child care, \$5.5 million of which is devoted to capital projects.

This commitment of ARPA funds to large capital investments was taken into consideration when determining HCF strategies to fund in years 1 & 2. These initial strategies do not have a significant focus on large capital investments because of this ARPA commitment. Years 3 and beyond may include this focus, once ARPA funding is no longer available. During the development of the next implementation plan, WCHCS will work with stakeholders to assess the necessity of using the HCF as leverage for large capital projects. (See [Opportunities to Leverage Funding](#) in this document for more information about ARPA funding.)

Fund Allocation

Revenues in Year 1, 2023, for the Healthy Children's Fund are estimated in the amount of \$9,976,044. While revenue may change in Year 2 due to several factors, estimates in this document are based on the same revenue in 2024 as in 2023.

As indicated in the ordinance, 55-68% of revenues must be allocated to Early Learning & Care in the first two years of the fund, and 20-36% must be allocated to Supporting Vulnerable Children. This spending plan allocates 64%, \$12,800,000, of the estimated revenues to Early Learning & Care, and 27% to Supporting Vulnerable Children, \$5,356,400, during Years 1 & 2.

Table 5. Expected Revenue Allocation for Years 1-2: 2023-2024

	Ordinance Allocation Requirements	Years 1 & 2 Estimated	
		\$	%
Administration (including up to 3% Evaluation)	9%	\$1,795,688	9%
Priority Areas	91%	\$18,156,400	91%
Early Learning & Care	55-68%	\$12,800,000	64%
Supporting Vulnerable Children	20-36%	\$5,356,400	27%
Total	100%	\$19,952,088	100%

The Healthy Children's Fund ordinance allows for unspent funds to remain in reserves throughout the entire life of the levy. Under RCW 36.29.010(8), the Treasurer has authority to invest reserve dollars. WCHCS will seek Council approval to direct HCF investment proceeds back into the HCF fund. . The ability to roll over unspent funds for the next year will be necessary, particularly during the first year, as significant time will be needed to set up processes and systems and to implement the portfolio of strategies. Additionally, some strategies may necessitate large investments that could require the pooling of multiple years of funding. "It is intended that substantially all levy proceeds will be used for the purposes outlined in the Ordinance within the ten-year levy period, and reserves maintained after the ninth year of the levy must be supported by a formal statement justifying the need for the reserve." (Whatcom County, 2022)

Spending of public dollars often lags contracting. For example, Whatcom County could use the Healthy Children's Fund to contract to build a new child care center when APRA funds are no longer available. Because actual construction and reimbursement may not occur immediately upon contracting, funds would appear in reserves. For this reason, there will be times the fund maintains a significant reserve balance. WCHCS will make every effort to publish data on commitments, as well as expenditures to provide transparency into uncommitted reserve balances.

Spending on Administration is necessary to administer the fund. Where possible, Whatcom County Health & Community Services will leverage funds from other related funding sources (Behavioral Health Fund, Housing funds, Developmental Disabilities millage) to support administration. The Administration allocation in years one and two supports the infrastructure to administer contracts, provide subject matter expertise and technical assistance to providers, and ensure that outreach, education, and communication are embedded through staffing and external contracts. Because Ordinance 2022-045 Section 5 requires an independent performance audit of the Healthy Children's Fund every other year, it also emphasizes the necessary development and foundation building to effectively provide both internal and contracted external program and process evaluation. Lastly, the fund includes significant investments in system integration to connect families to services, and software implementation to create transparency on performance measures. It is anticipated that the fund will underspend in year one because of the time needed to develop and award evaluation and consultant contracts, which is anticipated to happen in mid-2023 to early 2024.

Any unspent funds each year, except for planned and variable multi-year contracts, will be placed in the fund reserves to be used on programs and services, as dictated by the initial and subsequent implementation plans. During planning for years 3 & 4, fund allocation amounts will

be determined based on learning from years 1 & 2, feedback from advisory groups, emergent needs of the community, and changes to state and federal funding availability. In some cases, unspent funding may continue for the initially planned strategy; at other times, a subsequent allocation plan may reallocate funding for a different activity, subject to public processes.

While a portfolio of strategies is included below, and estimated amounts are included in the details of each strategy in the next section, “Years 1 & 2 Portfolio: Detailed Strategies,” those amounts are subject to change as more information becomes known and as the situation and environment changes before and as a strategy is implemented. No more than eight percentage points will transfer from Early Learning & Care to Supporting Vulnerable Children so that allocations still comply with the percentages required by the ordinance.

Table 6a. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Table 7, below, describes how the portfolio will address each of the focus areas.

Table 7. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies by Focus Area

	Focus Areas						
	Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavior- al Health	Prevent & Reduce Homeless- ness	Support- ing Parents
Strategies: Years 1 & 2							
Early Learning & Care	X	X	X	X	X		X
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.	X	X					
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	X		X	X	X		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.	X	X					
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		X	X				
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).	X			X	X		X
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.	X	X	X	X			
Supporting Vulnerable Children				X	X	X	X
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.					X		X
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.					X	X	X
9: Expand and enhance early parenting supports.					X		X
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.				X	X	X	X

Portfolio of Strategies for Years 1 & 2: Early Learning & Care

Early childhood development paves the way for success throughout a person's life, and the interactions young children have with their caregivers influence the constant brain development that takes place during children's early years. For parents, access to early learning & care can allow them to work more, attend school, and have lasting, positive effects on family economic security and opportunity. Researchers have found that access to more affordable, high-quality early learning & care produces a greater likelihood of improved health outcomes, increased future earnings, and reduced crime rates.

To ensure early learning & care programs meet the diverse and unique needs across Whatcom County, the HCF needs to have a robust mixed-delivery system. This system will allow parents/caregivers options between program delivery models so that children can participate in the program that best meets their needs, learning styles, and cultures. Early learning & care classrooms also provide opportunities to connect children and their families to support and services in areas such as mental and behavioral health, housing, and more.

The Science Behind The Focus Areas

Accessible

To realize the individual and societal benefits of reducing disparities, early learning & care must be affordable and accessible for all families. Accessibility is not only determined by cost, but by the number and diversity of programs available to meet individual family needs and preferences, flexibility in schedules, and geographic proximity. Support for businesses providing early learning & care is needed to ensure that increasing costs of care are not passed on to families. As stated by the 117th Congress, "Child care is infrastructure" ("H.R.1911", 2021). Just as roads enable access to essential resources and services, the availability of diverse, affordable, and accessible early learning & care options provides families with the freedom to participate in the workforce and society. Such an investment ultimately results in overall cost-savings and other societal benefits.

High-Quality

Relationships are critical to healthy child development and caregivers of all kinds must be able to engage in nurturing, meaningful interactions that foster optimal development. Wherever early learning & care occur, essential components of high-quality care include a safe, welcoming, and stable environment with an abundance of language-rich, responsive, and playful interactions. Small group sizes and high ratios of adults to children support effective interactions that lead to positive outcomes (Center on the Developing Child, *Early Childhood*, 2007).

Affordable

Participation by young children in educational environments can increase academic, cognitive, and social skills. A healthy brain structure shaped by enriched environments in early life enables children to be ready to learn as they enter kindergarten. Additionally, through participation in high-quality early learning environments, it's possible to reduce disparities in educational achievement, income, and even physical health between children from low-income backgrounds and those with high-income backgrounds (University of Wisconsin, 2022). Currently, the high cost of early learning & care is a disproportionate burden and unaffordable for low-income families despite early learning & care subsidies and early learning & care businesses operating on slim profit margins.

Professional

Early childhood educators with higher qualifications are associated with higher-quality learning environments (University of Wisconsin, 2022). Attracting and retaining quality staff requires adequate support for early learning & care educators and workers, including livable wages and the ability to pursue professional goals. Enhancing providers' skills and program quality benefits participating children. Professional development programs, curriculum enhancement, and specific skill training have been shown to improve a broad range of positive outcomes for children (Fisher, 2020).

“A growing body of work suggests that racially and economically diverse preschools have significant learning benefits, which some researchers say is not surprising given how much growth in preschool happens through playing and sharing with peers. “Children of all backgrounds learn more on average in racially and socioeconomically diverse preschool classrooms, and diverse early learning settings can help reduce prejudice among young children,” wrote Halley Potter, senior fellow at The Century Foundation, in a recent report that dives into that research and offers ideas for how the federal government can foster integration in universal preschool.” (Hurley, 2021)

HCF’s Early Learning & Care priority has four focus areas:

1. **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
2. **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
3. **High-Quality:** Increase the quality of early learning and care experiences.
4. **Professional:** Attract and retain quality early childhood educators.

Considerations for Early Learning & Care Strategies:

- The Healthy Children’s Fund cannot be used in place of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (Whatcom County, 2022). To date, Whatcom County has committed \$8.1 million in ARPA funding for early learning and care, approximately \$5 million of which will be devoted to large capital projects to increase early learning slots. HCF spending will complement these ARPA capital investments by focusing largely on non-capital strategies in Years 1 and 2. This will expand resources to create a sustainable child care landscape and to ensure adequate staff to operate quality programs. Capital needs will be reevaluated for years 3 and beyond.
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the [funding mechanisms](#) section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.

Table 6b. Early Learning & Care Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		

Strategy 1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.

Focus Areas	Early Learning & Care (ELC): Affordable & Accessible
Objectives	Increase early learning & care slots by improving and/or expanding facilities in a variety of program models across the county, including rural locations, to ensure slots are accessible to underserved populations.
Details	<ul style="list-style-type: none"> • Support classrooms to increase the number of early learning & care slots, paying particular attention to age groups and areas of the county most in demand, through funding for facility startup, renovation, or expansion. • This can include converting extra space into an early learning & care program, as appropriate for licensing standards. • This generally does not include the construction of new buildings but would include things such as bathroom renovations, septic systems, etc. • Investments should complement other opportunities for facility improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. • The number of early learning & care providers that report having a waitlist. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Opportunities to Leverage Funds	<ul style="list-style-type: none"> • Ensure providers can apply for and receive Washington State Department of Children, Youth, and Families (DCYF).small-capital and licensed-family home grants. • Complement Whatcom County's ARPA allocations for capital projects to ensure the expansion of varied program models.
Cost estimate for years 1 & 2*	~\$500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.

Focus Areas	ELC: Professional, Accessible, High-Quality Support for Vulnerable Children (SVC): Mental & Behavioral Health
Objectives	<ul style="list-style-type: none"> • Increase access by recruiting operators, educators, intervention specialists, and staff into the early learning & care field, especially those that increase diversity in the classroom. • Provide more accessible pathways to a sustainable career through training and credentialing. • Increase participation in early learning & care programs by improving the experience of children and families within such programs. • Improve access to mental and behavioral health supports for children with specialized needs within the context of early learning and care.
Details	<p>Pathways will include recruitment, credentialing, and professional development. They must be accessible to a diverse workforce, identify and maximize state and local assets, include community-based options, and fill gaps in the system. Components of the early learning & care workforce development system should facilitate equitable access to the early learning & care field including scholarships, mentoring, and coaching.</p> <p>Planning and Infrastructure:</p> <ul style="list-style-type: none"> • Identify current resources and gaps in the local professional development landscape. • Coordinate and develop the local infrastructure necessary to improve access to and quality of professional development. • The pathway should address recruitment of a diverse workforce, credentialing, training, and retention; track the efficacy of retention strategies; and work with providers to implement them effectively and make adjustments as needed. <p>Expand access to early learning & care credentialing through higher education and community pathways through avenues such as:</p> <ul style="list-style-type: none"> • Recruiting potential early learning & care workforce. • Support the development of a clear pathway for non-English speaking individuals to become early learning & care educators and providers, especially those that can communicate with children and families in their native language. • Work with K-12 school district Career and Technical Education programs to include early learning & care as a career field. <p>Expand access to training, professional development, and integration of curriculum into programs across the county through avenues such as:</p> <ul style="list-style-type: none"> • Offer financial planning and business modeling services to early learning & care centers. • Expand access to Teaching Strategies Gold and quality coaching for programs engaged in Early Achievers. • Increase the number of early learning and care programs that use the Since Time Immemorial and other BIPOC-created curricula. • Train early learning professionals to better address the needs of vulnerable populations, including children with behavioral health needs, health issues, social needs, and non-English speaking families.

	Provide training and technical assistance to potential early learning and care operators and those interested in expanding their programs.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system or community credentialing program • Number of parents/caregivers who have a demand for early learning & care report that they have access • Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Numerous partners offer recruitment, credentialing, and training programs that can be coordinated.
Cost estimate for years 1 & 2*	~\$1,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will either shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.

Focus Areas	ELC: Accessible and Affordable
Objectives	<ul style="list-style-type: none"> • Improve access to early learning & care by providing program subsidies for families with children ages 0-5 who are cost-burdened by child care. • Build a plan to incrementally increase the affordability of care for low-income or income-constrained families each year until families are paying 7-10% of their household income.
Details	<ul style="list-style-type: none"> • Standardize an income eligibility scale in a subsidy program that prioritizes families paying the highest percentage of their household income. • United Way's ALICE (Asset Limited Income Constrained Employed) metrics could be used to help establish the parameters of the sliding scale. • Seattle's Child Care Assistance Program can be used as a model for subsidy implementation. • It is expected that a portion of funds will be used to plan and develop an equitable, effective process for allocating subsidies.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of median household income spent on early learning and care for a family with two children. • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Must be implemented to complement Working Connections Child Care (WCCC) , the early learning & care subsidy program that helps income-eligible families with children pay for early learning & care administered by DCYF.
Cost estimate for years 1 & 2*	~\$3,300,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 4: Ensure access to early learning & care by promoting the expansion and retention of the early learning & care workforce.	
Focus Area	ELC: Professional & Affordable
Objectives	<p>Ensure programs have a stable workforce to run high-quality early learning & care programs.</p> <ul style="list-style-type: none"> • Retain current early learning & care educators and staff in the field by increasing wages. • Recruit additional early learning and care educators and staff by positioning it as a field with earning potential.
Details	<ul style="list-style-type: none"> • Explore and assess the feasibility of potential strategies, including wage subsidies. • Develop a plan to implement sustainable and effective strategies to meet the objectives with the goal of implementing the plan in years 2 & 3. • Explore innovative models to address workforce shortages, such as partnerships with education, multi-age settings, and apprenticeships. • Leverage the results of state and local wage subsidy pilot projects such as the Best Start for Kids' Workforce Demonstration Project. (King County, 2021)
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Average annual salary for full-time early learning & care educators compared to regional school system salary scales. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage and align with Washington State efforts to increase wages.
Cost estimate for years 1 & 2*	~\$2,050,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)

Focus Areas	<ul style="list-style-type: none"> • ELC: High-Quality & Accessible • SVC: Mental & Behavioral Health and Supporting Parents
Objectives	<ul style="list-style-type: none"> • Increase access to early learning opportunities by increasing the number of child care slots across Whatcom County, prioritizing slots for underserved children, especially in rural communities. • Decrease early learning & care operational costs by establishing regional shared service hubs to increase the accessibility and quality of care for low-income children and their families.
Details	<p>Research, planning, and implementation to establish hubs, including where capital investments are needed, the number and type of providers for each geographic area, etc. Hub and spoke planning will take place regionally and in partnership with community stakeholders within that area to ensure the expansion plan reflects the unique demands and needs of the region. Key assets of the hub may include shared services determined by the needs of the early learning & care community. Examples include:</p> <ul style="list-style-type: none"> • Onsite early learning & care service delivery, including onsite mental and behavioral health providers to provide targeted interventions to children during working hours in early learning & care centers, and early parenting supports. • Shared administrative services including accounting, contract management, and accessing local and state child care resources. Help programs manage licensing needs and expectations with DCYF. • Support for business development, grant writing, contract management, etc. • Expanding the resources and coordinated system for families seeking early learning & care. <p><i>For this document, regions are defined by school district boundaries, and a hub is a model for shared services and support.</i></p>
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. • Number of early learning & care providers participating in a regional shared service hub. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting an increase in sustainability. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Apply for shared service grants through DCYF. • Align with local efforts to expand family resource centers. • Utilize state-wide resources such as The Imagine Institute’s Shared Service Center program. • Leverage state funds by increasing the number of slots paid for by state subsidies.
Cost estimate for years 1 & 2*	~\$4,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	
Focus Areas	ELC: Affordable, Accessible, High-Quality & Professional
Objectives	<ul style="list-style-type: none"> • Increase the accessibility, affordability, quality, and professionalism of Early Learning & Care through innovative solutions for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County. • Fund pilot programs and approaches that increase the evidence base and demonstrate impact on outcomes for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County.
Details	<p>Service providers and/or partners submit innovative projects that advance Healthy Children's fund goals. Examples include:</p> <ul style="list-style-type: none"> • Expand access to healthy foods through early learning & care centers, especially for Latinx families. • Programs that offer support to low-income and vulnerable children in the context of early learning and care, such as in-classroom mental health or early intervention services. • Community service providers partnering with early learning and care environments, such as therapy providers or early intervention. • Expand partnerships with communities to include services (such as playgroups) in community-based settings. • Increase programs' access to culturally appropriate curriculum to reduce the cultural gap in kindergarten readiness.
How we will measure our success	<ul style="list-style-type: none"> • The number of innovative solutions that demonstrate valid results. • Improvement to one or more early learning & care focus areas (accessibility, affordability, quality, and professionalism). <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Cost estimate for years 1 & 2*	~\$950,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Portfolio of Strategies for Years 1 & 2: Supporting Vulnerable Children

Responsive, nurturing interactions and healthy environments provide a foundation for positive early childhood development, paving the way for success throughout a person's life. Strong, stable relationships with caregivers are essential to children's healthy development. Supporting children's social, emotional, and physical needs builds resiliency and prevents excessive activation of stress responses and the eventual physical and mental health problems that stem from chronic stress.

For families dealing with significant adversity from poverty, unstable housing, mental illness, disability, exposure to violence, or racism, the potential benefits of high-quality accessible early learning & care and comprehensive services are magnified (Center on the Developing Child, *The Impact and A Science-Based Framework*, 2007). Policies, programs, and interventions focused on optimizing early childhood development, stabilizing families, and minimizing exposure of children to serious adversity can have long-lasting positive impacts on the health and well-being of the community as a whole. Providing access to these services in the context of early learning & care leverages funds and other community resources, and increases access for children of working parents.

Housing is critical to overall childhood well-being. If we want children to enter kindergarten ready to learn and thrive, we must address safe and stable housing. Even further, experiencing homelessness causes trauma in children that has lifelong effects. Preventing and ameliorating that trauma is key to this work. A goal of the Healthy Children's Fund is to prevent homelessness for children and families, specifically to divert families from homelessness before it occurs.

Supporting parents/caregivers are the foundation of a healthy community. When parents/caregivers thrive, children can thrive. And when children thrive, only then can a community thrive.

The Science Behind The Focus Areas

Mental & Behavioral Health

Throughout a lifetime, many factors can affect mental health, including biological factors, life experiences such as trauma or abuse, and family history. In children and youth, it's normal to experience different kinds of emotional distress as they grow and mature. However, when symptoms persist, it may be more than a developmental occurrence. The consequences of prolonged untreated mental illness can include educational difficulties, social disengagement, risk of suicide, and the potential development of further mental health illnesses such as substance misuse.

Prevent & Reduce Homelessness

People thrive when they have safe, stable places to live. That means we feel secure, our homes and neighborhoods are free from hazards, and our communities provide us with what we need. Housing is the biggest expense in most family budgets, making housing affordability a significant factor in financial well-being. Homeownership has long been at the center of the American Dream, offering a way to build family wealth and stable, diverse communities (Milstein et al., 2020).

Supporting Parents/Caregivers

Mood and anxiety disorders are the primary complications of pregnancy and the postpartum period. About 10-20% of parents experience very distressing symptoms (Mughal, 2020). This can include feeling more sad, disconnected, worried, angry, or overwhelmed than usual. Parents of every culture, age, income level, and race can be affected. There are approximately 2,000 births per year in Whatcom County. If 10-20% experience postpartum depression (Whatcom Perinatal, 2022), that means up to 400 new parents will likely experience some sort of mood or anxiety disorder each year. Unfortunately, only about 15% of parents seek support for their symptoms (Whatcom Perinatal, 2022). That means up to 340 parents in Whatcom County may not get the help they need.

HCF's Supporting Vulnerable Children priority has three focus areas:

- 1. Expand Mental & Behavioral Health Services** for vulnerable children and their families.
- 2. Prevent & Reduce the Trauma of Homelessness** through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform for vulnerable children and their families.
- 3. Support Vulnerable Children's Parents/Caregivers** by expanding support and services for families who have or are expecting children deemed to be vulnerable.

Considerations for Supporting Vulnerable Children strategies:

- The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the Funding Mechanisms section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.
- Vulnerable children are defined in the ordinance as "any children at greater risk of experiencing physical or emotional harm and/or experiencing poor outcomes because of one or more factors in their lives, including but not limited to homeless and foster children.

Table 6c. Supporting Vulnerable Children Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Strategy 7: Recruit Mental & Behavioral Health Workforce to Whatcom County.	
Focus Areas	SVC: Mental & Behavioral Health and Supporting Parents/Caregivers
Objective	<ul style="list-style-type: none"> Expand behavioral and mental health services for vulnerable children, pregnant parents, and parents with young children.
Details	<ul style="list-style-type: none"> Support pilots and internship models that expand access to mental & behavioral health services for underserved children and families. Retain and/or develop mental health supports serving vulnerable populations with an emphasis on providers who represent our culturally diverse community. Increase the number of mental health professionals who specialize in perinatal mental health. Support providers to provide services to families who meet the criteria of or are enrolled in Apple Health (Medicaid). Hold listening/learning sessions to better understand how the county government can support local Medicaid providers.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. Number of families on provider wait lists for behavioral health services. <p>Secondary:</p> <ul style="list-style-type: none"> Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services. Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage Whatcom County Behavioral Health Fund, State of Washington funding, and federal Medicaid dollars to ensure complementary services are funded as the workforce expands.
Cost estimate for years 1 & 2*	~\$850,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.	
Focus Areas	SVC: Prevent and Reduce Homelessness, Mental & Behavioral Health, and Support Parents/Caregivers
Objectives	Reduce the number of children experiencing a housing crisis or homelessness.
Details	<ul style="list-style-type: none"> • Build family-centered problem-solving and advocacy to help a household identify practical solutions for stabilizing their housing quickly and safely, including assistance negotiating with property managers, navigating mainstream resources, and short-term, flexible financial assistance to avert a crisis (i.e. family “diversion”). • Fund flexible housing stability supports that prioritize families actively seeking services through coordinated entry and/or other community housing assessments. • Reform eligibility guidelines for housing services to center child well-being through racial equity and trauma-informed decisions and care. • Partner with early learning & care centers and school districts with pre-K programs to identify children and families at risk of housing instability and connect them to services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis. • Number of families with children experiencing homelessness. <p>Secondary</p> <ul style="list-style-type: none"> • Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Coordinate funding from Whatcom County, the City of Bellingham, Washington State, and the U.S. Department of Housing and Urban Development Funding to maximize the use of dollars locally. • Focus Healthy Children’s Fund dollars on those populations (such as families doubled up in housing) that may not be served with other funding regulated by the State or Federal government.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 9: Expand and enhance early parenting supports.

Focus Areas	SVC: Mental & Behavioral Health & Supporting Parents/Caregivers
Objectives	Increase support and services for pregnant and parenting families, particularly those with vulnerable children.
Details	<p>Service providers and/or partners submit innovative projects that expand and enhance early parenting support. Examples include:</p> <ul style="list-style-type: none"> • Replicate and/or expand innovative, promising practices being implemented in Whatcom and other communities. • Expand the availability of birth and postpartum doulas. • Increase access to culturally responsive parenting supports (e.g. supports embedded in health care settings, etc.) • Increase opportunities for one-to-one and group peer support for parents, caregivers, and those expecting children (e.g. Program for Early Parent Support (PEPS) model, etc.) • Support expansion of home visiting models to support a greater number of families such as the universal "Welcome Baby" model, as well as targeted models such as the "Nurse-Family Partnership." • Coordinate and provide resources and community-wide training on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Well-child visits in the first 30 months of life. • Rate of Low Birth Weight infants, less than 2500 grams. • Percent of birthing people receiving adequate prenatal care.. • Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy. <p>Secondary</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report that they have access to the parenting support services they need. • Percent of birthing persons who reported having a postpartum check-up. • Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Whatcom County assistance for Nurse-Family Partnership and other parenting support programs. • Washington State and other grant funding for perinatal health services.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Focus Areas	SVC: Mental & Behavioral Health, Prevent & Reduce Homelessness, and Support Parents/Caregivers
Objectives	<ul style="list-style-type: none"> • Increase access to wraparound services • Decrease barriers to accessing services for families and children. • Expand behavioral and mental health services and supports for vulnerable children and pregnant and parenting families with vulnerable children.
Details	<ul style="list-style-type: none"> • Build on promising practices and successes from the state-wide Help Me Grow network, SEAS (single entry access to services), and other Whatcom County resources. • Implement coordinated systems to access resources, and expand access to mental health services for pregnant and parenting families. • Strengthen coordination to identify families experiencing or at risk of housing instability including those who are doubled-up or otherwise under-housed. • Increase the number of family resource center locations or access points for pregnant and parenting families with a priority on providing access to those populations that currently experience the greatest barriers. • Embed community health workers and/or social workers into settings such as medical clinics that primarily serve low-income families for access to wraparound support services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. • Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report having access to behavioral & mental health services for their children at their early learning & care program/location. • Number of parents/caregivers who report that they have access to the parenting support services they need. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Washington State and Whatcom County Behavioral Health fund. • Grant funding supporting state-wide Help me Grow Network.
Cost estimate for years 1 & 2*	~\$757,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Funding Mechanisms

Regarding the funding distribution process for the Healthy Children's Fund, Ordinance 2022-045 (Whatcom County, 2022) requires:

- The County shall ensure that the Healthy Children's Fund is used exclusively to sustain an increase in overall public expenditures for eligible services as set forth in this ordinance. Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services.
- All service providers, vendors, and subcontractors of the Healthy Children's Fund shall be selected by fund administrators in compliance with [Whatcom County Purchasing System Code \(WCC\) 3.08](#).
- Working criteria for fund allocation will guide the contracting process for non-administrative expenses.

Funding opportunities for the Healthy Children's Fund will be based on the priorities and strategies outlined in the Spending Plan as well as the values and intent highlighted in the ordinance, and consistent with federal, state, and local law. Funding opportunities will establish measurable outcomes towards stated goals, as well as uphold the value of being community-centered and offer opportunities for innovative approaches by new and/or less established providers. Policies and procedures for funding mechanisms will be developed and documented over the first two years and shared with the public and prospective applicants. This funding guidebook for the Healthy Children's Fund is intended to support applicants with eligibility, guidelines, applications, contracts, and compliance, and will be similar to other Washington State municipality funding guidebooks. (City of Bellevue, 2019; Seattle Human Services, 2022)

Funding Eligibility

All funding opportunities must align with HCF funding criteria and goals and in all cases shall be subject to the limitations and restrictions of federal, state, and local law. Funding opportunities (described below) over \$40,000 will be advertised through the county's traditional competitive, open bid process, with exceptions as may be provided for under Whatcom County purchasing policies (WCC 3.08.060). While formal bid requirements may not be required for projects or services under \$40,000, all awards including those not subject to formal bid requirements will be selected based on adherence to identified criteria and the best use of available funds. Funding opportunities are intended for a wide range of operators to develop and provide eligible services throughout Whatcom County. Eligible applicants shall include those operators and service providers who support strategies in the HCF priorities of Early Learning & Care and Support for Vulnerable Children. Eligible operators and service providers may include non-profit, for-profit, private, and public entities, higher education programs, and/or early learning & care providers that can meet Whatcom County contracting requirements. Specific eligibility criteria will be based on the requirements of each funding opportunity. All contractors and subcontractors must adhere to anti-discrimination and child protection laws and policies.

While some of the funds will be accessible universally, the majority of the funds will prioritize equitable access for traditionally underserved communities. This includes but is not limited to, areas located outside of the city of Bellingham, low-income children and families, and community members experiencing the greatest barriers.

Funding will be made available pursuant to the provisions of WCC 3.08 (Whatcom County's Purchasing Policy). Applicable [Whatcom County Purchasing Thresholds](#) are as follows:

- Tier I: Funds less than \$10,001 may be contracted as needed for specific services
- Tier II: \$10,001-\$40,000, per WCC [3.08.040](#), whenever practically possible, price quotations from at least three vendors shall be solicited for contracted services
- Tier III: >\$40,000, per [WCC 3.08.060](#), contract awards exceeding \$40,000 will be based upon bids or proposals received in response to specifications and invitations to bid

Contracting

Contractors must adhere to a number of contracting requirements, which may include but are not limited to:

- Ongoing monitoring and reporting to WCHCS and outside evaluators, and as may otherwise be required under their contract.
- Reimbursement-based contract structure, except under limited circumstances.
- Compliance with county insurance requirements pursuant to a contract, to include providing a certificate of required coverage and naming Whatcom County as an additional insured.
- Non-discrimination and child protection laws/policies. (See [Appendix IX.](#))
- Maintaining books, records, documents, and other evidence directly related to the performance of the work in accordance with Generally Accepted Accounting Principles. Whatcom County, or any of its duly authorized representatives, shall have access to such books, records, and documents for inspection and audit for a period of three years after completion of work.
- Contractors will document the use of Whatcom County funds and will complete all required reports and billing documentation in a timely manner. Additional data may be required for audit or evaluation purposes.
- All contracts will state the contract's objective and purpose, and which shall be consistent with the provisions of Whatcom County Ordinance 2022-045.

Recipients of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. (See the [Metrics & Evaluation](#) section for more details.) WCHCS will also provide technical assistance and coaching for applicants as needed (see below).

Project Proposal Process

Funding opportunities will be advertised using a phased approach that will consider several factors, including each strategy's readiness for implementation. The goal is to advertise initial funding opportunities beginning in Fall 2023. The award process will be structured as follows:

Phase 1: Develop proposal documents for specific strategies

Each strategy may have multiple funding opportunities each year, and within any strategy, multiple funding mechanisms may be employed. Some awards may be for programs, some may follow individuals (such as subsidies), while others may be for infrastructure such as capital facilities. Award recipients may propose to sub-contract funds for services at the discretion of the county. All contracts will state the contract's objective and purpose, which shall be

consistent with the provisions of Whatcom County Ordinance 2022-045. Collaboration with subject matter experts during the development of funding opportunity proposals will occur whenever possible.

Phase 2: Advertising Funding Opportunities

While funding opportunities are in development, WCHCS will communicate with stakeholders, operators, and providers to provide advance notice of potential opportunities whenever possible. Consistent with applicable Whatcom County Purchasing Policy requirements, funding opportunities will be advertised through a number of channels, including but not limited to the HCF webpage, social media, and newsletters. When required by county purchasing policies, funding opportunities will be advertised as “bid notifications” and released to the public through Whatcom County Finance. All Whatcom County bid notifications are posted at www.whatcomcounty.us/Bids.aspx. Those interested can sign up to be notified when new bids post. Most funding opportunities will have a specific closing date, though Whatcom County is exploring the possibility of rolling deadlines.

Phase 3: Project Proposal Submission

Funding opportunity announcements will provide detailed instructions on the contents of the proposal and proposal submission. Deadlines will vary depending on the specific program or project. In many cases, there may be multiple chances to apply. Whatcom County may review proposals for a particular service as often as quarterly, while other programs may have one-time or annual bids.

Phase 4: Selecting Proposals to Fund

In the majority of cases, an Application Evaluation Committee, which will include representatives from Whatcom County Government and community representatives with subject matter expertise, will review and evaluate proposals and submit recommendations for funding within 30 days of the submission deadline. The county will evaluate proposals based on the evaluation criteria:

- **Values:** Does this proposal address documented community needs and/or disparities across race, income, and geography in access to early learning & care and social services? Is it furthering the goals of being trauma-informed and advancing equity?
- **Expectations of Success:** Has this approach been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this proposal ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this proposal quickly and/or significantly impact our goal of improved outcomes for children and families?

Phase 5: Award Notification and Contract Development

Once a proposal is selected for funding, WCHCS will draft an agreement that includes a scope of work and a budget indicating the total funds awarded and requirements for reimbursement. Once those details are negotiated, Whatcom County will conduct an internal approval process, including review and approval by WCHCS, the Prosecuting Attorney’s Office, County Finance, the County Executive, and the County Council, (as applicable per [WCC 3.08.100](#)). After all the approvals have been obtained, all parties will sign the agreement and execute it. No funding is guaranteed until a contract has been signed by the Whatcom County Executive and authorized by Whatcom County Council, as required. Proposals selected for funding will be identified on the HCF webpage along with brief information about their project as well as the amount to be funded.

In cases where the County requires competitive bidding, unsuccessful bidders may protest or appeal the County's award pursuant to existing provisions of state and local law, and pursuant to bid protest policies adopted by Whatcom County.

Upon request, a debriefing conference will be scheduled with a non-selected applicant. Discussions will be limited to a critique of the applicant's proposal. Comparisons between proposals or evaluations of other proposals will not be allowed.

Technical Assistance & Coaching

To support community partners in successfully accessing funds, as well as reducing the burden of Whatcom County application and contracting processes, WCHCS will explore ways to make technical assistance available throughout the application and reporting process.

Additional engagement activities that may be considered include, but are not limited to:

- Informational webinars
- Written questions, submitted via email
- Advertisements through community groups
- Workshops and/or 1:1 support, when possible
- Sharing flyers at events or community locations such as schools, libraries, etc.
- Geographically targeted outreach

Outstanding Questions to Answer in 2023 and Beyond

As Whatcom County works to develop an outcome-oriented approach to program and project funding that is consistent with the provisions of Whatcom County Ordinance 2022-045, WCHCS will collaborate with other county departments to answer several outstanding questions, including:

- What is our timeline to build out all the strategies including a phased approach for releasing funding opportunities?
- What barriers currently exist within County processes that make it difficult for partners to apply for and receive funding?
- How can systems and criteria across County departments be evaluated and updated to increase opportunities for partners to receive funding?
- What are ways to ensure smaller and in-home providers are able to access HCF resources?
- How will we determine provider eligibility for contracts?
- What will be the specific compliance requirements for contracted providers by service area?
- How can Whatcom County offer wage & early learning subsidies effectively and legally?
- How can funding opportunities be restructured to include the possibility of grants (as opposed to reimbursement-only contracts) when appropriate?
- Where and how will the community be involved in the funding opportunity process? How do we design and implement a funding committee to involve community partners as subject matter experts without impacting their eligibility to receive funds?
- What types and methods of community outreach, coaching, and technical assistance are needed by community partners to remove barriers and ensure funds are available to a wide range of community partners (especially those who do not typically apply for and/or receive funding from Whatcom County)?

Opportunities to Leverage Funds

The Implementation Plan must include opportunities for leveraging the fund and bringing in external resources to the county (Whatcom County, 2022). As fund administrator, WCHCS will work to maximize all funding for this purpose.

For every strategy that is funded, WCHCS commits to researching and reviewing opportunities to meet some or all of these needs through federal, state, philanthropic, or public-private partnership funding. In addition, WCHCS will keep abreast of new and ongoing funding opportunities for early childhood well-being and consider these opportunities when planning for the next two-year cycle.

Please refer to the Portfolio Strategies for descriptions of specific opportunities to leverage funding related to each strategy. More general, overarching opportunities are described below.

Opportunities Within Whatcom County

Whatcom County has existing, long-standing relationships with the City of Bellingham, the local business community, other local governments, and nonprofit organizations. The landscape of funding within Whatcom includes some funds already allocated for supporting early childhood well-being. WCHCS will maximize these potential partnerships whenever possible.

Whatcom County and the City of Bellingham administer other local funding sources with complementary goals to the Healthy Children's Fund, such as the Behavioral Health Sales Tax Fund, funding from the recent National Opioid Settlement, and the City of Bellingham's Housing levy, to provide just a few examples. These funding sources can and in some cases have already supported activities and initiatives to support early childhood well-being. One example is the Nurse-Family Partnership: a free, supportive program for women having their first baby where a nurse visits during pregnancy and until the baby turns two years old. This existing program is funded by the Behavioral Health Fund and Whatcom County General Fund and has had significant positive outcomes. Expansion of the program could be funded by the Healthy Children's Fund, as well as leveraging other funding opportunities used by other local governments with similar programs.

County ARPA funds

Under the direction of Whatcom County Council, Whatcom County has budgeted \$8.1 million of county ARPA funds for the stabilization and expansion of child care. Of this, \$2 million has been allocated for stabilization, \$5 million for large capital projects, and \$500,000 for capital projects for small providers. These programs are in various stages of implementation. Additionally, the City of Bellingham has contributed \$1 million of city ARPA funds towards child care stabilization investments and is leveraging other local, state, and federal resources toward child care capital projects.

ARPA funding is a one-time, short-term influx of dollars from the federal government intended to get communities through a difficult time and return them to a pre-pandemic state. In contrast, the Healthy Children's Fund is a locally-approved investment in children and families intended to mitigate challenges that existed before--but were exacerbated by--the pandemic. Although a greater investment than ever, the HCF still does not have sufficient funding to completely solve the crisis. As fund administrators, WCHSC will use new funding available under the Healthy Children's Fund to complement these resources, providing additional service levels, new programs, and more targeted support for populations historically left behind.

Philanthropic Sources and Public-Private Partnerships

Many philanthropic funders focus on early childhood well-being and can serve as partners in these efforts. Locally, philanthropic partners including Chuckanut Health Foundation, Mt. Baker Foundation, United Way, and the Whatcom Community Foundation have demonstrated a commitment to both early learning & care and supporting vulnerable children. There is an opportunity to work with these philanthropic partners to ensure their investments continue to align with public investments to achieve the community's vision for children and families in Whatcom County. There are also state and national funds that share this focus. Outreach to these organizations should be undertaken to gauge interest in: supporting funding for certain initiatives; participating in a public-private partnership to support projects that require significant investment; and facilitating connections between other entities that may have similar interests.

Access to some larger-scale state and federal funding opportunities is only possible with extensive cross-sector collaboration and partnership. An example is the Shared Service Hub Request for Proposal published by the Washington State Department of Children, Youth & Families (DCYF) in 2021 (Washington State, 2021). Strong collaboration must be developed in advance to take advantage of these types of infrequent but impactful opportunities, and as fund administrators, WCHSC can provide leadership in preparing for these opportunities. (See also Federal and State Opportunities.)

Federal Opportunities

Though significant at the time of this plan, ARPA funding is a one-time investment. WCHCS will consider other federal leverage opportunities for early learning expansion and other services in Year 3 and beyond, such as the preschool development awards through the Elementary and Secondary Education Act and Title IX (NEA, 2020). WCHCS staff will track federal legislation impacting young children and families and consider applications for federal grants meeting the objectives of the Healthy Children's Fund.

State Opportunities

A variety of state funding opportunities should be considered as leverage opportunities. For instance, the Washington State Department of Commerce offers flexible funding around Community Development Block Grants, including a variety of grants that are open to Whatcom County. These grants are an opportunity to build infrastructure that meets both these goals and the goals of the Healthy Children's Fund, particularly infrastructure around early learning & care and other services.

Another opportunity to maximize state funding is Washington State's WorkFirst Program. For instance, if WCHCS employs the strategy of subsidizing early learning & care, WorkFirst offers similar subsidies for low-income families (Economic Services Administration). Maximizing this program for families first will maximize the benefit of both subsidies. Another example would be blending WorkFirst and HCF funding for workforce entry pathway training for early learning & care educators. Another fundamental way to maximize the state funding reaching Whatcom is by simply increasing the number of early learning & care slots available. Increasing early learning & care slots will in turn increase the availability of subsidy funding for low-income children who use those slots.

DCYF offers a variety of other funding in support of early learning & care and supporting vulnerable children. Examples include Early Learning Facilities Development grants (Washington State, "Early Learning") and other one-time DCYF grants on topics like workforce retention, early learning & care stabilization, early childhood equity, and more. WCHCS will look

toward these opportunities, in particular, for capital projects, and will provide outreach services to potential applicants (e.g. child care providers) of these funds.

Match Funding

Revenue maximization is a term used for the process of drawing down federal funding using local funds to substitute for a funder's matching requirements. These types of matching funds are typically offered by state or federal government awards or large national foundations. HCF could provide funding for providers attempting to meet another funder's matching requirements, enabling them to access significantly more funds.

For example, federal child welfare funds are required to be matched by the state. If HCF funding is used to provide the match, these federal funds can be passed through WCHCS to the provider. Grants like Early Learning Facilities grants are only possible with matching funds.

In addition, this type of match funding, provided by HCF, can enable beneficiary organizations to access other programs through the matching funder. Some federal funds may only be available to those organizations that have previously met match requirements.

Note: A guiding principle of the Healthy Children's Fund is a belief that providers must focus on the successful implementation of strategies and programs, rather than additional requirements for fundraising. WCHCS is not advocating for any recipient of funding through the Healthy Children's Fund to be required to match funding.

Supporting Providers

Many of the goals of the Healthy Children's Fund cannot be achieved by the fund alone. Whatcom County providers may take action to apply for funding not only through the Healthy Children's Fund and the sources outlined above but various others not mentioned. WCHCS commits to supporting providers to take action more easily and overcome barriers identified when attempting to access these state and federal funding opportunities. WCHCS will support these efforts with coaching on complying with contracting requirements, streamlining any departmental processes that support these funding opportunities, and sharing any data collected to support proposals.

WCHCS will make reports created for the Healthy Children's Fund available, in hopes that these resources will help make the case for additional investment and advocacy, support the need for funding, and help providers maximize funding from other sources. The research undertaken for the Healthy Children's Fund may include needs assessments, program evaluation, and other analyses that can help providers make the case for their programs and successfully identify and attain any additional funding needed.

Community Partnerships & Engagement

Community engagement is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people (CDC, 1997). Community engagement is a fundamental practice of public health and has the potential to advance health equity, promote social connections, strengthen cross-sector partnerships, and build trusting relationships with the communities served.

WCHCS is committed to building strong partnerships and working collaboratively across sectors. Using the HCF ordinance as a guide, the specific community engagement activities and roles are detailed within several sections of this implementation plan, including [Funding Mechanisms](#), [Implementation Planning Process](#), and [Metrics & Evaluation Planning](#). Additionally, WCHCS will build on the goals outlined in the WCHCS Strategic Plan (Whatcom County Health, 2022):

Partner collaboratively to find community-based solutions that advance health and health equity.

Improve communications.

- Provide timely and transparent information so partners can make informed decisions.
- Share information about the HCF outcomes to increase knowledge and awareness.

Increase collaboration.

- Formalize our practice of shared decision-making to ensure diverse community perspectives are incorporated into our plans and practices.
- Develop, implement, and make meaningful progress on community-led plans and planning efforts.

To be successful, methods to engage individuals and organizations beyond those typically engaged will be developed. For example, intentional relationship-building within underserved communities, providing technical assistance and coaching for first-time applicants, ensuring language assistance is available and materials are translated into multiple languages, and partnering with community organizations that already have trusted relationships with community members who could receive funding.

Communication

Effective communication will help the public understand how and why funds are allocated, inform potential awardees of funding opportunities, and let parents/caregivers know what programs are available through Healthy Children's Fund-supported organizations. No single approach can reach everyone, so multiple communication tools will be used to reach the audiences listed below. This section is meant to provide information on the initial communications and outreach for implementing the Healthy Children's Fund. Techniques will be evaluated, modified, and changed as needed to meet the needs of the audiences outlined below to the extent feasible.

Some groups have traditionally faced challenges accessing funding and navigating government systems. This has included in-home care providers, people who lack internet access, rural residents, BIPOC community members, and others. WCHCS's communication and engagement activities for the Healthy Children's Fund will work to engage and get participation from people in these groups. Particular attention will be paid to providing language and translation services as well as relationship-building with potential partners.

Below are the communications tools currently available, and how WCHCS will be using them to communicate with various audiences. These audiences include but are not limited to:

- Community partners,
- Organizations and individuals that may apply for funding,
- Families that would benefit from programs and services, and
- People who live in Whatcom County who are interested in the Healthy Children's Fund.

Healthy Children's Fund Webpage

<https://www.whatcomcounty.us/4069/Healthy-Childrens-Fund>

A dynamic, central hub for information for all stakeholders. Content will be reviewed and updated at least quarterly, and specific information will be updated as needed on a more regular basis. The webpage will include:

- Annual reports and two-year evaluations
- Information on how money is allocated and how funding decisions were made
- A place for community members to ask questions or provide feedback at any time
- Calendar of events that would include things like educational opportunities, funding deadlines, and advisory group meetings
- Signup forms for different types of information

Email Newsletters

Email lists will be set up for community partners and the audiences identified above. Interested individuals and organizations can opt-in to receive targeted communications. Newsletters will be sent on an as-needed basis, not less than once per quarter. Examples of topics that would be included in these newsletters:

- Training opportunities and webinars
- Proposal deadlines
- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

Printed Materials

Newsletters, flyers, and other materials will also be formatted for physical distribution, as not everyone has access to online communications. Which materials are most appropriate for print

and logistics still need to be determined. This includes physical transport, locations, and which organizations would benefit from physical copies.

Social Media

WCHCS utilizes a variety of social media channels to communicate with the public. Currently, this includes Facebook, Instagram, and NextDoor. These channels are meant to reach a broad audience regardless of whether the viewer is a business, community member, parent/caregiver, or other interested parties. One of the benefits of using social media is that it allows partner organizations to share and amplify the message to reach the broadest possible audience.

Examples of social media topics:

- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

News Flashes

Similar to social media, news flashes are a feature of the WCHCS website that will send an email to a general list of people interested in public health news, media outlets, and reporters who have subscribed. News flashes also appear on the WCHCS homepage for people who are not subscribed and who do not use social media. Examples of news flash topics would be the same as those referenced in Social Media.

Metrics and Evaluation Planning

Building strong data collection and rigorous evaluation practices is essential to maintain short and long-term accountability. As the fund administrator, WCHCS will facilitate the evaluation and performance measurement plan development and implementation. WCHCS will work collaboratively with the Child & Family Well-being Task Force and other key stakeholders to design, implement, and report evaluation processes, and will leverage other external resources as needed to ensure successful high-quality and efficient evaluations.

The following overview presents the overarching goals, approaches, principles, and framework that will guide the evaluation and performance measurement of the Healthy Children's Fund. As programs and services are selected in 2023 and beyond, the metrics and evaluation framework will be further refined. A more detailed and operational Evaluation and Performance Measurement Plan will be completed by December 2023 and submitted to the Whatcom County Council, with updates as needed thereafter. These updates will also be provided as part of the Healthy Children's Fund Annual Report, delivered by the Child & Family Well-being Task Force.

Evaluation Timelines

The Healthy Children's Fund ordinance states, "Every other year, a qualified independent auditor shall conduct a performance audit of the Healthy Children's Fund."

Transparent and thorough evaluation is a critical component of the Healthy Children's Fund. Results for the initial two-year evaluation will be influenced by the startup period and will focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Metrics

To measure how well children and families are thriving in Whatcom County, quantitative and qualitative data will be used to help identify our communities' strengths and assets to address community-identified gaps and needs. The data will guide the implementation of the Healthy Children's Fund and provide an understanding of where disparities in health and well-being exist and where additional support and resources are needed.

Results-Based Accountability

The [Results-Based Accountability \(RBA\)](#) framework and methodology were used during the implementation planning process, especially to define metrics and develop the evaluation plan. RBA is a national model and provides a disciplined, data-driven decision-making process to help communities and organizations take action to solve complex problems (Clear Impact, 2022). RBA makes a distinction between **population accountability** through population indicators which assess the well-being of a whole population, and **performance accountability** through performance measures, which assess the well-being of the clients directly served by programs. This framework will be used for all HCF metric reporting and evaluation processes.

Population Accountability

To measure and monitor overall progress towards the overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten Readiness, all Whatcom children, race & ethnicity, gender, & income
- Child Abuse and Neglect, Whatcom children ages 0-17

Kindergarten readiness data, disaggregated by subpopulations, is an important indicator of community progress toward the kind of conditions that promote child and family well-being, as well as a revealing gauge of inequities. "Kindergarten Readiness" refers to data collected by the Washington State Office of Superintendent of Public Instruction (OSPI). All public schools and some tribal nation schools use a process called the Washington Kindergarten Inventory of Developing Skills (WaKIDS). WaKIDS measures developmental skills on a strengths-based continuum in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math.

Kindergarten readiness is the most widely used data point in Washington State to understand what experiences a child may have before they enter kindergarten. It is used to inform how best to support their transition between early learning or home into the classroom. It is recognized that children are always ready for kindergarten; this measure is about the readiness of the system and adults to serve each child where they are.

"Child Abuse and Neglect" refers to children identified as victims in reports to Child Protective Services that were accepted for further action per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition, other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

It is important to note that the Healthy Children's Fund is just one initiative that will contribute to improving population-level change, along with other sectors, funders, and partners in the community. For example, the indicator of increasing kindergarten readiness depends on the combined work of Healthy Children's Fund programs along with many others: other local, state, and federal agencies, other local initiatives, and community-based organizations working together in alignment

All data have limitations that should be considered when interpreting and using data analysis. See [Appendix V](#) for data notes and limitations for the measures of kindergarten readiness and child maltreatment.

Headline and secondary indicators (population-level) will be used to measure and quantify results within the HCF's two priority areas: early learning and care and supporting vulnerable children.

- **Headline indicators** are aspirational, long-term population-level indicators that allow administrators to examine trends and patterns of change for the entire Whatcom County population as well as within population groups. Population-based indicators are about a population, for example, children ages 0-5 in Whatcom County. We will also track secondary indicators, which will further inform our understanding of population-level changes.
- **Secondary indicators** are supporting indicators that describe the status of children and families in Whatcom County and are often used as intermediary data to understand the steps needed to achieve headline indicators. Headline and secondary population-level indicators will be used to align partners and HCF investment strategies, guide program design, and maximize the potential for achieving HCF results.

Through the RBA framework, the Implementation Plan team consulted with the Child and Family Well-being Task Force, the Ordinance writing group, Healthy Whatcom, and the Whatcom County Child Care Coalition to develop and select headline and secondary indicators. Headline and secondary indicators were defined for each focus area of early learning & care (affordable, accessible, high-quality, and professional) and supporting vulnerable children (mental and behavioral health, homelessness, and supporting parents).

Indicators were selected based on the following criteria:

- **The availability of reliable data.** Are high-quality data available on a timely basis? Are they reliable by geography, race, ethnicity, or socioeconomic status?
- **How easily the indicator can be understood and effectively communicated.** Is this indicator easy to understand? Is it compelling?
- **If the indicator says something of central importance about the result?** Or if it is peripheral? If the indicator moves in one direction, do others follow?
- **Whether or not the indicator is a population-level measure.** Is it about a population (for example, children in Whatcom County) or only about individuals directly served by programs?

Headline and secondary indicators will be reported annually or as data is available and are subject to change over the life of the levy. Data will be shown over time and disaggregated as appropriate (e.g., by age, race/ethnicity, geography, socioeconomic status, and gender, where data are available). Disaggregation is critical in assuring partners are aligned and investments are prioritized to maximize the potential for eliminating inequities.

To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.

It is important to note that useful and meaningful data at the local level is limited and that collecting and managing reliable, valid, and replicable population-level data is resource-intensive. If an identified and prioritized indicator is not currently being collected, it was placed on the data development agenda (DDA). WCHCS will determine the feasibility, timing, and resources needed to collect the necessary data and prioritize accordingly. When possible, WCHCS will leverage the methodology implemented by past relevant studies (i.e., Child Care Demand Study) and will work with state-level agencies to improve the completeness of current data sources. See [Appendix VI](#) for the headline and secondary indicators selected for each focus area. As strategies evolve over the levy's life, some of these metrics will need to change. [Appendix VII](#) describes the population health data sources for both the headline and secondary indicators.

Throughout the levy, innovative strategies will be implemented that demonstrate results that further inform the field of early learning & care, increase the evidence base, and demonstrate impact on outcomes for low-income and vulnerable children. WCHCS will report headline indicators on the number of innovative solutions that demonstrate valid results which further inform either

- the field of early learning and care

- approaches or practices that impact the disparities experienced among low-income and vulnerable children

In addition to the data development agenda indicators WCHCS will investigate ways to retrieve additional population-level indicators that can further inform the community's needs and assess the impact of the HCF. Some of the topic areas include:

- Perinatal mental health
- Behavioral and mental health provider service delivery constraints
- Availability of mixed-delivery systems
- Sustainability of child care programs
- Rates of homelessness for children 0-4

Performance Accountability

Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. The impact of HCF strategies on children and families directly served by programs will be measured using performance measures. Performance measures that will be collected and reported by a funded program or agency will include the impact on the intended recipients and will include both quantitative and qualitative data. These reporting mechanisms will offer another opportunity for parents and caregivers to provide both quantitative and qualitative input and feedback on their needs being met and satisfaction with the received program or service. Performance data will be collected by the program or agency once the HCF contracts are implemented. WCHCS will collect and report performance measures on the programs or services we directly implement.

To ensure that the HCF's activities contribute to population-level change, programs must align with the headline and secondary indicators, and overarching results. Requests for Proposals will require organizations to be responsive to the headline and secondary indicators. RBA also sets a framework for community involvement and partnership, identifying where we are now and determining what strategies we will use to make the changes we are seeking. HCF's framework for evaluation includes looking at population-level change as well as the impact on individuals and families directly served by our programs.

Evaluation Planning

Goals and Approach

The evaluation of HCF strategies and programs should demonstrate that public funds are being invested wisely and that funded strategies are making progress toward HCF results and advancing equity across Whatcom County. It is also essential that through HCF strategies, Whatcom County is nurturing innovation and contributing to an evidence base that will equip the County and its partners to do better over time in producing results for Whatcom County children and families.

Using evaluation and performance measurement, WCHCS will seek to answer one overarching question: *To what extent has the Healthy Children's Fund improved the health and well-being and advanced equity for young children and their families in Whatcom County?*

The primary goals of evaluation and performance measurement will be to inform strategic learning and accountability (Global Family, 2022).

- **Strategic learning** is the need for real-time data to inform ongoing work and to understand which strategies are effective and why. This can inform course corrections, document learning opportunities, and improve how programs are conducted.

- **Accountability** is the need to hold entities responsible for the activities they were given funding to do and to determine if a credible case can be made that the work contributed to HCF results. This is different from evaluations designed to prove definitive causality, which may be planned for a subset of strategies.

Data and evaluation processes will strive to align performance measures across related HCF strategies and to facilitate comparisons across similar types of programs and services. WCHCS will also seek to identify learning opportunities and unintended consequences of HCF activities, both positive and negative.

The following outlines our overall approach to evaluation and performance measurement:

- Measuring the performance of projects and evaluating the effects of the HCF is important to produce the best results, learn and innovate based on experience, and ensure the most effective use of public funds.
- Encompass a range of evaluation and measurement techniques, prioritize evaluation resources to have the largest impact, and leverage other resources and evidence where possible.
- Ensure evaluation and performance measurement of the HCF adhere to the highest professional standards of the evaluation and scientific fields.
- Produce timely and clear communication of results – inclusive of both achievements and failures – to increase accountability and build and sustain public trust.

Evaluation Principles and Advancing Equity

The evaluation will use guiding principles drawn from the [American Evaluation Association](#):

- Systematic inquiry: Conduct systematic, data-based inquiries.
- Integrity: Display honesty and integrity in the evaluation process.
- Respect for people: Respect the security, dignity, time, capacity, and interests of participants and stakeholders.
- Cultural competence: Recognize and respond to culturally-different values and perspectives to produce work that is honest, accurate, respectful, and valid.

Furthermore, evaluation will be guided by the foundational principles embedded in the work of the Child & Family Well-being Task Force: advancing equity, with specific attention to racial equity; engaging families in the work; and using results-based approaches.

Evaluation and performance measurement will examine to what extent and in what ways HCF is advancing equity in Whatcom County. Data gathered through evaluation and performance measurement will support our collective knowledge as we disaggregate population-level indicators and performance measures by race, ethnicity, geography, socioeconomic status, and gender, as available. The evaluation processes will support grantees' gathering of narrative reports on improvements made to better serve diverse communities, as well as gathering feedback from those served about how services incorporate equity goals.

The evaluation process will:

- Disaggregate population-level indicators and performance measures as available
- Ensure community and program narratives are collected and shared back with opportunity for context and reflection
- Ensure meaningful and respectful engagement with the community
- Seek to present a complete data story of both strengths as well as disparities
- Ensure evaluation processes and results are accessible (i.e., translation)

Evaluation and Performance Measurement Plan

The Healthy Children's Fund Evaluation and Performance Measurement Plan that will be completed in December 2023, will specify performance measures and qualitative methods after the specific program or service investments have been defined. Using the Results-Based Accountability (RBA) framework, the evaluation plan will draw from both qualitative and quantitative methods. As appropriate, the evaluation may include case study, cross-sectional, pre-post, and/or quasi-experimental designs. Using a participatory approach (Krieger, 2002), the WCHCS Health Information & Assessment Team (HIA) will work closely with county leadership, staff, external evaluators, the Child and Family Well-Being Task Force, and other relevant advisory bodies and subject matter experts to optimize performance monitoring and evaluation. For example, we will:

- Prioritize evaluation questions within allocated resources
- Develop logic models, indicators, performance measures, and/or data collection protocols
- Review findings
- Develop dissemination materials and reports

WCHCS will facilitate the evaluation and performance measurement plan development and implementation in collaboration with the Child & Family Well-being Task Force, external evaluators and other key community stakeholders. WCHCS will be responsible for ensuring the collection and management of quantitative and qualitative program performance metrics and the retrieval and reporting of the population outcome, headline, and secondary indicators. WCHCS will provide technical assistance and support to HCF community partners on data collection, management, reporting, evaluation, and quality improvement processes at the program level.

As outlined in the Healthy Children's Fund ordinance 2022-045, reimbursements to the County for administrative costs, evaluation, and overhead shall be limited to nine percent of levy proceeds, with up to three percent used for auditing and evaluation. Evaluation processes, including investment in data collection activities, will be designed and developed based on the annual allowable and allocated funding and are prioritized expenses within the Administrative budget in years one and two.

Evaluation Levels

The HCF evaluation is conceptualized to answer process and impact questions at four levels. Within these four levels, different types of evaluation may be applied. Examples of questions include:

- Population Level: What was the combined impact of HCF investments on population-level indicators of health and well-being? Did HCF contribute toward equity at the population level? What improvements in services, systems, and social and physical environments did HCF investments contribute to? What were the lessons learned about barriers and contributors to success?
- Strategy Level: What improvements in health and well-being were experienced by relevant populations or individuals served within a strategy area? What improvements were made in relevant services, systems, and environments?
- Program Level: What improvements in health and well-being did individuals experience? What improvements were made in how well and how many clients were served?
- Process Level: How effectively is the Whatcom County government administering the Healthy Children's Fund? What internal processes did the County implement to ensure

transparency and accountability of itself and fund partners? To what extent are the county contracting processes clear, standardized, and timely?

For more information, see [Appendix VIII. Evaluation Types and Influencing Factors](#).

Population-Level Evaluation. Population-level analyses will use quantitative and qualitative data to evaluate the effectiveness of the fund as a unified whole and allow all HCF stakeholders to understand how/if levy investments are positively impacting HCF results:

- Increase in kindergarten readiness for all children
- Reduction in the disparities experienced between sub-populations in kindergarten readiness
- Decrease in child maltreatment

WCHCS will contract with an external evaluator every two years who will consult with the CFWBTF on the development and publication of the evaluation. The evaluation will include feedback from stakeholders, HCF recipients, and providers and include recommendations for improvements.

Strategy-Level Evaluation. Following the population-level approach, each strategy area will have established headline and secondary population-level indicators to monitor and assess the impact of funded strategies. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results. Through the RBA framework, we will define how HCF will contribute to improving headline indicators.

Tracking headline and secondary population-level indicators at regular intervals will allow the HCF administrators to examine trends and patterns of change for the entire Whatcom County population as well as population groups. This population-level data gathering will help to guide and inform HCF investments and program design. Qualitative evaluation methods will be used to provide complementary information to help gain an in-depth understanding of the impacts on and results in specific communities. Local data collection and assessments will provide an opportunity for families, caregivers, and service providers to give input, feedback, and information regarding ongoing challenges and barriers to receiving and providing care. Within the strategy areas, WCHCS will leverage external evaluators to assess the overall impact within focus areas (i.e. early learning & care affordability, accessibility, child homelessness, etc.).

Program-Level Evaluation. Program-level evaluation will be conducted by tracking performance measures that are specific to HCF-funded programs and activities. Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. Performance measures are collected routinely, are used to summarize how a program is being implemented, and are responsive and adaptive as the program evolves (Tatian, 2016). Tracking performance measures allows the County to measure what the HCF programs accomplish and how the programs impact the children, families, and communities who are directly served. For example, performance measures will allow for tracking and reporting of how many early learning and care slots were created, and the cost of each slot by fund allocation. At a minimum, each program will have a performance measure in each of the following three domains:

- **How much was done?** Tracks numbers such as people served, or staff trained.
- **How well was it done?** Tracks the rate of how well a service was provided, such as improved access, timeliness, or appropriateness of service.
- **Is anyone better off?** Tracks how much change was produced and the quality of change, such as improved health and well-being.

Performance measures will inform continuous quality improvement efforts throughout the life of the HCF levy and will be:

- Determined in the development of requests for proposals (RFPs), or specific project-level funding approaches
- Identified and developed for each program
- Incorporated within contracts
- Reviewed on a pre-determined and regular basis over the life of the levy.

Performance measures will vary across programs, duration of services, type of activity, and duration of funding and likely be a combination of quantitative and qualitative data, including participant satisfaction and feedback. Contractors will regularly report performance measures as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures will be identified in RFPs, program performance measures will be finalized in partnership with the funded organizations. When possible, performance data will be reported through existing data collection systems to avoid duplication in efforts. WCHCS will aim to not add undue burden to grantees who may be reporting similar performance metrics to other funders, and we will ensure performance measures are meaningful to grantees. Where feasible, WCHCS will align reported performance measures across HCF activities and other community programs, initiatives, and funders. Performance measures will also be established for programmatic activities directly conducted by the WCHCS.

Process Evaluation. The Healthy Children's Fund is designed to improve early childhood learning and vulnerable family outcomes by being innovative and making investments in strategies focused on child and family-centered prevention efforts. To meet the demand for the services outlined in the implementation plan, the Whatcom County government will need to work with a variety of licensed operators, including early learning centers of all sizes, preschools, licensed-family homes, nature-based programs, and many others. Some of these programs will have little or no experience contracting with the government, and it will be important to reduce barriers and administrative burdens related to contract management and compliance so that resources are spent providing quality programming for children and families.

To ensure the Whatcom County Government identifies and removes barriers by improving internal systems, the Whatcom County Executive's Office, with consultation from the Child & Family Well-being Task Force, will retain an external government audit organization for a multi-year contract. A key component of the external audit will be to analyze the effectiveness of fund administration on the success of the Healthy Children's Fund and identify areas for improvement and development, especially in the early years of implementation.

The audit will include, but not be limited to:

- The funding opportunity development process, including stakeholder and internal review
- Execution of fund priorities, including average time from the finalization of funding opportunities to the advertisement, review, selection, and finalization of contracts
- Extent to which the application and contracting processes are clearly articulated and accessible for a diverse applicant pool
- Contractor experience with county processes and timelines, based on contractor feedback
- Extent to which the process identifies and reduces barriers to entry for a diverse applicant pool, including small entities, and non-native speakers

- Provision of technical support for submitting funding proposals, contracting, financial, and reporting support available for providers and individuals new to government process to successfully navigate these processes
- Contracting follows innovative methods within the parameters of the County's legal and financial codes and policies to support individuals and organizations
- Ease for contractor in initial new contractor reimbursement set-up process
- Invoicing process, including standardization and streamlining for contractors
- County payment timeliness to contractors upon receipt of correct and complete invoices
- Recommendations for improvement and a review of progress on previous recommendations

Evaluation Timelines

HCF strategies and programs will begin at different times and reach their respective conclusions on different schedules. Strategy and program-level evaluations will occur after two years of implementation have been completed. WCHCS recognizes the complexity of incorporating new data reporting and evaluation processes and will work with each funded organization on reporting timelines. Some data may be readily available, and system upgrades or changes will sometimes be needed before access and reporting. When possible, data already being collected through existing data collection systems will be used. Evaluation timelines will accommodate these factors:

- When the program started, or when funds became effective
- Time needed until each indicator can be measured
- Point at which a sufficient number of individuals have reached the outcome to generate a statistically reliable result
- When indicator data will be available
- When baseline data will be available if needed
- Time and budget needed for data collection, analyses, and interpretation of qualitative data
- Contractual requirements for reporting process and results from data

Engagement with Key Stakeholders

WCHCS has developed this plan by working closely with other stakeholders to support the HCF implementation through the best available science and data, establishing baseline data, and coordinating with other initiatives in Whatcom County. The following stakeholder perspectives have been and will continue to be essential to evaluation and performance measurement development and implementation:

- Whatcom County Council
- Public Health Advisory Board
- Child and Family Well-being Task Force
- Healthy Whatcom
- Generations Forward
- Perinatal Mental Health Task Force
- Child Care Coalition
- Whatcom Early Learning Alliance
- Whatcom Taking Action
- Local Prevention Coalitions

Throughout the levy, additional stakeholders will be engaged, as needed and appropriate.

Transparency in Reporting and Dissemination of Products

WCHCS is committed to ensuring accessibility, understanding, and engagement in the HCF's evaluation and performance measurement activities. Data and reports on population-level indicators, performance measures, and evaluation findings will be timely and readily accessible. Publication of these products will be based on data collection processes, availability, and systems development and will, at minimum, be on the HCF website. Below are examples of the data products and reports WCHCS will generate.

Annual Health Children's Fund Report. HCF Annual Reports will provide data on the performance of levy-funded activities, including progress toward meeting overall levy goals and strategies, headline indicator measurements, performance measures, lessons learned, and strategies for continuous improvement. The Task Force, with the support of the WCHCS, will write and deliver the annual report to the public and the County Council.

HCF Annual Reports will also include:

- Any updated performance measure targets for the following year of HCF programs with information on the reason for any substantive changes
- Recommendations on program and/or process changes to funded programs or strategies based on the measurement and evaluation data or any other eventuality resulting in the need for substantive changes
- Any recommended revisions to the HCF Evaluation and Performance Measurement Plan
- Recommended performance measures and performance measurement targets for each HCF strategy, as well as any new strategies that are established

Dashboards. WCHCS HIA Team will develop dashboards that reflect key indicators of population results that communicate results quickly and visually. These dashboards will be web-based and accessible to stakeholders, the community, and the public. Indicators will be disaggregated by age, race, ethnicity, geography, socioeconomic status, gender, and other key demographic characteristics, where data are available. The data will be made available based on the data source and collection methods; therefore, reporting will vary in frequency (i.e., quarterly, annually, etc.)

Other Products. WCHCS staff will work with community partners to identify meaningful products for stakeholders, such as success stories and program reports. These may describe the strategy, stakeholders' roles, reach, impact, critical incidents, key decision points, and lessons learned. These types of products will allow for the reporting of more short-term or immediate impacts or successes. Ad hoc products such as infographics and technical assistance related to data or evaluation findings for stakeholder presentations will also be considered.

Examples of the items that will be included in the full evaluation plan:

- The processes for collaboration on evaluation between the CFWBTF, external evaluators, and the WCHCS
- The specific data systems and process for collecting, analyzing, and reporting performance and population-level data
- A data development agenda prioritization plan
- Frequency in reporting population-level indicators and performance measures
- Types of technical assistance WCHCS will provide to HCF partners on data collection, analysis, and evaluation and quality improvement

Next Steps and Conclusion

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. Our sincere goal is that children and families will greatly benefit from the impactful and sustained investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Strategies for funding in both Early Learning & Care and Supporting Vulnerable Children are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund. Some strategies, such as housing support for vulnerable children, will be relatively easy to implement using existing County staff and processes; others, such as childcare subsidies, will require the design of completely new programs and the development of entirely new processes for the County. In recognition of this, implementation will be phased, focusing the first funding opportunities on those strategies most ready to implement, in alignment with the spending plan.

To effectively administer the fund and achieve the priorities under this plan, Whatcom County will need to hire new staff, work with the community to develop provider capacity, and commit considerable effort to designing programs that meet the goals of this plan while complying with federal, state, and local laws and regulations. We anticipate that a significant amount of time and energy in years 1 & 2 will be spent evaluating current processes for effectiveness while building the infrastructure and systems necessary to effectively deliver on the promises of the Healthy Children's Fund in subsequent years.

Upon the approval of this implementation plan for years 1 & 2, an Implementation Team will form to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of staff from county government working alongside representatives from advisory bodies such as the Child & Family Well-being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and those impacted by the decisions and processes of the Healthy Children's Fund. The Implementation Team will be responsible for:

- Developing a phased funding approach including:
 - assessing readiness and prioritizing amongst the approved strategies which funding opportunities to launch first,
 - conducting research on program design, and
 - drafting funding opportunities as strategies are ready to move forward with the expectation they will be released throughout 2024.
- Building strong relationships with new and current community partners, especially those within underserved areas and populations in Whatcom County.
- Finalizing and implementing the process and performance evaluation plan for the Healthy Children's Fund. Since funding opportunities will begin being advertised in Fall 2023, we anticipate the first round of contracts to be executed in 2024. Given this timeline, the initial two-year evaluation will primarily review the startup period and will

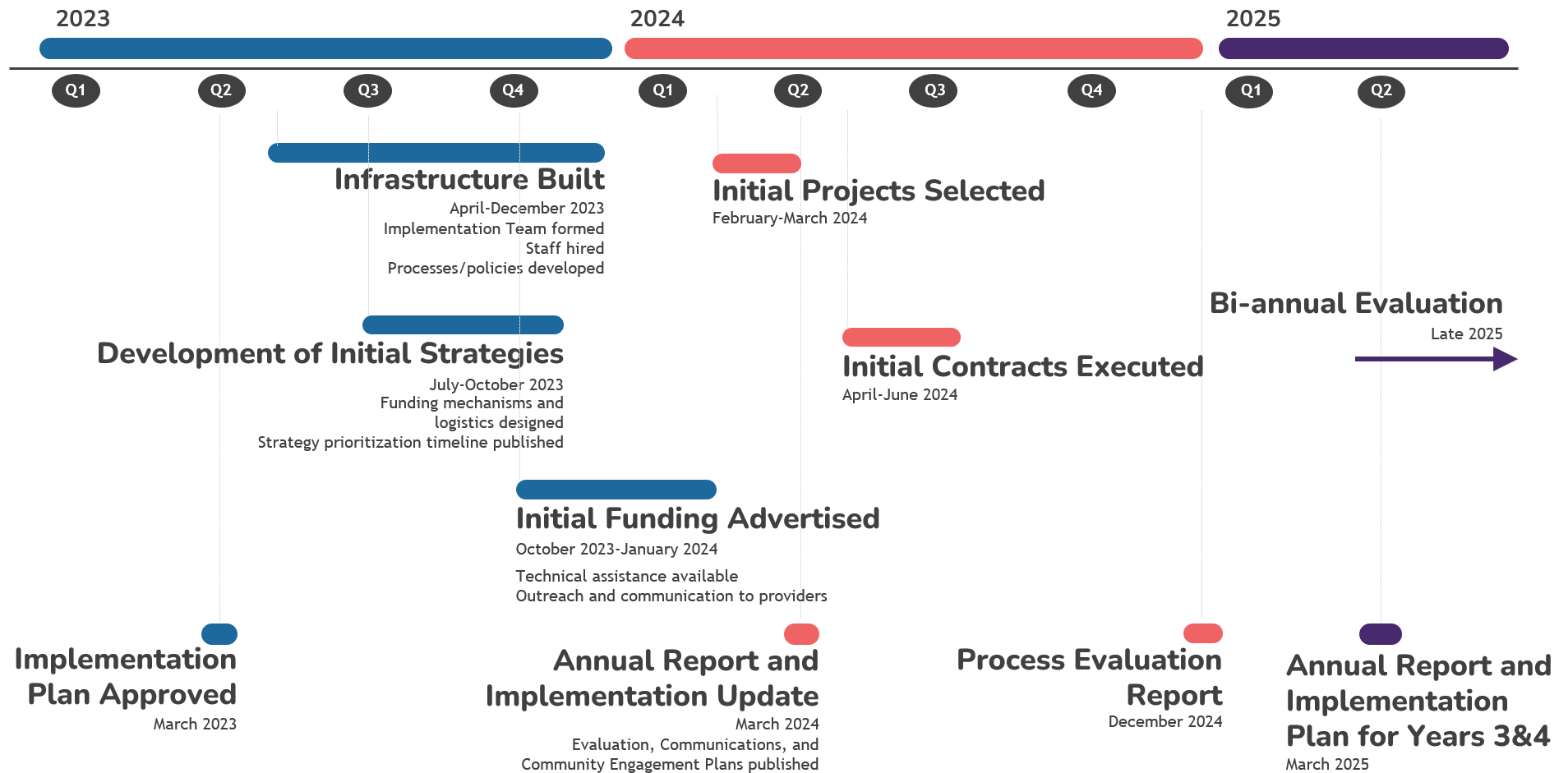
focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Beginning in March 2024, the Child & Family Well-being Task Force, with support from WCHCS as fund administrator, will submit an Annual Report to the public and Whatcom County Council on progress made toward the Healthy Children's Fund goals, outcomes, and metrics. At that time, the Implementation Team will also provide updates on the evaluation, communication, and community engagement plans.

Updates will be made to the Implementation Plan every two years and will reflect allocation adjustments based on information provided in the biennial evaluations, recommendations from the Child & Family Well-being Task Force, emergent community needs, and changes in state and federal funding availability. Evaluation will be ongoing but will be published every two years, informing planning for the following two years.

In recognition of this phased approach, WCHCS has developed a draft project timeline for 2023-2024, available on the next page. As this is a completely new initiative, dates are subject to change based on several factors, including the ability to hire staff to complete Healthy Children's Fund objectives.

Healthy Children's Fund: Expected Timeline*



* This timeline offers a sequence and expected dates for initial strategies: those that are most ready to implement. Subsequent strategies will roll out as the necessary internal infrastructure and external capacity of potential funding recipients is built. All dates are based on current understanding and may shift as new information emerges and circumstances change.

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Appendices

Appendix I. Community Plans

Community Research & Assessments

- [Bringing the 'Help Me Grow' Framework to Whatcom County \(2022\)](#)
- [Whatcom County Child Care Assessment: EcoNorthwest \(2022\)](#)
- [Permanent Solutions to Child Care Affordability in Whatcom \(2021\)](#)
- [Child Care Demand Study \(2021\)](#)
- [Whatcom Early Learning Alliance's: Family Needs Survey \(2021\)](#)
- [Fiscal Map for Licensed Child Care in Whatcom County \(2021\)](#)
- [COVID-19 Community Health Impact Assessment \(2021\)](#)
- [Newborn Home Visiting Pilot Program \(2019\)](#)
- [Community Health Assessment \(2018 \)](#)

Community Plans & Reports

- [Whatcom County's Community Health Improvement Plan \(2022\)](#)
- [Child and Family Well-being Task Force Phase II Report \(2022\)](#)
- [Child and Family Action Plan \(2020\)](#)
- [Whatcom County's Strategic Plan to End Homelessness \(2019\)](#)

Appendix II. Advisory Group Feedback Themes

# of comments	Themes	Summary Descriptions of Feedback	Response <i>Note: Implementation Plan is abbreviated as IP. WCHCS is Whatcom County Health and Community Services, formerly the Whatcom County Health Department</i>
137	Evaluation/Metrics		
43	Evaluation of Fund Administration		
	Themes	Without external evaluation of fund administration and finances, county is not being held accountable for its role/actions.	A section was added to the Implementation Plan (IP) describing the process evaluation of fund administration, conducted by an external, independent auditor. Expanded the population-level evaluation section to explain the use of the external evaluator every 2 years to measure the overall performance of the Healthy Children's Fund. Also stated in the program evaluation section that performance measures will also be established for programmatic activities funded by the Healthy Children's Fund to measure progress toward outcomes.
		Ordinance clearly calls for an external evaluator. How will that be addressed in this plan?	
		Citizens' distrust of government was intended to be offset by an external evaluator.	
		Need to evaluate the length of time from application to fund distribution.	
	Requested Solutions	Fully fund external evaluator, up to \$300k.	
		Commit to at least a 2-4 year contract with external evaluator.	
		Make sure RFP for external evaluator is competitive.	
23	Repeated request for specific measures:		
		# of child care slots created	Early learning slots and cost per slot will be tracked. IP updated to make that more clear that it will be captured overall and by geography and focus area.
		cost per child care slot created	
		K-readiness by race	More information about the availability of local data was added to the IP, and the prioritization of data that WCHCS will collect themselves. Whenever possible, data by race, income, and geography will be shared.
	9	parent/family satisfaction/feedback	Parent satisfaction will be collected as a part of several secondary indicators; IP edited to make this more clear.
15	* K-Readiness		
	Themes:	What is the definition of Kindergarten readiness?	Updated the Implementation Plan (IP) to include details on K-readiness: what it is, what it is not, and why it is being used. Also added an appendix about the limitations of the available data.
		Concern about using "kindergarten readiness" as a measure.	
		Disaggregated by race	
	Solutions:	At the very least, a recommendation is to change language. Rather than referring to kindergarten readiness which is ambiguous and for which there is no universally accepted measure, let's talk about helping children meet widely held developmental expectations that will help to ensure a successful kindergarten experience.	

		update language re: k-readiness to show challenges within that data point.	
		Suggestion to change terminology from "all children ready for kindergarten" to something like "all children performing at a level appropriate to their development"	
	Other Evaluation		
9	Request for clarity around community involvement (majority re: Child and Family Well-Being Task Force) in evaluation plan	A section on community engagement was added to the Evaluation section to clarify how advisory groups and other community entities would be engaged.	
5	Request to compile/share stories/qualitative data about impact	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.	
5	Requests around communication of evaluation (website, reporting, etc.)	Added: The data will be made available based on the data source and collection methods, therefore reporting will vary in frequency (i.e., quarterly, annually, etc.) to both transparency in findings and reporting and dissemination products. Also added a Communications section to the IP to describe the different methods we will use to share progress.	
4	Request to rewrite evaluation (sometimes the entire plan) to manage expectations better: not much change can be expected on these types of systemic issues in two years.	Language was added under external factors impacting evaluation, recognizing that it will likely take several years to demonstrate an impact on the HCF overarching population-level results.	
4	Request to increase evaluation budget.	Evaluation budget was increased to support bi-annual contracting with an external auditor of the fund administration and the HCF overall.	
3	Request to clarify evaluation timeline.	Added that the effectiveness of the fund as a whole will be evaluated every two years. The evaluation timeline section includes what factors will impact the timeline of any evaluation process. Added a draft timeline to the IP.	
3	Concern and request for clarity on the burden of data collection on recipient organizations.	Added: Performance measures will be reported by grantees regularly as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures may be identified in funding opportunities, program performance measures will be finalized in partnership with funding organizations. When possible performance data will be reported through existing data collection systems to avoid duplication in efforts.	
2	Request for info on how evaluation elevates equity/includes all voices	Added: To fully understand the impact of the Healthy Children’s Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and	

			services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology used will ensure the design and implementation processes will respond to culturally-different values and perspectives and be able to capture diverse voices.
	OTHER/OVERARCHING		
22	Focus on low-income		
	Themes:	Problematic language needs to be addressed, particularly as relates to BIPOC	WCHCS has worked closely with Whatcom County Finance and Legal Departments to identify how to distribute funds effectively and legally and significant updates happened between the draft shared with community advisory groups in January and the draft submitted to Whatcom County Council in February. An equity statement was added, the governmental roles section revised and now includes several other entities, and the explanations for each strategy have become more specific and in many cases more detailed and the focus on low income only remains where it is a key element, such as subsidies for low-income families. Where questions remain about funding mechanisms, those questions have been elevated as being researched over the next year with more specifics to be shared with the next steps for each strategy (for instance if a funding opportunity is released.) Models from other WA entities are being investigated for use as models for Whatcom County.
		Focusing on target populations decreases the impact HCF can have on systems as a whole and all children 0-5. Preference for targeted universalism.	
		Why can other jurisdictions do this? KC/BSK, WA/FSFK	
	Solutions	the WCHCS equity statement should be incorporated into the Governmental role section	
		P? - Accepting the limitations of the government; would like to hear " working with legal, finance, community to overcome these limitations"	
		governmental role section feels like it may be missing a lens of how case law/ practice of the interpretation of the Gift of Public Funds may differ than the current thinking here	
18	Equity		
		Concerns about equitable access to funds; creating barriers instead of alleviating them	Changes were made to make the steps WCHCS are taking more clear, and this was added to Outstanding Questions so that it is researched thoroughly. A process evaluation should support this as well.
		Specific and more general language concerns and requests to make language more respectful and anti-racist	A member of WREC reviewed the draft and helped update language.
		Request to more explicitly fund/prioritize BIPOC and rural communities.	Criteria to identify strategies explicitly referenced these underserved groups.
		How will assessment be done to make sure the most vulnerable populations are actually being served and supported and in the ways their communities want and need?	Added: To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and

			create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.
11	More detail/too vague		
		Concerns that strategies/contracting are too vague and don't give enough specifics; request for clear mechanisms	More detail has been added to each Strategy description to make mechanisms more clear when they are known. More specifics have also been added to the Funding Mechanisms section (formerly Contracting) to be as specific and clear as possible. That said, not all details have been determined. Outstanding questions on funding mechanisms have been added where they are known. As the plan is implemented, and effective and legal mechanisms are researched and adopted, more details will be made available and outreach will be done to encourage applying for funds.
		Concerns that too much detail will decrease flexibility and keep providers from participating	Flexibility has been top of mind, and wherever possible, the IP team has tried to provide details while also making it possible for different choices to be made if circumstances or understanding of an issue changes.
		Request to reference in-home care providers, and/or to have "a more grassroots look at providers and more systems level approach to behavioral health programs for children"	Smaller providers are referenced several times, and WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
9	County		
		Concern/request for county commitment to improving internal processes	See Evaluation of Fund Administration under Evaluation/Metrics, above.
9	Credentials		
		Credentialing requirements don't seem well understood/included in the plan	Details on ECERS and other credentialing were clarified in the Strategy sections.
		Concerns about using ECERS as a measure of care	
		Concerns about a focus/bias for licensed and against legal but unlicensed providers	WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
6	Admin		
		Concerns/request for advisory groups to review the administrative budget	All supplementary budget requests will be available for public review and comment. The request specifically related to the IP will be available during public comment periods for the County Council meetings on Feb 21, Mar 7 and Mar 21, 2023.

6	Definitions		
		Word choice: drop mental health counselor	This term has been removed from the IP.
		"Vulnerable children" meant different things to different people"	Because there can be different definitions, the definition of "Vulnerable children" used in the plan is the same definition used in the Ordinance to establish the Healthy Children's Fund.
		What does "mental health" mean here?	Mental health and its importance is discussed within the Support for Vulnerable Children sections.
	Other		
5	Long-term/Questions	can we name the challenges and the unanswered questions somewhere with an asterisk in the implementation plan. people just want us to name it.	Where applicable, outstanding questions have been added to the IP to more clearly state the work needing to be done as the fund is implemented. A description of a new entity, the Implementation Team was also added to better clarify the work ahead.
3	Reserves	Concerns about using 25% reserves: council could decrease amount; Concerns that reserves won't be transparent and explained fully each year	Reserves have been clarified so it's clear that carryover is allowed from year-to-year; also an explanation of 2023 as a start-up year that will use only a portion of the funds and hold the remainder in reserve for projects in later years. Reserves and expenditures will be shared openly every year.
43	Community Engagement		
17	Child and Family Well-Being Task Force Role		
		What is the TF Role in evaluation planning?	A Roles section was added to the IP that includes the Child and Family Well-Being Task Force. The Role section was collaboratively developed with the chairs of the TF and the IP team.
		Request to involve TF in evaluation planning in an operational/visioning way.	
		Request to have TF participate in the development of funding opportunities	
		Use TF as a proxy for parents [Disagreement on this -- see Evaluation]	
11	Oversight		
		Add Whatcom Racial Equity Commission (WREC) as an Advisory Group	The WREC was added as an Advisory Group or subject matter experts for Implementation. However, the WREC will be determining their own work prioritization and may choose not to participate.
		Add a section that outlines citizen oversight	A Roles section was added. While County Council holds oversight authority of the HCF Administration, the public is invited to engage with the HCF in a variety of ways, including opportunities for public comment at Council meetings and the Whatcom County HCF webpage. Members of the Implementation Team will be intentionally recruited who have lived experience. During the bi-annual evaluation, qualitative data will be gathered from our most marginalized and disenfranchised communities. The
		Include not just Advisory Groups; invite in entire community	
		how are you making sure to hear from our most marginalized/disenfranchised populations?	

			Implementation Team will continue to refine community engagement over time.
17	Outreach/Systemic/Community Engagement & Accountability		
		Requests for outreach to smaller providers to increase participation/identify barriers	Details on the plan for technical assistance and coaching were added to the Funding Mechanisms section, and Community Engagement and Communications sections were added to the IP.
		Requests for technical and other support for applicants	
		Request for outreach to communicate and engage potential fundees and partners	WCHCS agrees that community outreach, capacity-building and organizing will be needed. This need was addressed in several sections, including Funding Mechanisms, Community Engagement, and Communications sections.
		Concerns there isn't capacity in community to implement, even with funding.	
		Who will get the system/network/field engaged and aware of these strategies?	
		Policy work that needs to be done to make structural and systemic changes to make systems transformation a reality	
		Concern that there aren't providers/organizations ready to engage/apply	
		Request for a communications plan for transparency	A communications section was added.
3	Community accountability		
		Consider how to clearly state the accountability and role of community organizations and others outside of WCHCS	A Roles section was added to the IP.
3	Equity		
		how are we intentionally avoiding "rubber stamping" by a few individuals?	Members of the Implementation Team and the CFWBTF will have lived experience, and during the bi-annual evaluation qualitative data will be gathered from our most marginalized and disenfranchised communities. The Implementation Team will continue to refine community engagement over time.
		Clarify accountability to community with lived experience and most in need...governance structures	
		how community and programs narratives are shared back to community (p.47)	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.
3	Transparency		
		Request to share decisions/steps ongoing, as they happen, step-by-step.	A Communications section was added, to clearly share plans for sharing info and progress.
	Contracting Process		
12	Timeline/Responsible		

		Who will be the group/people who will be implementing this/making decisions?	More details were shared on the Implementation Team, the group that will develop the processes associated with the HCF. The team will include representatives from Whatcom County government and community representatives with subject matter expertise. In addition to other tasks, they will develop the process to review and evaluate proposals and submit recommendations for funding. An outstanding question was also added on how best to engage subject matter experts in decision-making without making them ineligible for funding applications.
		What will their qualifications be (tech expertise, SME)?	
		Will community members play a role in decisions?	
		Timeline: RFPs open, applications due, decisions, notification, receipts due, reimbursement received?	During 2023-2024, we expect timelines to be longer as staff are hired and processes are built. Timelines will also vary considerably depending on the strategy being addressed and the funding mechanism chosen. Following approval of the Implementation Plan, each strategy will have a more specific project plan built out and launched; at that time, more information will be available on the timeline for each specific strategy. As much detail as possible is included, with open questions added to the Outstanding Questions section within Funding Mechanisms when not known.
8	Eligibility		
		Who will be eligible?	WCHCS is researching effective and legal ways to ensure as many different types of providers as possible are able to access funding, while also ensuring quality and safety. Some of this research is still underway, but as many details as possible have been added to the Funding Mechanisms section about eligibility, as well as Outstanding Questions to answer in 2023 and beyond.
		Will providers have to be licensed? Will family CCs be eligible?	
		What are the requirements for refunding? OK to say this will need to be answered later	
8	Competitive		
		Clarify that RFPs at all tiers will be competitive	Details were added to the Funding Mechanisms section to clarify that proposals at all tiers would need to meet purchasing policies and contracting requirements and would be selected based on adherence to criteria and the best use of available funds.
		Concerns there are already identified entities that will be awarded most of the funds.	
7	Barriers/Support		
		Needs to be assessment of whether processes create barriers	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		How can support those facing the most challenges?	
4	Process		
		Contracts should have data sharing agreements	Any recipient of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based

			Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. More details can be found in the Metrics & Evaluation section. WCHCS will also provide coaching for applicants as needed.
		Request for performance-based contracting	Contractors must comply with contracting requirements, and report back on outcomes and progress toward objectives.
		Is there an appeals process?	The county's appeals process was added to the Funding Mechanisms section, which is limited to procedural or legal errors in the selection process.
		Clarify that all contracts, grants will be reimbursements	WCHCS is exploring options for grants, vs. reimbursement-only contracts. This question was added to the Outstanding Questions in Funding Mechanisms for future clarification.
3	Criteria		
		Request for more specific criteria for awarding applications	The high-level criteria that will be used was added to the Funding Mechanisms section. More specific criteria will depend on the strategy being implemented, the funding mechanism, and other factors.
		suggest ranking by # of slots	
6	Compliance		
		To ensure equity/compliance with equity statement, applicant lists should be reviewed by TF and council	Applicants will be reviewed through county processes, which require adherence to anti-discrimination and child protection laws and policies. This is a priority for the County in general, not just for the HCF. The process evaluation will identify if there are possible improvements.
3	Compliance		
		How will WCHCS ensure those receiving funding are in compliance with requirements?	Compliance requirements were updated to be more clear. Specific requirements for each RFP or other funding mechanisms will depend on the strategy being addressed, as well as other factors.
	Strategies		
10	Specific funding request		
		Disparate requests to fund specific issues	Thank you to everyone who is passionate about these issues! The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent

			themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses, and votes on the HCF IP during February and March 2023.
		2 requests to fund/prioritize peer support for parents	Peer support for parents is prioritized in Strategy 9.
9	Hub and spoke		
		Need to add the words "Hub and spoke" to the appropriate strategy, as reviewers had trouble identifying it	The words "i.e. the 'hub and spoke model'" were added to Strategy 5.
		Request to have a number/geographical spread for these hubs	Following approval of Implementation Plan, each strategy will have a project plan created and implementation launched. This will be one of the first questions addressed for this strategy.
8	MH/specific request		
		Lots of support and concern with addressing mental health	WCHCS shares this concern and has prioritized funding mental health initiatives within the HCF. Strategies 2, 5, 7, 8, 9 and 10 all have facets that address mental health needs. The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.
		Requests to fund MH more or differently	
6	ARPA		
		Support for using ARPA, for large capital grants	More information and clearer language about the ARPA funding for large capital grants has been added.
		Potential need to make sure ARPA integration is very clear	
6	Method		
		Request to add a box/section for each strategy that identifies how the funds will be distributed	Research is still being conducted on which funding mechanisms will be used for some strategies. The Funding Mechanisms section was expanded to address this generally, knowing that each strategy will have its own process.
6	Rural focus		
		Support for existing county-wide approach	Equitable distribution of funds is a high priority for WCHCS as a fund administrator, and ensuring fund access for rural and otherwise underserved communities was called out in the criteria used to identify strategies.
		Request for more detail to ensure county-wide investment	
5	Pro-ALICE		

		Support for using this United Way measure to allocate subsidies	While it isn't possible to only use the ALICE definition, Strategy 3 will be designed to address and support the needs of a similar population.
3	Workforce/specific request		
		Concern that the workforce development piece isn't more detailed	Details was added to this Strategy and following approval of the Implementation Plan, each strategy will have a project plan created and implementation launched. More specific details will be one of the first priorities for this strategy.
		Elevating this as a needed focus	
2	Barriers/support		
		Request for support for new programs	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		Request to share "equitable administration" box for each section that is identifying current known barriers	
2	Taking on too much		
		Concern the portfolio has too many strategies and should be more focused.	To ensure maximum flexibility for getting funds into the community during years 1 & 2, the Implementation Planning Team included a variety of strategies, following the guidance in the ordinance. As there were few comments requesting fewer strategies, WCHCS recommends writing a letter or speaking during public comment period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.

Appendix III. Implementation Planning and Ad Hoc Strategy Team Members by Affiliation

CFWBTF=Child & Family Well-being Task Force | SME=Subject Matter Expert, specifically in Equity, Early Learning & Care, and Supporting Vulnerable Children.

Name	Organization	Implementation Planning Team	Ad Hoc Strategy Team	CFWBTF	Healthy Whatcom	Ordinance Team	Child Care Coalition	Whatcom County	SME
Allison Williams	Health Department	X	X	X	X			X	X
Amy Hockenberry	Health Department	X						X	
Amy Rydel	Health Department	X	X		X		X	X	
Ann Beck	Health Department	X	X		X			X	X
Anne Granberg	YMCA	X	X	X	X		X		X
Chelsea Johnson	Health Department	X	X	X	X		X	X	X
Christine Espina	Western Washington University	X			X				X
Danielle Humphreys	Bellingham Technical College		X		X				X
David Webster	Opportunity Council		X		X		X		X
Heather Flaherty	Chuckanut Health Foundation	X			X	X	X		
Heather Powell	Boys & Girls Club		X				X		X
Jed Holmes	Executive's Office	X		X				X	
Jennifer Wright	CFWBTF	X		X					
Jessie Thomson	Health Department	X						X	
Judy Ziels	Health Department	X		X	X	X	X	X	X
Kate Dabe	Health Department	X						X	
Kathleen Roy	Health Department	X						X	
Kayla Schott-Bresler	Executive's Office	X		X				X	
Keith Montoya	CFWBTF/Generations Forward	X	X	X		X			
Meredith Hayes	Child Care Coalition	X	X		X	X	X		X
Ray Deck	Skookum Kids	X	X	X		X			X
Shu-Ling Zhao	Chuckanut Health Foundation		X		X	X			X
Sterling Chick	Catholic Community Services		X	X	X				X
Vesla Tonnessen	Whatcom Early Learning Alliance	X		X	X	X	X		X

Appendix IV. Prioritized Strategy Matrix		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Portfolio Strategies	Original Strategies									
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		X	X						1.3	\$40,000- \$500,000
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	Create, Implement and Coordinate a Workforce Recruitment and Professional Development Pathway	X		X	X				3.6	\$40,000- \$1.5 million
	Expand access to early learning & care credentialing through Higher Ed and Community Pathways	X		X					6.3	
	Expand access to training & professional development and integration of curriculum into programs across the county	X				X			7.6	
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		X	X						6.0	>\$1.5 million
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.			X	X					5.6	>\$1.5 million
5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)		X			X	X		X	4.8	>\$1.5 million
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		X	X	X	X				7.7	\$0- \$500,000
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.						X		X	3.3	\$40,000 to >\$1.5 million
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.						X	X	X	4.4	\$40,000 to >\$1.5 million
9: Expand and enhance early parenting supports.						X		X	3.2	\$40,000 to >\$1.5 million
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.	Integrate and co-locate services via integrating community health workers into environments where children and families are					X		X	5.0	\$40,000- \$1.5 million
	Coordinate, integrate, and co-locate services via coordinated access to resource navigation					X	X	X	5.9	
	Coordinate, integrate and co-locate services via Family Resource Centers				X			X	6.9	

* Ad Hoc Strategy Group members individually reverse scored each strategy based on criteria. The ranking is an average.

		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent & Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Other Strategies										
Provide mental health support and other wraparound services to children and/or families when homelessness occurs						X	X	X	3.9	\$500,000- \$1.5 million
Create early learning & care slots in new ways such as subsidizing lending or offering property tax credits for family-based providers.	X	X							6.0	
Coordinate and provide resources and community-wide trainings on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.					X	X	X		6.8	\$40,000- \$500,000
Policy advancement in early learning & care and support for vulnerable children in areas such as early learning and K-12 alignment; roll out of transitional Kindergarten; Kindergarten assessments; CTE courses for early learning & care credentialing; zoning and local policy barriers; task forces at the state level; etc.					X	X	X	X	7.9	
Fund solutions to persistent community early learning & care needs	X								8.6	
Large-scale capital investments to build new, expand existing, or re-purpose buildings for early learning & care.	X	X							8.6	\$5 million in ARPA funding
Fund emergency early learning & care vouchers in a way that complements current program	X	X							9.0	
Fund a feasibility study for solutions to persistent community early learning & care needs	X								11.1	
Offer paid family leave for parents of infants	X	X							12.7	

* Ad Hoc Strategy group members individually reverse scored each strategy based on criteria. The ranking is an average.

The first page of the Prioritized Strategy Matrix, above, shows how the Year 1 & 2 Portfolio includes the 14 highest prioritized strategies, grouped into the ten final strategies. Several factors were used to prioritize strategies, including cost estimate range, criteria ranking, and ensuring all seven focus areas were addressed.

The second table of the Prioritized Strategy Matrix, titled “Other Strategies,” shares the nine strategies that were not prioritized for inclusion in the first two years. Results from the biennial independent evaluation, progress towards contract metrics monitored by the Whatcom County Health & Community Services, requirements outlined in the ordinance related to priority areas, and new community processes and plans that align with the goals of the Healthy Children’s Fund will all be used to determine which of these strategies to implement in year 3 and beyond.

Appendix V. Data Notes and Limitations: Kindergarten Readiness and Child Maltreatment

Kindergarten Readiness Overview

Kindergarten Readiness data is generated by The Washington State Office of Superintendent of Public Instruction (OSPI). OSPI uses an observational assessment tool called the Washington Kindergarten Inventory of Developing Skills (WaKIDS) to collect data on the developmental status of preschool-age students transitioning into Kindergarten. WaKIDS measures development in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math. Kindergarten Readiness is defined as readiness in all six domains. All public schools and some tribal nation schools collect data on the developmental status of children entering kindergarten.

Teachers collect data over the first two months of school in three ways:

- through family connections (1:1 conference)
- through connection to early learning providers
- using Teaching Strategies Gold

Data notes and limitations

- **Data reconfiguration:** OSPI reconfigured the data files used to report Kindergarten Readiness in 2022. The new files include updates to the completeness of previous years' data, notably for student groups (i.e. low-income or racial groups) at the district level. This impacts the results for aggregating percentages across districts and for previous years.
- **Kindergarten Readiness by Race and Ethnicity:** As a result of the suppression rules applied by OSPI, several cells are suppressed for racial group/ethnicity at the *district level* due to small numbers. This leads to an issue of very small and unrepresentative samples of some racial groups at the county level when district numbers are aggregated. While there are some districts without certain racial groups/ethnicities in the population, other districts have racial group data suppressed.
- **Enrollment Data:** Using enrollment data to calculate a denominator for sub-groups in a district (i.e., racial groups) offers a close estimate of the number of kindergartners that were assessed in a district. Report Card data (estimates of kindergarten readiness) does not reconcile perfectly with the enrollment data due to several factors (students moving in/out of the district, absences during assessments, or parents opting students out of assessments).

Reporting Results

- Due to the fact that school districts are state-based and not county-based, we could not pull data at the county level. Whatcom County Kindergarten readiness data was calculated by summing students from each Whatcom County school district and using student population denominators, by subgroup as appropriate. Some student subgroups, such as race and ethnicity, are omitted due to low number suppression at the district level.
- While we can provide an overall rate of Kindergarten Readiness for the county, this is calculated by aggregating data from each district. If we want to know where and among which students a disparity exists, it is advised to use the data available at the school district level. Even then, a review of data completeness and representativeness is warranted.

Child Maltreatment Overview

Child maltreatment refers to children (age birth-17) who are identified as victims in reports to Child Protective Services that were accepted for further action, per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition,

other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

Data limitations

A referral may have one or more children identified as victims. Children are counted more than once if they are reported as a victim more than once during the year. The data in this report are based on the total number of victims reported in Child Protective Services referrals. A child's location is derived from the residence at the time of referral. Population numbers for 2020 and 2021 are preliminary and subject to change.

Numerator Data Source: Washington State Department of Children, Youth and Families, FamLink Data Warehouse. <http://clientdata.rda.dshs.wa.gov/Home/ShowReport?reportMode=0>

Denominator Data Source: Washington State Office of Financial Management, Forecasting Division. <https://www.ofm.wa.gov/washington-data-research/population-demographics>

National Data Source: U.S. Department of Health and Human Services Administration for Children and Families, Voluntary Cooperative Information System (VCIS), and estimates from Adoption, Foster Care Analysis Reporting System (AFCARS)

Appendix VI. Headline & Secondary Indicators by Priority

Early Learning & Care: Headline & Secondary Indicators <i>(DDA=data development agenda)</i>
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
Headline: <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers Secondary: <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access (DDA) • The number of early learning and care providers that report having a waitlist (DDA)
Affordable: Decrease the cost of early learning and care experiences for both families and providers.
Headline: <ul style="list-style-type: none"> • Early learning & care costs for a household with two children as a percent of median household income • Percent of families earning 200%+ below the FPL that have their early learning & care needs met • Number of early learning & care providers participating in a regional shared service hub (DDA)
High-Quality: Increase the quality of early learning and care experiences.
Headline: <ul style="list-style-type: none"> • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher • Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families Secondary: <ul style="list-style-type: none"> • Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160 (DDA) • Number of early learning & care providers reporting an increase in sustainability (DDA)
Professional: Attract and retain quality early childhood educators.
Headline: <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County (DDA) • Average annual salary for full-time early learning & care educators compared to regional school system salary scales (DDA) Secondary: <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program (DDA) • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators (DDA)

Supporting Vulnerable Children: Headline & Secondary Indicators

Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.

Headline:

- Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population (DDA)
- Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population (DDA)
- Number of families on provider wait lists for behavioral health services (DDA)

Secondary:

- Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services
- Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location (DDA)

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.

Headline:

- Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis
- Number of families with children experiencing homelessness

Secondary:

- Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program

Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children

Headline:

- Well-child visits in the first 30 months of life
- Rate of Low Birth Weight infants, less than 2500 grams
- Percent of birthing people receiving adequate prenatal care
- Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy

Secondary:

- Percent of birthing people who reported having a postpartum check-up (DDA)
- Number of parents or caregivers who report that they have access to the parenting support services they need (DDA)
- Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period (DDA)

Appendix VII: Description of Population Health Data Sources

Population Outcome Measures: To measure and monitor overall progress towards the HCF's overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten readiness, *all Whatcom children, race & ethnicity, gender, & income*
- Child Abuse and Neglect, *Whatcom children ages 0-17*

Population-level Headline Indicators: Population-based indicators are a proxy to help quantify the results. HCF will contribute to turning the curves of population-level indicators, as defined through Results--Based Accountability. Population-based indicators area about a population, for example, children 0-5 in Whatcom County. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results.

Secondary Indicators: Secondary indicators are supporting indicators that describe the status of children and families in Whatcom County, and for which we have data but do not rise to the top when selecting headline indicators. Below are some examples of secondary indicators that will be measured and presented. As time goes on and data availability changes, this list of indicators may change.

All indicators will be disaggregated by race, ethnicity, geography, socioeconomic status, and gender, as available.

Population Outcome Indicators	
Indicator	Data Sources
Children who are kindergarten ready across the domains of social/emotional, physical, language, cognitive, literacy, and mathematics <ul style="list-style-type: none"> • Percentage of entering kindergartners that meet expectations at the start of kindergarten in all six domains of social/emotional, physical, language, cognitive, literacy and mathematics 	Office of the Superintendent of Public Instruction (OSPI), WaKIDS
Rate of child abuse or neglect <ul style="list-style-type: none"> • Rate per 1,000 households with children aged 0-17 with child abuse or neglect reports that are investigated and assessed 	Washington State Department of Social and Health Services, Children's Administration

Early Learning & Care: Headline & Secondary Indicators
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.

Headline	Early learning & care slots per 100 infants, toddlers, and preschoolers	ChildCare Aware Data Center
Secondary	Number of parents/caregivers who have a demand for early learning & care report that they have access	<i>To be determined Included on the data development agenda</i>
	The number of early learning and care providers that report having a waitlist	<i>To be determined Included on the data development agenda</i>
Affordable: Decrease the cost of early learning and care experiences for both families and providers.		
Headline	Early learning & care costs for a household with two children as a percent of median household income	The Living Wage Calculator, Small Area Income and Poverty Estimates & County Health Rankings
	Percent of families earning 200%+ below the FPL that have their early learning & care needs met	WA State Department of Children, Youth and Families: Child Care Need and Supply Data
	Number of early learning & care providers participating in a regional shared service hub	<i>To be determined Included on the data development agenda</i>
High-Quality: Increase the quality of early learning and care experiences.		
Headline	Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher	ChildCare Aware Data Center
	Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families	ChildCare Aware Data Center
Secondary	Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting an increase in sustainability	<i>To be determined Included on the data development agenda</i>
Professional: Attract and retain quality early childhood educators.		

Headline	Percent of credentialed early learning & care educators in Whatcom County	<i>To be determined Included on the data development agenda</i>
	Average annual salary for full-time early learning & care educators compared to regional school system salary scales	<i>To be determined Included on the data development agenda</i>
Secondary	Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators	<i>To be determined Included on the data development agenda</i>

Supporting Vulnerable Children: Headline & Secondary Indicators		
Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.		
Headline	Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number of families on provider wait lists for behavioral health services	<i>To be determined Included on the data development agenda</i>
Secondary	Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services	SEAS Database, WCHCS
	Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location	<i>To be determined Included on the data development agenda</i>

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.		
Headline	Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis	Office of the Superintendent of Public Instruction (OSPI)
	Number of families with children experiencing homelessness	Annual Point-in-Time Count, Opportunity Council
Secondary	Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program	Whatcom County Homeless Service Center, Opportunity Council
Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children		
Headline	Well-child visits in the first 30 months of life	WA State Health Care Authority
	Rate of Low Birth Weight infants, less than 2500 grams	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people receiving adequate prenatal care	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy	Community Health Assessment Tool, Washington State Department of Health
Secondary	Percent of birthing people who reported having a postpartum check-up	<i>To7 be determined Included on the data development agenda</i>
	Number of parents or caregivers who report that they have access to the parenting support services they need	<i>To be determined Included on the data development agenda</i>
	Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period	<i>To be determined Included on the data development agenda</i>

Appendix VIII. Evaluation Types and Influencing Factors

Evaluation activities complement performance measurement and are designed to answer broader kinds of questions. In-depth evaluations will be conducted using the scientific methods most appropriate for a program and its implementation stage. For new programs just beginning implementation, evaluation questions will support program design, planning, and initial insights. For programs that are underway but still undergoing modifications, the evaluation will support program refinement and improvements in quality or efficiency. Once programs have established fidelity and scale and have been in place for sufficient time, evaluation can be used to measure impact and outcomes.

Evaluation Types and Purposes	Types of Questions & Methods Used
Formative Evaluation: To support program development and design	Types of Questions <ul style="list-style-type: none"> What are the most crucial questions and data that could help us develop our program or strategy? What concerns or opportunities do we need to respond to or use to adapt the program for success? Primary Method Qualitative data collection and analysis
Process Evaluation: To support program improvements and the County's role in HCF success and ability to meet goals.	Types of Questions <ul style="list-style-type: none"> Why did/didn't we see a change? Was the program/processes implemented as intended? How well was the program/processes implemented? Why or why not? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data.
Outcome or Impact Evaluations: To prove the program led to desired result	Types of Questions <ul style="list-style-type: none"> Did the expected change take place? For whom? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data. Studies using experimental, quasi-experimental, and observational designs. Informed by process evaluation results.
Performance Measurement from all HCF-funded programs will track how much, how well, and is anyone better off after contractor activities. This is foundational to the HCF evaluation and will inform and guide additional evaluation activities.	

Candidates for More Extensive Evaluation

HCF will implement strategies based on emerging best practices. These may include situations where a proven program or best practice must be substantially modified to be tailored to specific

populations the HCF serves. Evaluation of these programs will emphasize ongoing monitoring and early feedback so that necessary changes can occur promptly. Short-term results will be identified so that the longer-term desired outcomes are likely to be reached. This supplemental, formative evaluation will help ensure that the program is functioning as intended.

Investing in innovative strategies will be a key component of the HCF, which may call for a more rigorous evaluation to show the causal effects and lessons learned and require intensive data collection. WCHCS Health Information & Assessment (HIA) Team will work with external evaluators to develop and apply a set of criteria for identifying projects that are a high priority for rigorous evaluation. Considerations may include:

- Potential for having a large impact related to health equity
- Implementation in new settings or with new populations
- Likelihood of seeing an immediate change in indicators of well-being or healthy environments
- Filling a gap in the evidence base
- Having sustainable sources of data to be able to track change over time

External Factors Impacting Evaluation

The HCF is one of the many strategies that will change the conditions of children and families in Whatcom County. HCF programs and services will contribute to improving the health and well-being of the population along with other initiatives and efforts. As a whole, these efforts will work collectively to impact conditions for children and families in Whatcom County. Furthermore, there will be a multitude of factors that influence the extent to which HCF programs and services will make an impact. For example, federal or state changes in funding or policies can greatly impact the availability of services and the number and demographics of people accessing services. The HIA team will make efforts to identify external factors beyond the control of HCF to understand how they may have affected findings.

It is also important to note that evaluation approaches will need to be tailored depending on the type of funded activity, funding amount and duration, and stage of program implementation. For example, we might focus on performance measurement for a well-established program with a strong evidence base but use an outcome evaluation to attempt to establish an evidence base for a pilot project. New and innovative programs will also require time to reach full implementation stages before they are good candidates for outcome evaluation. In evaluating the combined efforts of HCF, evaluators continue to be mindful of this wide variation in programs and strategies. It is also recognized that it will likely take several years to demonstrate an impact or progress toward the HCF overarching population-level results.

Appendix IX. Whatcom County's Non-Discrimination Policy

Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.

PROPOSED BY: Health and Community Services _____

INTRODUCED: _____

RESOLUTION NO. _____

ADOPTING THE HEALTHY CHILDREN'S FUND IMPLEMENTATION PLAN

WHEREAS, The health and well-being of young children have been a priority in Whatcom County and central to the last two cycles of Whatcom County's Community Health Improvement Plan and community process (Healthy Whatcom, 2022); and

WHEREAS, In 2016, the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board; and

WHEREAS, In January 2020, the Whatcom County Council passed the Child and Family Action Plan and established the Child and Family Well-being Task Force to support the implementation of that plan; and

WHEREAS, In June 2022, the Whatcom County Council passed Ordinance 2022-045, which placed Proposition 5 on the November 2022 ballot to fund early learning & care programs, and increase support for vulnerable children; and

WHEREAS, In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County and established a dedicated property tax for 10 years as outlined in Ordinance 2022-045; and

WHEREAS, The Healthy Children's Fund Ordinance 2022-045, Section 4, requires the fund administrator (Whatcom County Health and Community Services) to develop ~~and transmit for council review and adoption by ordinance~~ an implementation plan for the Healthy Children's Fund that shall be approved by County Council and transmitted to the County Executive; and

WHEREAS, The Healthy Children's Fund Implementation Plan, once effective, will govern the expenditure of the levy's proceeds and shall be submitted to the Council every 2 years as a part of the budget (Exhibit A to this resolution); and

WHEREAS, Whatcom County Health and Community Services developed the Healthy Children's Fund Implementation Plan in consultation with the Child and Family Well-being Task Force, an existing community board established by the Whatcom County Council; and numerous community stakeholders across the community; and

WHEREAS, The Healthy Children's Fund Implementation Plan identifies the goals and strategies to be funded, eligible expenditures, fund allocation guidelines, fund distribution guidance and opportunities for leveraging resources with the use of the levy proceeds; and

WHEREAS, The Healthy Children's Fund Implementation Plan also includes a framework to measure the performance of the levy strategies in achieving their outcomes, including annual reporting on levy expenditures, fund administration, services and outcomes and external program evaluation and process audits, in accordance with Section 5 of Ordinance 2022-045; and

WHEREAS, Healthy Children's Fund outcomes include but are not limited to programs that increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; support for our most vulnerable children; mental and behavioral health services; support for children experiencing homelessness; and support for vulnerable children's parents and caregivers; and

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that a Healthy Children's Fund Implementation Plan be accepted and approved, attached hereto as Exhibit A, and be administered by Whatcom County Health and Community Services under the authority of the County Executive.

APPROVED this ____ day of _____, 20__.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

APPROVED AS TO FORM:

/s/ Royce Buckingham approved via e-mail on 2/17/23/MR

Royce Buckingham, Civil Deputy Prosecutor



**Whatcom Healthy
Children's Fund**

Implementation Plan Years 1 & 2

March 2023

Whatcom County Health & Community Services

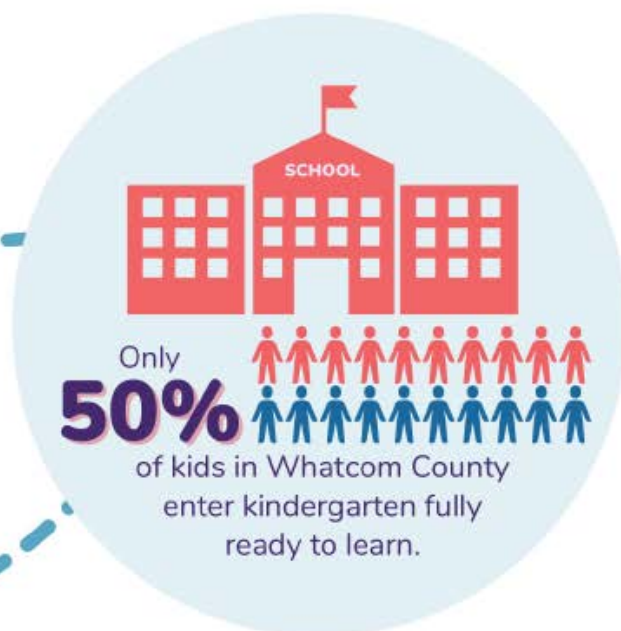
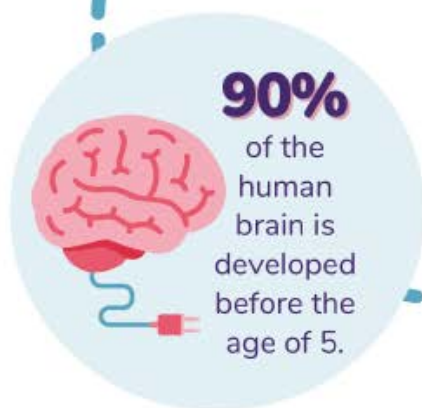
Healthy Children's Fund Implementation Plan

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Whatcom Healthy Children's Fund





They are more likely to graduate high school and attend college, technical school, or training programs that lead to good jobs as adults.

For every dollar invested in early childhood programs, **between \$7 and \$13** are saved through benefits like lower incarceration rates and lower healthcare costs.

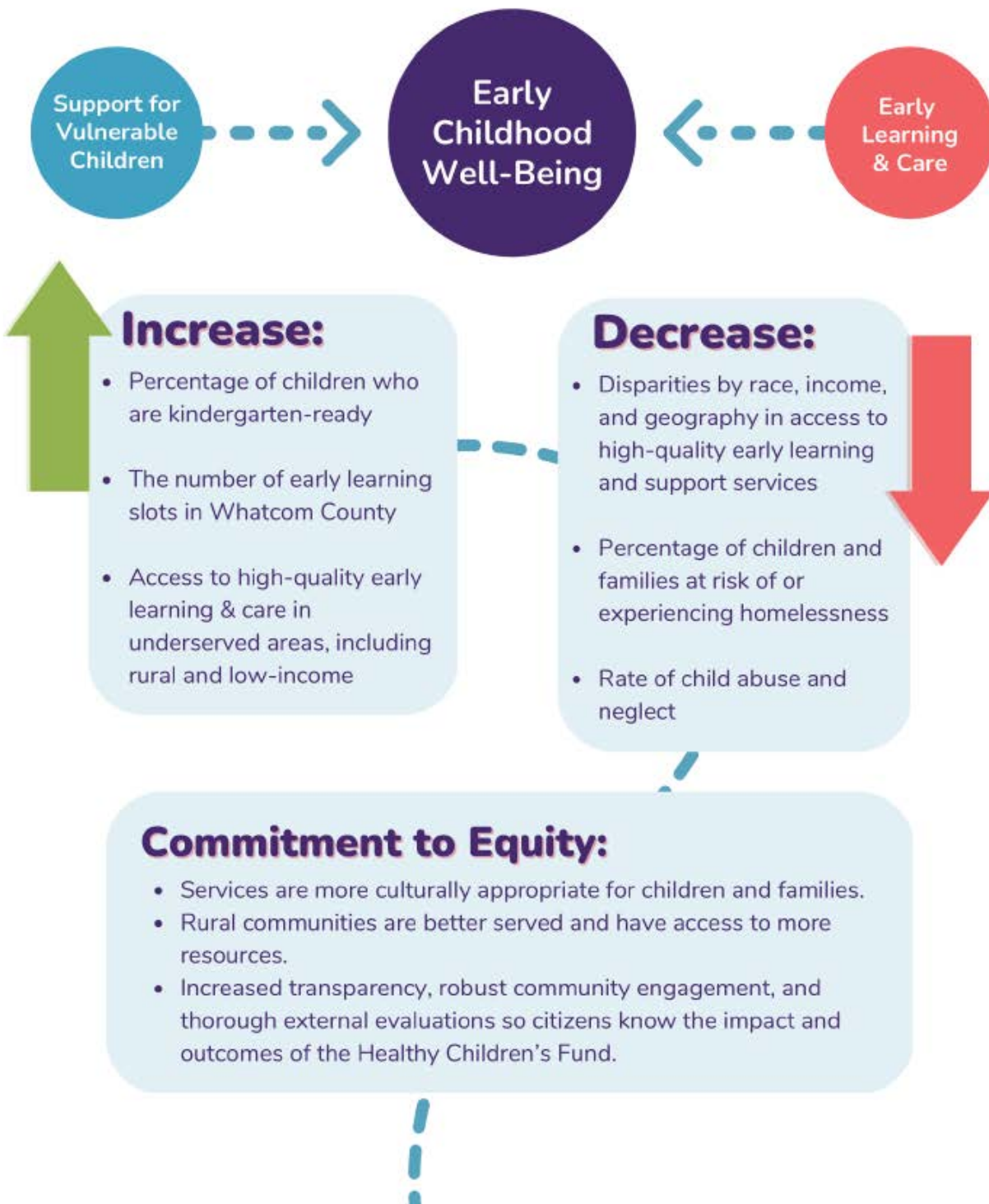


Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; **less than \$30,000 a year on average.**



Investment in early childhood well-being can have profound effects on children, families, and communities.

The Healthy Children's Fund is an effort to transform our community by providing critical, new resources for children and families.





Whatcom Healthy Children's Fund

Total amount of fund:
**Nearly \$100 million
over 10 years**

- ✓ Build or expand early learning & care centers across Whatcom County
- ✓ Recruit and retain early learning & care educators
- ✓ Support new providers so they can provide high-quality early learning & care and stay in business
- ✓ Launch or expand early parenting programs such as peer support groups and home visits by nurses
- ✓ Launch or expand programs that divert families from homelessness
- ✓ Recruit more children's mental and behavioral health care workers
- ✓ Identify or build regional hubs to coordinate and access services



More children are safe, healthy, and ready to learn;
families are strong, stable, and supported from the start;
and communities are welcoming and supportive places
for children and families to live, learn, work, and play.

Visit WhatcomCounty.us/4069/Healthy-Childrens-Fund for more information, resources and citations.

Introduction

Focusing on early childhood well-being forces us to look at the entire ecosystem in which a child lives—because no child exists in isolation. For children to be safe, healthy, and ready to learn, families must be strong, stable, and supported from the start, and communities must be welcoming and supportive places for children and families to live, learn, work, and play.

Early childhood is an opportunity to lay the foundation for lifelong health, and is an essential strategy for achieving racial equity. We know that if children have what they need to thrive in the early years, they are likely to continue to thrive throughout their lifetimes. If we can address **housing security** for our families with young children, we can prevent the toxic stress that accompanies homelessness. If we ensure our families with young children have access to quality, affordable **early learning & care**, we can contribute to positive learning experiences and family economic health. If we support the **mental health** needs of caregivers and young children, we can reduce the likelihood of mental health crises for youth or adults.

To achieve early childhood well-being, children and families need to have their basic needs met and beyond. They need to have support, love, and nurturing. Quality early learning & care and safe, stable housing are both essential elements for early childhood well-being. Positive mental health for children becomes positive mental health for youth and adults.

Research shows that for every dollar invested in early childhood programs, between \$7 and \$13 are saved in benefits to the community, including higher graduation rates, lower incarceration rates, and lower healthcare costs. Whatcom County currently spends only 2% of its budget on programs related to families but spends much more responding to situations involving severe mental illness, homelessness, and incarceration. This has impacts now as well as in the future: Over 85% of Whatcom County businesses reported staffing challenges because employees lack access to early learning & care.

Increased wages would help attract, train, and keep high-quality educators and providers for children in Whatcom County (Wolfes & Zilinsky, 2015). Early learning & care workers are essential, but their salaries have not kept up with the cost of living. Most earn minimum wage; less than \$30,000 a year on average.

Two of the data points commonly used by communities to measure children's well-being are kindergarten readiness and rates of child abuse & neglect. While data is imperfect and two data points cannot tell the full story of a child's experience, these two data points can help us understand what experiences a child may have in their earliest years. The following figures demonstrate Whatcom County's performance over the past several years. More about these data points can be found in the [Metrics and Evaluation](#) section of this document. In Figure 1, Kindergarten-readiness in Whatcom County was at 50.5% in 2021, and has been well below the Washington State target of 90% at least since 2015.

Figure 1. Kindergarten Readiness for Whatcom County, 2015-2021*: Average across all school districts (Washington Office, 2022)



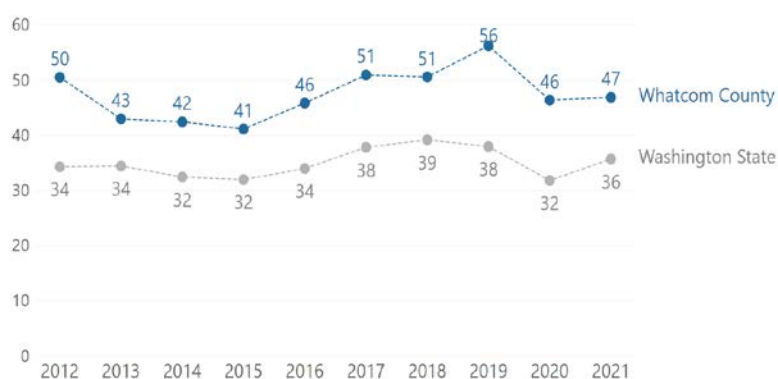
Disparities exist among some students. In 2021, only 33.7% of low-income students were kindergarten ready compared to 55.7% of their non-low-income peers.

Figure 2. Kindergarten Readiness for Whatcom County, by income, 2015-2021*: Average across all school districts (Washington Office, 2022)



Rates of child abuse and neglect continue to be higher for Whatcom County children compared to Washington State, as shown in Figure 3.

Figure 3. Victims of Child Abuse and Neglect in Accepted Referrals, 2010-2021: Number of victims per 1,000 children, age birth to 17 years (Facilities, 2022)



In 2020, Whatcom’s Child & Family Action Plan laid out a lofty goal for work addressing these issues:

“...all children are safe, healthy, and ready to learn; families are strong, stable, and supported from the start; and communities are welcoming and supportive places for children and families to live, learn, work, and play.” (Generations Forward et. al., 2020)

The Healthy Children’s Fund (HCF) is intended to help Whatcom County move closer to this vision by funding strategies that improve early learning and care and support vulnerable children and their families. These investments focus on preventing the conditions that lead to disparities and inequities for children and their support systems. They will lead to positive long-term outcomes for children, their families, and the community.

This plan describes the proposed implementation of the Healthy Children’s Fund, an investment estimated at nearly \$100 million from 2023-2032, specifically focusing on years 1 & 2.

To be as transparent as possible and set clear expectations, while distributing funding to the community is an extremely high priority, it will take time to launch. These initial years will be focused on launching the fund and building the necessary infrastructure, such as hiring staff and developing systems, to successfully implement and administer the fund. We will be releasing funding opportunities on a sequenced, phased approach and expect the first request for proposals for initially prioritized strategies in Fall 2023 and the initial distribution of funds in early 2024. (Please see the [Next Steps and Conclusion](#) for more information about how this impacts implementation and evaluation.)

Background

While the Healthy Children's Fund was approved in 2022, the work began long before, when a group of committed community members came together to envision a beloved community where every child and family thrives. The health and well-being of young children have been a priority in Whatcom County since 2012, and central in the last two cycles of Whatcom County's Community Health Improvement Process (Healthy Whatcom, 2022). A broad level of interest has been shared among community organizations, elected officials, health care, social service agencies, philanthropies, and businesses that recognize the critical importance of investing in early childhood.

As part of this momentum, in 2016 the Whatcom County Health Board declared the health and well-being of young children a particular focus of interest and has maintained that focus in collaboration with the Public Health Advisory Board. In January 2020, the Whatcom County Council passed the Child & Family Action Plan and established the Child & Family Well-being Task Force to support the implementation of that plan. In 2021, responding to increased needs due to the COVID-19 pandemic, community partners undertook several research and assessment processes to better understand the needs and gaps for children and families in Whatcom County. (See [Appendix I: Community Plans](#).)

In November 2022, Proposition 5, the Healthy Children's Fund, was approved by voters in Whatcom County. Proposition 5 establishes Ordinance 2022-045, a dedicated fund to support young children and their families. The Healthy Children's Fund builds off the work of many groups and plans related to the priorities of Early Learning & Care and Supporting Vulnerable Children. Investments are targeted toward meeting documented needs and addressing disparities across race, income, and geography in access to early learning & care and social services.

Recent Milestones

- **January 2018-April 2019** - Whatcom County completed its [Community Health Assessment](#) (Healthy Whatcom, 2019) and identifies housing for children and families, child and youth mental health, and early learning & care as key priorities.
- **2019** - Representatives from Whatcom participate in the Children's Funding Institute and learning cohort about creating public funding streams in support of children.
- **February 4, 2020** - Whatcom County Council approved [Whatcom Working Toward Well-Being](#), also known as the Child and Family Action Plan (Generations Forward et. al., 2020). This plan confirmed a commitment to children and families, including adopting a "children and families first" approach for policy and funding decisions.
- **December 8, 2020** - Formation by ordinance of the [Child & Family Well-being Task Force](#) (Whatcom County Health & Community Services, 2022), which began meeting in March 2021.
- **2021** - Chuckanut Health Foundation convened the "Children's Initiative" to align the work of various initiatives into legislation that would provide the funding and infrastructure required to change conditions for children and families in Whatcom County.
- **September 27, 2021** - Completion of [Whatcom County Child and Family Well-being Fiscal Map](#) (Chuckanut Health Foundation, 2021) focused on housing stability, economic stability, family and household strengthening, and systems coordination.
- **March 2022** - Completion of Whatcom County's [Community Health Improvement Plan](#) (Healthy Whatcom, 2022), identifying strategies to address early childhood well-being, child and youth mental health, housing for children and families, and early learning & care.
- **2022** - The Children's Initiative drafted the [Healthy Children's Fund Ordinance](#) with feedback from various community groups, policymakers, county leaders, and parents, and integrated feedback into the ordinance.
- **June 7, 2022** - Whatcom County Council adopted an ordinance to submit Proposition 5 to voters, authorizing the county to lift the property tax limit for dedicated funding for early learning & care programs and increased support for vulnerable children (Whatcom County, 2022).
- **November 29, 2022** - The Whatcom County Auditor certified the election in which voters approved the Healthy Children's Fund (Whatcom County Auditor, 2022).

Vision

Investment in early childhood well-being can have profound effects on children, families, and communities (Heckman, 2020). The Healthy Children's Fund is an effort to transform our community by investing in children and families. After ten years and an investment of nearly \$100 million, we envision a broad range of impacts, including but not limited to:

- An increase in the percentage of kids entering kindergarten ready to learn.
- A reduction in the number of children experiencing abuse and neglect.

Early Learning & Care

- Reduce or eliminate waiting lists for early learning & care and support services.
- Early learning & care is affordable and families have high-quality options to choose from.
- An easy-to-use, comprehensive early learning & care network with regional hubs that are known for excellence and a thriving, professionalized early learning workforce.

Support for Vulnerable Children

- Families can access services and care at the time it is needed.
- Resources are available to support parents in pregnancy, newborns, and new parents/caregivers.
- Support for children and families at risk of or experiencing homelessness and more safe housing options.

Equity

- Decreased disparities by race, income, and geography in access to high-quality early learning & care and support services.
- Rural communities are better served and have access to more resources.
- Services are culturally appropriate for children and families.

Systemic

- County processes are efficient and easy to navigate for staff and partners.
- An organized, easy-to-use system for accessing resources where community partners work together, in tandem, for families.
- The fund serves as a model for government and partner accountability and transparency.

These are some, but not all, of the expected benefits of this \$100 million investment. The investments in 2023-2032 are expected to lead to long-term positive outcomes for children, families, and Whatcom County communities. Investment is prescribed by the Healthy Children's Fund ordinance to fall under several priorities and focus areas (Whatcom County, 2022):

Priority: Early Learning & Care

Focus areas:

- **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered.
- **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
- **High-Quality:** Increase the quality of early learning & care experiences.
- **Professional:** Attract and retain quality early childhood educators.

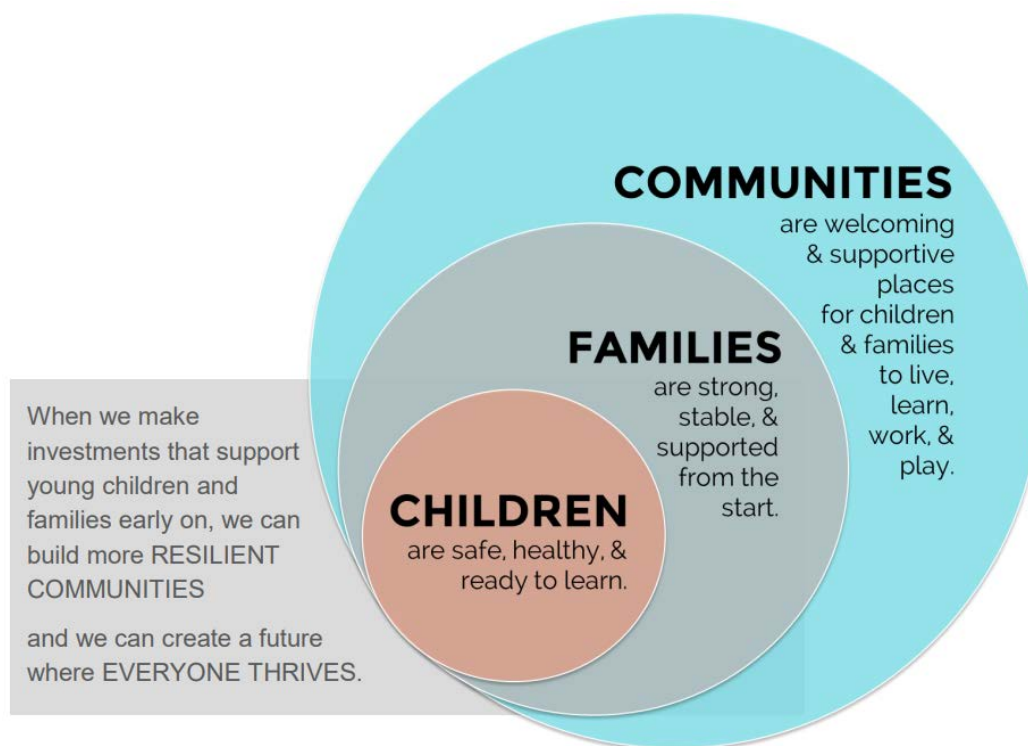
Priority: Supporting Vulnerable Children

Focus areas:

- **Expand Mental & Behavioral Health:** Expand mental & behavioral health services for vulnerable children and their families.
- **Prevent & Reduce the Trauma of Homelessness:** Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.
- **Support Vulnerable Children's Parents:** Expand support and services for families who have or are expecting children.

These focus areas are the mechanism through which the Healthy Children's Fund will reach its outcomes, discussed in more detail in the [Metrics and Evaluation](#) section of this plan.

Figure 4. From *Child and Family Action Plan* (Whatcom County, 2020)



As in Figure 4, outcomes from these investments will affect not only children and families but the communities in which they live. Some specific anticipated outcomes include:

- Improved outcomes for kids in school and adulthood.
- Decreased spending on challenges those adults would have faced without intervention.
- Improved experience of community with decreases in crime, homelessness, etc.
- Decreased staffing challenges for businesses due to lack of access to childcare.
- Increased jobs and workforce participation by making early learning and mental & behavioral health careers more viable and attractive.

The long-term impact of these concerted, targeted investments will be profound and felt by the entire community.

Accountability and Guiding Principles

As stewards of public funding, the Whatcom County Government recognizes the importance of accountability and transparency and will build this into every aspect of our processes. Whatcom County Health & Community Services (WCHCS) will apply rigor and principles to the administration, implementation, and evaluation of the Healthy Children's Fund, to be a model for other similar funds. Additionally, we are committed to providing pathways and mechanisms for innovations based on community knowledge and evidence. We are obligated to change processes that currently do not contribute to achieving desired outcomes.

Whatcom County Government will provide **accountability** by focusing on the following guiding principles:

Transparency

- Communicating regularly on the Healthy Children's Fund webpage about how the funds are being used and the impact they are having.
- Working within county departments to surpass the limitations of the fund and government spending, and create a realistic scope of funding for community-wide programs and expectations for short-and long-term impacts and outcomes.
- Cooperating with an external independent evaluator for performance audits and oversight to identify and address recommendations for improvement.

Impact

- Using data-based decision-making to identify investments that will make the greatest impact on Whatcom County residents, both in the short- and long-term.
- Ensuring that funds are equitably distributed throughout the county, and have an impact on those disproportionately affected by the systemic issues these investments are meant to address.
- Reporting on programmatic and population-level data.

Learning

- Soliciting proposals for programs that employ community-based innovations.
- Evaluating programs, processes, and impacts regularly, at minimum on a two-year cycle.
- Taking action on the results of those evaluations promptly to ensure initiatives are producing the desired results, ending or modifying investments when needed, and adjusting fund administration accordingly.

Equity

Health equity is a guiding value of WCHCS, which adopted this definition in 2019 to guide its work:

According to Human Impact Partners, health equity means that everyone has a fair and just opportunity to be as healthy as possible. To achieve this, we must remove obstacles to health — such as poverty, discrimination, and deep power imbalances — and their consequences, including lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care.

In 2020, Whatcom County government passed the [Racism as a Public Health Crisis](#) resolution that outlines tangible steps to make progress toward racial equity, including becoming a member of the Government Alliance on Race and Equity and establishing the Whatcom Racial Equity Commission.

Whatcom County Government will apply equity values, practices, and commitments to all aspects of the Healthy Children's Fund, including data collection, identification of service priorities, contracting, program and service implementation, engagement, communication, and evaluation. Additionally, they will build on the Whatcom County Health & Community Services' new 2023-2027 Strategic Plan which requires it to formalize its practice of shared decision-making to ensure diverse community perspectives and those most impacted by decisions are partners in developing plans and practices.

Roles

Many roles are necessary to successfully implement the Healthy Children's Fund. Below, key roles and their responsibilities are outlined.

Whatcom County Council serves as the oversight body of the Healthy Children's Fund administration. The council will approve implementation plans, approve all contracts over \$40,000, receive evaluations and performance audits, and work with the Executive's Office on implementing recommendations.

Whatcom County Government ensures that the fund is used exclusively for legal, eligible services described in the ordinance, that anyone receiving funds complies with county purchasing procedures, and funds are administered effectively and efficiently. In particular, the Executive's Office will administer the process evaluation of the Healthy Children's Fund, as it will audit all of the county processes that support fund administration.

Whatcom County Health and Community Services (a department within Whatcom County Government) serves as the fund administrator of the Healthy Children's Fund. This department is responsible for developing the infrastructure and processes needed to ensure successful fund implementation. This role includes convening subject matter experts; proposing fund allocation strategies, processes, and logistical operations; ensuring community partners have the resources necessary to access and utilize funding successfully; partnering with community organizations and leaders in key areas; program and project evaluation; ensuring reliable and timely communication; and building relationships with underserved communities.

The Implementation Planning Team is composed of representatives from the government and community who drafted the Implementation Plan for years 1 & 2, based on the guidelines of the ordinance. This group met monthly from September through the plan's submission to Whatcom County Council in early February. The planning team formed an Ad Hoc Strategy Group in early December 2022 to examine the potential strategies for funding and make recommendations for initial investment. This team will sunset upon approval of the implementation plan for years 1 & 2. (For more information, see the [Implementation Planning Process](#) section and [Appendix III](#).)

The Implementation Team will form upon the approval of the implementation plan for years 1 & 2, to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of representatives from advisory bodies, such as the Child & Family Well-Being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and who are impacted by the decisions and processes of the Healthy Children's Fund. This group will also focus on building relationships with new community partners, especially those within underserved areas and populations in Whatcom County.

Independent Auditors and Evaluators will, in collaboration with the Whatcom County Executive's Office and the Child & Family Well-being Task Force, be contracted to provide an independent, third-party evaluation of the fund administration, key funded programs, and the effectiveness of the fund overall.

The **Child & Family Well-Being Task Force** is a community advisory board established by the Whatcom County Council with responsibilities specified in the Healthy Children's Fund ordinance. These responsibilities include collaborating to the maximum extent possible with the fund administrator to draft implementation plans; providing recommendations on fund allocation throughout the life of the levy; working collaboratively with the fund administrator and other key stakeholders to design and implement reporting processes to ensure successful, high-quality, and efficient evaluations; and writing and delivering an annual report to the public and Whatcom County Council. This report shall include progress toward agreed-upon goals, outcomes, and metrics. Learn more about the Task Force on the [Whatcom County website](#).

Subject Matter Experts and Advisory Groups are organizations, coalitions, and individuals with expertise and/or lived experience. These partners will be engaged as needed in various aspects of HCF implementation and evaluation, including as members of the Implementation Team. Examples include Healthy Whatcom, Perinatal Mental Health Task Force, the Whatcom Child Care Coalition, the Whatcom Racial Equity Commission, and more.

Implementation Planning Process

Ordinance 2022-045 states that Whatcom County Health & Community Services will be the fund administrator of the Healthy Children's Fund (Whatcom County, 2022) and requires the fund administrator to develop an Implementation Plan for years 1 & 2 to be reviewed by stakeholders, approved by County Council, and submitted to the County Executive by March 31, 2023.

The implementation plan should include:

- “a) Details of fund allocations across eligible expenditures and strategies, including as a percentage of the fund revenue;
- b) Working criteria for fund allocation to guide the contracting process for non-administrative expenses;
- c) An overview of the contracting process that includes opportunities for community members to provide input in to fund allocation decisions; and
- d) Opportunities for leveraging the fund and bringing in external resources to the county.” (Whatcom County, 2022)

Because of the short timeframe between the November 2022 election and the submission of the Implementation Plan in early February for approval by March 31, 2023, WCHCS began planning in August 2022 for its role as fund administrator. In the event Proposition 5 was approved, those additional months of planning would be necessary to successfully create an implementation plan by the deadline.

In August, WCHCS formed an Implementation Planning Team. The team was comprised of representatives from Whatcom County Health & Community Services, Executive's Office, Child and Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance drafting team, Whatcom Child Care Coalition, and various subject matter experts. The team's work was guided by the requirements outlined in the ordinance.

The Implementation Planning Team spent September, October, and November establishing a project management structure and approach, identifying components of the implementation plan, and developing a partner engagement strategy. The Implementation Planning Team met weekly to research other communities with dedicated funding for early childhood support and determine the best approach for Whatcom County.

In early December, workgroups of subject matter experts were convened to delve deeply into the individual plan components, building off our understanding of the current data, the science and research base, and community input on specific bodies of work to be funded through the Healthy Children's Fund. Their work informed the decisions and content of the draft implementation plan.

In January, the draft implementation plan was shared with advisory groups for input and feedback. The following groups were engaged:

- Child & Family Well-being Task Force
- Healthy Whatcom
- Whatcom Child Care Coalition
- Whatcom Public Health Advisory Board
- Proposition 5 ordinance writing group

- Business & Commerce Committee
- Whatcom Small City Mayors
- Local Chambers of Commerce

Their feedback was sought to ensure that the implementation plan reflects the priorities of Whatcom County residents and supports the achievement of the Healthy Children's Fund vision. (See [Appendix II. Advisory Group Feedback Themes.](#))

For a roster of implementation planning team members, see [Appendix III.](#)

Spending Plan

Increasing early childhood well-being is a complex endeavor. To be successful, it requires multiple strategic investments to work in concert with each other while simultaneously implementing a public policy approach in line with economic market drivers.

The Healthy Children's Fund Implementation Plan is a culmination of numerous community plan development processes. Stakeholders from across the community—including early learning & care stakeholders, housing system and mental & behavioral health providers, and other relevant advisory bodies—were engaged in the development of the Child & Family Well-being Action Plan, the Healthy Whatcom: Community Health Improvement Plan, and other community plans focused on early childhood well-being. All of these plans informed and laid the foundation for the Healthy Children's Fund Implementation Plan. (See also [Appendix I: Community Plans](#).) In addition, the ordinance requires the Implementation Plan to be created with the advice of the relevant advisory groups, including the Child and Family Well-Being Taskforce, an advisory body with representation from local parents, businesses, foundations, early learning & care operators, and systems developers. (See the [Roles](#) section in this document.)

In implementing the Healthy Children's Fund, Whatcom County Government strives to meet the community's vision and goals, while abiding by all federal, state, and local laws and regulations. Many of the regulations that most impact the Healthy Children's Fund administration were designed to provide accountability for taxpayer dollars and prevent the gifting of public funds for private gain. To effectively serve the public's interest, Whatcom County must operate within the bounds of these laws and regulations while simultaneously maximizing the impact of the Healthy Children's Fund. At times, these two goals are in tension with one another. Whatcom County will take advantage of flexibility where possible when it furthers the goals of this plan. Still, it must adhere to legal and audit requirements as an ultimate principle of fund administration. WCHCS drafted this spending plan with this awareness while striving to meet the goals of the Whatcom County Council and voters.

The Healthy Children's Fund established a 10-year fund that is renewable after 10 years. The ordinance directs Whatcom County Health & Community Services to develop an implementation plan focusing on years 1 & 2 and the steps WCHCS will take to update the plan for subsequent years. Specific guidance on the Spending Plan from Ordinance 2022-045 (Whatcom County, 2022) includes:

- The Healthy Children's Fund must be used to increase: kindergarten readiness; affordable, high-quality, professional, and accessible early learning & care opportunities; and support for our most vulnerable children, including expanding mental and behavioral health services, preventing and reducing the trauma of children experiencing homelessness, and supporting vulnerable children's parents/caregivers¹.
- The initial 2-year Implementation Plan shall allocate no less than 55% and no more than 68% of levy revenue and proceeds to improving early learning and care and shall allocate no less than 20% and no more than 36% of levy revenue and proceeds to supporting vulnerable children.
- Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (e.g. Behavioral Health Fund, American Rescue Plan Act (ARPA)).

¹ The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)

The Process to Identify Strategies for Years 1 & 2

The Implementation Planning Team identified 55 solutions from existing community processes and plans that address the factors impacting early childhood well-being in Whatcom County. (See [Appendix I: Community Plans](#).) The 55 solutions were then organized into 9 theme areas with 23 strategies that impact the priority areas of Early Learning & Care and Supporting Vulnerable Children. (See [Appendix IV: Prioritized Strategy Matrix](#).)

To build the most comprehensive picture of the current landscape in Whatcom County, and build on the work already done through various community planning processes, subject matter experts and representatives from the Child & Family Well-Being Task Force, Healthy Whatcom, Proposition 5 ordinance writing group, Whatcom Child Care Coalition, Whatcom County Health & Community Services, Executive's Office, and other community organizations were invited to a workgroup, the Ad Hoc Strategy Group (see [Appendix III](#).) The Ad Hoc Strategy Group convened in early December 2022 to examine the 23 potential strategies for funding. The underlying foundation of their work were the following specifications and assumptions:

Specifications

- Strategies must further the goals of prevention, early intervention, and disruption of the conditions that lead to inequities and disparities for families.
- All strategies should further the goals of being trauma-informed, anti-racist, and culturally responsive.
- Supporting vulnerable children can be done in the context of early learning & care settings and all efforts should be made to leverage these opportunities.
- Increasing access to early learning & care for all children in Whatcom County to reduce racial and economic disparities and to ensure all students receive the benefit of mixed-income classrooms.
- Meeting the needs of children and families requires early learning & care programs to address their physical, mental, and behavioral health needs.

Assumptions

- Different strategies are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund.
- Strategies included in the portfolio include approximate, estimated cost ranges. These are for planning purposes only and to give a sense of scale. These may and likely will change as implementation proceeds and more information becomes available.
- The “details” for each strategy reflect the best, current understanding and are not necessarily exhaustive of all items that could be funded in that strategy. As projects develop, details may evolve to best serve that strategy.
- Later years’ portfolios will be based on the evaluation and adaptation of strategies based on learning from years 1 & 2.

The workgroup also drafted potential criteria to use when evaluating potential strategies. Feedback on the proposed criteria was collected via survey from the Child and Family Well-Being Task Force, Healthy Whatcom, and the Healthy Children's Fund Campaign Team. From that feedback, the final criteria were determined:

Criteria

- **Values:** Does this strategy address the needs of rural communities, BIPOC (Black, Indigenous, and people of color) communities, or both?
- **Expectations of Success:** Has this strategy been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this strategy ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this strategy quickly and/or significantly impact our goal of improved outcomes for children and families?

The Ad Hoc Strategy Group developed cost estimate ranges, identified considerations for each strategy, and used the criteria above to independently evaluate strategies. Based on these analyses, the group developed the Prioritized Strategy Matrix. (See [Appendix IV](#).)

The Implementation Planning Team then mapped this prioritized matrix to the guidelines outlined by the ordinance – the percentage of funds that must be used for each priority area as well as the seven focus areas that must be addressed – to determine the recommended portfolio of strategies for funding in years 1 & 2.

The strategies in the following section were identified as the highest priority to launch in years 1 & 2. The remaining strategies are available in the Prioritized Strategy Matrix so that additional projects can be launched as community readiness improves and funds become available.

Leveraging ARPA Funds: Large Capital Investments

This Spending Plan was developed in the context of a wider funding environment. An important example of this is the American Rescue Plan Act (ARPA). Under the direction of the Whatcom County Council, Whatcom County has budgeted over \$8.1 million for the stabilization and expansion of child care, \$5.5 million of which is devoted to capital projects.

This commitment of ARPA funds to large capital investments was taken into consideration when determining HCF strategies to fund in years 1 & 2. These initial strategies do not have a significant focus on large capital investments because of this ARPA commitment. Years 3 and beyond may include this focus, once ARPA funding is no longer available. During the development of the next implementation plan, WCHCS will work with stakeholders to assess the necessity of using the HCF as leverage for large capital projects. (See [Opportunities to Leverage Funding](#) in this document for more information about ARPA funding.)

Fund Allocation

Revenues in Year 1, 2023, for the Healthy Children's Fund are estimated in the amount of \$9,976,044. While revenue may change in Year 2 due to several factors, estimates in this document are based on the same revenue in 2024 as in 2023.

As indicated in the ordinance, 55-68% of revenues must be allocated to Early Learning & Care in the first two years of the fund, and 20-36% must be allocated to Supporting Vulnerable Children. This spending plan allocates 64%, \$12,800,000, of the estimated revenues to Early Learning & Care, and 27% to Supporting Vulnerable Children, \$5,356,400, during Years 1 & 2.

Table 5. Expected Revenue Allocation for Years 1-2: 2023-2024

	Ordinance Allocation Requirements	Years 1 & 2 Estimated	
		\$	%
Administration (including up to 3% Evaluation)	9%	\$1,795,688	9%
Priority Areas	91%	\$18,156,400	91%
Early Learning & Care	55-68%	\$12,800,000	64%
Supporting Vulnerable Children	20-36%	\$5,356,400	27%
Total	100%	\$19,952,088	100%

The Healthy Children's Fund ordinance allows for unspent funds to remain in reserves throughout the entire life of the levy. Under RCW 36.29.010(8), the Treasurer has authority to invest reserve dollars. WCHCS will seek Council approval to direct HCF investment proceeds back into the HCF fund. . The ability to roll over unspent funds for the next year will be necessary, particularly during the first year, as significant time will be needed to set up processes and systems and to implement the portfolio of strategies. Additionally, some strategies may necessitate large investments that could require the pooling of multiple years of funding. "It is intended that substantially all levy proceeds will be used for the purposes outlined in the Ordinance within the ten-year levy period, and reserves maintained after the ninth year of the levy must be supported by a formal statement justifying the need for the reserve." (Whatcom County, 2022)

Spending of public dollars often lags contracting. For example, Whatcom County could use the Healthy Children's Fund to contract to build a new child care center when APRA funds are no longer available. Because actual construction and reimbursement may not occur immediately upon contracting, funds would appear in reserves. For this reason, there will be times the fund maintains a significant reserve balance. WCHCS will make every effort to publish data on commitments, as well as expenditures to provide transparency into uncommitted reserve balances.

Spending on Administration is necessary to administer the fund. Where possible, Whatcom County Health & Community Services will leverage funds from other related funding sources (Behavioral Health Fund, Housing funds, Developmental Disabilities millage) to support administration. The Administration allocation in years one and two supports the infrastructure to administer contracts, provide subject matter expertise and technical assistance to providers, and ensure that outreach, education, and communication are embedded through staffing and external contracts. Because Ordinance 2022-045 Section 5 requires an independent performance audit of the Healthy Children's Fund every other year, it also emphasizes the necessary development and foundation building to effectively provide both internal and contracted external program and process evaluation. Lastly, the fund includes significant investments in system integration to connect families to services, and software implementation to create transparency on performance measures. It is anticipated that the fund will underspend in year one because of the time needed to develop and award evaluation and consultant contracts, which is anticipated to happen in mid-2023 to early 2024.

Any unspent funds each year, except for planned and variable multi-year contracts, will be placed in the fund reserves to be used on programs and services, as dictated by the initial and subsequent implementation plans. During planning for years 3 & 4, fund allocation amounts will

be determined based on learning from years 1 & 2, feedback from advisory groups, emergent needs of the community, and changes to state and federal funding availability. In some cases, unspent funding may continue for the initially planned strategy; at other times, a subsequent allocation plan may reallocate funding for a different activity, subject to public processes.

While a portfolio of strategies is included below, and estimated amounts are included in the details of each strategy in the next section, “Years 1 & 2 Portfolio: Detailed Strategies,” those amounts are subject to change as more information becomes known and as the situation and environment changes before and as a strategy is implemented. No more than eight percentage points will transfer from Early Learning & Care to Supporting Vulnerable Children so that allocations still comply with the percentages required by the ordinance.

Table 6a. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Table 7, below, describes how the portfolio will address each of the focus areas.

Table 7. Healthy Children’s Fund Portfolio of Year 1 & 2 Strategies by Focus Area

	Focus Areas						
	Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavior- al Health	Prevent & Reduce Homeless- ness	Support- ing Parents
Strategies: Years 1 & 2							
Early Learning & Care	X	X	X	X	X		X
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.	X	X					
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	X		X	X	X		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.	X	X					
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		X	X				
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).	X			X	X		X
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.	X	X	X	X			
Supporting Vulnerable Children				X	X	X	X
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.					X		X
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.					X	X	X
9: Expand and enhance early parenting supports.					X		X
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.				X	X	X	X

Portfolio of Strategies for Years 1 & 2: Early Learning & Care

Early childhood development paves the way for success throughout a person's life, and the interactions young children have with their caregivers influence the constant brain development that takes place during children's early years. For parents, access to early learning & care can allow them to work more, attend school, and have lasting, positive effects on family economic security and opportunity. Researchers have found that access to more affordable, high-quality early learning & care produces a greater likelihood of improved health outcomes, increased future earnings, and reduced crime rates.

To ensure early learning & care programs meet the diverse and unique needs across Whatcom County, the HCF needs to have a robust mixed-delivery system. This system will allow parents/caregivers options between program delivery models so that children can participate in the program that best meets their needs, learning styles, and cultures. Early learning & care classrooms also provide opportunities to connect children and their families to support and services in areas such as mental and behavioral health, housing, and more.

The Science Behind The Focus Areas

Accessible

To realize the individual and societal benefits of reducing disparities, early learning & care must be affordable and accessible for all families. Accessibility is not only determined by cost, but by the number and diversity of programs available to meet individual family needs and preferences, flexibility in schedules, and geographic proximity. Support for businesses providing early learning & care is needed to ensure that increasing costs of care are not passed on to families. As stated by the 117th Congress, "Child care is infrastructure" ("H.R.1911", 2021). Just as roads enable access to essential resources and services, the availability of diverse, affordable, and accessible early learning & care options provides families with the freedom to participate in the workforce and society. Such an investment ultimately results in overall cost-savings and other societal benefits.

High-Quality

Relationships are critical to healthy child development and caregivers of all kinds must be able to engage in nurturing, meaningful interactions that foster optimal development. Wherever early learning & care occur, essential components of high-quality care include a safe, welcoming, and stable environment with an abundance of language-rich, responsive, and playful interactions. Small group sizes and high ratios of adults to children support effective interactions that lead to positive outcomes (Center on the Developing Child, *Early Childhood*, 2007).

Affordable

Participation by young children in educational environments can increase academic, cognitive, and social skills. A healthy brain structure shaped by enriched environments in early life enables children to be ready to learn as they enter kindergarten. Additionally, through participation in high-quality early learning environments, it's possible to reduce disparities in educational achievement, income, and even physical health between children from low-income backgrounds and those with high-income backgrounds (University of Wisconsin, 2022). Currently, the high cost of early learning & care is a disproportionate burden and unaffordable for low-income families despite early learning & care subsidies and early learning & care businesses operating on slim profit margins.

Professional

Early childhood educators with higher qualifications are associated with higher-quality learning environments (University of Wisconsin, 2022). Attracting and retaining quality staff requires adequate support for early learning & care educators and workers, including livable wages and the ability to pursue professional goals. Enhancing providers' skills and program quality benefits participating children. Professional development programs, curriculum enhancement, and specific skill training have been shown to improve a broad range of positive outcomes for children (Fisher, 2020).

“A growing body of work suggests that racially and economically diverse preschools have significant learning benefits, which some researchers say is not surprising given how much growth in preschool happens through playing and sharing with peers. “Children of all backgrounds learn more on average in racially and socioeconomically diverse preschool classrooms, and diverse early learning settings can help reduce prejudice among young children,” wrote Halley Potter, senior fellow at The Century Foundation, in a recent report that dives into that research and offers ideas for how the federal government can foster integration in universal preschool.” (Hurley, 2021)

HCF’s Early Learning & Care priority has four focus areas:

1. **Accessible:** Expand early learning & care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
2. **Affordable:** Decrease the cost of early learning & care experiences for both families and providers.
3. **High-Quality:** Increase the quality of early learning and care experiences.
4. **Professional:** Attract and retain quality early childhood educators.

Considerations for Early Learning & Care Strategies:

- The Healthy Children’s Fund cannot be used in place of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services (Whatcom County, 2022). To date, Whatcom County has committed \$8.1 million in ARPA funding for early learning and care, approximately \$5 million of which will be devoted to large capital projects to increase early learning slots. HCF spending will complement these ARPA capital investments by focusing largely on non-capital strategies in Years 1 and 2. This will expand resources to create a sustainable child care landscape and to ensure adequate staff to operate quality programs. Capital needs will be reevaluated for years 3 and beyond.
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the [funding mechanisms](#) section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.

Table 6b. Early Learning & Care Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Early Learning & Care	\$12,800,000	64%
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.		
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.		
5: Create regional early learning & care hubs that include shared administrative services, colocated early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model”).		
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		

Strategy 1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.

Focus Areas	Early Learning & Care (ELC): Affordable & Accessible
Objectives	Increase early learning & care slots by improving and/or expanding facilities in a variety of program models across the county, including rural locations, to ensure slots are accessible to underserved populations.
Details	<ul style="list-style-type: none"> • Support classrooms to increase the number of early learning & care slots, paying particular attention to age groups and areas of the county most in demand, through funding for facility startup, renovation, or expansion. • This can include converting extra space into an early learning & care program, as appropriate for licensing standards. • This generally does not include the construction of new buildings but would include things such as bathroom renovations, septic systems, etc. • Investments should complement other opportunities for facility improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. • The number of early learning & care providers that report having a waitlist. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Opportunities to Leverage Funds	<ul style="list-style-type: none"> • Ensure providers can apply for and receive Washington State Department of Children, Youth, and Families (DCYF).small-capital and licensed-family home grants. • Complement Whatcom County's ARPA allocations for capital projects to ensure the expansion of varied program models.
Cost estimate for years 1 & 2*	~\$500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.

Focus Areas	ELC: Professional, Accessible, High-Quality Support for Vulnerable Children (SVC): Mental & Behavioral Health
Objectives	<ul style="list-style-type: none"> • Increase access by recruiting operators, educators, intervention specialists, and staff into the early learning & care field, especially those that increase diversity in the classroom. • Provide more accessible pathways to a sustainable career through training and credentialing. • Increase participation in early learning & care programs by improving the experience of children and families within such programs. • Improve access to mental and behavioral health supports for children with specialized needs within the context of early learning and care.
Details	<p>Pathways will include recruitment, credentialing, and professional development. They must be accessible to a diverse workforce, identify and maximize state and local assets, include community-based options, and fill gaps in the system. Components of the early learning & care workforce development system should facilitate equitable access to the early learning & care field including scholarships, mentoring, and coaching.</p> <p>Planning and Infrastructure:</p> <ul style="list-style-type: none"> • Identify current resources and gaps in the local professional development landscape. • Coordinate and develop the local infrastructure necessary to improve access to and quality of professional development. • The pathway should address recruitment of a diverse workforce, credentialing, training, and retention; track the efficacy of retention strategies; and work with providers to implement them effectively and make adjustments as needed. <p>Expand access to early learning & care credentialing through higher education and community pathways through avenues such as:</p> <ul style="list-style-type: none"> • Recruiting potential early learning & care workforce. • Support the development of a clear pathway for non-English speaking individuals to become early learning & care educators and providers, especially those that can communicate with children and families in their native language. • Work with K-12 school district Career and Technical Education programs to include early learning & care as a career field. <p>Expand access to training, professional development, and integration of curriculum into programs across the county through avenues such as:</p> <ul style="list-style-type: none"> • Offer financial planning and business modeling services to early learning & care centers. • Expand access to Teaching Strategies Gold and quality coaching for programs engaged in Early Achievers. • Increase the number of early learning and care programs that use the Since Time Immemorial and other BIPOC-created curricula. • Train early learning professionals to better address the needs of vulnerable populations, including children with behavioral health needs, health issues, social needs, and non-English speaking families.

	Provide training and technical assistance to potential early learning and care operators and those interested in expanding their programs.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system or community credentialing program • Number of parents/caregivers who have a demand for early learning & care report that they have access • Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Numerous partners offer recruitment, credentialing, and training programs that can be coordinated.
Cost estimate for years 1 & 2*	~\$1,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will either shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.

Focus Areas	ELC: Accessible and Affordable
Objectives	<ul style="list-style-type: none"> • Improve access to early learning & care by providing program subsidies for families with children ages 0-5 who are cost-burdened by child care. • Build a plan to incrementally increase the affordability of care for low-income or income-constrained families each year until families are paying 7-10% of their household income.
Details	<ul style="list-style-type: none"> • Standardize an income eligibility scale in a subsidy program that prioritizes families paying the highest percentage of their household income. • United Way's ALICE (Asset Limited Income Constrained Employed) metrics could be used to help establish the parameters of the sliding scale. • Seattle's Child Care Assistance Program can be used as a model for subsidy implementation. • It is expected that a portion of funds will be used to plan and develop an equitable, effective process for allocating subsidies.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of median household income spent on early learning and care for a family with two children. • Early learning & care slots per 100 infants, toddlers, and preschoolers. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Must be implemented to complement Working Connections Child Care (WCCC) , the early learning & care subsidy program that helps income-eligible families with children pay for early learning & care administered by DCYF.
Cost estimate for years 1 & 2*	~\$3,300,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 4: Ensure access to early learning & care by promoting the expansion and retention of the early learning & care workforce.	
Focus Area	ELC: Professional & Affordable
Objectives	<p>Ensure programs have a stable workforce to run high-quality early learning & care programs.</p> <ul style="list-style-type: none"> • Retain current early learning & care educators and staff in the field by increasing wages. • Recruit additional early learning and care educators and staff by positioning it as a field with earning potential.
Details	<ul style="list-style-type: none"> • Explore and assess the feasibility of potential strategies, including wage subsidies. • Develop a plan to implement sustainable and effective strategies to meet the objectives with the goal of implementing the plan in years 2 & 3. • Explore innovative models to address workforce shortages, such as partnerships with education, multi-age settings, and apprenticeships. • Leverage the results of state and local wage subsidy pilot projects such as the Best Start for Kids' Workforce Demonstration Project. (King County, 2021)
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County. • Average annual salary for full-time early learning & care educators compared to regional school system salary scales. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage and align with Washington State efforts to increase wages.
Cost estimate for years 1 & 2*	~\$2,050,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)

Focus Areas	<ul style="list-style-type: none"> • ELC: High-Quality & Accessible • SVC: Mental & Behavioral Health and Supporting Parents
Objectives	<ul style="list-style-type: none"> • Increase access to early learning opportunities by increasing the number of child care slots across Whatcom County, prioritizing slots for underserved children, especially in rural communities. • Decrease early learning & care operational costs by establishing regional shared service hubs to increase the accessibility and quality of care for low-income children and their families.
Details	<p>Research, planning, and implementation to establish hubs, including where capital investments are needed, the number and type of providers for each geographic area, etc. Hub and spoke planning will take place regionally and in partnership with community stakeholders within that area to ensure the expansion plan reflects the unique demands and needs of the region. Key assets of the hub may include shared services determined by the needs of the early learning & care community. Examples include:</p> <ul style="list-style-type: none"> • Onsite early learning & care service delivery, including onsite mental and behavioral health providers to provide targeted interventions to children during working hours in early learning & care centers, and early parenting supports. • Shared administrative services including accounting, contract management, and accessing local and state child care resources. Help programs manage licensing needs and expectations with DCYF. • Support for business development, grant writing, contract management, etc. • Expanding the resources and coordinated system for families seeking early learning & care. <p><i>For this document, regions are defined by school district boundaries, and a hub is a model for shared services and support.</i></p>
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers. • Number of early learning & care providers participating in a regional shared service hub. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of early learning & care providers reporting an increase in sustainability. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Apply for shared service grants through DCYF. • Align with local efforts to expand family resource centers. • Utilize state-wide resources such as The Imagine Institute’s Shared Service Center program. • Leverage state funds by increasing the number of slots paid for by state subsidies.
Cost estimate for years 1 & 2*	~\$4,500,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 6: Support innovative approaches to meet various Healthy Children's Fund goals related to Early Learning & Care.	
Focus Areas	ELC: Affordable, Accessible, High-Quality & Professional
Objectives	<ul style="list-style-type: none"> • Increase the accessibility, affordability, quality, and professionalism of Early Learning & Care through innovative solutions for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County. • Fund pilot programs and approaches that increase the evidence base and demonstrate impact on outcomes for underserved populations, including but not limited to, low-income and/or rural areas with a lack of access across Whatcom County.
Details	<p>Service providers and/or partners submit innovative projects that advance Healthy Children's fund goals. Examples include:</p> <ul style="list-style-type: none"> • Expand access to healthy foods through early learning & care centers, especially for Latinx families. • Programs that offer support to low-income and vulnerable children in the context of early learning and care, such as in-classroom mental health or early intervention services. • Community service providers partnering with early learning and care environments, such as therapy providers or early intervention. • Expand partnerships with communities to include services (such as playgroups) in community-based settings. • Increase programs' access to culturally appropriate curriculum to reduce the cultural gap in kindergarten readiness.
How we will measure our success	<ul style="list-style-type: none"> • The number of innovative solutions that demonstrate valid results. • Improvement to one or more early learning & care focus areas (accessibility, affordability, quality, and professionalism). <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Cost estimate for years 1 & 2*	~\$950,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Portfolio of Strategies for Years 1 & 2: Supporting Vulnerable Children

Responsive, nurturing interactions and healthy environments provide a foundation for positive early childhood development, paving the way for success throughout a person's life. Strong, stable relationships with caregivers are essential to children's healthy development. Supporting children's social, emotional, and physical needs builds resiliency and prevents excessive activation of stress responses and the eventual physical and mental health problems that stem from chronic stress.

For families dealing with significant adversity from poverty, unstable housing, mental illness, disability, exposure to violence, or racism, the potential benefits of high-quality accessible early learning & care and comprehensive services are magnified (Center on the Developing Child, *The Impact and A Science-Based Framework*, 2007). Policies, programs, and interventions focused on optimizing early childhood development, stabilizing families, and minimizing exposure of children to serious adversity can have long-lasting positive impacts on the health and well-being of the community as a whole. Providing access to these services in the context of early learning & care leverages funds and other community resources, and increases access for children of working parents.

Housing is critical to overall childhood well-being. If we want children to enter kindergarten ready to learn and thrive, we must address safe and stable housing. Even further, experiencing homelessness causes trauma in children that has lifelong effects. Preventing and ameliorating that trauma is key to this work. A goal of the Healthy Children's Fund is to prevent homelessness for children and families, specifically to divert families from homelessness before it occurs.

Supporting parents/caregivers are the foundation of a healthy community. When parents/caregivers thrive, children can thrive. And when children thrive, only then can a community thrive.

The Science Behind The Focus Areas

Mental & Behavioral Health

Throughout a lifetime, many factors can affect mental health, including biological factors, life experiences such as trauma or abuse, and family history. In children and youth, it's normal to experience different kinds of emotional distress as they grow and mature. However, when symptoms persist, it may be more than a developmental occurrence. The consequences of prolonged untreated mental illness can include educational difficulties, social disengagement, risk of suicide, and the potential development of further mental health illnesses such as substance misuse.

Prevent & Reduce Homelessness

People thrive when they have safe, stable places to live. That means we feel secure, our homes and neighborhoods are free from hazards, and our communities provide us with what we need. Housing is the biggest expense in most family budgets, making housing affordability a significant factor in financial well-being. Homeownership has long been at the center of the American Dream, offering a way to build family wealth and stable, diverse communities (Milstein et al., 2020).

Supporting Parents/Caregivers

Mood and anxiety disorders are the primary complications of pregnancy and the postpartum period. About 10-20% of parents experience very distressing symptoms (Mughal, 2020). This can include feeling more sad, disconnected, worried, angry, or overwhelmed than usual. Parents of every culture, age, income level, and race can be affected. There are approximately 2,000 births per year in Whatcom County. If 10-20% experience postpartum depression (Whatcom Perinatal, 2022), that means up to 400 new parents will likely experience some sort of mood or anxiety disorder each year. Unfortunately, only about 15% of parents seek support for their symptoms (Whatcom Perinatal, 2022). That means up to 340 parents in Whatcom County may not get the help they need.

HCF's Supporting Vulnerable Children priority has three focus areas:

- 1. Expand Mental & Behavioral Health Services** for vulnerable children and their families.
- 2. Prevent & Reduce the Trauma of Homelessness** through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform for vulnerable children and their families.
- 3. Support Vulnerable Children's Parents/Caregivers** by expanding support and services for families who have or are expecting children deemed to be vulnerable.

Considerations for Supporting Vulnerable Children strategies:

- The term parents/caregivers is meant to be inclusive of all family structures (mothers, fathers, grandparents, guardians, etc.)
- Strategies are not listed in any particular order. Implementing these strategies will require the collaboration of many community partners, and we anticipate that strategies will have multiple recipients of funding identified through a competitive process. Detailed information can be found in the Funding Mechanisms section.
- All of the data needed to measure the effectiveness of the HCF does not yet exist. As data improves, metrics in each strategy area will be further refined. In addition to headline and secondary indicators, each strategy will also have program measures that will help evaluate the effectiveness of approaches and opportunities for growth.
- Vulnerable children are defined in the ordinance as "any children at greater risk of experiencing physical or emotional harm and/or experiencing poor outcomes because of one or more factors in their lives, including but not limited to homeless and foster children.

Table 6c. Supporting Vulnerable Children Strategies, Year 1 & 2

Strategies	Years 1 & 2	
	\$	%
Supporting Vulnerable Children	\$5,356,400	27%
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.		
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.		
9: Expand and enhance early parenting supports.		
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.		

Strategy 7: Recruit Mental & Behavioral Health Workforce to Whatcom County.	
Focus Areas	SVC: Mental & Behavioral Health and Supporting Parents/Caregivers
Objective	<ul style="list-style-type: none"> Expand behavioral and mental health services for vulnerable children, pregnant parents, and parents with young children.
Details	<ul style="list-style-type: none"> Support pilots and internship models that expand access to mental & behavioral health services for underserved children and families. Retain and/or develop mental health supports serving vulnerable populations with an emphasis on providers who represent our culturally diverse community. Increase the number of mental health professionals who specialize in perinatal mental health. Support providers to provide services to families who meet the criteria of or are enrolled in Apple Health (Medicaid). Hold listening/learning sessions to better understand how the county government can support local Medicaid providers.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. Number of families on provider wait lists for behavioral health services. <p>Secondary:</p> <ul style="list-style-type: none"> Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services. Number of parents/caregivers who report having access to behavioral/mental health services for their children at their early learning & care program/location. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	Leverage Whatcom County Behavioral Health Fund, State of Washington funding, and federal Medicaid dollars to ensure complementary services are funded as the workforce expands.
Cost estimate for years 1 & 2*	~\$850,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.	
Focus Areas	SVC: Prevent and Reduce Homelessness, Mental & Behavioral Health, and Support Parents/Caregivers
Objectives	Reduce the number of children experiencing a housing crisis or homelessness.
Details	<ul style="list-style-type: none"> • Build family-centered problem-solving and advocacy to help a household identify practical solutions for stabilizing their housing quickly and safely, including assistance negotiating with property managers, navigating mainstream resources, and short-term, flexible financial assistance to avert a crisis (i.e. family “diversion”). • Fund flexible housing stability supports that prioritize families actively seeking services through coordinated entry and/or other community housing assessments. • Reform eligibility guidelines for housing services to center child well-being through racial equity and trauma-informed decisions and care. • Partner with early learning & care centers and school districts with pre-K programs to identify children and families at risk of housing instability and connect them to services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis. • Number of families with children experiencing homelessness. <p>Secondary</p> <ul style="list-style-type: none"> • Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Coordinate funding from Whatcom County, the City of Bellingham, Washington State, and the U.S. Department of Housing and Urban Development Funding to maximize the use of dollars locally. • Focus Healthy Children’s Fund dollars on those populations (such as families doubled up in housing) that may not be served with other funding regulated by the State or Federal government.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 9: Expand and enhance early parenting supports.

Focus Areas	SVC: Mental & Behavioral Health & Supporting Parents/Caregivers
Objectives	Increase support and services for pregnant and parenting families, particularly those with vulnerable children.
Details	<p>Service providers and/or partners submit innovative projects that expand and enhance early parenting support. Examples include:</p> <ul style="list-style-type: none"> • Replicate and/or expand innovative, promising practices being implemented in Whatcom and other communities. • Expand the availability of birth and postpartum doulas. • Increase access to culturally responsive parenting supports (e.g. supports embedded in health care settings, etc.) • Increase opportunities for one-to-one and group peer support for parents, caregivers, and those expecting children (e.g. Program for Early Parent Support (PEPS) model, etc.) • Support expansion of home visiting models to support a greater number of families such as the universal "Welcome Baby" model, as well as targeted models such as the "Nurse-Family Partnership." • Coordinate and provide resources and community-wide training on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Well-child visits in the first 30 months of life. • Rate of Low Birth Weight infants, less than 2500 grams. • Percent of birthing people receiving adequate prenatal care.. • Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy. <p>Secondary</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report that they have access to the parenting support services they need. • Percent of birthing persons who reported having a postpartum check-up. • Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Whatcom County assistance for Nurse-Family Partnership and other parenting support programs. • Washington State and other grant funding for perinatal health services.
Cost estimate for years 1 & 2*	~\$1,875,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Strategy 10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.

Focus Areas	SVC: Mental & Behavioral Health, Prevent & Reduce Homelessness, and Support Parents/Caregivers
Objectives	<ul style="list-style-type: none"> • Increase access to wraparound services • Decrease barriers to accessing services for families and children. • Expand behavioral and mental health services and supports for vulnerable children and pregnant and parenting families with vulnerable children.
Details	<ul style="list-style-type: none"> • Build on promising practices and successes from the state-wide Help Me Grow network, SEAS (single entry access to services), and other Whatcom County resources. • Implement coordinated systems to access resources, and expand access to mental health services for pregnant and parenting families. • Strengthen coordination to identify families experiencing or at risk of housing instability including those who are doubled-up or otherwise under-housed. • Increase the number of family resource center locations or access points for pregnant and parenting families with a priority on providing access to those populations that currently experience the greatest barriers. • Embed community health workers and/or social workers into settings such as medical clinics that primarily serve low-income families for access to wraparound support services.
How we will measure our success	<p>Headline:</p> <ul style="list-style-type: none"> • Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population. • Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population. <p>Secondary:</p> <ul style="list-style-type: none"> • Number of parents/caregivers who report having access to behavioral & mental health services for their children at their early learning & care program/location. • Number of parents/caregivers who report that they have access to the parenting support services they need. <p><i>All measures are disaggregated by race, income, and geography as data is available.</i></p>
Leveraging Funds	<ul style="list-style-type: none"> • Washington State and Whatcom County Behavioral Health fund. • Grant funding supporting state-wide Help me Grow Network.
Cost estimate for years 1 & 2*	~\$757,000

*These estimates are based on current data and understanding and may shift as new information emerges and circumstances change. Any decrease will shift to reserves or to another strategy, while any increase would come from reserves or decreasing or eliminating another proposed strategy.

Funding Mechanisms

Regarding the funding distribution process for the Healthy Children's Fund, Ordinance 2022-045 (Whatcom County, 2022) requires:

- The County shall ensure that the Healthy Children's Fund is used exclusively to sustain an increase in overall public expenditures for eligible services as set forth in this ordinance. Money in the Healthy Children's Fund shall not be used in lieu of federal, state, county, city, or school district funding already committed for the purpose of providing outlined services.
- All service providers, vendors, and subcontractors of the Healthy Children's Fund shall be selected by fund administrators in compliance with [Whatcom County Purchasing System Code \(WCC\) 3.08](#).
- Working criteria for fund allocation will guide the contracting process for non-administrative expenses.

Funding opportunities for the Healthy Children's Fund will be based on the priorities and strategies outlined in the Spending Plan as well as the values and intent highlighted in the ordinance, and consistent with federal, state, and local law. Funding opportunities will establish measurable outcomes towards stated goals, as well as uphold the value of being community-centered and offer opportunities for innovative approaches by new and/or less established providers. Policies and procedures for funding mechanisms will be developed and documented over the first two years and shared with the public and prospective applicants. This funding guidebook for the Healthy Children's Fund is intended to support applicants with eligibility, guidelines, applications, contracts, and compliance, and will be similar to other Washington State municipality funding guidebooks. (City of Bellevue, 2019; Seattle Human Services, 2022)

Funding Eligibility

All funding opportunities must align with HCF funding criteria and goals and in all cases shall be subject to the limitations and restrictions of federal, state, and local law. Funding opportunities (described below) over \$40,000 will be advertised through the county's traditional competitive, open bid process, with exceptions as may be provided for under Whatcom County purchasing policies (WCC 3.08.060). While formal bid requirements may not be required for projects or services under \$40,000, all awards including those not subject to formal bid requirements will be selected based on adherence to identified criteria and the best use of available funds. Funding opportunities are intended for a wide range of operators to develop and provide eligible services throughout Whatcom County. Eligible applicants shall include those operators and service providers who support strategies in the HCF priorities of Early Learning & Care and Support for Vulnerable Children. Eligible operators and service providers may include non-profit, for-profit, private, and public entities, higher education programs, and/or early learning & care providers that can meet Whatcom County contracting requirements. Specific eligibility criteria will be based on the requirements of each funding opportunity. All contractors and subcontractors must adhere to anti-discrimination and child protection laws and policies.

While some of the funds will be accessible universally, the majority of the funds will prioritize equitable access for traditionally underserved communities. This includes but is not limited to, areas located outside of the city of Bellingham, low-income children and families, and community members experiencing the greatest barriers.

Funding will be made available pursuant to the provisions of WCC 3.08 (Whatcom County's Purchasing Policy). Applicable [Whatcom County Purchasing Thresholds](#) are as follows:

- Tier I: Funds less than \$10,001 may be contracted as needed for specific services
- Tier II: \$10,001-\$40,000, per WCC [3.08.040](#), whenever practically possible, price quotations from at least three vendors shall be solicited for contracted services
- Tier III: >\$40,000, per [WCC 3.08.060](#), contract awards exceeding \$40,000 will be based upon bids or proposals received in response to specifications and invitations to bid

Contracting

Contractors must adhere to a number of contracting requirements, which may include but are not limited to:

- Ongoing monitoring and reporting to WCHCS and outside evaluators, and as may otherwise be required under their contract.
- Reimbursement-based contract structure, except under limited circumstances.
- Compliance with county insurance requirements pursuant to a contract, to include providing a certificate of required coverage and naming Whatcom County as an additional insured.
- Non-discrimination and child protection laws/policies. (See [Appendix IX.](#))
- Maintaining books, records, documents, and other evidence directly related to the performance of the work in accordance with Generally Accepted Accounting Principles. Whatcom County, or any of its duly authorized representatives, shall have access to such books, records, and documents for inspection and audit for a period of three years after completion of work.
- Contractors will document the use of Whatcom County funds and will complete all required reports and billing documentation in a timely manner. Additional data may be required for audit or evaluation purposes.
- All contracts will state the contract's objective and purpose, and which shall be consistent with the provisions of Whatcom County Ordinance 2022-045.

Recipients of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. (See the [Metrics & Evaluation](#) section for more details.) WCHCS will also provide technical assistance and coaching for applicants as needed (see below).

Project Proposal Process

Funding opportunities will be advertised using a phased approach that will consider several factors, including each strategy's readiness for implementation. The goal is to advertise initial funding opportunities beginning in Fall 2023. The award process will be structured as follows:

Phase 1: Develop proposal documents for specific strategies

Each strategy may have multiple funding opportunities each year, and within any strategy, multiple funding mechanisms may be employed. Some awards may be for programs, some may follow individuals (such as subsidies), while others may be for infrastructure such as capital facilities. Award recipients may propose to sub-contract funds for services at the discretion of the county. All contracts will state the contract's objective and purpose, which shall be

consistent with the provisions of Whatcom County Ordinance 2022-045. Collaboration with subject matter experts during the development of funding opportunity proposals will occur whenever possible.

Phase 2: Advertising Funding Opportunities

While funding opportunities are in development, WCHCS will communicate with stakeholders, operators, and providers to provide advance notice of potential opportunities whenever possible. Consistent with applicable Whatcom County Purchasing Policy requirements, funding opportunities will be advertised through a number of channels, including but not limited to the HCF webpage, social media, and newsletters. When required by county purchasing policies, funding opportunities will be advertised as “bid notifications” and released to the public through Whatcom County Finance. All Whatcom County bid notifications are posted at www.whatcomcounty.us/Bids.aspx. Those interested can sign up to be notified when new bids post. Most funding opportunities will have a specific closing date, though Whatcom County is exploring the possibility of rolling deadlines.

Phase 3: Project Proposal Submission

Funding opportunity announcements will provide detailed instructions on the contents of the proposal and proposal submission. Deadlines will vary depending on the specific program or project. In many cases, there may be multiple chances to apply. Whatcom County may review proposals for a particular service as often as quarterly, while other programs may have one-time or annual bids.

Phase 4: Selecting Proposals to Fund

In the majority of cases, an Application Evaluation Committee, which will include representatives from Whatcom County Government and community representatives with subject matter expertise, will review and evaluate proposals and submit recommendations for funding within 30 days of the submission deadline. The county will evaluate proposals based on the evaluation criteria:

- **Values:** Does this proposal address documented community needs and/or disparities across race, income, and geography in access to early learning & care and social services? Is it furthering the goals of being trauma-informed and advancing equity?
- **Expectations of Success:** Has this approach been effective elsewhere? Or was it elevated through a documented community assessment, process, or plan?
- **Readiness:** Is this proposal ready to implement, for example, are cost estimates available or could they be readily developed?
- **Impact:** Will funding this proposal quickly and/or significantly impact our goal of improved outcomes for children and families?

Phase 5: Award Notification and Contract Development

Once a proposal is selected for funding, WCHCS will draft an agreement that includes a scope of work and a budget indicating the total funds awarded and requirements for reimbursement. Once those details are negotiated, Whatcom County will conduct an internal approval process, including review and approval by WCHCS, the Prosecuting Attorney’s Office, County Finance, the County Executive, and the County Council, (as applicable per [WCC 3.08.100](#)). After all the approvals have been obtained, all parties will sign the agreement and execute it. No funding is guaranteed until a contract has been signed by the Whatcom County Executive and authorized by Whatcom County Council, as required. Proposals selected for funding will be identified on the HCF webpage along with brief information about their project as well as the amount to be funded.

In cases where the County requires competitive bidding, unsuccessful bidders may protest or appeal the County's award pursuant to existing provisions of state and local law, and pursuant to bid protest policies adopted by Whatcom County.

Upon request, a debriefing conference will be scheduled with a non-selected applicant. Discussions will be limited to a critique of the applicant's proposal. Comparisons between proposals or evaluations of other proposals will not be allowed.

Technical Assistance & Coaching

To support community partners in successfully accessing funds, as well as reducing the burden of Whatcom County application and contracting processes, WCHCS will explore ways to make technical assistance available throughout the application and reporting process.

Additional engagement activities that may be considered include, but are not limited to:

- Informational webinars
- Written questions, submitted via email
- Advertisements through community groups
- Workshops and/or 1:1 support, when possible
- Sharing flyers at events or community locations such as schools, libraries, etc.
- Geographically targeted outreach

Outstanding Questions to Answer in 2023 and Beyond

As Whatcom County works to develop an outcome-oriented approach to program and project funding that is consistent with the provisions of Whatcom County Ordinance 2022-045, WCHCS will collaborate with other county departments to answer several outstanding questions, including:

- What is our timeline to build out all the strategies including a phased approach for releasing funding opportunities?
- What barriers currently exist within County processes that make it difficult for partners to apply for and receive funding?
- How can systems and criteria across County departments be evaluated and updated to increase opportunities for partners to receive funding?
- What are ways to ensure smaller and in-home providers are able to access HCF resources?
- How will we determine provider eligibility for contracts?
- What will be the specific compliance requirements for contracted providers by service area?
- How can Whatcom County offer wage & early learning subsidies effectively and legally?
- How can funding opportunities be restructured to include the possibility of grants (as opposed to reimbursement-only contracts) when appropriate?
- Where and how will the community be involved in the funding opportunity process? How do we design and implement a funding committee to involve community partners as subject matter experts without impacting their eligibility to receive funds?
- What types and methods of community outreach, coaching, and technical assistance are needed by community partners to remove barriers and ensure funds are available to a wide range of community partners (especially those who do not typically apply for and/or receive funding from Whatcom County)?

Opportunities to Leverage Funds

The Implementation Plan must include opportunities for leveraging the fund and bringing in external resources to the county (Whatcom County, 2022). As fund administrator, WCHCS will work to maximize all funding for this purpose.

For every strategy that is funded, WCHCS commits to researching and reviewing opportunities to meet some or all of these needs through federal, state, philanthropic, or public-private partnership funding. In addition, WCHCS will keep abreast of new and ongoing funding opportunities for early childhood well-being and consider these opportunities when planning for the next two-year cycle.

Please refer to the Portfolio Strategies for descriptions of specific opportunities to leverage funding related to each strategy. More general, overarching opportunities are described below.

Opportunities Within Whatcom County

Whatcom County has existing, long-standing relationships with the City of Bellingham, the local business community, other local governments, and nonprofit organizations. The landscape of funding within Whatcom includes some funds already allocated for supporting early childhood well-being. WCHCS will maximize these potential partnerships whenever possible.

Whatcom County and the City of Bellingham administer other local funding sources with complementary goals to the Healthy Children's Fund, such as the Behavioral Health Sales Tax Fund, funding from the recent National Opioid Settlement, and the City of Bellingham's Housing levy, to provide just a few examples. These funding sources can and in some cases have already supported activities and initiatives to support early childhood well-being. One example is the Nurse-Family Partnership: a free, supportive program for women having their first baby where a nurse visits during pregnancy and until the baby turns two years old. This existing program is funded by the Behavioral Health Fund and Whatcom County General Fund and has had significant positive outcomes. Expansion of the program could be funded by the Healthy Children's Fund, as well as leveraging other funding opportunities used by other local governments with similar programs.

County ARPA funds

Under the direction of Whatcom County Council, Whatcom County has budgeted \$8.1 million of county ARPA funds for the stabilization and expansion of child care. Of this, \$2 million has been allocated for stabilization, \$5 million for large capital projects, and \$500,000 for capital projects for small providers. These programs are in various stages of implementation. Additionally, the City of Bellingham has contributed \$1 million of city ARPA funds towards child care stabilization investments and is leveraging other local, state, and federal resources toward child care capital projects.

ARPA funding is a one-time, short-term influx of dollars from the federal government intended to get communities through a difficult time and return them to a pre-pandemic state. In contrast, the Healthy Children's Fund is a locally-approved investment in children and families intended to mitigate challenges that existed before--but were exacerbated by--the pandemic. Although a greater investment than ever, the HCF still does not have sufficient funding to completely solve the crisis. As fund administrators, WCHSC will use new funding available under the Healthy Children's Fund to complement these resources, providing additional service levels, new programs, and more targeted support for populations historically left behind.

Philanthropic Sources and Public-Private Partnerships

Many philanthropic funders focus on early childhood well-being and can serve as partners in these efforts. Locally, philanthropic partners including Chuckanut Health Foundation, Mt. Baker Foundation, United Way, and the Whatcom Community Foundation have demonstrated a commitment to both early learning & care and supporting vulnerable children. There is an opportunity to work with these philanthropic partners to ensure their investments continue to align with public investments to achieve the community's vision for children and families in Whatcom County. There are also state and national funds that share this focus. Outreach to these organizations should be undertaken to gauge interest in: supporting funding for certain initiatives; participating in a public-private partnership to support projects that require significant investment; and facilitating connections between other entities that may have similar interests.

Access to some larger-scale state and federal funding opportunities is only possible with extensive cross-sector collaboration and partnership. An example is the Shared Service Hub Request for Proposal published by the Washington State Department of Children, Youth & Families (DCYF) in 2021 (Washington State, 2021). Strong collaboration must be developed in advance to take advantage of these types of infrequent but impactful opportunities, and as fund administrators, WCHSC can provide leadership in preparing for these opportunities. (See also Federal and State Opportunities.)

Federal Opportunities

Though significant at the time of this plan, ARPA funding is a one-time investment. WCHCS will consider other federal leverage opportunities for early learning expansion and other services in Year 3 and beyond, such as the preschool development awards through the Elementary and Secondary Education Act and Title IX (NEA, 2020). WCHCS staff will track federal legislation impacting young children and families and consider applications for federal grants meeting the objectives of the Healthy Children's Fund.

State Opportunities

A variety of state funding opportunities should be considered as leverage opportunities. For instance, the Washington State Department of Commerce offers flexible funding around Community Development Block Grants, including a variety of grants that are open to Whatcom County. These grants are an opportunity to build infrastructure that meets both these goals and the goals of the Healthy Children's Fund, particularly infrastructure around early learning & care and other services.

Another opportunity to maximize state funding is Washington State's WorkFirst Program. For instance, if WCHCS employs the strategy of subsidizing early learning & care, WorkFirst offers similar subsidies for low-income families (Economic Services Administration). Maximizing this program for families first will maximize the benefit of both subsidies. Another example would be blending WorkFirst and HCF funding for workforce entry pathway training for early learning & care educators. Another fundamental way to maximize the state funding reaching Whatcom is by simply increasing the number of early learning & care slots available. Increasing early learning & care slots will in turn increase the availability of subsidy funding for low-income children who use those slots.

DCYF offers a variety of other funding in support of early learning & care and supporting vulnerable children. Examples include Early Learning Facilities Development grants (Washington State, "Early Learning") and other one-time DCYF grants on topics like workforce retention, early learning & care stabilization, early childhood equity, and more. WCHCS will look

toward these opportunities, in particular, for capital projects, and will provide outreach services to potential applicants (e.g. child care providers) of these funds.

Match Funding

Revenue maximization is a term used for the process of drawing down federal funding using local funds to substitute for a funder's matching requirements. These types of matching funds are typically offered by state or federal government awards or large national foundations. HCF could provide funding for providers attempting to meet another funder's matching requirements, enabling them to access significantly more funds.

For example, federal child welfare funds are required to be matched by the state. If HCF funding is used to provide the match, these federal funds can be passed through WCHCS to the provider. Grants like Early Learning Facilities grants are only possible with matching funds.

In addition, this type of match funding, provided by HCF, can enable beneficiary organizations to access other programs through the matching funder. Some federal funds may only be available to those organizations that have previously met match requirements.

Note: A guiding principle of the Healthy Children's Fund is a belief that providers must focus on the successful implementation of strategies and programs, rather than additional requirements for fundraising. WCHCS is not advocating for any recipient of funding through the Healthy Children's Fund to be required to match funding.

Supporting Providers

Many of the goals of the Healthy Children's Fund cannot be achieved by the fund alone. Whatcom County providers may take action to apply for funding not only through the Healthy Children's Fund and the sources outlined above but various others not mentioned. WCHCS commits to supporting providers to take action more easily and overcome barriers identified when attempting to access these state and federal funding opportunities. WCHCS will support these efforts with coaching on complying with contracting requirements, streamlining any departmental processes that support these funding opportunities, and sharing any data collected to support proposals.

WCHCS will make reports created for the Healthy Children's Fund available, in hopes that these resources will help make the case for additional investment and advocacy, support the need for funding, and help providers maximize funding from other sources. The research undertaken for the Healthy Children's Fund may include needs assessments, program evaluation, and other analyses that can help providers make the case for their programs and successfully identify and attain any additional funding needed.

Community Partnerships & Engagement

Community engagement is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people (CDC, 1997). Community engagement is a fundamental practice of public health and has the potential to advance health equity, promote social connections, strengthen cross-sector partnerships, and build trusting relationships with the communities served.

WCHCS is committed to building strong partnerships and working collaboratively across sectors. Using the HCF ordinance as a guide, the specific community engagement activities and roles are detailed within several sections of this implementation plan, including [Funding Mechanisms](#), [Implementation Planning Process](#), and [Metrics & Evaluation Planning](#). Additionally, WCHCS will build on the goals outlined in the WCHCS Strategic Plan (Whatcom County Health, 2022):

Partner collaboratively to find community-based solutions that advance health and health equity.

Improve communications.

- Provide timely and transparent information so partners can make informed decisions.
- Share information about the HCF outcomes to increase knowledge and awareness.

Increase collaboration.

- Formalize our practice of shared decision-making to ensure diverse community perspectives are incorporated into our plans and practices.
- Develop, implement, and make meaningful progress on community-led plans and planning efforts.

To be successful, methods to engage individuals and organizations beyond those typically engaged will be developed. For example, intentional relationship-building within underserved communities, providing technical assistance and coaching for first-time applicants, ensuring language assistance is available and materials are translated into multiple languages, and partnering with community organizations that already have trusted relationships with community members who could receive funding.

Communication

Effective communication will help the public understand how and why funds are allocated, inform potential awardees of funding opportunities, and let parents/caregivers know what programs are available through Healthy Children's Fund-supported organizations. No single approach can reach everyone, so multiple communication tools will be used to reach the audiences listed below. This section is meant to provide information on the initial communications and outreach for implementing the Healthy Children's Fund. Techniques will be evaluated, modified, and changed as needed to meet the needs of the audiences outlined below to the extent feasible.

Some groups have traditionally faced challenges accessing funding and navigating government systems. This has included in-home care providers, people who lack internet access, rural residents, BIPOC community members, and others. WCHCS's communication and engagement activities for the Healthy Children's Fund will work to engage and get participation from people in these groups. Particular attention will be paid to providing language and translation services as well as relationship-building with potential partners.

Below are the communications tools currently available, and how WCHCS will be using them to communicate with various audiences. These audiences include but are not limited to:

- Community partners,
- Organizations and individuals that may apply for funding,
- Families that would benefit from programs and services, and
- People who live in Whatcom County who are interested in the Healthy Children's Fund.

Healthy Children's Fund Webpage

<https://www.whatcomcounty.us/4069/Healthy-Childrens-Fund>

A dynamic, central hub for information for all stakeholders. Content will be reviewed and updated at least quarterly, and specific information will be updated as needed on a more regular basis. The webpage will include:

- Annual reports and two-year evaluations
- Information on how money is allocated and how funding decisions were made
- A place for community members to ask questions or provide feedback at any time
- Calendar of events that would include things like educational opportunities, funding deadlines, and advisory group meetings
- Signup forms for different types of information

Email Newsletters

Email lists will be set up for community partners and the audiences identified above. Interested individuals and organizations can opt-in to receive targeted communications. Newsletters will be sent on an as-needed basis, not less than once per quarter. Examples of topics that would be included in these newsletters:

- Training opportunities and webinars
- Proposal deadlines
- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

Printed Materials

Newsletters, flyers, and other materials will also be formatted for physical distribution, as not everyone has access to online communications. Which materials are most appropriate for print

and logistics still need to be determined. This includes physical transport, locations, and which organizations would benefit from physical copies.

Social Media

WCHCS utilizes a variety of social media channels to communicate with the public. Currently, this includes Facebook, Instagram, and NextDoor. These channels are meant to reach a broad audience regardless of whether the viewer is a business, community member, parent/caregiver, or other interested parties. One of the benefits of using social media is that it allows partner organizations to share and amplify the message to reach the broadest possible audience.

Examples of social media topics:

- Surveys and other feedback opportunities
- Publication of annual reports and two-year evaluations

News Flashes

Similar to social media, news flashes are a feature of the WCHCS website that will send an email to a general list of people interested in public health news, media outlets, and reporters who have subscribed. News flashes also appear on the WCHCS homepage for people who are not subscribed and who do not use social media. Examples of news flash topics would be the same as those referenced in Social Media.

Metrics and Evaluation Planning

Building strong data collection and rigorous evaluation practices is essential to maintain short and long-term accountability. As the fund administrator, WCHCS will facilitate the evaluation and performance measurement plan development and implementation. WCHCS will work collaboratively with the Child & Family Well-being Task Force and other key stakeholders to design, implement, and report evaluation processes, and will leverage other external resources as needed to ensure successful high-quality and efficient evaluations.

The following overview presents the overarching goals, approaches, principles, and framework that will guide the evaluation and performance measurement of the Healthy Children's Fund. As programs and services are selected in 2023 and beyond, the metrics and evaluation framework will be further refined. A more detailed and operational Evaluation and Performance Measurement Plan will be completed by December 2023 and submitted to the Whatcom County Council, with updates as needed thereafter. These updates will also be provided as part of the Healthy Children's Fund Annual Report, delivered by the Child & Family Well-being Task Force.

Evaluation Timelines

The Healthy Children's Fund ordinance states, "Every other year, a qualified independent auditor shall conduct a performance audit of the Healthy Children's Fund."

Transparent and thorough evaluation is a critical component of the Healthy Children's Fund. Results for the initial two-year evaluation will be influenced by the startup period and will focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Metrics

To measure how well children and families are thriving in Whatcom County, quantitative and qualitative data will be used to help identify our communities' strengths and assets to address community-identified gaps and needs. The data will guide the implementation of the Healthy Children's Fund and provide an understanding of where disparities in health and well-being exist and where additional support and resources are needed.

Results-Based Accountability

The [Results-Based Accountability \(RBA\)](#) framework and methodology were used during the implementation planning process, especially to define metrics and develop the evaluation plan. RBA is a national model and provides a disciplined, data-driven decision-making process to help communities and organizations take action to solve complex problems (Clear Impact, 2022). RBA makes a distinction between **population accountability** through population indicators which assess the well-being of a whole population, and **performance accountability** through performance measures, which assess the well-being of the clients directly served by programs. This framework will be used for all HCF metric reporting and evaluation processes.

Population Accountability

To measure and monitor overall progress towards the overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten Readiness, all Whatcom children, race & ethnicity, gender, & income
- Child Abuse and Neglect, Whatcom children ages 0-17

Kindergarten readiness data, disaggregated by subpopulations, is an important indicator of community progress toward the kind of conditions that promote child and family well-being, as well as a revealing gauge of inequities. "Kindergarten Readiness" refers to data collected by the Washington State Office of Superintendent of Public Instruction (OSPI). All public schools and some tribal nation schools use a process called the Washington Kindergarten Inventory of Developing Skills (WaKIDS). WaKIDS measures developmental skills on a strengths-based continuum in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math.

Kindergarten readiness is the most widely used data point in Washington State to understand what experiences a child may have before they enter kindergarten. It is used to inform how best to support their transition between early learning or home into the classroom. It is recognized that children are always ready for kindergarten; this measure is about the readiness of the system and adults to serve each child where they are.

"Child Abuse and Neglect" refers to children identified as victims in reports to Child Protective Services that were accepted for further action per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition, other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

It is important to note that the Healthy Children's Fund is just one initiative that will contribute to improving population-level change, along with other sectors, funders, and partners in the community. For example, the indicator of increasing kindergarten readiness depends on the combined work of Healthy Children's Fund programs along with many others: other local, state, and federal agencies, other local initiatives, and community-based organizations working together in alignment

All data have limitations that should be considered when interpreting and using data analysis. See [Appendix V](#) for data notes and limitations for the measures of kindergarten readiness and child maltreatment.

Headline and secondary indicators (population-level) will be used to measure and quantify results within the HCF's two priority areas: early learning and care and supporting vulnerable children.

- **Headline indicators** are aspirational, long-term population-level indicators that allow administrators to examine trends and patterns of change for the entire Whatcom County population as well as within population groups. Population-based indicators are about a population, for example, children ages 0-5 in Whatcom County. We will also track secondary indicators, which will further inform our understanding of population-level changes.
- **Secondary indicators** are supporting indicators that describe the status of children and families in Whatcom County and are often used as intermediary data to understand the steps needed to achieve headline indicators. Headline and secondary population-level indicators will be used to align partners and HCF investment strategies, guide program design, and maximize the potential for achieving HCF results.

Through the RBA framework, the Implementation Plan team consulted with the Child and Family Well-being Task Force, the Ordinance writing group, Healthy Whatcom, and the Whatcom County Child Care Coalition to develop and select headline and secondary indicators. Headline and secondary indicators were defined for each focus area of early learning & care (affordable, accessible, high-quality, and professional) and supporting vulnerable children (mental and behavioral health, homelessness, and supporting parents).

Indicators were selected based on the following criteria:

- **The availability of reliable data.** Are high-quality data available on a timely basis? Are they reliable by geography, race, ethnicity, or socioeconomic status?
- **How easily the indicator can be understood and effectively communicated.** Is this indicator easy to understand? Is it compelling?
- **If the indicator says something of central importance about the result?** Or if it is peripheral? If the indicator moves in one direction, do others follow?
- **Whether or not the indicator is a population-level measure.** Is it about a population (for example, children in Whatcom County) or only about individuals directly served by programs?

Headline and secondary indicators will be reported annually or as data is available and are subject to change over the life of the levy. Data will be shown over time and disaggregated as appropriate (e.g., by age, race/ethnicity, geography, socioeconomic status, and gender, where data are available). Disaggregation is critical in assuring partners are aligned and investments are prioritized to maximize the potential for eliminating inequities.

To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.

It is important to note that useful and meaningful data at the local level is limited and that collecting and managing reliable, valid, and replicable population-level data is resource-intensive. If an identified and prioritized indicator is not currently being collected, it was placed on the data development agenda (DDA). WCHCS will determine the feasibility, timing, and resources needed to collect the necessary data and prioritize accordingly. When possible, WCHCS will leverage the methodology implemented by past relevant studies (i.e., Child Care Demand Study) and will work with state-level agencies to improve the completeness of current data sources. See [Appendix VI](#) for the headline and secondary indicators selected for each focus area. As strategies evolve over the levy's life, some of these metrics will need to change. [Appendix VII](#) describes the population health data sources for both the headline and secondary indicators.

Throughout the levy, innovative strategies will be implemented that demonstrate results that further inform the field of early learning & care, increase the evidence base, and demonstrate impact on outcomes for low-income and vulnerable children. WCHCS will report headline indicators on the number of innovative solutions that demonstrate valid results which further inform either

- the field of early learning and care

- approaches or practices that impact the disparities experienced among low-income and vulnerable children

In addition to the data development agenda indicators WCHCS will investigate ways to retrieve additional population-level indicators that can further inform the community's needs and assess the impact of the HCF. Some of the topic areas include:

- Perinatal mental health
- Behavioral and mental health provider service delivery constraints
- Availability of mixed-delivery systems
- Sustainability of child care programs
- Rates of homelessness for children 0-4

Performance Accountability

Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. The impact of HCF strategies on children and families directly served by programs will be measured using performance measures. Performance measures that will be collected and reported by a funded program or agency will include the impact on the intended recipients and will include both quantitative and qualitative data. These reporting mechanisms will offer another opportunity for parents and caregivers to provide both quantitative and qualitative input and feedback on their needs being met and satisfaction with the received program or service. Performance data will be collected by the program or agency once the HCF contracts are implemented. WCHCS will collect and report performance measures on the programs or services we directly implement.

To ensure that the HCF's activities contribute to population-level change, programs must align with the headline and secondary indicators, and overarching results. Requests for Proposals will require organizations to be responsive to the headline and secondary indicators. RBA also sets a framework for community involvement and partnership, identifying where we are now and determining what strategies we will use to make the changes we are seeking. HCF's framework for evaluation includes looking at population-level change as well as the impact on individuals and families directly served by our programs.

Evaluation Planning

Goals and Approach

The evaluation of HCF strategies and programs should demonstrate that public funds are being invested wisely and that funded strategies are making progress toward HCF results and advancing equity across Whatcom County. It is also essential that through HCF strategies, Whatcom County is nurturing innovation and contributing to an evidence base that will equip the County and its partners to do better over time in producing results for Whatcom County children and families.

Using evaluation and performance measurement, WCHCS will seek to answer one overarching question: *To what extent has the Healthy Children's Fund improved the health and well-being and advanced equity for young children and their families in Whatcom County?*

The primary goals of evaluation and performance measurement will be to inform strategic learning and accountability (Global Family, 2022).

- **Strategic learning** is the need for real-time data to inform ongoing work and to understand which strategies are effective and why. This can inform course corrections, document learning opportunities, and improve how programs are conducted.

- **Accountability** is the need to hold entities responsible for the activities they were given funding to do and to determine if a credible case can be made that the work contributed to HCF results. This is different from evaluations designed to prove definitive causality, which may be planned for a subset of strategies.

Data and evaluation processes will strive to align performance measures across related HCF strategies and to facilitate comparisons across similar types of programs and services. WCHCS will also seek to identify learning opportunities and unintended consequences of HCF activities, both positive and negative.

The following outlines our overall approach to evaluation and performance measurement:

- Measuring the performance of projects and evaluating the effects of the HCF is important to produce the best results, learn and innovate based on experience, and ensure the most effective use of public funds.
- Encompass a range of evaluation and measurement techniques, prioritize evaluation resources to have the largest impact, and leverage other resources and evidence where possible.
- Ensure evaluation and performance measurement of the HCF adhere to the highest professional standards of the evaluation and scientific fields.
- Produce timely and clear communication of results – inclusive of both achievements and failures – to increase accountability and build and sustain public trust.

Evaluation Principles and Advancing Equity

The evaluation will use guiding principles drawn from the [American Evaluation Association](#):

- Systematic inquiry: Conduct systematic, data-based inquiries.
- Integrity: Display honesty and integrity in the evaluation process.
- Respect for people: Respect the security, dignity, time, capacity, and interests of participants and stakeholders.
- Cultural competence: Recognize and respond to culturally-different values and perspectives to produce work that is honest, accurate, respectful, and valid.

Furthermore, evaluation will be guided by the foundational principles embedded in the work of the Child & Family Well-being Task Force: advancing equity, with specific attention to racial equity; engaging families in the work; and using results-based approaches.

Evaluation and performance measurement will examine to what extent and in what ways HCF is advancing equity in Whatcom County. Data gathered through evaluation and performance measurement will support our collective knowledge as we disaggregate population-level indicators and performance measures by race, ethnicity, geography, socioeconomic status, and gender, as available. The evaluation processes will support grantees' gathering of narrative reports on improvements made to better serve diverse communities, as well as gathering feedback from those served about how services incorporate equity goals.

The evaluation process will:

- Disaggregate population-level indicators and performance measures as available
- Ensure community and program narratives are collected and shared back with opportunity for context and reflection
- Ensure meaningful and respectful engagement with the community
- Seek to present a complete data story of both strengths as well as disparities
- Ensure evaluation processes and results are accessible (i.e., translation)

Evaluation and Performance Measurement Plan

The Healthy Children's Fund Evaluation and Performance Measurement Plan that will be completed in December 2023, will specify performance measures and qualitative methods after the specific program or service investments have been defined. Using the Results-Based Accountability (RBA) framework, the evaluation plan will draw from both qualitative and quantitative methods. As appropriate, the evaluation may include case study, cross-sectional, pre-post, and/or quasi-experimental designs. Using a participatory approach (Krieger, 2002), the WCHCS Health Information & Assessment Team (HIA) will work closely with county leadership, staff, external evaluators, the Child and Family Well-Being Task Force, and other relevant advisory bodies and subject matter experts to optimize performance monitoring and evaluation. For example, we will:

- Prioritize evaluation questions within allocated resources
- Develop logic models, indicators, performance measures, and/or data collection protocols
- Review findings
- Develop dissemination materials and reports

WCHCS will facilitate the evaluation and performance measurement plan development and implementation in collaboration with the Child & Family Well-being Task Force, external evaluators and other key community stakeholders. WCHCS will be responsible for ensuring the collection and management of quantitative and qualitative program performance metrics and the retrieval and reporting of the population outcome, headline, and secondary indicators. WCHCS will provide technical assistance and support to HCF community partners on data collection, management, reporting, evaluation, and quality improvement processes at the program level.

As outlined in the Healthy Children's Fund ordinance 2022-045, reimbursements to the County for administrative costs, evaluation, and overhead shall be limited to nine percent of levy proceeds, with up to three percent used for auditing and evaluation. Evaluation processes, including investment in data collection activities, will be designed and developed based on the annual allowable and allocated funding and are prioritized expenses within the Administrative budget in years one and two.

Evaluation Levels

The HCF evaluation is conceptualized to answer process and impact questions at four levels. Within these four levels, different types of evaluation may be applied. Examples of questions include:

- Population Level: What was the combined impact of HCF investments on population-level indicators of health and well-being? Did HCF contribute toward equity at the population level? What improvements in services, systems, and social and physical environments did HCF investments contribute to? What were the lessons learned about barriers and contributors to success?
- Strategy Level: What improvements in health and well-being were experienced by relevant populations or individuals served within a strategy area? What improvements were made in relevant services, systems, and environments?
- Program Level: What improvements in health and well-being did individuals experience? What improvements were made in how well and how many clients were served?
- Process Level: How effectively is the Whatcom County government administering the Healthy Children's Fund? What internal processes did the County implement to ensure

transparency and accountability of itself and fund partners? To what extent are the county contracting processes clear, standardized, and timely?

For more information, see [Appendix VIII. Evaluation Types and Influencing Factors](#).

Population-Level Evaluation. Population-level analyses will use quantitative and qualitative data to evaluate the effectiveness of the fund as a unified whole and allow all HCF stakeholders to understand how/if levy investments are positively impacting HCF results:

- Increase in kindergarten readiness for all children
- Reduction in the disparities experienced between sub-populations in kindergarten readiness
- Decrease in child maltreatment

WCHCS will contract with an external evaluator every two years who will consult with the CFWBTF on the development and publication of the evaluation. The evaluation will include feedback from stakeholders, HCF recipients, and providers and include recommendations for improvements.

Strategy-Level Evaluation. Following the population-level approach, each strategy area will have established headline and secondary population-level indicators to monitor and assess the impact of funded strategies. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results. Through the RBA framework, we will define how HCF will contribute to improving headline indicators.

Tracking headline and secondary population-level indicators at regular intervals will allow the HCF administrators to examine trends and patterns of change for the entire Whatcom County population as well as population groups. This population-level data gathering will help to guide and inform HCF investments and program design. Qualitative evaluation methods will be used to provide complementary information to help gain an in-depth understanding of the impacts on and results in specific communities. Local data collection and assessments will provide an opportunity for families, caregivers, and service providers to give input, feedback, and information regarding ongoing challenges and barriers to receiving and providing care. Within the strategy areas, WCHCS will leverage external evaluators to assess the overall impact within focus areas (i.e. early learning & care affordability, accessibility, child homelessness, etc.).

Program-Level Evaluation. Program-level evaluation will be conducted by tracking performance measures that are specific to HCF-funded programs and activities. Performance measurement refers to the ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals. Performance measures are collected routinely, are used to summarize how a program is being implemented, and are responsive and adaptive as the program evolves (Tatian, 2016). Tracking performance measures allows the County to measure what the HCF programs accomplish and how the programs impact the children, families, and communities who are directly served. For example, performance measures will allow for tracking and reporting of how many early learning and care slots were created, and the cost of each slot by fund allocation. At a minimum, each program will have a performance measure in each of the following three domains:

- **How much was done?** Tracks numbers such as people served, or staff trained.
- **How well was it done?** Tracks the rate of how well a service was provided, such as improved access, timeliness, or appropriateness of service.
- **Is anyone better off?** Tracks how much change was produced and the quality of change, such as improved health and well-being.

Performance measures will inform continuous quality improvement efforts throughout the life of the HCF levy and will be:

- Determined in the development of requests for proposals (RFPs), or specific project-level funding approaches
- Identified and developed for each program
- Incorporated within contracts
- Reviewed on a pre-determined and regular basis over the life of the levy.

Performance measures will vary across programs, duration of services, type of activity, and duration of funding and likely be a combination of quantitative and qualitative data, including participant satisfaction and feedback. Contractors will regularly report performance measures as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures will be identified in RFPs, program performance measures will be finalized in partnership with the funded organizations. When possible, performance data will be reported through existing data collection systems to avoid duplication in efforts. WCHCS will aim to not add undue burden to grantees who may be reporting similar performance metrics to other funders, and we will ensure performance measures are meaningful to grantees. Where feasible, WCHCS will align reported performance measures across HCF activities and other community programs, initiatives, and funders. Performance measures will also be established for programmatic activities directly conducted by the WCHCS.

Process Evaluation. The Healthy Children's Fund is designed to improve early childhood learning and vulnerable family outcomes by being innovative and making investments in strategies focused on child and family-centered prevention efforts. To meet the demand for the services outlined in the implementation plan, the Whatcom County government will need to work with a variety of licensed operators, including early learning centers of all sizes, preschools, licensed-family homes, nature-based programs, and many others. Some of these programs will have little or no experience contracting with the government, and it will be important to reduce barriers and administrative burdens related to contract management and compliance so that resources are spent providing quality programming for children and families.

To ensure the Whatcom County Government identifies and removes barriers by improving internal systems, the Whatcom County Executive's Office, with consultation from the Child & Family Well-being Task Force, will retain an external government audit organization for a multi-year contract. A key component of the external audit will be to analyze the effectiveness of fund administration on the success of the Healthy Children's Fund and identify areas for improvement and development, especially in the early years of implementation.

The audit will include, but not be limited to:

- The funding opportunity development process, including stakeholder and internal review
- Execution of fund priorities, including average time from the finalization of funding opportunities to the advertisement, review, selection, and finalization of contracts
- Extent to which the application and contracting processes are clearly articulated and accessible for a diverse applicant pool
- Contractor experience with county processes and timelines, based on contractor feedback
- Extent to which the process identifies and reduces barriers to entry for a diverse applicant pool, including small entities, and non-native speakers

- Provision of technical support for submitting funding proposals, contracting, financial, and reporting support available for providers and individuals new to government process to successfully navigate these processes
- Contracting follows innovative methods within the parameters of the County's legal and financial codes and policies to support individuals and organizations
- Ease for contractor in initial new contractor reimbursement set-up process
- Invoicing process, including standardization and streamlining for contractors
- County payment timeliness to contractors upon receipt of correct and complete invoices
- Recommendations for improvement and a review of progress on previous recommendations

Evaluation Timelines

HCF strategies and programs will begin at different times and reach their respective conclusions on different schedules. Strategy and program-level evaluations will occur after two years of implementation have been completed. WCHCS recognizes the complexity of incorporating new data reporting and evaluation processes and will work with each funded organization on reporting timelines. Some data may be readily available, and system upgrades or changes will sometimes be needed before access and reporting. When possible, data already being collected through existing data collection systems will be used. Evaluation timelines will accommodate these factors:

- When the program started, or when funds became effective
- Time needed until each indicator can be measured
- Point at which a sufficient number of individuals have reached the outcome to generate a statistically reliable result
- When indicator data will be available
- When baseline data will be available if needed
- Time and budget needed for data collection, analyses, and interpretation of qualitative data
- Contractual requirements for reporting process and results from data

Engagement with Key Stakeholders

WCHCS has developed this plan by working closely with other stakeholders to support the HCF implementation through the best available science and data, establishing baseline data, and coordinating with other initiatives in Whatcom County. The following stakeholder perspectives have been and will continue to be essential to evaluation and performance measurement development and implementation:

- Whatcom County Council
- Public Health Advisory Board
- Child and Family Well-being Task Force
- Healthy Whatcom
- Generations Forward
- Perinatal Mental Health Task Force
- Child Care Coalition
- Whatcom Early Learning Alliance
- Whatcom Taking Action
- Local Prevention Coalitions

Throughout the levy, additional stakeholders will be engaged, as needed and appropriate.

Transparency in Reporting and Dissemination of Products

WCHCS is committed to ensuring accessibility, understanding, and engagement in the HCF's evaluation and performance measurement activities. Data and reports on population-level indicators, performance measures, and evaluation findings will be timely and readily accessible. Publication of these products will be based on data collection processes, availability, and systems development and will, at minimum, be on the HCF website. Below are examples of the data products and reports WCHCS will generate.

Annual Health Children's Fund Report. HCF Annual Reports will provide data on the performance of levy-funded activities, including progress toward meeting overall levy goals and strategies, headline indicator measurements, performance measures, lessons learned, and strategies for continuous improvement. The Task Force, with the support of the WCHCS, will write and deliver the annual report to the public and the County Council.

HCF Annual Reports will also include:

- Any updated performance measure targets for the following year of HCF programs with information on the reason for any substantive changes
- Recommendations on program and/or process changes to funded programs or strategies based on the measurement and evaluation data or any other eventuality resulting in the need for substantive changes
- Any recommended revisions to the HCF Evaluation and Performance Measurement Plan
- Recommended performance measures and performance measurement targets for each HCF strategy, as well as any new strategies that are established

Dashboards. WCHCS HIA Team will develop dashboards that reflect key indicators of population results that communicate results quickly and visually. These dashboards will be web-based and accessible to stakeholders, the community, and the public. Indicators will be disaggregated by age, race, ethnicity, geography, socioeconomic status, gender, and other key demographic characteristics, where data are available. The data will be made available based on the data source and collection methods; therefore, reporting will vary in frequency (i.e., quarterly, annually, etc.)

Other Products. WCHCS staff will work with community partners to identify meaningful products for stakeholders, such as success stories and program reports. These may describe the strategy, stakeholders' roles, reach, impact, critical incidents, key decision points, and lessons learned. These types of products will allow for the reporting of more short-term or immediate impacts or successes. Ad hoc products such as infographics and technical assistance related to data or evaluation findings for stakeholder presentations will also be considered.

Examples of the items that will be included in the full evaluation plan:

- The processes for collaboration on evaluation between the CFWBTF, external evaluators, and the WCHCS
- The specific data systems and process for collecting, analyzing, and reporting performance and population-level data
- A data development agenda prioritization plan
- Frequency in reporting population-level indicators and performance measures
- Types of technical assistance WCHCS will provide to HCF partners on data collection, analysis, and evaluation and quality improvement

Next Steps and Conclusion

The Healthy Children's Fund offers a rare opportunity to make targeted, science-based investments that support our youngest residents, which will ultimately benefit our workforce and economy, our social service and criminal justice systems, and the very fabric of our community. As the Fund Administrator, WCHCS recognizes both the generosity of voters to support children and families, and their explicit expectation that the programs and services supported by the fund be effective. Our sincere goal is that children and families will greatly benefit from the impactful and sustained investments proposed in this plan, and that our community will be changed for the better because of the foresight and commitment by voters to improve every child's first years.

Strategies for funding in both Early Learning & Care and Supporting Vulnerable Children are at different readiness levels for implementation; some are at the early stages of planning, some have plans in place but have not been implemented, and some expand and enhance existing programs and services that meet the goals of the Healthy Children's Fund. Some strategies, such as housing support for vulnerable children, will be relatively easy to implement using existing County staff and processes; others, such as childcare subsidies, will require the design of completely new programs and the development of entirely new processes for the County. In recognition of this, implementation will be phased, focusing the first funding opportunities on those strategies most ready to implement, in alignment with the spending plan.

To effectively administer the fund and achieve the priorities under this plan, Whatcom County will need to hire new staff, work with the community to develop provider capacity, and commit considerable effort to designing programs that meet the goals of this plan while complying with federal, state, and local laws and regulations. We anticipate that a significant amount of time and energy in years 1 & 2 will be spent evaluating current processes for effectiveness while building the infrastructure and systems necessary to effectively deliver on the promises of the Healthy Children's Fund in subsequent years.

Upon the approval of this implementation plan for years 1 & 2, an Implementation Team will form to ensure the questions outlined in this document are answered and implementation is effective. The team will be composed of staff from county government working alongside representatives from advisory bodies such as the Child & Family Well-being Task Force, Healthy Whatcom, and subject matter experts, including those with lived experience and those impacted by the decisions and processes of the Healthy Children's Fund. The Implementation Team will be responsible for:

- Developing a phased funding approach including:
 - assessing readiness and prioritizing amongst the approved strategies which funding opportunities to launch first,
 - conducting research on program design, and
 - drafting funding opportunities as strategies are ready to move forward with the expectation they will be released throughout 2024.
- Building strong relationships with new and current community partners, especially those within underserved areas and populations in Whatcom County.
- Finalizing and implementing the process and performance evaluation plan for the Healthy Children's Fund. Since funding opportunities will begin being advertised in Fall 2023, we anticipate the first round of contracts to be executed in 2024. Given this timeline, the initial two-year evaluation will primarily review the startup period and will

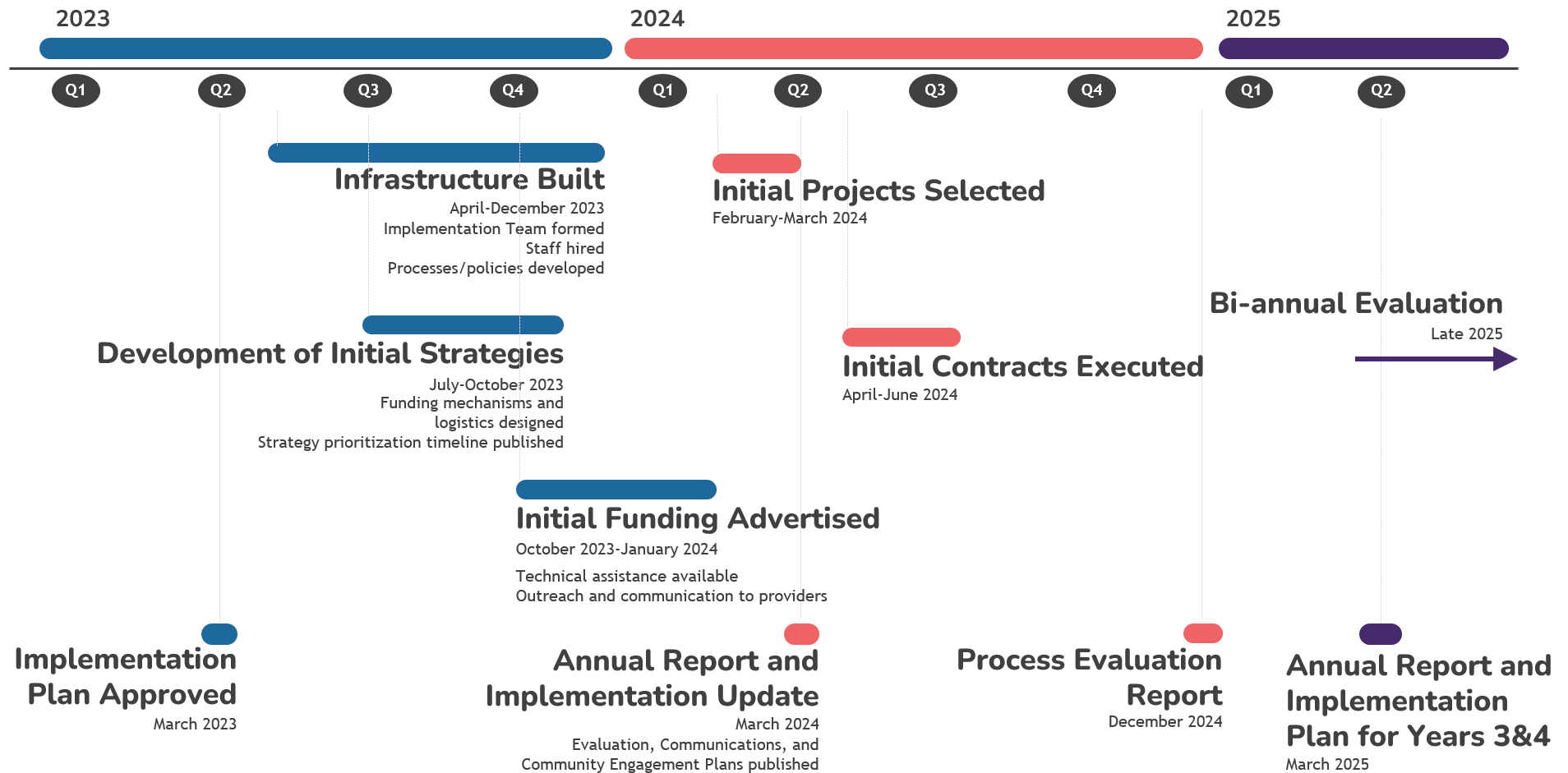
focus primarily on administrative processes and initially-funded programs. Subsequent evaluations will encompass a broader array of HCF programming.

Beginning in March 2024, the Child & Family Well-being Task Force, with support from WCHCS as fund administrator, will submit an Annual Report to the public and Whatcom County Council on progress made toward the Healthy Children's Fund goals, outcomes, and metrics. At that time, the Implementation Team will also provide updates on the evaluation, communication, and community engagement plans.

Updates will be made to the Implementation Plan every two years and will reflect allocation adjustments based on information provided in the biennial evaluations, recommendations from the Child & Family Well-being Task Force, emergent community needs, and changes in state and federal funding availability. Evaluation will be ongoing but will be published every two years, informing planning for the following two years.

In recognition of this phased approach, WCHCS has developed a draft project timeline for 2023-2024, available on the next page. As this is a completely new initiative, dates are subject to change based on several factors, including the ability to hire staff to complete Healthy Children's Fund objectives.

Healthy Children's Fund: Expected Timeline*



* This timeline offers a sequence and expected dates for initial strategies: those that are most ready to implement. Subsequent strategies will roll out as the necessary internal infrastructure and external capacity of potential funding recipients is built. All dates are based on current understanding and may shift as new information emerges and circumstances change.

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Appendices

Appendix I. Community Plans

Community Research & Assessments

- [Bringing the 'Help Me Grow' Framework to Whatcom County \(2022\)](#)
- [Whatcom County Child Care Assessment: EcoNorthwest \(2022\)](#)
- [Permanent Solutions to Child Care Affordability in Whatcom \(2021\)](#)
- [Child Care Demand Study \(2021\)](#)
- [Whatcom Early Learning Alliance's: Family Needs Survey \(2021\)](#)
- [Fiscal Map for Licensed Child Care in Whatcom County \(2021\)](#)
- [COVID-19 Community Health Impact Assessment \(2021\)](#)
- [Newborn Home Visiting Pilot Program \(2019\)](#)
- [Community Health Assessment \(2018 \)](#)

Community Plans & Reports

- [Whatcom County's Community Health Improvement Plan \(2022\)](#)
- [Child and Family Well-being Task Force Phase II Report \(2022\)](#)
- [Child and Family Action Plan \(2020\)](#)
- [Whatcom County's Strategic Plan to End Homelessness \(2019\)](#)

Appendix II. Advisory Group Feedback Themes

# of comments	Themes	Summary Descriptions of Feedback	Response <i>Note: Implementation Plan is abbreviated as IP. WCHCS is Whatcom County Health and Community Services, formerly the Whatcom County Health Department</i>
137	Evaluation/Metrics		
43	Evaluation of Fund Administration		
	Themes	Without external evaluation of fund administration and finances, county is not being held accountable for its role/actions.	A section was added to the Implementation Plan (IP) describing the process evaluation of fund administration, conducted by an external, independent auditor. Expanded the population-level evaluation section to explain the use of the external evaluator every 2 years to measure the overall performance of the Healthy Children's Fund. Also stated in the program evaluation section that performance measures will also be established for programmatic activities funded by the Healthy Children's Fund to measure progress toward outcomes.
		Ordinance clearly calls for an external evaluator. How will that be addressed in this plan?	
		Citizens' distrust of government was intended to be offset by an external evaluator.	
		Need to evaluate the length of time from application to fund distribution.	
	Requested Solutions	Fully fund external evaluator, up to \$300k.	
		Commit to at least a 2-4 year contract with external evaluator.	
		Make sure RFP for external evaluator is competitive.	
23	Repeated request for specific measures:		
		# of child care slots created	Early learning slots and cost per slot will be tracked. IP updated to make that more clear that it will be captured overall and by geography and focus area.
		cost per child care slot created	
		K-readiness by race	More information about the availability of local data was added to the IP, and the prioritization of data that WCHCS will collect themselves. Whenever possible, data by race, income, and geography will be shared.
	9	parent/family satisfaction/feedback	Parent satisfaction will be collected as a part of several secondary indicators; IP edited to make this more clear.
15	* K-Readiness		
	Themes:	What is the definition of Kindergarten readiness?	Updated the Implementation Plan (IP) to include details on K-readiness: what it is, what it is not, and why it is being used. Also added an appendix about the limitations of the available data.
		Concern about using "kindergarten readiness" as a measure.	
		Disaggregated by race	
	Solutions:	At the very least, a recommendation is to change language. Rather than referring to kindergarten readiness which is ambiguous and for which there is no universally accepted measure, let's talk about helping children meet widely held developmental expectations that will help to ensure a successful kindergarten experience.	

		update language re: k-readiness to show challenges within that data point.	
		Suggestion to change terminology from "all children ready for kindergarten" to something like "all children performing at a level appropriate to their development"	
	Other Evaluation		
9	Request for clarity around community involvement (majority re: Child and Family Well-Being Task Force) in evaluation plan	A section on community engagement was added to the Evaluation section to clarify how advisory groups and other community entities would be engaged.	
5	Request to compile/share stories/qualitative data about impact	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.	
5	Requests around communication of evaluation (website, reporting, etc.)	Added: The data will be made available based on the data source and collection methods, therefore reporting will vary in frequency (i.e., quarterly, annually, etc.) to both transparency in findings and reporting and dissemination products. Also added a Communications section to the IP to describe the different methods we will use to share progress.	
4	Request to rewrite evaluation (sometimes the entire plan) to manage expectations better: not much change can be expected on these types of systemic issues in two years.	Language was added under external factors impacting evaluation, recognizing that it will likely take several years to demonstrate an impact on the HCF overarching population-level results.	
4	Request to increase evaluation budget.	Evaluation budget was increased to support bi-annual contracting with an external auditor of the fund administration and the HCF overall.	
3	Request to clarify evaluation timeline.	Added that the effectiveness of the fund as a whole will be evaluated every two years. The evaluation timeline section includes what factors will impact the timeline of any evaluation process. Added a draft timeline to the IP.	
3	Concern and request for clarity on the burden of data collection on recipient organizations.	Added: Performance measures will be reported by grantees regularly as appropriate to the program or service. WCHCS recognizes the complexity and potential challenges with new data collection and reporting processes. While drafted performance measures may be identified in funding opportunities, program performance measures will be finalized in partnership with funding organizations. When possible performance data will be reported through existing data collection systems to avoid duplication in efforts.	
2	Request for info on how evaluation elevates equity/includes all voices	Added: To fully understand the impact of the Healthy Children’s Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and	

			services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and create an avenue for parents to give feedback and input on services and programs. The methodology used will ensure the design and implementation processes will respond to culturally-different values and perspectives and be able to capture diverse voices.
	OTHER/OVERARCHING		
22	Focus on low-income		
	Themes:	Problematic language needs to be addressed, particularly as relates to BIPOC	WCHCS has worked closely with Whatcom County Finance and Legal Departments to identify how to distribute funds effectively and legally and significant updates happened between the draft shared with community advisory groups in January and the draft submitted to Whatcom County Council in February. An equity statement was added, the governmental roles section revised and now includes several other entities, and the explanations for each strategy have become more specific and in many cases more detailed and the focus on low income only remains where it is a key element, such as subsidies for low-income families. Where questions remain about funding mechanisms, those questions have been elevated as being researched over the next year with more specifics to be shared with the next steps for each strategy (for instance if a funding opportunity is released.) Models from other WA entities are being investigated for use as models for Whatcom County.
		Focusing on target populations decreases the impact HCF can have on systems as a whole and all children 0-5. Preference for targeted universalism.	
		Why can other jurisdictions do this? KC/BSK, WA/FSFK	
	Solutions	the WCHCS equity statement should be incorporated into the Governmental role section	
		P? - Accepting the limitations of the government; would like to hear " working with legal, finance, community to overcome these limitations"	
		governmental role section feels like it may be missing a lens of how case law/ practice of the interpretation of the Gift of Public Funds may differ than the current thinking here	
18	Equity		
		Concerns about equitable access to funds; creating barriers instead of alleviating them	Changes were made to make the steps WCHCS are taking more clear, and this was added to Outstanding Questions so that it is researched thoroughly. A process evaluation should support this as well.
		Specific and more general language concerns and requests to make language more respectful and anti-racist	A member of WREC reviewed the draft and helped update language.
		Request to more explicitly fund/prioritize BIPOC and rural communities.	Criteria to identify strategies explicitly referenced these underserved groups.
		How will assessment be done to make sure the most vulnerable populations are actually being served and supported and in the ways their communities want and need?	Added: To fully understand the impact of the Healthy Children's Fund on parents and caregivers, regular assessments of the needs, barriers, and challenges to getting care and services will be conducted. Local assessments will provide the opportunity to collect quantitative and qualitative data to investigate progress toward the fund's desired results and

			create an avenue for parents to give feedback and input on services and programs. The methodology will ensure that the design and implementation processes will respond to culturally different values and perspectives and capture diverse voices.
11	More detail/too vague		
		Concerns that strategies/contracting are too vague and don't give enough specifics; request for clear mechanisms	More detail has been added to each Strategy description to make mechanisms more clear when they are known. More specifics have also been added to the Funding Mechanisms section (formerly Contracting) to be as specific and clear as possible. That said, not all details have been determined. Outstanding questions on funding mechanisms have been added where they are known. As the plan is implemented, and effective and legal mechanisms are researched and adopted, more details will be made available and outreach will be done to encourage applying for funds.
		Concerns that too much detail will decrease flexibility and keep providers from participating	Flexibility has been top of mind, and wherever possible, the IP team has tried to provide details while also making it possible for different choices to be made if circumstances or understanding of an issue changes.
		Request to reference in-home care providers, and/or to have "a more grassroots look at providers and more systems level approach to behavioral health programs for children"	Smaller providers are referenced several times, and WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
9	County		
		Concern/request for county commitment to improving internal processes	See Evaluation of Fund Administration under Evaluation/Metrics, above.
9	Credentials		
		Credentialing requirements don't seem well understood/included in the plan	Details on ECERS and other credentialing were clarified in the Strategy sections.
		Concerns about using ECERS as a measure of care	
		Concerns about a focus/bias for licensed and against legal but unlicensed providers	WCHCS is researching effective and legal ways to ensure as many providers as possible are able to access funding. Some of this research is still underway, but open questions have been added to each section to attempt to capture this.
6	Admin		
		Concerns/request for advisory groups to review the administrative budget	All supplementary budget requests will be available for public review and comment. The request specifically related to the IP will be available during public comment periods for the County Council meetings on Feb 21, Mar 7 and Mar 21, 2023.

6	Definitions		
		Word choice: drop mental health counselor	This term has been removed from the IP.
		"Vulnerable children" meant different things to different people"	Because there can be different definitions, the definition of "Vulnerable children" used in the plan is the same definition used in the Ordinance to establish the Healthy Children's Fund.
		What does "mental health" mean here?	Mental health and its importance is discussed within the Support for Vulnerable Children sections.
	Other		
5	Long-term/Questions	can we name the challenges and the unanswered questions somewhere with an asterisk in the implementation plan. people just want us to name it.	Where applicable, outstanding questions have been added to the IP to more clearly state the work needing to be done as the fund is implemented. A description of a new entity, the Implementation Team was also added to better clarify the work ahead.
3	Reserves	Concerns about using 25% reserves: council could decrease amount; Concerns that reserves won't be transparent and explained fully each year	Reserves have been clarified so it's clear that carryover is allowed from year-to-year; also an explanation of 2023 as a start-up year that will use only a portion of the funds and hold the remainder in reserve for projects in later years. Reserves and expenditures will be shared openly every year.
43	Community Engagement		
17	Child and Family Well-Being Task Force Role		
		What is the TF Role in evaluation planning?	A Roles section was added to the IP that includes the Child and Family Well-Being Task Force. The Role section was collaboratively developed with the chairs of the TF and the IP team.
		Request to involve TF in evaluation planning in an operational/visioning way.	
		Request to have TF participate in the development of funding opportunities	
		Use TF as a proxy for parents [Disagreement on this -- see Evaluation]	
11	Oversight		
		Add Whatcom Racial Equity Commission (WREC) as an Advisory Group	The WREC was added as an Advisory Group or subject matter experts for Implementation. However, the WREC will be determining their own work prioritization and may choose not to participate.
		Add a section that outlines citizen oversight	A Roles section was added. While County Council holds oversight authority of the HCF Administration, the public is invited to engage with the HCF in a variety of ways, including opportunities for public comment at Council meetings and the Whatcom County HCF webpage. Members of the Implementation Team will be intentionally recruited who have lived experience. During the bi-annual evaluation, qualitative data will be gathered from our most marginalized and disenfranchised communities. The
		Include not just Advisory Groups; invite in entire community	
		how are you making sure to hear from our most marginalized/disenfranchised populations?	

			Implementation Team will continue to refine community engagement over time.
17	Outreach/Systemic/Community Engagement & Accountability		
		Requests for outreach to smaller providers to increase participation/identify barriers	Details on the plan for technical assistance and coaching were added to the Funding Mechanisms section, and Community Engagement and Communications sections were added to the IP.
		Requests for technical and other support for applicants	
		Request for outreach to communicate and engage potential fundees and partners	WCHCS agrees that community outreach, capacity-building and organizing will be needed. This need was addressed in several sections, including Funding Mechanisms, Community Engagement, and Communications sections.
		Concerns there isn't capacity in community to implement, even with funding.	
		Who will get the system/network/field engaged and aware of these strategies?	
		Policy work that needs to be done to make structural and systemic changes to make systems transformation a reality	
		Concern that there aren't providers/organizations ready to engage/apply	
		Request for a communications plan for transparency	A communications section was added.
3	Community accountability		
		Consider how to clearly state the accountability and role of community organizations and others outside of WCHCS	A Roles section was added to the IP.
3	Equity		
		how are we intentionally avoiding "rubber stamping" by a few individuals?	Members of the Implementation Team and the CFWBTF will have lived experience, and during the bi-annual evaluation qualitative data will be gathered from our most marginalized and disenfranchised communities. The Implementation Team will continue to refine community engagement over time.
		Clarify accountability to community with lived experience and most in need...governance structures	
		how community and programs narratives are shared back to community (p.47)	Under "Advancing Equity", included that the evaluation process will: Ensure community and program narratives are collected and shared back with opportunity for context and reflection.
3	Transparency		
		Request to share decisions/steps ongoing, as they happen, step-by-step.	A Communications section was added, to clearly share plans for sharing info and progress.
	Contracting Process		
12	Timeline/Responsible		

		Who will be the group/people who will be implementing this/making decisions?	More details were shared on the Implementation Team, the group that will develop the processes associated with the HCF. The team will include representatives from Whatcom County government and community representatives with subject matter expertise. In addition to other tasks, they will develop the process to review and evaluate proposals and submit recommendations for funding. An outstanding question was also added on how best to engage subject matter experts in decision-making without making them ineligible for funding applications.
		What will their qualifications be (tech expertise, SME)?	
		Will community members play a role in decisions?	
		Timeline: RFPs open, applications due, decisions, notification, receipts due, reimbursement received?	During 2023-2024, we expect timelines to be longer as staff are hired and processes are built. Timelines will also vary considerably depending on the strategy being addressed and the funding mechanism chosen. Following approval of the Implementation Plan, each strategy will have a more specific project plan built out and launched; at that time, more information will be available on the timeline for each specific strategy. As much detail as possible is included, with open questions added to the Outstanding Questions section within Funding Mechanisms when not known.
8	Eligibility		
		Who will be eligible?	WCHCS is researching effective and legal ways to ensure as many different types of providers as possible are able to access funding, while also ensuring quality and safety. Some of this research is still underway, but as many details as possible have been added to the Funding Mechanisms section about eligibility, as well as Outstanding Questions to answer in 2023 and beyond.
		Will providers have to be licensed? Will family CCs be eligible?	
		What are the requirements for refunding? OK to say this will need to be answered later	
8	Competitive		
		Clarify that RFPs at all tiers will be competitive	Details were added to the Funding Mechanisms section to clarify that proposals at all tiers would need to meet purchasing policies and contracting requirements and would be selected based on adherence to criteria and the best use of available funds.
		Concerns there are already identified entities that will be awarded most of the funds.	
7	Barriers/Support		
		Needs to be assessment of whether processes create barriers	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		How can support those facing the most challenges?	
4	Process		
		Contracts should have data sharing agreements	Any recipient of Healthy Children's Fund dollars will be expected to work with WCHCS to develop goals using the Results Based

			Accountability (RBA) Framework as well as a progress monitoring plan appropriate to the level of funds awarded. WCHCS will use data collection and quality improvement activities to monitor the progression toward meeting community-level goals as well as monitoring expenditures. Focused efforts will be made to align monitoring with reporting already being collected by the contractor for programs such as DCYF licensing, Early Achievers, etc. More details can be found in the Metrics & Evaluation section. WCHCS will also provide coaching for applicants as needed.
		Request for performance-based contracting	Contractors must comply with contracting requirements, and report back on outcomes and progress toward objectives.
		Is there an appeals process?	The county's appeals process was added to the Funding Mechanisms section, which is limited to procedural or legal errors in the selection process.
		Clarify that all contracts, grants will be reimbursements	WCHCS is exploring options for grants, vs. reimbursement-only contracts. This question was added to the Outstanding Questions in Funding Mechanisms for future clarification.
3	Criteria		
		Request for more specific criteria for awarding applications	The high-level criteria that will be used was added to the Funding Mechanisms section. More specific criteria will depend on the strategy being implemented, the funding mechanism, and other factors.
		suggest ranking by # of slots	
6	Compliance		
		To ensure equity/compliance with equity statement, applicant lists should be reviewed by TF and council	Applicants will be reviewed through county processes, which require adherence to anti-discrimination and child protection laws and policies. This is a priority for the County in general, not just for the HCF. The process evaluation will identify if there are possible improvements.
3	Compliance		
		How will WCHCS ensure those receiving funding are in compliance with requirements?	Compliance requirements were updated to be more clear. Specific requirements for each RFP or other funding mechanisms will depend on the strategy being addressed, as well as other factors.
	Strategies		
10	Specific funding request		
		Disparate requests to fund specific issues	Thank you to everyone who is passionate about these issues! The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent

			themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses, and votes on the HCF IP during February and March 2023.
		2 requests to fund/prioritize peer support for parents	Peer support for parents is prioritized in Strategy 9.
9	Hub and spoke		
		Need to add the words "Hub and spoke" to the appropriate strategy, as reviewers had trouble identifying it	The words "i.e. the 'hub and spoke model'" were added to Strategy 5.
		Request to have a number/geographical spread for these hubs	Following approval of Implementation Plan, each strategy will have a project plan created and implementation launched. This will be one of the first questions addressed for this strategy.
8	MH/specific request		
		Lots of support and concern with addressing mental health	WCHCS shares this concern and has prioritized funding mental health initiatives within the HCF. Strategies 2, 5, 7, 8, 9 and 10 all have facets that address mental health needs. The HCF has limited funding, which unfortunately means that not all specific issues can be addressed. The feedback did not raise specific themes on funding a different portfolio -- meaning there were not consistent themes on what else should be included or excluded. WCHCS recommends writing a letter and/or providing public comment during the period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.
		Requests to fund MH more or differently	
6	ARPA		
		Support for using ARPA, for large capital grants	More information and clearer language about the ARPA funding for large capital grants has been added.
		Potential need to make sure ARPA integration is very clear	
6	Method		
		Request to add a box/section for each strategy that identifies how the funds will be distributed	Research is still being conducted on which funding mechanisms will be used for some strategies. The Funding Mechanisms section was expanded to address this generally, knowing that each strategy will have its own process.
6	Rural focus		
		Support for existing county-wide approach	Equitable distribution of funds is a high priority for WCHCS as a fund administrator, and ensuring fund access for rural and otherwise underserved communities was called out in the criteria used to identify strategies.
		Request for more detail to ensure county-wide investment	
5	Pro-ALICE		

		Support for using this United Way measure to allocate subsidies	While it isn't possible to only use the ALICE definition, Strategy 3 will be designed to address and support the needs of a similar population.
3	Workforce/specific request		
		Concern that the workforce development piece isn't more detailed	Details was added to this Strategy and following approval of the Implementation Plan, each strategy will have a project plan created and implementation launched. More specific details will be one of the first priorities for this strategy.
		Elevating this as a needed focus	
2	Barriers/support		
		Request for support for new programs	Expanded the Technical Assistance and Coaching subsection within the Funding Mechanisms section. The process evaluation will also assess these needs and provide suggested improvements.
		Request to share "equitable administration" box for each section that is identifying current known barriers	
2	Taking on too much		
		Concern the portfolio has too many strategies and should be more focused.	To ensure maximum flexibility for getting funds into the community during years 1 & 2, the Implementation Planning Team included a variety of strategies, following the guidance in the ordinance. As there were few comments requesting fewer strategies, WCHCS recommends writing a letter or speaking during public comment period when the Whatcom County Council introduces, discusses and votes on the HCF IP during February and March 2023.

Appendix III. Implementation Planning and Ad Hoc Strategy Team Members by Affiliation

CFWBTF=Child & Family Well-being Task Force | SME=Subject Matter Expert, specifically in Equity, Early Learning & Care, and Supporting Vulnerable Children.

Name	Organization	Implementation Planning Team	Ad Hoc Strategy Team	CFWBTF	Healthy Whatcom	Ordinance Team	Child Care Coalition	Whatcom County	SME
Allison Williams	Health Department	X	X	X	X			X	X
Amy Hockenberry	Health Department	X						X	
Amy Rydel	Health Department	X	X		X		X	X	
Ann Beck	Health Department	X	X		X			X	X
Anne Granberg	YMCA	X	X	X	X		X		X
Chelsea Johnson	Health Department	X	X	X	X		X	X	X
Christine Espina	Western Washington University	X			X				X
Danielle Humphreys	Bellingham Technical College		X		X				X
David Webster	Opportunity Council		X		X		X		X
Heather Flaherty	Chuckanut Health Foundation	X			X	X	X		
Heather Powell	Boys & Girls Club		X				X		X
Jed Holmes	Executive's Office	X		X				X	
Jennifer Wright	CFWBTF	X		X					
Jessie Thomson	Health Department	X						X	
Judy Ziels	Health Department	X		X	X	X	X	X	X
Kate Dabe	Health Department	X						X	
Kathleen Roy	Health Department	X						X	
Kayla Schott-Bresler	Executive's Office	X		X				X	
Keith Montoya	CFWBTF/Generations Forward	X	X	X		X			
Meredith Hayes	Child Care Coalition	X	X		X	X	X		X
Ray Deck	Skookum Kids	X	X	X		X			X
Shu-Ling Zhao	Chuckanut Health Foundation		X		X	X			X
Sterling Chick	Catholic Community Services		X	X	X				X
Vesla Tonnessen	Whatcom Early Learning Alliance	X		X	X	X	X		X

Appendix IV. Prioritized Strategy Matrix		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Portfolio Strategies	Original Strategies									
1: Provide funds for small capital projects to expand, renovate, or repurpose buildings to increase early learning & care slots in a mixed-delivery system.		X	X						1.3	\$40,000- \$500,000
2: Coordinate current and develop additional pathways to ensure a stable early learning & care workforce to deliver high-quality programs for children.	Create, Implement and Coordinate a Workforce Recruitment and Professional Development Pathway	X		X	X				3.6	\$40,000- \$1.5 million
	Expand access to early learning & care credentialing through Higher Ed and Community Pathways	X		X					6.3	
	Expand access to training & professional development and integration of curriculum into programs across the county	X				X			7.6	
3: Improve access to early learning & care through subsidies that reduce the cost of programs for children from families which are cost-burdened.		X	X						6.0	>\$1.5 million
4: Ensure access to early learning and care by promoting the expansion and retention of the early learning & care workforce.			X	X					5.6	>\$1.5 million
5: Create regional early learning & care hubs that include shared administrative services, co-located early learning and other services for children and families, and support for smaller providers in the County (i.e. the “hub and spoke model.”)		X			X	X		X	4.8	>\$1.5 million
6: Support innovative approaches to meet various Healthy Children’s Fund goals related to Early Learning & Care.		X	X	X	X				7.7	\$0- \$500,000
7: Recruit Mental & Behavioral Health Workforce to Whatcom County.						X		X	3.3	\$40,000 to >\$1.5 million
8: Develop and/or expand resources and programs for families who disproportionately experience housing instability.						X	X	X	4.4	\$40,000 to >\$1.5 million
9: Expand and enhance early parenting supports.						X		X	3.2	\$40,000 to >\$1.5 million
10: Integrate and co-locate services via coordinated access to resource navigation using the Help Me Grow model.	Integrate and co-locate services via integrating community health workers into environments where children and families are					X		X	5.0	\$40,000- \$1.5 million
	Coordinate, integrate, and co-locate services via coordinated access to resource navigation					X	X	X	5.9	
	Coordinate, integrate and co-locate services via Family Resource Centers				X			X	6.9	

* Ad Hoc Strategy Group members individually reverse scored each strategy based on criteria. The ranking is an average.

		Access- ible	Afford- able	Profess- ional	High- Quality	Mental & Behavioral Health	Prevent & Reduce Homelessness	Supporting Parents	Criteria Ranking	Cost estimate range (Year 1)
Other Strategies										
Provide mental health support and other wraparound services to children and/or families when homelessness occurs						X	X	X	3.9	\$500,000- \$1.5 million
Create early learning & care slots in new ways such as subsidizing lending or offering property tax credits for family-based providers.	X	X							6.0	
Coordinate and provide resources and community-wide trainings on trauma-informed care, supporting LGBTQ+ youth, and equity/ anti-racist assessments and improvements.					X	X	X		6.8	\$40,000- \$500,000
Policy advancement in early learning & care and support for vulnerable children in areas such as early learning and K-12 alignment; roll out of transitional Kindergarten; Kindergarten assessments; CTE courses for early learning & care credentialing; zoning and local policy barriers; task forces at the state level; etc.					X	X	X	X	7.9	
Fund solutions to persistent community early learning & care needs	X								8.6	
Large-scale capital investments to build new, expand existing, or re-purpose buildings for early learning & care.	X	X							8.6	\$5 million in ARPA funding
Fund emergency early learning & care vouchers in a way that complements current program	X	X							9.0	
Fund a feasibility study for solutions to persistent community early learning & care needs	X								11.1	
Offer paid family leave for parents of infants	X	X							12.7	

* Ad Hoc Strategy group members individually reverse scored each strategy based on criteria. The ranking is an average.

The first page of the Prioritized Strategy Matrix, above, shows how the Year 1 & 2 Portfolio includes the 14 highest prioritized strategies, grouped into the ten final strategies. Several factors were used to prioritize strategies, including cost estimate range, criteria ranking, and ensuring all seven focus areas were addressed.

The second table of the Prioritized Strategy Matrix, titled “Other Strategies,” shares the nine strategies that were not prioritized for inclusion in the first two years. Results from the biennial independent evaluation, progress towards contract metrics monitored by the Whatcom County Health & Community Services, requirements outlined in the ordinance related to priority areas, and new community processes and plans that align with the goals of the Healthy Children’s Fund will all be used to determine which of these strategies to implement in year 3 and beyond.

Appendix V. Data Notes and Limitations: Kindergarten Readiness and Child Maltreatment

Kindergarten Readiness Overview

Kindergarten Readiness data is generated by The Washington State Office of Superintendent of Public Instruction (OSPI). OSPI uses an observational assessment tool called the Washington Kindergarten Inventory of Developing Skills (WaKIDS) to collect data on the developmental status of preschool-age students transitioning into Kindergarten. WaKIDS measures development in six domains: Social-Emotional, Physical, Cognitive, Language, Literacy, and Math. Kindergarten Readiness is defined as readiness in all six domains. All public schools and some tribal nation schools collect data on the developmental status of children entering kindergarten.

Teachers collect data over the first two months of school in three ways:

- through family connections (1:1 conference)
- through connection to early learning providers
- using Teaching Strategies Gold

Data notes and limitations

- **Data reconfiguration:** OSPI reconfigured the data files used to report Kindergarten Readiness in 2022. The new files include updates to the completeness of previous years' data, notably for student groups (i.e. low-income or racial groups) at the district level. This impacts the results for aggregating percentages across districts and for previous years.
- **Kindergarten Readiness by Race and Ethnicity:** As a result of the suppression rules applied by OSPI, several cells are suppressed for racial group/ethnicity at the *district level* due to small numbers. This leads to an issue of very small and unrepresentative samples of some racial groups at the county level when district numbers are aggregated. While there are some districts without certain racial groups/ethnicities in the population, other districts have racial group data suppressed.
- **Enrollment Data:** Using enrollment data to calculate a denominator for sub-groups in a district (i.e., racial groups) offers a close estimate of the number of kindergartners that were assessed in a district. Report Card data (estimates of kindergarten readiness) does not reconcile perfectly with the enrollment data due to several factors (students moving in/out of the district, absences during assessments, or parents opting students out of assessments).

Reporting Results

- Due to the fact that school districts are state-based and not county-based, we could not pull data at the county level. Whatcom County Kindergarten readiness data was calculated by summing students from each Whatcom County school district and using student population denominators, by subgroup as appropriate. Some student subgroups, such as race and ethnicity, are omitted due to low number suppression at the district level.
- While we can provide an overall rate of Kindergarten Readiness for the county, this is calculated by aggregating data from each district. If we want to know where and among which students a disparity exists, it is advised to use the data available at the school district level. Even then, a review of data completeness and representativeness is warranted.

Child Maltreatment Overview

Child maltreatment refers to children (age birth-17) who are identified as victims in reports to Child Protective Services that were accepted for further action, per 1,000 children (age birth-17). A 'referral' is a report of suspected child abuse that may have multiple listed victims. Mandated reporters, such as doctors, nurses, psychologists, pharmacists, teachers, child care providers, and social service counselors, notify Child Protective Services if they suspect a child is in danger of negligent treatment, physical abuse, sexual abuse, or other maltreatment. In addition,

other concerned individuals may report suspected child abuse cases. If the information provided meets the sufficiency screen, the referral is accepted for further action.

Data limitations

A referral may have one or more children identified as victims. Children are counted more than once if they are reported as a victim more than once during the year. The data in this report are based on the total number of victims reported in Child Protective Services referrals. A child's location is derived from the residence at the time of referral. Population numbers for 2020 and 2021 are preliminary and subject to change.

Numerator Data Source: Washington State Department of Children, Youth and Families, FamLink Data Warehouse. <http://clientdata.rda.dshs.wa.gov/Home/ShowReport?reportMode=0>

Denominator Data Source: Washington State Office of Financial Management, Forecasting Division. <https://www.ofm.wa.gov/washington-data-research/population-demographics>

National Data Source: U.S. Department of Health and Human Services Administration for Children and Families, Voluntary Cooperative Information System (VCIS), and estimates from Adoption, Foster Care Analysis Reporting System (AFCARS)

Appendix VI. Headline & Secondary Indicators by Priority

Early Learning & Care: Headline & Secondary Indicators <i>(DDA=data development agenda)</i>
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.
Headline: <ul style="list-style-type: none"> • Early learning & care slots per 100 infants, toddlers, and preschoolers Secondary: <ul style="list-style-type: none"> • Number of parents/caregivers who have a demand for early learning & care report that they have access (DDA) • The number of early learning and care providers that report having a waitlist (DDA)
Affordable: Decrease the cost of early learning and care experiences for both families and providers.
Headline: <ul style="list-style-type: none"> • Early learning & care costs for a household with two children as a percent of median household income • Percent of families earning 200%+ below the FPL that have their early learning & care needs met • Number of early learning & care providers participating in a regional shared service hub (DDA)
High-Quality: Increase the quality of early learning and care experiences.
Headline: <ul style="list-style-type: none"> • Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher • Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families Secondary: <ul style="list-style-type: none"> • Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160 (DDA) • Number of early learning & care providers reporting an increase in sustainability (DDA)
Professional: Attract and retain quality early childhood educators.
Headline: <ul style="list-style-type: none"> • Percent of credentialed early learning & care educators in Whatcom County (DDA) • Average annual salary for full-time early learning & care educators compared to regional school system salary scales (DDA) Secondary: <ul style="list-style-type: none"> • Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program (DDA) • Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators (DDA)

Supporting Vulnerable Children: Headline & Secondary Indicators

Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.

Headline:

- Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population (DDA)
- Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population (DDA)
- Number of families on provider wait lists for behavioral health services (DDA)

Secondary:

- Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services
- Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location (DDA)

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.

Headline:

- Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis
- Number of families with children experiencing homelessness

Secondary:

- Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program

Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children

Headline:

- Well-child visits in the first 30 months of life
- Rate of Low Birth Weight infants, less than 2500 grams
- Percent of birthing people receiving adequate prenatal care
- Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy

Secondary:

- Percent of birthing people who reported having a postpartum check-up (DDA)
- Number of parents or caregivers who report that they have access to the parenting support services they need (DDA)
- Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period (DDA)

Appendix VII: Description of Population Health Data Sources

Population Outcome Measures: To measure and monitor overall progress towards the HCF's overarching goal of early childhood well-being, we will track and report estimated changes in two population-level measures:

- Kindergarten readiness, *all Whatcom children, race & ethnicity, gender, & income*
- Child Abuse and Neglect, *Whatcom children ages 0-17*

Population-level Headline Indicators: Population-based indicators are a proxy to help quantify the results. HCF will contribute to turning the curves of population-level indicators, as defined through Results--Based Accountability. Population-based indicators area about a population, for example, children 0-5 in Whatcom County. Headline indicators are aspirational, long-term indicators that quantify HCF's overarching results.

Secondary Indicators: Secondary indicators are supporting indicators that describe the status of children and families in Whatcom County, and for which we have data but do not rise to the top when selecting headline indicators. Below are some examples of secondary indicators that will be measured and presented. As time goes on and data availability changes, this list of indicators may change.

All indicators will be disaggregated by race, ethnicity, geography, socioeconomic status, and gender, as available.

Population Outcome Indicators	
Indicator	Data Sources
Children who are kindergarten ready across the domains of social/emotional, physical, language, cognitive, literacy, and mathematics <ul style="list-style-type: none">• Percentage of entering kindergartners that meet expectations at the start of kindergarten in all six domains of social/emotional, physical, language, cognitive, literacy and mathematics	Office of the Superintendent of Public Instruction (OSPI), WaKIDS
Rate of child abuse or neglect <ul style="list-style-type: none">• Rate per 1,000 households with children aged 0-17 with child abuse or neglect reports that are investigated and assessed	Washington State Department of Social and Health Services, Children's Administration

Early Learning & Care: Headline & Secondary Indicators
Accessible: Expand early learning and care services that meet the varied needs of families and children. Geographic locations, ages of children, special needs, and a broad range of early learning & care scheduling needs (including emergency opportunities) will all be considered in the development.

Headline	Early learning & care slots per 100 infants, toddlers, and preschoolers	ChildCare Aware Data Center
Secondary	Number of parents/caregivers who have a demand for early learning & care report that they have access	<i>To be determined Included on the data development agenda</i>
	The number of early learning and care providers that report having a waitlist	<i>To be determined Included on the data development agenda</i>
Affordable: Decrease the cost of early learning and care experiences for both families and providers.		
Headline	Early learning & care costs for a household with two children as a percent of median household income	The Living Wage Calculator, Small Area Income and Poverty Estimates & County Health Rankings
	Percent of families earning 200%+ below the FPL that have their early learning & care needs met	WA State Department of Children, Youth and Families: Child Care Need and Supply Data
	Number of early learning & care providers participating in a regional shared service hub	<i>To be determined Included on the data development agenda</i>
High-Quality: Increase the quality of early learning and care experiences.		
Headline	Percent of early learning & care programs enrolled in the Early Achievers Quality Rating System that has a rating of 3 or higher	ChildCare Aware Data Center
	Percent of early learning & care programs that score a 3 or higher in the Early Achievers Quality Rating System that provide subsidies to low-income families	ChildCare Aware Data Center
Secondary	Percent of early learning & care programs that report promoting acceptance of diversity by demonstrating their ability to provide diverse learning opportunities as outlined in WAC 110-300-160	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting an increase in sustainability	<i>To be determined Included on the data development agenda</i>
Professional: Attract and retain quality early childhood educators.		

Headline	Percent of credentialed early learning & care educators in Whatcom County	<i>To be determined Included on the data development agenda</i>
	Average annual salary for full-time early learning & care educators compared to regional school system salary scales	<i>To be determined Included on the data development agenda</i>
Secondary	Number of early learning & care educators completing training or education provided by the local higher education system and community credentialing program	<i>To be determined Included on the data development agenda</i>
	Number of early learning & care providers reporting challenges with recruiting and retaining early learning & care educators	<i>To be determined Included on the data development agenda</i>

Supporting Vulnerable Children: Headline & Secondary Indicators		
Mental and Behavioral Health: Expand mental health services for vulnerable children and their families.		
Headline	Number and type of behavioral and mental health providers in Whatcom County that serve young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number and type of behavioral and mental health providers in Whatcom County that serve pregnant parents and parents with young children, per 0-5 population	<i>To be determined Included on the data development agenda</i>
	Number of families on provider wait lists for behavioral health services	<i>To be determined Included on the data development agenda</i>
Secondary	Number of parental (prenatal to age 5) referrals conducted by the SEAS for mental health services	SEAS Database, WCHCS
	Parents/caregivers report having access to behavioral/mental health services for their children at their early learning & care program/location	<i>To be determined Included on the data development agenda</i>

Homelessness: Reduce the instances of vulnerable children experiencing homelessness, through diversion and other preventative services and reduce the trauma associated with homelessness by supporting interim housing services and trauma-focused system reform directed at vulnerable children and their families.		
Headline	Percent of public-school students in grades Pre-K to 3rd experiencing a housing crisis	Office of the Superintendent of Public Instruction (OSPI)
	Number of families with children experiencing homelessness	Annual Point-in-Time Count, Opportunity Council
Secondary	Number of Whatcom families with children experiencing homelessness and actively seeking services through the Coordinated Entry Program	Whatcom County Homeless Service Center, Opportunity Council
Support Vulnerable Children's Parents: Expand supports and services for families who have or are expecting children		
Headline	Well-child visits in the first 30 months of life	WA State Health Care Authority
	Rate of Low Birth Weight infants, less than 2500 grams	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people receiving adequate prenatal care	Community Health Assessment Tool, Washington State Department of Health
	Percent of birthing people giving birth who received prenatal care in the first trimester of pregnancy	Community Health Assessment Tool, Washington State Department of Health
Secondary	Percent of birthing people who reported having a postpartum check-up	<i>To7 be determined Included on the data development agenda</i>
	Number of parents or caregivers who report that they have access to the parenting support services they need	<i>To be determined Included on the data development agenda</i>
	Percentage of deliveries in which the birthing person is screened for a perinatal mood and anxiety disorder during pregnancy and during the postpartum period	<i>To be determined Included on the data development agenda</i>

Appendix VIII. Evaluation Types and Influencing Factors

Evaluation activities complement performance measurement and are designed to answer broader kinds of questions. In-depth evaluations will be conducted using the scientific methods most appropriate for a program and its implementation stage. For new programs just beginning implementation, evaluation questions will support program design, planning, and initial insights. For programs that are underway but still undergoing modifications, the evaluation will support program refinement and improvements in quality or efficiency. Once programs have established fidelity and scale and have been in place for sufficient time, evaluation can be used to measure impact and outcomes.

Evaluation Types and Purposes	Types of Questions & Methods Used
Formative Evaluation: To support program development and design	Types of Questions <ul style="list-style-type: none"> • What are the most crucial questions and data that could help us develop our program or strategy? • What concerns or opportunities do we need to respond to or use to adapt the program for success? Primary Method Qualitative data collection and analysis
Process Evaluation: To support program improvements and the County's role in HCF success and ability to meet goals.	Types of Questions <ul style="list-style-type: none"> • Why did/didn't we see a change? • Was the program/processes implemented as intended? • How well was the program/processes implemented? Why or why not? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data.
Outcome or Impact Evaluations: To prove the program led to desired result	Types of Questions <ul style="list-style-type: none"> • Did the expected change take place? For whom? Primary Method Quantitative and qualitative data collection methods are used to collect and analyze data. Studies using experimental, quasi-experimental, and observational designs. Informed by process evaluation results.
Performance Measurement from all HCF-funded programs will track how much, how well, and is anyone better off after contractor activities. This is foundational to the HCF evaluation and will inform and guide additional evaluation activities.	

Candidates for More Extensive Evaluation

HCF will implement strategies based on emerging best practices. These may include situations where a proven program or best practice must be substantially modified to be tailored to specific

populations the HCF serves. Evaluation of these programs will emphasize ongoing monitoring and early feedback so that necessary changes can occur promptly. Short-term results will be identified so that the longer-term desired outcomes are likely to be reached. This supplemental, formative evaluation will help ensure that the program is functioning as intended.

Investing in innovative strategies will be a key component of the HCF, which may call for a more rigorous evaluation to show the causal effects and lessons learned and require intensive data collection. WCHCS Health Information & Assessment (HIA) Team will work with external evaluators to develop and apply a set of criteria for identifying projects that are a high priority for rigorous evaluation. Considerations may include:

- Potential for having a large impact related to health equity
- Implementation in new settings or with new populations
- Likelihood of seeing an immediate change in indicators of well-being or healthy environments
- Filling a gap in the evidence base
- Having sustainable sources of data to be able to track change over time

External Factors Impacting Evaluation

The HCF is one of the many strategies that will change the conditions of children and families in Whatcom County. HCF programs and services will contribute to improving the health and well-being of the population along with other initiatives and efforts. As a whole, these efforts will work collectively to impact conditions for children and families in Whatcom County. Furthermore, there will be a multitude of factors that influence the extent to which HCF programs and services will make an impact. For example, federal or state changes in funding or policies can greatly impact the availability of services and the number and demographics of people accessing services. The HIA team will make efforts to identify external factors beyond the control of HCF to understand how they may have affected findings.

It is also important to note that evaluation approaches will need to be tailored depending on the type of funded activity, funding amount and duration, and stage of program implementation. For example, we might focus on performance measurement for a well-established program with a strong evidence base but use an outcome evaluation to attempt to establish an evidence base for a pilot project. New and innovative programs will also require time to reach full implementation stages before they are good candidates for outcome evaluation. In evaluating the combined efforts of HCF, evaluators continue to be mindful of this wide variation in programs and strategies. It is also recognized that it will likely take several years to demonstrate an impact or progress toward the HCF overarching population-level results.

Appendix IX. Whatcom County's Non-Discrimination Policy

Non-Discrimination in Employment:

The County's policy is to provide equal opportunity in all terms, conditions and privileges of employment for all qualified applicants and employees without regard to race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, or veteran status. The Contractor shall comply with all laws prohibiting discrimination against any employee or applicant for employment on the grounds of race, color, creed, religion, national origin, sex, sexual orientation (including gender identity), age, marital status, disability, political affiliation, or veteran status, except where such constitutes a bona fide occupational qualification.

Furthermore, in those cases in which the Contractor is governed by such laws, the Contractor shall take affirmative action to insure that applicants are employed, and treated during employment, without regard to their race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status, except where such constitutes a bona fide occupational qualification. Such action shall include, but not be limited to: advertising, hiring, promotions, layoffs or terminations, rate of pay or other forms of compensation benefits, selection for training including apprenticeship, and participation in recreational and educational activities. In all solicitations or advertisements for employees placed by them or on their behalf, the Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

The foregoing provisions shall also be binding upon any subcontractor, provided that the foregoing provision shall not apply to contracts or subcontractors for standard commercial supplies or raw materials, or to sole proprietorships with no employees.

Non-Discrimination in Client Services:

The Contractor shall not discriminate on the grounds of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation (including gender identity), disability, or veteran status; or deny an individual or business any service or benefits under this Agreement unless otherwise allowed by applicable law; or subject an individual or business to segregation or separate treatment in any manner related to his/her/its receipt any service or services or other benefits provided under this Agreement unless otherwise allowed by applicable law; or deny an individual or business an opportunity to participate in any program provided by this Agreement unless otherwise allowed by applicable law.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-152

File ID:	AB2023-152	Version:	1	Status:	Agenda Ready
File Created:	02/21/2023	Entered by:	MWinter@co.whatcom.wa.us		
Department:	Prosecuting Attorney's Office	File Type:	Request for Motion		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to sign the Washington State Allocation Agreement Governing the Allocation of Funds Paid by Certain Settling Opioid Manufacturers and Pharmacies and the attached Subdivision Settlement Participation forms

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Request authorization for the County Executive to sign the Washington State Allocation Agreement Governing the Allocation of Funds Paid by Certain Settling Opioid Manufacturers and Pharmacies and the attached Subdivision Settlement Participation forms.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Allocation Agreement II

**WASHINGTON STATE ALLOCATION AGREEMENT GOVERNING THE
ALLOCATION OF FUNDS PAID BY CERTAIN SETTLING OPIOID
MANUFACTURERS AND PHARMACIES**

JANUARY 27, 2023

This Washington State Allocation Agreement Governing the Allocation of Funds Paid by Certain Settling Opioid Manufacturers and Pharmacies (the “Allocation Agreement II”) governs the distribution of funds obtained from (1) Walmart, (2) Teva, (3) Allergan, (4) CVS, and (5) Walgreens (the “Settling Entities”) in connection with the resolution of any and all claims by the State of Washington and the counties, cities, and towns in Washington State (“Local Governments”) against the Settling Entities via the following settlements:

- Walmart Settlement Agreement dated November 12, 2022 and any subsequent amendments (“Walmart Settlement”).
- Teva Public Global Settlement Agreement dated November 22, 2022 and any subsequent amendments (“Teva Settlement”).
- Allergan Public Global Settlement Agreement dated November 22, 2022 and any subsequent amendments (“Allergan Settlement”).
- CVS Settlement Agreement dated December 9, 2022 and any subsequent amendments (“CVS Settlement”).
- Walgreens Settlement Agreement dated December 9, 2022 and any subsequent amendments (“Walgreens Settlement”).

Collectively, the Walmart Settlement, the Teva Settlement, the Allergan Settlement, the CVS Settlement, and the Walgreens Settlement shall be referred to as “the Settlements”. Each of the Settlements can be accessed at <https://nationalopioidsettlement.com/>. The terms and definitions of each of the respective Settlement are incorporated into this Allocation Agreement II, and any undefined terms in this Allocation Agreement II are as defined in the Settlements.

1. This Allocation Agreement II is intended to be a State-Subdivision Agreement as defined in the Settlements. This Allocation Agreement II shall be interpreted to be consistent with the requirements of a State-Subdivision Agreement in the Settlements.
2. This Allocation Agreement II shall become effective only if all of the following occur:
 - A. The State of Washington joins one of the Settlements and becomes a Settling State as provided for in the respective Settlement.
 - B. One of the Settlements becomes final and effective and a Consent Judgment is filed and approved as provided for in the respective Settlement.

- C. The number of Local Governments that execute and return this Allocation Agreement II satisfies the participation requirements for a State-Subdivision Agreement as specified in one of the Settlements, Washington is a Settling State for that Settlement, and a Consent Judgment has been filed and approved for that Settlement.
3. Requirements to become a Participating Local Government. To become a Participating Local Government that can participate in this Allocation Agreement II with respect to any one of the Settlements, a Local Government must do all of the following:
- A. The Local Government must execute and return this Allocation Agreement II.
 - B. The Local Government must release its claims against the Settling Entities identified in the respective Settlement and agree to be bound by the terms of the Settlement by timely executing and returning the Participation Form for that Settlement. The forms are attached hereto as Exhibits 1-5.
 - C. Litigating Subdivisions, also referred to as Litigating Local Governments, must dismiss the Settling Entities identified in the respective Settlement with prejudice from their lawsuits.
 - D. Each of the Local Governments that is eligible to participate in this Allocation Agreement II has previously executed and signed the One Washington Memorandum of Understanding Between Washington Municipalities (“MOU”) agreed to by the Participating Local Governments in Washington State, which is attached hereto as Exhibit 6. By executing this Allocation Agreement II, the local government agrees and affirms that the MOU applies to and shall govern the Local Government Share as modified by this Allocation Agreement II for each of the Settlements in which the Local Government participates.
- A Local Government that meets all of the conditions in this paragraph for any of the Settlements shall be deemed a “Participating Local Government” for that Settlement. A Local Government can be a “Participating Local Government” for less than all of the Settlements. If a Local Government is a Participating Local Government for less than all of the Settlements, the Local Government can only receive a portion of the Washington Abatement Amount for the specific Settlement(s) for which it is a Participating Local Government.
4. This Allocation Agreement II applies to the following, all of which collectively shall be referred to as the “Washington Abatement Amount”:
- A. For the Walmart Settlement, the State of Washington’s allocation of the (1) Global Settlement Remediation Amount and (2) Additional Remediation Amount.

- B. For the Teva Settlement, the State of Washington's allocation of the (1) Net Abatement Amount and (2) Additional Restitution Amount.
- C. For the Allergan Settlement, the State of Washington's allocation of the (1) Global Settlement Abatement Amount and (2) Additional Restitution Amount.
- D. For the CVS Settlement, the State of Washington's allocation of the (1) Maximum Remediation Payment and (2) Additional Remediation Amount.
- E. For the Walgreens Settlement, the State of Washington's allocation of the (1) Adjusted State Remediation Payment and (2) Additional Remediation Amount.

As specified in each of the Settlements, the Washington Abatement Amount will vary dependent on the percentage of Participating Local Governments and whether there are any Later Litigating Subdivisions.

- 5. The Teva Settlement provides the option for Settling States to obtain Settlement Product or the discretion to convert any portion of the Settlement Product allocated to the Settling State into a cash value equaling twenty percent (20%) of the WAC value of the Settling State's allocated Settlement Product in specified years. It shall be solely the decision of the State regarding whether to convert any portion of the Settlement Product allocated to Washington into a cash value or to obtain the Settlement Product. If the State elects to obtain Settlement Product, the State in its sole discretion shall make all decisions related to the Settlement Product, including but not limited to where, how, and to whom it shall be distributed. For purposes of calculating the division of the Washington Abatement Amount in Paragraph 10 of this Allocation Agreement II, the Settlement Product allocated to Washington shall be considered "State Share" and shall have the cash value assigned to it in the Teva Public Global Settlement Agreement dated November 22, 2022.
- 6. This Allocation Agreement II does not apply to the State Cost Fund, State AG Fees and Costs, or any attorneys' fees, fees, costs, or expenses referred to in the Settlement or that are paid directly or indirectly via the Settlements to the State of Washington ("State's Fees and Costs").
- 7. This Allocation Agreement II and the MOU are a State Back-Stop Agreement. The Settling Entities are paying a portion of the Local Governments' attorneys' fees and costs as provided for in the Settlements. The total contingent fees an attorney receives from the Contingency Fee Fund in the Settlements, the MOU, and this Allocation Agreement II combined cannot exceed 15% of the portion of the LG Share paid to the Litigating Local Government that retained that firm to litigate against the Settling Entities (i.e., if City X filed suit with outside counsel on a contingency fee contract and City X receives \$1,000,000 from the Walmart

Settlement, then the maximum that the firm can receive is \$150,000 for fees as to the Walmart Settlement; if City X did not retain the same firm for potential litigation against CVS and City X receives \$1,000,000 from the CVS Settlement, then the firm receives no fees from the CVS Settlement.)

8. No portion of the State's Fees and Costs and/or the State Share as defined in Paragraphs 6 and 10 of this Allocation Agreement II shall be used to fund the Government Fee Fund ("GFF") referred to in Paragraph 12 of this Allocation Agreement II and Section D of the MOU, or in any other way to fund any Participating Local Government's attorneys' fees, costs, or common benefit tax.
9. The Washington Abatement Amount shall and must be used by the State and Participating Local Governments for future Opioid Remediation as defined in the Settlements, except as allowed by the Settlements.
10. The State and the Participating Local Governments agree to divide the Washington Abatement Amount as follows:
 - A. Fifty percent (50%) to the State of Washington ("State Share").
 - B. Fifty percent (50%) to the Participating Local Governments ("LG Share").
11. The LG Share shall be distributed to Participating Local Governments pursuant to the MOU attached hereto as Exhibit 6 as amended and modified in this Allocation Agreement II.
12. For purposes of this Allocation Agreement II only, the MOU is modified as follows and any contrary provisions in the MOU are struck:
 - A. Exhibit A of the MOU is replaced by Exhibit E of each of the respective Settlements.
 - B. The definition of "Litigating Local Governments" in Section A.4 of the MOU shall mean Litigating Subdivisions as defined in each the respective Settlements.
 - C. The definition of "National Settlement Agreement" in Section A.6 of the MOU shall mean the Settlements.
 - D. The definition of "Settlement" in Section A.14 of the MOU shall mean the Settlements.
 - E. The MOU is amended to add new Section C.4.g.vii, which provides as follows:

"If a Participating Local Government receiving a direct payment (a) uses Opioid Funds other than as provided for in the respective Settlements, (b) does not comply with conditions for receiving

direct payments under the MOU, or (c) does not promptly submit necessary reporting and compliance information to its Regional Opioid Abatement Counsel (“Regional OAC”) as defined at Section C.4.h of the MOU, then the Regional OAC may suspend direct payments to the Participating Local Government after notice, an opportunity to cure, and sufficient due process. If direct payments to Participating Local Government are suspended, the payments shall be treated as if the Participating Local Government is foregoing their allocation of Opioid Funds pursuant to Section C.4.d and C.4.j.iii of the MOU. In the event of a suspension, the Regional OAC shall give prompt notice to the suspended Participating Local Government and the Settlement Fund Administrator specifying the reasons for the suspension, the process for reinstatement, the factors that will be considered for reinstatement, and the due process that will be provided. A suspended Participating Local Government may apply to the Regional OAC to be reinstated for direct payments no earlier than five years after the date of suspension.”

- F. The amounts payable to each law firm representing a Litigating Local Government from the GFF shall be consistent with the process set forth in the *Order Appointing the Fee Panel to Allocate and Disburse Attorney’s Fees Provided for in State Back-Stop Agreements*, Case No. 1:17-md-02804-DAP Doc #: 4543 (June 17, 2022). JoJo Tann (the “GFF Administrator”), who is authorized by the MDL Fee Panel (David R. Cohen, Randi S. Ellis and Hon. David R. Herndon (ret.)) to calculate the amounts due to eligible counsel from each State Back-Stop fund (i.e., the GFF) (*see id.* at p. 4), will oversee and confirm the amounts payable to each law firm representing a Litigating Local Government from the GFF. Upon written agreement between the law firms representing the Litigating Local Governments on the one hand and the Washington Attorney General’s Office on the other, in consultation with the Washington State Association of Counties and the Association of Washington Cities, the GFF Administrator may be replaced by another person, firm, or entity.
- G. The GFF set forth in the MOU shall be funded by the LG Share of the Washington Abatement Amount only. To the extent the common benefit tax is not already payable by the Settling Entities as contemplated by Section D.8 of the MOU, the GFF shall be used to pay Litigating Local Government contingency fee agreements and any common benefit tax referred to in Section D of the MOU, which shall be paid on a pro rata basis to eligible law firms as determined by the GFF Administrator.
- H. To fund the GFF, fifteen percent (15%) of the LG Share shall be deposited in the GFF from each LG Share settlement payment until the Litigating Subdivisions’ contingency fee agreements and common benefit tax (if any) referred to in Section D of the MOU are satisfied. Under no

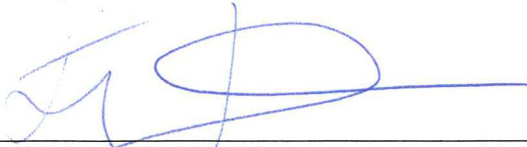
circumstances will any Primary Subdivision or Litigating Local Government be required to contribute to the GFF more than 15% of the portion of the LG Share allocated to such Primary Subdivision or Litigating Local Government. In addition, under no circumstances will any portion of the LG Share allocated to a Litigating Local Government be used to pay the contingency fees or litigation expenses of counsel for some other Litigating Local Government.

- I. The maximum amount of any Litigating Local Government contingency fee agreement (from the Contingency Fee Fund of the respective Settlements) payable to a law firm permitted for compensation shall be fifteen percent (15%) of the portion of the LG Share paid to the Litigating Local Government that retained that firm (i.e., if City X filed suit with outside counsel on a contingency fee contract and City X receives \$1,000,000 from the Walmart Settlement, then the maximum that the firm can receive is \$150,000 for fees.) The firms also shall be paid documented expenses due under their contingency fee agreements that have been paid by the law firm attributable to that Litigating Local Government. Consistent with Agreement on Attorneys' Fees, Costs, and Expenses, which is Exhibit R of the Settlements, amounts due to Participating Litigating Subdivisions' attorneys under this Allocation Agreement II shall not impact (i) costs paid by the subdivisions to their attorneys pursuant to a State Back-Stop agreement, (ii) fees paid to subdivision attorneys from the Common Benefit Fund for common benefit work performed by the attorneys pursuant to Exhibit R of the Settlements, or (iii) costs paid to subdivision attorneys from the MDL Expense Fund for expenses incurred by the attorneys pursuant to the Settlements.
- J. Under no circumstances may counsel receive more for its work on behalf of a Litigating Local Government than it would under its contingency agreement with that Litigating Local Government. To the extent a law firm was retained by a Litigating Local Government on a contingency fee agreement that provides for compensation at a rate that is less than fifteen percent (15%) of that Litigating Local Government's recovery, the maximum amount payable to that law firm referred to in Section D.3 of the MOU shall be the percentage set forth in that contingency fee agreement.
- K. For the avoidance of doubt, both payments from the GFF and the payment to the Participating Litigating Local Governments' attorneys from the Contingency Fee Fund in the respective Settlements shall be included when calculating whether the aforementioned fifteen percent (15%) maximum percentage (or less if the provisions of Paragraph 10.J of this Allocation Agreement II apply) of any Litigating Local Government contingency fee agreement referred to above has been met.

- L. To the extent there are any excess funds in the GFF, the GFF Administrator and the Settlement Administrator shall facilitate the return of those funds to the Participating Local Governments as provided for in Section D.6 of the MOU.
13. In connection with the execution and administration of this Allocation Agreement II, the State and the Participating Local Governments agree to abide by the Public Records Act, RCW 42.56 *et seq.*
14. All Participating Local Governments, Regional OACs, and the State shall maintain all non-transitory records related to this Allocation Agreement II as well as the receipt and expenditure of the funds from the Settlements for no less than five (5) years.
15. If any party to this Allocation Agreement II believes that a Participating Local Government, Regional OAC, the State, an entity, or individual involved in the receipt, distribution, or administration of the funds from the Settlements has violated any applicable ethics codes or rules, a complaint shall be lodged with the appropriate forum for handling such matters, with a copy of the complaint promptly sent to the Washington Attorney General, Complex Litigation Division, Division Chief, 800 Fifth Avenue, Suite 2000, Seattle, Washington 98104.
16. To the extent (i) a region utilizes a pre-existing regional body to establish its Opioid Abatement Council pursuant to the Section 4.h of the MOU, and (ii) that pre-existing regional body is subject to the requirements of the Community Behavioral Health Services Act, RCW 71.24 *et seq.*, the State and the Participating Local Governments agree that the Opioid Funds paid by the Settling Entities are subject to the requirements of the MOU and this Allocation Agreement II.
17. Upon request by any of the Settling Entities, the Participating Local Governments must comply with the Tax Cooperation and Reporting provisions of the respective Settlement.
18. Venue for any legal action related to this Allocation Agreement II (separate and apart from the MOU or the Settlements) shall be in King County, Washington.
19. Each party represents that all procedures necessary to authorize such party's execution of this Allocation Agreement II have been performed and that such person signing for such party has been authorized to execute this Allocation Agreement II.

FOR THE STATE OF WASHINGTON:

ROBERT W. FERGUSON
Attorney General



JEFFREY G. RUPERT
Division Chief

Date: 1-27-23

FOR THE PARTICIPATING LOCAL GOVERNMENT:

Name of Participating Local Government: _____

Authorized signature: _____

Name: _____

Title: _____

Date: _____

EXHIBIT 1
Subdivision Settlement Participation Form
(Exhibit K of the Walmart Settlement)

EXHIBIT K

Subdivision Participation Form

Governmental Entity:	State:
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above ("Governmental Entity"), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated November 14, 2022 ("Walmart Settlement"), and acting through the undersigned authorized official, hereby elects to participate in the Walmart Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Walmart Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Walmart Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event within 14 days of the Effective Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs' Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com/>.
3. The Governmental Entity agrees to the terms of the Walmart Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Walmart Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Walmart Settlement solely for the purposes provided therein.



6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Walmart Settlement.
7. The Governmental Entity has the right to enforce the Walmart Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Walmart Settlement, including but not limited to all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Walmart Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Walmart Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Walmart Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Walmart Settlement.

10. Nothing herein is intended to modify in any way the terms of the Walmart Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Walmart Settlement in any respect, the Walmart Settlement controls.



I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT 2
Subdivision Settlement Participation Form
(Exhibit K of the Teva Settlement)

Exhibit K
Subdivision and Special District Settlement Participation Form

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Agreement dated November 22, 2022 (“*Teva Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the Teva Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Teva Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Teva Settlement as provided therein.
2. Following the execution of this Settlement Participation Form, the Governmental Entity shall comply with Section III.B of the Teva Settlement regarding Cessation of Litigation Activities.
3. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, file a request to dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in In re National Prescription Opiate Litigation, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
4. The Governmental Entity agrees to the terms of the Teva Settlement pertaining to Subdivisions as defined therein.
5. By agreeing to the terms of the Teva Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through the Teva Settlement solely for the purposes provided therein.
7. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Teva Settlement.



8. The Governmental Entity has the right to enforce the Teva Settlement as provided therein.
9. The Governmental Entity, as a Participating Subdivision or Participating Special District, hereby becomes a Releasor for all purposes in the Teva Settlement, including but not limited to all provisions of Section V (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Teva Settlement are intended by Released Entities and the Governmental Entity to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Teva Settlement shall be a complete bar to any Released Claim.
10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision or Participating Special District as set forth in the Teva Settlement.
11. In connection with the releases provided for in the Teva Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Teva Settlement.

12. Nothing herein is intended to modify in any way the terms of the Teva Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Teva Settlement in any respect, the Teva Settlement controls.



I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT 3
Subdivision Settlement Participation Form
(Exhibit K of the Allergan Settlement)

EXHIBIT K
Subdivision and Special District Settlement Participation Form

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Agreement dated November 22, 2022 (“*Allergan Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the Allergan Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Allergan Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Allergan Settlement as provided therein.
2. Following the execution of this Settlement Participation Form, the Governmental Entity shall comply with Section III.B of the Allergan Settlement regarding Cessation of Litigation Activities.
3. The Governmental Entity shall, within fourteen (14) days of the Reference Date and prior to the filing of the Consent Judgment, file a request to dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the MDL Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal With Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
4. The Governmental Entity agrees to the terms of the Allergan Settlement pertaining to Subdivisions and Special Districts as defined therein.
5. By agreeing to the terms of the Allergan Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through the Allergan Settlement solely for the purposes provided therein.



7. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Allergan Settlement.
8. The Governmental Entity has the right to enforce the Allergan Settlement as provided therein.
9. The Governmental Entity, as a Participating Subdivision or Participating Special District, hereby becomes a Releasor for all purposes in the Allergan Settlement, including, but not limited to, all provisions of **Section V (Release)**, and along with all departments, agencies, divisions, boards, commissions, Subdivisions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist in bringing, or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Allergan Settlement are intended to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Allergan Settlement shall be a complete bar to any Released Claim.
10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision or Participating Special District as set forth in the Allergan Settlement.
11. In connection with the releases provided for in the Allergan Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Allergan Settlement.

12. Nothing herein is intended to modify in any way the terms of the Allergan Settlement, to which the Governmental Entity hereby agrees. To the extent this Settlement Participation Form is interpreted differently from the Allergan Settlement in any respect, the Allergan Settlement controls.



I have all necessary power and authorization to execute this Settlement Participation Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT 4
Subdivision Settlement Participation Form
(Exhibit K of the CVS Settlement)

EXHIBIT K

Subdivision Participation and Release Form

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated December 9, 2022 (“*CVS Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the CVS Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the CVS Settlement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the CVS Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
3. The Governmental Entity agrees to the terms of the CVS Settlement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the CVS Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the CVS Settlement solely for the purposes provided therein.



6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the CVS Settlement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the CVS Settlement.
7. The Governmental Entity has the right to enforce the CVS Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the CVS Settlement, including without limitation all provisions of Section XI (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the CVS Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The CVS Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the CVS Settlement.
10. In connection with the releases provided for in the CVS Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the CVS Settlement.



11. Nothing herein is intended to modify in any way the terms of the CVS Settlement, to which Governmental Entity hereby agrees. To the extent this Participation and Release Form is interpreted differently from the CVS Settlement in any respect, the CVS Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT 5
Subdivision Settlement Participation Form
(Exhibit K of the Walgreens Settlement)

EXHIBIT K

Subdivision Participation and Release Form

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“*Governmental Entity*”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated December 9, 2022 (“*Walgreens Settlement*”), and acting through the undersigned authorized official, hereby elects to participate in the Walgreens Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Walgreens Settlement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Walgreens Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at <https://nationalopioidsettlement.com>.
3. The Governmental Entity agrees to the terms of the Walgreens Settlement pertaining to Participating Subdivisions as defined therein.
4. By agreeing to the terms of the Walgreens Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Walgreens Settlement solely for the purposes provided therein.



6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Walgreens Settlement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Walgreens Settlement.
7. The Governmental Entity has the right to enforce the Walgreens Settlement as provided therein.
8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Walgreens Settlement, including without limitation all provisions of Section XI (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Walgreens Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Walgreens Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Walgreens Settlement.
10. In connection with the releases provided for in the Walgreens Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Walgreens Settlement.



11. Nothing herein is intended to modify in any way the terms of the Walgreens Settlement, to which Governmental Entity hereby agrees. To the extent this Participation and Release Form is interpreted differently from the Walgreens Settlement in any respect, the Walgreens Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



EXHIBIT 6
One Washington Memorandum of Understanding Between Washington Municipalities

ONE WASHINGTON MEMORANDUM OF UNDERSTANDING BETWEEN WASHINGTON MUNICIPALITIES

Whereas, the people of the State of Washington and its communities have been harmed by entities within the Pharmaceutical Supply Chain who manufacture, distribute, and dispense prescription opioids;

Whereas, certain Local Governments, through their elected representatives and counsel, are engaged in litigation seeking to hold these entities within the Pharmaceutical Supply Chain of prescription opioids accountable for the damage they have caused to the Local Governments;

Whereas, Local Governments and elected officials share a common desire to abate and alleviate the impacts of harms caused by these entities within the Pharmaceutical Supply Chain throughout the State of Washington, and strive to ensure that principals of equity and equitable service delivery are factors considered in the allocation and use of Opioid Funds; and

Whereas, certain Local Governments engaged in litigation and the other cities and counties in Washington desire to agree on a form of allocation for Opioid Funds they receive from entities within the Pharmaceutical Supply Chain.

Now therefore, the Local Governments enter into this Memorandum of Understanding (“MOU”) relating to the allocation and use of the proceeds of Settlements described.

A. Definitions

As used in this MOU:

1. “Allocation Regions” are the same geographic areas as the existing nine (9) Washington State Accountable Community of Health (ACH) Regions and have the purpose described in Section C below.
2. “Approved Purpose(s)” shall mean the strategies specified and set forth in the Opioid Abatement Strategies attached as Exhibit A.
3. “Effective Date” shall mean the date on which a court of competent jurisdiction enters the first Settlement by order or consent decree. The Parties anticipate that more than one Settlement will be administered according to the terms of this MOU, but that the first entered Settlement will trigger allocation of Opioid Funds in accordance with Section B herein, and the formation of the Opioid Abatement Councils in Section C.
4. “Litigating Local Government(s)” shall mean Local Governments that filed suit against any Pharmaceutical Supply Chain Participant pertaining to the Opioid epidemic prior to September 1, 2020.

5. “Local Government(s)” shall mean all counties, cities, and towns within the geographic boundaries of the State of Washington.

6. “National Settlement Agreements” means the national opioid settlement agreements dated July 21, 2021 involving Johnson & Johnson, and distributors AmerisourceBergen, Cardinal Health and McKesson as well as their subsidiaries, affiliates, officers, and directors named in the National Settlement Agreements, including all amendments thereto.

7. “Opioid Funds” shall mean monetary amounts obtained through a Settlement as defined in this MOU.

8. “Opioid Abatement Council” shall have the meaning described in Section C below.

9. “Participating Local Government(s)” shall mean all counties, cities, and towns within the geographic boundaries of the State that have chosen to sign on to this MOU. The Participating Local Governments may be referred to separately in this MOU as “Participating Counties” and “Participating Cities and Towns” (or “Participating Cities or Towns,” as appropriate) or “Parties.”

10. “Pharmaceutical Supply Chain” shall mean the process and channels through which controlled substances are manufactured, marketed, promoted, distributed, and/or dispensed, including prescription opioids.

11. “Pharmaceutical Supply Chain Participant” shall mean any entity that engages in or has engaged in the manufacture, marketing, promotion, distribution, and/or dispensing of a prescription opioid, including any entity that has assisted in any of the above.

12. “Qualified Settlement Fund Account,” or “QSF Account,” shall mean an account set up as a qualified settlement fund, 468b fund, as authorized by Treasury Regulations 1.468B-1(c) (26 CFR §1.468B-1).

13. “Regional Agreements” shall mean the understanding reached by the Participating Local Counties and Cities within an Allocation Region governing the allocation, management, distribution of Opioid Funds within that Allocation Region.

14. “Settlement” shall mean the future negotiated resolution of legal or equitable claims against a Pharmaceutical Supply Chain Participant when that resolution has been jointly entered into by the Participating Local Governments. “Settlement” expressly does not include a plan of reorganization confirmed under Title 11 of the United States Code, irrespective of the extent to which Participating Local Governments vote in favor of or otherwise support such plan of reorganization.

15. “Trustee” shall mean an independent trustee who shall be responsible for the ministerial task of releasing Opioid Funds from a QSF account to Participating Local Governments as authorized herein and accounting for all payments into or out of the trust.

16. The “Washington State Accountable Communities of Health” or “ACH” shall mean the nine (9) regions described in Section C below.

B. Allocation of Settlement Proceeds for Approved Purposes

1. All Opioid Funds shall be held in a QSF and distributed by the Trustee, for the benefit of the Participating Local Governments, only in a manner consistent with this MOU. Distribution of Opioid Funds will be subject to the mechanisms for auditing and reporting set forth below to provide public accountability and transparency.

2. All Opioid Funds, regardless of allocation, shall be utilized pursuant to Approved Purposes as defined herein and set forth in Exhibit A. Compliance with this requirement shall be verified through reporting, as set out in this MOU.

3. The division of Opioid Funds shall first be allocated to Participating Counties based on the methodology utilized for the Negotiation Class in *In Re: National Prescription Opiate Litigation*, United States District Court for the Northern District of Ohio, Case No. 1:17-md-02804-DAP. The allocation model uses three equally weighted factors: (1) the amount of opioids shipped to the county; (2) the number of opioid deaths that occurred in that county; and (3) the number of people who suffer opioid use disorder in that county. The allocation percentages that result from application of this methodology are set forth in the “County Total” line item in Exhibit B. In the event any county does not participate in this MOU, that county’s percentage share shall be reallocated proportionally amongst the Participating Counties by applying this same methodology to only the Participating Counties.

4. Allocation and distribution of Opioid Funds within each Participating County will be based on regional agreements as described in Section C.

C. Regional Agreements

1. For the purpose of this MOU, the regional structure for decision-making related to opioid fund allocation will be based upon the nine (9) pre-defined Washington State Accountable Community of Health Regions (Allocation Regions). Reference to these pre-defined regions is solely for the purpose of

drawing geographic boundaries to facilitate regional agreements for use of Opioid Funds. The Allocation Regions are as follows:

- King County (Single County Region)
- Pierce County (Single County Region)
- Olympic Community of Health Region (Clallam, Jefferson, and Kitsap Counties)
- Cascade Pacific Action Alliance Region (Cowlitz, Grays Harbor, Lewis, Mason, Pacific, Thurston, and Wahkiakum Counties)
- North Sound Region (Island, San Juan, Skagit, Snohomish, and Whatcom Counties)
- SouthWest Region (Clark, Klickitat, and Skamania Counties)
- Greater Columbia Region (Asotin, Benton, Columbia, Franklin, Garfield, Kittitas, Walla Walla, Whitman, and Yakima Counties)
- Spokane Region (Adams, Ferry, Lincoln, Pend Oreille, Spokane, and Stevens Counties)
- North Central Region (Chelan, Douglas, Grant, and Okanogan Counties)

2. Opioid Funds will be allocated, distributed and managed within each Allocation Region, as determined by its Regional Agreement as set forth below. If an Allocation Region does not have a Regional Agreement enumerated in this MOU, and does not subsequently adopt a Regional Agreement per Section C.5, the default mechanism for allocation, distribution and management of Opioid Funds described in Section C.4.a will apply. Each Allocation Region must have an OAC whose composition and responsibilities shall be defined by Regional Agreement or as set forth in Section C.4.

3. King County's Regional Agreement is reflected in Exhibit C to this MOU.

4. All other Allocation Regions that have not specified a Regional Agreement for allocating, distributing and managing Opioid Funds, will apply the following default methodology:

- a. Opioid Funds shall be allocated within each Allocation Region by taking the allocation for a Participating County from Exhibit B and apportioning those funds between that Participating County and its Participating Cities and Towns. Exhibit B also sets forth the allocation to the Participating Counties and the Participating Cities or Towns within the Counties based on a default allocation formula. As set forth above in Section B.3, to determine the allocation to a county, this formula utilizes: (1) the amount of opioids shipped to the county; (2) the number of opioid deaths that occurred in that county; and (3) the number of people who suffer opioid use disorder in that county. To determine the allocation within a county, the formula utilizes historical federal data showing how the specific Counties and the Cities and Towns within the Counties have

made opioids epidemic-related expenditures in the past. This is the same methodology used in the National Settlement Agreements for county and intra-county allocations. A Participating County, and the Cities and Towns within it may enter into a separate intra-county allocation agreement to modify how the Opioid Funds are allocated amongst themselves, provided the modification is in writing and agreed to by all Participating Local Governments in the County. Such an agreement shall not modify any of the other terms or requirements of this MOU.

b. 10% of the Opioid Funds received by the Region will be reserved, on an annual basis, for administrative costs related to the OAC. The OAC will provide an annual accounting for actual costs and any reserved funds that exceed actual costs will be reallocated to Participating Local Governments within the Region.

c. Cities and towns with a population of less than 10,000 shall be excluded from the allocation, with the exception of cities and towns that are Litigating Participating Local Governments. The portion of the Opioid Funds that would have been allocated to a city or town with a population of less than 10,000 that is not a Litigating Participating Local Government shall be redistributed to Participating Counties in the manner directed in C.4.a above.

d. Each Participating County, City, or Town may elect to have its share re-allocated to the OAC in which it is located. The OAC will then utilize this share for the benefit of Participating Local Governments within that Allocation Region, consistent with the Approved Purposes set forth in Exhibit A. A Participating Local Government's election to forego its allocation of Opioid Funds shall apply to all future allocations unless the Participating Local Government notifies its respective OAC otherwise. If a Participating Local Government elects to forego its allocation of the Opioid Funds, the Participating Local Government shall be excused from the reporting requirements set forth in this Agreement.

e. Participating Local Governments that receive a direct payment maintain full discretion over the use and distribution of their allocation of Opioid Funds, provided the Opioid Funds are used solely for Approved Purposes. Reasonable administrative costs for a Participating Local Government to administer its allocation of Opioid Funds shall not exceed actual costs or 10% of the Participating Local Government's allocation of Opioid Funds, whichever is less.

f. A Local Government that chooses not to become a Participating Local Government will not receive a direct allocation of Opioid Funds. The portion of the Opioid Funds that would have been allocated to a Local Government that is not a Participating Local Government shall be

redistributed to Participating Counties in the manner directed in C.4.a above.

g. As a condition of receiving a direct payment, each Participating Local Government that receives a direct payment agrees to undertake the following actions:

- i. Developing a methodology for obtaining proposals for use of Opioid Funds.
- ii. Ensuring there is opportunity for community-based input on priorities for Opioid Fund programs and services.
- iii. Receiving and reviewing proposals for use of Opioid Funds for Approved Purposes.
- iv. Approving or denying proposals for use of Opioid Funds for Approved Purposes.
- v. Receiving funds from the Trustee for approved proposals and distributing the Opioid Funds to the recipient.
- vi. Reporting to the OAC and making publicly available all decisions on Opioid Fund allocation applications, distributions and expenditures.

h. Prior to any distribution of Opioid Funds within the Allocation Region, The Participating Local Governments must establish an Opioid Abatement Council (OAC) to oversee Opioid Fund allocation, distribution, expenditures and dispute resolution. The OAC may be a preexisting regional body or may be a new body created for purposes of executing the obligations of this MOU.

i. The OAC for each Allocation Region shall be composed of representation from both Participating Counties and Participating Towns or Cities within the Region. The method of selecting members, and the terms for which they will serve will be determined by the Allocation Region's Participating Local Governments. All persons who serve on the OAC must have work or educational experience pertaining to one or more Approved Uses.

j. The Regional OAC will be responsible for the following actions:

- i. Overseeing distribution of Opioid Funds from Participating Local Governments to programs and services within the Allocation Region for Approved Purposes.

- ii. Annual review of expenditure reports from Participating Local Jurisdictions within the Allocation Region for compliance with Approved Purposes and the terms of this MOU and any Settlement.
- iii. In the case where Participating Local Governments chose to forego their allocation of Opioid Funds:
 - (i) Approving or denying proposals by Participating Local Governments or community groups to the OAC for use of Opioid Funds within the Allocation Region.
 - (ii) Directing the Trustee to distribute Opioid Funds for use by Participating Local Governments or community groups whose proposals are approved by the OAC.
 - (iii) Administrating and maintaining records of all OAC decisions and distributions of Opioid Funds.
- iv. Reporting and making publicly available all decisions on Opioid Fund allocation applications, distributions and expenditures by the OAC or directly by Participating Local Governments.
- v. Developing and maintaining a centralized public dashboard or other repository for the publication of expenditure data from any Participating Local Government that receives Opioid Funds, and for expenditures by the OAC in that Allocation Region, which it shall update at least annually.
- vi. If necessary, requiring and collecting additional outcome-related data from Participating Local Governments to evaluate the use of Opioid Funds, and all Participating Local Governments shall comply with such requirements.
- vii. Hearing complaints by Participating Local Governments within the Allocation Region regarding alleged failure to (1) use Opioid Funds for Approved Purposes or (2) comply with reporting requirements.

5. Participating Local Governments may agree and elect to share, pool, or collaborate with their respective allocation of Opioid Funds in any manner they choose by adopting a Regional Agreement, so long as such sharing, pooling, or collaboration is used for Approved Purposes and complies with the terms of this MOU and any Settlement.

6. Nothing in this MOU should alter or change any Participating Local Government's rights to pursue its own claim. Rather, the intent of this MOU is to join all parties who wish to be Participating Local Governments to agree upon an allocation formula for any Opioid Funds from any future binding Settlement with one or more Pharmaceutical Supply Chain Participants for all Local Governments in the State of Washington.

7. If any Participating Local Government disputes the amount it receives from its allocation of Opioid Funds, the Participating Local Government shall alert its respective OAC within sixty (60) days of discovering the information underlying the dispute. Failure to alert its OAC within this time frame shall not constitute a waiver of the Participating Local Government's right to seek recoupment of any deficiency in its allocation of Opioid Funds.

8. If any OAC concludes that a Participating Local Government's expenditure of its allocation of Opioid Funds did not comply with the Approved Purposes listed in Exhibit A, or the terms of this MOU, or that the Participating Local Government otherwise misused its allocation of Opioid Funds, the OAC may take remedial action against the alleged offending Participating Local Government. Such remedial action is left to the discretion of the OAC and may include withholding future Opioid Funds owed to the offending Participating Local Government or requiring the offending Participating Local Government to reimburse improperly expended Opioid Funds back to the OAC to be re-allocated to the remaining Participating Local Governments within that Region.

9. All Participating Local Governments and OAC shall maintain all records related to the receipt and expenditure of Opioid Funds for no less than five (5) years and shall make such records available for review by any other Participating Local Government or OAC, or the public. Records requested by the public shall be produced in accordance with Washington's Public Records Act RCW 42.56.001 *et seq.* Records requested by another Participating Local Government or an OAC shall be produced within twenty-one (21) days of the date the record request was received. This requirement does not supplant any Participating Local Government or OAC's obligations under Washington's Public Records Act RCW 42.56.001 *et seq.*

D. Payment of Counsel and Litigation Expenses

1. The Litigating Local Governments have incurred attorneys' fees and litigation expenses relating to their prosecution of claims against the Pharmaceutical Supply Chain Participants, and this prosecution has inured to the benefit of all Participating Local Governments. Accordingly, a Washington

Government Fee Fund (“GFF”) shall be established that ensures that all Parties that receive Opioid Funds contribute to the payment of fees and expenses incurred to prosecute the claims against the Pharmaceutical Supply Chain Participants, regardless of whether they are litigating or non-litigating entities.

2. The amount of the GFF shall be based as follows: the funds to be deposited in the GFF shall be equal to 15% of the total cash value of the Opioid Funds.

3. The maximum percentage of any contingency fee agreement permitted for compensation shall be 15% of the portion of the Opioid Funds allocated to the Litigating Local Government that is a party to the contingency fee agreement, plus expenses attributable to that Litigating Local Government. Under no circumstances may counsel collect more for its work on behalf of a Litigating Local Government than it would under its contingency agreement with that Litigating Local Government.

4. Payments from the GFF shall be overseen by a committee (the “Opioid Fee and Expense Committee”) consisting of one representative of the following law firms: (a) Keller Rohrback L.L.P.; (b) Hagens Berman Sobol Shapiro LLP; (c) Goldfarb & Huck Roth Riojas, PLLC; and (d) Napoli Shkolnik PLLC. The role of the Opioid Fee and Expense Committee shall be limited to ensuring that the GFF is administered in accordance with this Section.

5. In the event that settling Pharmaceutical Supply Chain Participants do not pay the fees and expenses of the Participating Local Governments directly at the time settlement is achieved, payments to counsel for Participating Local Governments shall be made from the GFF over not more than three years, with 50% paid within 12 months of the date of Settlement and 25% paid in each subsequent year, or at the time the total Settlement amount is paid to the Trustee by the Defendants, whichever is sooner.

6. Any funds remaining in the GFF in excess of: (i) the amounts needed to cover Litigating Local Governments’ private counsel’s representation agreements, and (ii) the amounts needed to cover the common benefit tax discussed in Section C.8 below (if not paid directly by the Defendants in connection with future settlement(s), shall revert to the Participating Local Governments *pro rata* according to the percentages set forth in Exhibits B, to be used for Approved Purposes as set forth herein and in Exhibit A.

7. In the event that funds in the GFF are not sufficient to pay all fees and expenses owed under this Section, payments to counsel for all Litigating Local Governments shall be reduced on a *pro rata* basis. The Litigating Local Governments will not be responsible for any of these reduced amounts.

8. The Parties anticipate that any Opioid Funds they receive will be subject to a common benefit “tax” imposed by the court in *In Re: National Prescription Opiate Litigation*, United States District Court for the Northern District of Ohio, Case No. 1:17-md-02804-DAP (“Common Benefit Tax”). If this occurs, the Participating Local Governments shall first seek to have the settling defendants pay the Common Benefit Tax. If the settling defendants do not agree to pay the Common Benefit Tax, then the Common Benefit Tax shall be paid from the Opioid Funds and by both litigating and non-litigating Local Governments. This payment shall occur prior to allocation and distribution of funds to the Participating Local Governments. In the event that GFF is not fully exhausted to pay the Litigating Local Governments’ private counsel’s representation agreements, excess funds in the GFF shall be applied to pay the Common Benefit Tax (if any).

E. General Terms

1. If any Participating Local Government believes another Participating Local Government, not including the Regional Abatement Advisory Councils, violated the terms of this MOU, the alleging Participating Local Government may seek to enforce the terms of this MOU in the court in which any applicable Settlement(s) was entered, provided the alleging Participating Local Government first provides the alleged offending Participating Local Government notice of the alleged violation(s) and a reasonable opportunity to cure the alleged violation(s). In such an enforcement action, any alleging Participating Local Government or alleged offending Participating Local Government may be represented by their respective public entity in accordance with Washington law.

2. Nothing in this MOU shall be interpreted to waive the right of any Participating Local Government to seek judicial relief for conduct occurring outside the scope of this MOU that violates any Washington law. In such an action, the alleged offending Participating Local Government, including the Regional Abatement Advisory Councils, may be represented by their respective public entities in accordance with Washington law. In the event of a conflict, any Participating Local Government, including the Regional Abatement Advisory Councils and its Members, may seek outside representation to defend itself against such an action.

3. Venue for any legal action related to this MOU shall be in the court in which the Participating Local Government is located or in accordance with the court rules on venue in that jurisdiction. This provision is not intended to expand the court rules on venue.

4. This MOU may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. The Participating Local Governments approve the use of electronic signatures for execution of this MOU. All use of electronic signatures

shall be governed by the Uniform Electronic Transactions Act. The Parties agree not to deny the legal effect or enforceability of the MOU solely because it is in electronic form or because an electronic record was used in its formation. The Participating Local Government agree not to object to the admissibility of the MOU in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

5. Each Participating Local Government represents that all procedures necessary to authorize such Participating Local Government's execution of this MOU have been performed and that the person signing for such Party has been authorized to execute the MOU.

[Remainder of Page Intentionally Left Blank – Signature Pages Follow]

This One Washington Memorandum of Understanding Between Washington Municipalities is signed this _____ day of _____, 2022 by:

Name & Title _____

On behalf of _____

4894-0031-1574, v. 2

EXHIBIT A

OPIOID ABATEMENT STRATEGIES

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions, co-usage, and/or co-addiction through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including all forms of Medication-Assisted Treatment (MAT) approved by the U.S. Food and Drug Administration.
2. Support and reimburse services that include the full American Society of Addiction Medicine (ASAM) continuum of care for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including but not limited to:
 - a. Medication-Assisted Treatment (MAT);
 - b. Abstinence-based treatment;
 - c. Treatment, recovery, or other services provided by states, subdivisions, community health centers; non-for-profit providers; or for-profit providers;
 - d. Treatment by providers that focus on OUD treatment as well as treatment by providers that offer OUD treatment along with treatment for other SUD/MH conditions, co-usage, and/or co-addiction; or
 - e. Evidence-informed residential services programs, as noted below.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-based, evidence-informed, or promising practices such as adequate methadone dosing.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction and for persons who have experienced an opioid overdose.
6. Support treatment of mental health trauma resulting from the traumatic experiences of the opioid user (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose

or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support detoxification (detox) and withdrawal management services for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including medical detox, referral to treatment, or connections to other services or supports.
8. Support training on MAT for health care providers, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
10. Provide fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (DATA 2000) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
12. Support the dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
13. Support the development and dissemination of new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in treatment for and recovery from OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Provide the full continuum of care of recovery services for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including supportive housing, residential treatment, medical detox services, peer support services and counseling, community navigators, case management, and connections to community-based services.
2. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.

3. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including supportive housing, recovery housing, housing assistance programs, or training for housing providers.
4. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
5. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
6. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
7. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
8. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to manage the opioid user in the family.
9. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to current and recovering opioid users, including reducing stigma.
10. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have – or are at risk of developing – OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Support Screening, Brief Intervention and Referral to Treatment (SBIRT) programs to reduce the transition from use to disorders.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.

4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Support training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
6. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, or persons who have experienced an opioid overdose, into community treatment or recovery services through a bridge clinic or similar approach.
7. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction or persons that have experienced an opioid overdose.
8. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
9. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction or to persons who have experienced an opioid overdose.
10. Provide funding for peer navigators, recovery coaches, care coordinators, or care managers that offer assistance to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction or to persons who have experienced on opioid overdose.
11. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
12. Develop and support best practices on addressing OUD in the workplace.
13. Support assistance programs for health care providers with OUD.
14. Engage non-profits and the faith community as a system to support outreach for treatment.
15. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
16. Create or support intake and call centers to facilitate education and access to treatment, prevention, and recovery services for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.

17. Develop or support a National Treatment Availability Clearinghouse – a multistate/nationally accessible database whereby health care providers can list locations for currently available in-patient and out-patient OUD treatment services that are accessible on a real-time basis by persons who seek treatment.

D. ADDRESS THE NEEDS OF CRIMINAL-JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction who are involved – or are at risk of becoming involved – in the criminal justice system through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Support pre-arrest or post-arrest diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including established strategies such as:
 - a. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (PAARI);
 - b. Active outreach strategies such as the Drug Abuse Response Team (DART) model;
 - c. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 - d. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (LEAD) model;
 - e. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative;
 - f. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise and to reduce perceived barriers associated with law enforcement 911 responses; or
 - g. County prosecution diversion programs, including diversion officer salary, only for counties with a population of 50,000 or less. Any diversion services in matters involving opioids must include drug testing, monitoring, or treatment.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts for persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, but only if these courts provide referrals to evidence-informed treatment, including MAT.

4. Provide evidence-informed treatment, including MAT, recovery support, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction who are leaving jail or prison have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (CTI), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal-justice-involved persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, and the needs of their families, including babies with neonatal abstinence syndrome, through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Support evidence-based, evidence-informed, or promising treatment, including MAT, recovery services and supports, and prevention services for pregnant women – or women who could become pregnant – who have OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Provide training for obstetricians or other healthcare personnel that work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
3. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with Neonatal Abstinence Syndrome get referred to appropriate services and receive a plan of safe care.
4. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.

5. Offer enhanced family supports and home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, including but not limited to parent skills training.
6. Support for Children's Services – Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
2. Academic counter-detailing to educate prescribers on appropriate opioid prescribing.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Support enhancements or improvements to Prescription Drug Monitoring Programs (PDMPs), including but not limited to improvements that:
 - a. Increase the number of prescribers using PDMPs;
 - b. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs or by improving the interface that prescribers use to access PDMP data, or both; or
 - c. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD.
6. Development and implementation of a national PDMP – Fund development of a multistate/national PDMP that permits information sharing while providing appropriate safeguards on sharing of private health information, including but not limited to:
 - a. Integration of PDMP data with electronic health records, overdose episodes, and decision support tools for health care providers relating to OUD.

- b. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database.
- 7. Increase electronic prescribing to prevent diversion or forgery.
- 8. Educate Dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

- 1. Corrective advertising or affirmative public education campaigns based on evidence.
- 2. Public education relating to drug disposal.
- 3. Drug take-back disposal or destruction programs.
- 4. Fund community anti-drug coalitions that engage in drug prevention efforts.
- 5. Support community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction – including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (SAMHSA).
- 6. Engage non-profits and faith-based communities as systems to support prevention.
- 7. Support evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
- 8. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
- 9. Support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
- 10. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
- 11. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses or other school staff, to

address mental health needs in young people that (when not properly addressed) increase the risk of opioid or other drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based, evidence-informed, or promising programs or strategies that may include, but are not limited to, the following:

1. Increase availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, opioid users, families and friends of opioid users, schools, community navigators and outreach workers, drug offenders upon release from jail/prison, or other members of the general public.
2. Provision by public health entities of free naloxone to anyone in the community, including but not limited to provision of intra-nasal naloxone in settings where other options are not available or allowed.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, and other members of the general public.
4. Enable school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expand, improve, or develop data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educate first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Expand access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
10. Support mobile units that offer or provide referrals to treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
11. Provide training in treatment and recovery strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction.
12. Support screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items C8, D1 through D7, H1, H3, and H8, support the following:

1. Current and future law enforcement expenditures relating to the opioid epidemic.
2. Educate law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, and coordination to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Community regional planning to identify goals for reducing harms related to the opioid epidemic, to identify areas and populations with the greatest needs for treatment intervention services, or to support other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A government dashboard to track key opioid-related indicators and supports as identified through collaborative community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to in various items above, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Invest in infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, co-usage, and/or co-addiction, or implement other

strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
5. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (e.g. Hawaii HOPE and Dakota 24/7).
6. Research on expanded modalities such as prescription methadone that can expand access to MAT.

EXHIBIT B

County	Local Government	% Allocation
<u>Adams County</u>		
	Adams County	0.1638732475%
	Hatton	
	Lind	
	Othello	
	Ritzville	
	Washtucna	
	County Total:	0.1638732475%
<u>Asotin County</u>		
	Asotin County	0.4694498386%
	Asotin	
	Clarkston	
	County Total:	0.4694498386%
<u>Benton County</u>		
	Benton County	1.4848831892%
	Benton City	
	Kennewick	0.5415650564%
	Prosser	
	Richland	0.4756779517%
	West Richland	0.0459360490%
	County Total:	2.5480622463%
<u>Chelan County</u>		
	Chelan County	0.7434914485%
	Cashmere	
	Chelan	
	Entiat	
	Leavenworth	
	Wenatchee	0.2968333494%
	County Total:	1.0403247979%
<u>Clallam County</u>		
	Clallam County	1.3076983401%
	Forks	
	Port Angeles	0.4598370527%
	Sequim	
	County Total:	1.7675353928%

EXHIBIT B

County	Local Government	% Allocation
--------	------------------	--------------

Clark County

Clark County	4.5149775326%
Battle Ground	0.1384729857%
Camas	0.2691592724%
La Center	
Ridgefield	
Vancouver	1.7306605325%
Washougal	0.1279328220%
Woodland***	
Yacolt	
County Total:	6.7812031452%

Columbia County

Columbia County	0.0561699537%
Dayton	
Starbuck	
County Total:	0.0561699537%

Cowlitz County

Cowlitz County	1.7226945990%
Castle Rock	
Kalama	
Kelso	0.1331145270%
Longview	0.6162736905%
Woodland***	
County Total:	2.4720828165%

Douglas County

Douglas County	0.3932175175%
Bridgeport	
Coulee Dam***	
East Wenatchee	0.0799810865%
Mansfield	
Rock Island	
Waterville	
County Total:	0.4731986040%

Ferry County

Ferry County	0.1153487994%
Republic	
County Total:	0.1153487994%

EXHIBIT B

County	Local Government	% Allocation
--------	------------------	--------------

Franklin County

Franklin County	0.3361237144%
Connell	
Kahlotus	
Mesa	
Pasco	0.4278056066%
County Total:	0.7639293210%

Garfield County

Garfield County	0.0321982209%
Pomeroy	
County Total:	0.0321982209%

Grant County

Grant County	0.9932572167%
Coulee City	
Coulee Dam***	
Electric City	
Ephrata	
George	
Grand Coulee	
Hartline	
Krupp	
Mattawa	
Moses Lake	0.2078293909%
Quincy	
Royal City	
Soap Lake	
Warden	
Wilson Creek	
County Total:	1.2010866076%

EXHIBIT B

County	Local Government	% Allocation
--------	------------------	--------------

Grays Harbor County

Grays Harbor County	0.9992429138%
Aberdeen	0.2491525333%
Cosmopolis	
Elma	
Hoquiam	
McCleary	
Montesano	
Oakville	
Ocean Shores	
Westport	
County Total:	1.2483954471%

Island County

Island County	0.6820422610%
Coupeville	
Langley	
Oak Harbor	0.2511550431%
County Total:	0.9331973041%

Jefferson County

Jefferson County	0.4417137380%
Port Townsend	
County Total:	0.4417137380%

EXHIBIT B

County	Local Government	% Allocation
<u>King County</u>		
	King County	13.9743722662%
	Algona	
	Auburn***	0.2622774917%
	Beaux Arts Village	
	Bellevue	1.1300592573%
	Black Diamond	
	Bothell***	0.1821602716%
	Burien	0.0270962921%
	Carnation	
	Clyde Hill	
	Covington	0.0118134406%
	Des Moines	0.1179764526%
	Duvall	
	Enumclaw***	0.0537768326%
	Federal Way	0.3061452240%
	Hunts Point	
	Issaquah	0.1876240107%
	Kenmore	0.0204441024%
	Kent	0.5377397676%
	Kirkland	0.5453525246%
	Lake Forest Park	0.0525439124%
	Maple Valley	0.0093761587%
	Medina	
	Mercer Island	0.1751797481%
	Milton***	
	Newcastle	0.0033117880%
	Normandy Park	
	North Bend	
	Pacific***	
	Redmond	0.4839486007%
	Renton	0.7652626920%
	Sammamish	0.0224369090%
	SeaTac	0.1481551278%
	Seattle	6.6032403816%
	Shoreline	0.0435834501%
	Skykomish	
	Snoqualmie	0.0649164481%
	Tukwila	0.3032205739%
	Woodinville	0.0185516364%
	Yarrow Point	
	County Total:	26.0505653608%

EXHIBIT B

County	Local Government	% Allocation
--------	------------------	--------------

Kitsap County

Kitsap County	2.6294133668%
Bainbridge Island	0.1364686014%
Bremerton	0.6193374389%
Port Orchard	0.1009497162%
Poulsbo	0.0773748246%
County Total:	3.5635439479%

Kittitas County

Kittitas County	0.3855704683%
Cle Elum	
Ellensburg	0.0955824915%
Kittitas	
Roslyn	
South Cle Elum	
County Total:	0.4811529598%

Klickitat County

Klickitat County	0.2211673457%
Bingen	
Goldendale	
White Salmon	
County Total:	0.2211673457%

Lewis County

Lewis County	1.0777377479%
Centralia	0.1909990353%
Chehalis	
Morton	
Mossyrock	
Napavine	
Pe Ell	
Toledo	
Vader	
Winlock	
County Total:	1.2687367832%

EXHIBIT B

County	Local Government	% Allocation
--------	------------------	--------------

Lincoln County

Lincoln County	0.1712669645%
Almira	
Creston	
Davenport	
Harrington	
Odessa	
Reardan	
Sprague	
Wilbur	
County Total:	0.1712669645%

Mason County

Mason County	0.8089918012%
Shelton	0.1239179888%
County Total:	0.9329097900%

Okanogan County

Okanogan County	0.6145043345%
Brewster	
Conconully	
Coulee Dam***	
Elmer City	
Nespelem	
Okanogan	
Omak	
Oroville	
Pateros	
Riverside	
Tonasket	
Twisp	
Winthrop	
County Total:	0.6145043345%

Pacific County

Pacific County	0.4895416466%
Ilwaco	
Long Beach	
Raymond	
South Bend	
County Total:	0.4895416466%

EXHIBIT B

County	Local Government	% Allocation
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Pend Oreille County

Pend Oreille County	0.2566374940%
Cusick	
Ione	
Metaline	
Metaline Falls	
Newport	
County Total:	0.2566374940%

Pierce County

Pierce County	7.2310164020%
Auburn***	0.0628522112%
Bonney Lake	0.1190773864%
Buckley	
Carbonado	
DuPont	
Eatonville	
Edgewood	0.0048016791%
Enumclaw***	0.0000000000%
Fife	0.1955185481%
Fircrest	
Gig Harbor	0.0859963345%
Lakewood	0.5253640894%
Milton***	
Orting	
Pacific***	
Puyallup	0.3845704814%
Roy	
Ruston	
South Prairie	
Steilacoom	
Sumner	0.1083157569%
Tacoma	3.2816374617%
University Place	0.0353733363%
Wilkeson	
County Total:	12.0345236870%

San Juan County

San Juan County	0.2101495171%
Friday Harbor	
County Total:	0.2101495171%

EXHIBIT B

County	Local Government	% Allocation
--------	------------------	--------------

Skagit County

Skagit County	1.0526023961%
Anacortes	0.1774962906%
Burlington	0.1146861661%
Concrete	
Hamilton	
La Conner	
Lyman	
Mount Vernon	0.2801063665%
Sedro-Woolley	0.0661146351%
County Total:	1.6910058544%

Skamania County

Skamania County	0.1631931925%
North Bonneville	
Stevenson	
County Total:	0.1631931925%

Snohomish County

Snohomish County	6.9054415622%
Arlington	0.2620524080%
Bothell***	0.2654558588%
Brier	
Darrington	
Edmonds	0.3058936009%
Everett	1.9258363241%
Gold Bar	
Granite Falls	
Index	
Lake Stevens	0.1385202891%
Lynnwood	0.7704629214%
Marysville	0.3945067827%
Mill Creek	0.1227939546%
Monroe	0.1771621898%
Mountlake Terrace	0.2108935805%
Mukilteo	0.2561790702%
Snohomish	0.0861097964%
Stanwood	
Sultan	
Woodway	
County Total:	11.8213083387%

EXHIBIT B

County	Local Government	% Allocation
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Spokane County

Spokane County	5.5623859292%
Airway Heights	
Cheney	0.1238454349%
Deer Park	
Fairfield	
Latah	
Liberty Lake	0.0389636519%
Medical Lake	
Millwood	
Rockford	
Spangle	
Spokane	3.0872078287%
Spokane Valley	0.0684217500%
Waverly	
County Total:	8.8808245947%

Stevens County

Stevens County	0.7479240179%
Chewelah	
Colville	
Kettle Falls	
Marcus	
Northport	
Springdale	
County Total:	0.7479240179%

Thurston County

Thurston County	2.3258492094%
Bucoda	
Lacey	0.2348627221%
Olympia	0.6039423385%
Rainier	
Tenino	
Tumwater	0.2065982350%
Yelm	
County Total:	3.3712525050%

Wahkiakum County

Wahkiakum County	0.0596582197%
Cathlamet	
County Total:	0.0596582197%

EXHIBIT B

County	Local Government	% Allocation
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Walla Walla County

Walla Walla County	0.5543870294%
College Place	
Prescott	
Waitsburg	
Walla Walla	0.3140768654%
County Total:	0.8684638948%

Whatcom County

Whatcom County	1.3452637306%
Bellingham	0.8978614577%
Blaine	
Everson	
Ferndale	0.0646101891%
Lynden	0.0827115612%
Nooksack	
Sumas	
County Total:	2.3904469386%

Whitman County

Whitman County	0.2626805837%
Albion	
Colfax	
Colton	
Endicott	
Farmington	
Garfield	
LaCrosse	
Lamont	
Malden	
Oakesdale	
Palouse	
Pullman	0.2214837491%
Rosalia	
St. John	
Tekoa	
Uniontown	
County Total:	0.4841643328%

EXHIBIT B

County	Local Government	% Allocation
<u>Yakima County</u>		
	Yakima County	1.9388392959%
	Grandview	0.0530606109%
	Granger	
	Harrah	
	Mabton	
	Moxee	
	Naches	
	Selah	
	Sunnyside	0.1213478384%
	Tieton	
	Toppenish	
	Union Gap	
	Wapato	
	Yakima	0.6060410539%
	Zillah	
	County Total:	2.7192887991%

Exhibit C

KING COUNTY REGIONAL AGREEMENT

King County intends to explore coordination with its cities and towns to facilitate a Regional Agreement for Opioid Fund allocation. Should some cities and towns choose not to participate in a Regional Agreement, this shall not preclude coordinated allocation for programs and services between the County and those cities and towns who elect to pursue a Regional Agreement. As contemplated in C.5 of the MOU, any Regional Agreement shall comply with the terms of the MOU and any Settlement. If no Regional Agreement is achieved, the default methodology for allocation in C.4 of the MOU shall apply.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-156

File ID:	AB2023-156	Version:	1	Status:	Introduced
File Created:	02/21/2023	Entered by:	DBrown@co.whatcom.wa.us		
Department:	Council Office	File Type:	Ordinance		
Assigned to:	Council Criminal Justice and Public Safety Committee				Final Action:
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Ordinance suspending Whatcom County Code 1.28 to update the Correctional Facilities Operational Standards

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
02/21/2023	Council	INTRODUCED	Council

Attachments: Proposed Ordinance

ORDINANCE NO. _____

**SUSPENDING WHATCOM COUNTY CODE 1.28 TO UPDATE THE CORRECTIONAL
FACILITIES OPERATIONAL STANDARDS**

WHEREAS, in 1977, chapter 70.48 RCW, the City and County Jails Act, was initially adopted; and

WHEREAS, in 1979, the Washington State Correctional Facilities Standards were developed by the Corrections Standards Board and codified in Title 289 of the Washington Administrative Code (WAC) as a guide to counties and cities to satisfy the mandates under the Act; and

WHEREAS, in 1987, a new section, RCW 70.48.071, was added to chapter 70.48 RCW that specifically mandated that "units of local government that own or operate adult correctional facilities shall, individually or collectively, adopt standards for the operation of those facilities no later than January 1, 1988..."; and

WHEREAS, to comply with RCW 70.48.071, the Whatcom County Council adopted the standards in Title 289 WAC by enacting Ordinance No. 87-85 in December 1987, later codified as Whatcom County Code (WCC) 1.28 - *Standards for Correctional Facilities*; and

WHEREAS, in 2006, Title 289 WAC was decodified without replacement as it was obsolete and the Corrections Standards Board ceased to exist; and

WHEREAS, the identical standards in Whatcom County Code (WCC) 1.28 are likewise obsolete; and

WHEREAS, RCW 70.48.071 authorizes the County to establish operational standards for its own correctional facilities in either its code, through the correctional facilities department policies and standards, or a combination thereof; and

WHEREAS, the Whatcom County Sheriff's Office correctional facility operational standards are collectively established through various documents, including, but not limited to, written general policies, corrections bureau operational policies and procedures, medical policies and procedures, the Sheriff's Office Rules and Regulations Manual, and the Uniform Building Code; and

WHEREAS, the Whatcom County Council temporarily suspended WCC 1.28 for up to twelve months on July 8, 2019, and again for an additional eighteen months on July 8, 2021; and

WHEREAS, the Whatcom County Council deems it necessary to reinstate the suspension of WCC 1.28 for up to an additional eleven (11) months to provide

adequate time for the Law and Justice Committee and the County Council to review the correctional facilities operational standards and proposals.

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that WCC 1.28 is hereby suspended in its entirety for up to eleven (11) months, and that the Whatcom County Sheriff's Office correctional facility operational standards, as described above, are hereby temporarily adopted in place of WCC 1.28.

BE IT FINALLY ORDAINED that the following notation shall be included in the County Code in place of WCC 1.28

Whatcom County Code Chapter 1.28 is temporarily suspended for up to eleven (11) months, beginning March 7, 2023. The Whatcom County Sheriff's Office correctional facility operation standards, as collectively established through various documents, including, but not limited to, written general policies, corrections bureau operational policies and procedures, medical policies and procedures, the Sheriff's Office Rules and Regulations Manual, and the Uniform Building Code, are temporarily adopted in its place.

ADOPTED this ____ day of _____, 2023.

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

/s/ Karen Frakes approved via email on 2/21/23/MR

Karen Frakes, Civil Deputy Prosecutor

Satpal Sidhu, County Executive

() Approved () Denied

Date Signed: _____



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-160

File ID:	AB2023-160	Version:	1	Status:	Agenda Ready
File Created:	02/22/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Appointment to fill a vacancy on the Surface Mining Advisory Committee, surface mining material user position, Applicant(s): Ryan Devries

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See applicant list.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
-------	--------------	---------	----------

Attachments: Applicant List, Devries 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

AB2023-160

8 Vacancies, four 4-year terms and four 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, surface mining material user (1 vacancy, 4-year term):

- Ryan Devries, incumbent

Subject: Online Form Submittal: Board and Commission Application
Date: Tuesday, February 21, 2023 5:22:40 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 *Field not completed.*

First Name Ryan

Last Name Devries

Today's Date 2/21/2023

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

Surface Mining Advisory Committee

Surface Mining Advisory Committee (SMAC) Position:	Member of surface mining industry surface mining material user
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:	early 2019 to January 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, &	<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	Plant manager for Granite Construction, I manage several surface mines in Whatcom County
10. Please describe why you're interested in serving on this board or commission	To help Whatcom county identify future aggregate resource lands.
References (please include daytime telephone number):	Joshua Fleischmann 360-778-5952
Signature of applicant:	Ryan Devries
Place Signed / Submitted	

(Section Break)

From: Devries, Ryan
To: Jill Nixon
Subject: RE: Online Form Submittal: Board and Commission Application
Date: Wednesday, February 22, 2023 3:25:52 PM

Jill-

Thanks for the follow up sorry for the delay on my end, I am also a material user with several development projects in the county requiring aggregates so that is probably the next closest category.

Thank you!

Ryan Devries

Plant Manager
Granite Construction Company



From: Jill Nixon <JNixon@co.whatcom.wa.us>
Sent: Wednesday, February 22, 2023 11:37 AM
To: Devries, Ryan [REDACTED]
Subject: FW: Online Form Submittal: Board and Commission Application

CAUTION: This email originated from outside of Granite

Mr. Devries, thank you for your application to the Surface Mining Advisory Committee representing a member of the surface mining industry. Unfortunately, the Council filled the vacancy for that position at its meeting last night, and we didn't receive your application in time to forward to Council for consideration.

There are several other vacancies on the committee. If you meet the qualifications for one of these vacancies and would like to serve as a representative of one of these positions, please let me know and I'm happy to amend your application and submit it to the Council for consideration:

1. Civil or geotechnical engineer with no direct or indirect financial business ties to the industry;
2. material user
3. geologist
4. representative of agriculture
5. representative of forestry
6. representative of ground water as a potable, domestic supply, specifically a public water system or private well owner
7. ecologist
8. environmental consultant



Whatcom County

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

Agenda Bill Master Report

File Number: AB2022-641

File ID:	AB2022-641	Version:	1	Status:	Agenda Ready
File Created:	11/02/2022	Entered by:	maamot@co.whatcom.wa.us		
Department:	Planning and Development Services Department	File Type:	Ordinance Requiring a Public Hearing		
Assigned to:	Council	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Ordinance adopting the Buildable Lands Report

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Ordinance adopting the Buildable Lands Report 2022 Whatcom County Review and Evaluation Program (issued July 7, 2022, revised February 27, 2023), concluding that the review and evaluation required by the Growth Management Act (RCW 36.70A.215) has occurred, concluding that “reasonable measures” are required for the Birch Bay, Cherry Point, and Columbia Valley urban growth areas, and concluding that “reasonable measures” are not required for any other lands in unincorporated Whatcom County. The Buildable Lands Report indicates that reasonable measures are also needed in the City of Bellingham and the City of Blaine.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
11/22/2022	Council	REFERRED TO COMMITTEE	Council Planning and Development Committee
12/06/2022	Council	WITHDRAWN	

Attachments: Staff Memo (Feb 28, 2023), Proposed Ordinance for 3.7.2023 Introduction, Planning Commission Findings

WHATCOM COUNTY

Planning & Development Services
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Mark Personius
Director

Memorandum

February 28, 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

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, originally 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, January 10, 2023, and January 24, 2023. In an email dated January 23, 2023, Bob Carmichael proposed revisions to the draft Ordinance for consideration by the Council. At the January 24, 2023 meeting, the Council Committee discussed housing affordability and land supply issues, particularly as they relate to Bellingham, and requested staff to work with Mr. Carmichael to see if we could reconcile differences relating to the draft Ordinance.

The County, the City of Bellingham and Mr. Carmichael's team met on January 30 and February 15 to discuss the *Buildable Lands Report* and the proposed Ordinance. As a result of these discussions, the City of Bellingham agreed to revise the *Buildable Lands Report*, including:

- Identifying "reasonable measures" the City has already taken (pages 31-33);
- Concluding that additional "reasonable measures" are needed (page 34); and
- Identifying additional "reasonable measures" that the City could consider implementing (pages 34-35).

Pursuant to these discussions, the draft Ordinance language has also been amended. Mr. Carmichael indicated concurrence with the changes in emails dated February 22 and February 27, 2023. The City/County Planner Group agreed to the changes, and a revised *Buildable Lands Report* was issued on February 27, 2023.

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.

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. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (July 7, 2022) recognizes that housing availability and housing affordability are highly significant issues impacting our community.
2. Whatcom County recognizes that the Buildable Lands Report does not address the issue of housing affordability and that there remain significant concerns regarding housing availability. 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. Specifically, land supply will need to be carefully reviewed to account for land constrained by legal impediments, lack of infrastructure, and critical area restrictions. Additionally, infrastructure improvements including transportation, public water, and sewer improvements will need to be included in capital facility plans to accommodate forecasted growth. And, as required by Engrossed Second Substitute House Bill 1220, jurisdictions will need to plan for and accommodate housing affordable to all income segments of the community.
3. The proposal is to adopt the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (July 7, 2022, revised February 27, 2023).
4. 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.
5. Notice of the Planning Commission hearing was posted on the County website on September 30, 2022.
6. Notice of the Planning Commission hearing was published in the Bellingham Herald on September 30, 2022.
7. Notice of the Planning Commission hearing was sent to the County's email list on September 30, 2022.

8. 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.
9. 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.
10. 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 help to inform the next update of the Whatcom County Comprehensive Plan, which is due by June 30, 2025.
11. In evaluating land suitable for development, RCW 36.70A.215(3)(b)(ii) requires jurisdictions to develop a “reasonable land market supply factor” consistent with the *Review & Evaluation Program Buildable Lands Guidelines* (2018) published by the Department of Commerce (“Guidance”).
12. The land market supply factor is incorporated to account for the reality that not all developable land will actually be developed within the planning timeframe.
13. WAC 365-196-310(2)(e) authorizes jurisdictions to consider unique local conditions when establishing a market supply factor. Including relevant local factors is vital to ensuring that the Buildable Lands Report presents a realistic picture of development within the remaining planning period.
14. The Department of Commerce’s Guidance also expressly encourages cities to adopt a market supply factor that reflects “uniquely local conditions” to “avoid overestimation of effective buildable lands capacity” (p. 47).
15. On March 24, 2022, the City of Bellingham released a Technical Memo describing the analysis used to develop the land market factor utilized for developable lands within Bellingham.
16. 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).
17. 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).

18. 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.
19. 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).
20. 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.
21. 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.
22. 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.
23. 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.
24. 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).

25. 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.
26. Whatcom County and the cities issued *the Buildable Lands Report 2022 –Whatcom County Review and Evaluation Program* on July 7, 2022 and revised this Report on February 27, 2023 (the revisions primarily relate to the Jurisdiction Profile for the Bellingham UGA). 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.
27. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states that there is sufficient suitable land to accommodate the countywide population projection contained in the current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
28. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states 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 current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
29. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states that there is sufficient suitable land to accommodate the countywide employment projection contained in the current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
30. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* states that each UGA has sufficient suitable land to accommodate the UGA employment projections contained in the current Whatcom County Comprehensive Plan (Chapter 1), which allocated growth through the year 2036.
31. 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.215.44.
32. 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.

33. 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.
34. 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).
35. Reasonable measures are not required for any other lands in unincorporated Whatcom County.
36. The suitable lands analysis is a planning level tool using model assumption and values informed by development data from the 2016-2021 evaluation period. It is not derived from an in-depth, parcel-by-parcel assessment of developability within the remainder of the 20-year planning period.
37. There are large blocks of property in Bellingham that would benefit from an in-depth, individual, parcel-by-parcel assessment of developability within the current planning period. This level of review and analysis has not been completed in Bellingham and is beyond the scope of this Buildable Lands Analysis. In the land capacity analysis for the 2025 Comprehensive Plan update, Bellingham should coordinate further with owners of large undeveloped land holdings to document and evaluate challenges and barriers associated with development. Findings from these efforts should consider legal impediments and be compared against deductions for critical areas, buffers, future infrastructure, and market factors already incorporated into development capacity estimates to determine if further deductions are appropriate.
38. As stated in the Bellingham jurisdictional profile, the capacity for single-family housing to be built during the remaining planning period is minimally adequate to meet the target established in the current *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3). As such, any overestimation of supply in Bellingham's land capacity analysis could lead to a shortfall in that category. Further, the Bellingham analysis shows that capacity for housing offering ownership opportunities is very limited. As seen in Exhibit 16, while 64% of the City's developable residential land is zoned for single-family development, it accounts for only 26% of estimated future housing production. Whereas the 36% of residential land zoned for multi-family development accounts for 74% of estimated future production.
39. Following adoption of the 2016 Comprehensive Plan, Bellingham has undertaken numerous initiatives to address housing availability and affordability. These initiatives include measures identified by the Department of Commerce's Guidance as reasonable measures, including without limitation encouraging infill and redevelopment, allowing

density bonuses, rezoning, and encouraging developers to reduce off-street surface parking.

40. Despite the many reasonable measures Bellingham has already undertaken, housing affordability and housing supply remain critical concerns that warrant adopting additional reasonable measures. The Bellingham jurisdictional profile in the Buildable Lands Report includes a variety of reasonable measures aimed at addressing housing supply, affordability, and ownership opportunities.
41. The Growth Management Act requires Whatcom County and the cities to update their respective Comprehensive Plans by 2025 (RCW 36.70A.130), in part to accommodate projected population and employment growth for the new planning period through the year 2045.
42. 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)).
43. 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)).
44. 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.
45. In 2017, the Washington State Legislature amended the requirements of the evaluation program (Buildable Land Report) to include a “review and evaluation of ... infrastructure gaps (including but not limited to transportation, water, sewer, and stormwater)” (RCW 36.70A.215((3)(b)(i))).
46. 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)).

47. 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.
48. Whatcom County recognizes that housing availability and housing affordability are major issues in our community.
49. Detached single family median home prices for the cities and Whatcom County as a whole have risen as shown below.

	2016	2022	Percentage Increase
Bellingham	\$340,500	\$680,000	99.71%
Blaine	\$274,000	\$536,000	95.62%
Everson	\$308,500	\$565,000	83.14%
Ferndale	\$313,200	\$630,000	101.15%
Lynden	\$314,000	\$595,000	89.49%
Nooksack	\$262,000	\$500,000	90.84%
Sumas	\$219,000	\$340,000	55.25%
Whatcom County	\$315,000	\$602,000	91.1%

Source: Whatcom County Association of REALTORS / Multiple Listing Service data.

50. 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.
51. 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).

52. Whatcom County recognizes that solutions to housing availability and housing affordability 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.
53. 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 reconfiguring or expanding urban growth areas.
54. 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.
55. 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.
56. 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).
57. 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).
58. 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.
59. The Growth Management Act indicates that a purpose of the Buildable Lands Program is, when necessary, to “Identify reasonable measures, other than adjusting urban growth areas, that will be taken to comply with the requirements of this chapter” (RCW 36.70A.215(1)(b)).

60. 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. Accommodating the projected growth through the year 2045 will require a new land capacity analysis to evaluate each UGA's ability to accommodate this additional growth based on new population projections. 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.
61. 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) and (6)).
62. 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).
63. 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.
64. 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.
65. 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.

66. 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).
67. 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.
68. Housing needs and affordability will be addressed in the 2025 Comprehensive Plan Update as required by the Growth Management Act. The 2025 Comprehensive Plan update will also "[p]lan for and accommodate housing affordable to all economic segments of the population . . . promote a variety of residential densities and housing types, and encourage preservation of existing housing stock" as required by RCW 36.70A.020(4).
69. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* provides an important analysis of development trends and characteristics in Whatcom County and its cities from 2016-2021. Based on the foregoing findings, the Whatcom County Review and Evaluation Program provides important input moving forward with the 2025 comprehensive plan update process for the County and the cities, but should not be considered the sole source of information that the County and cities rely upon to plan for accommodating projected future growth.
70. All of the foregoing Recitals and Findings of Fact are legislative findings of the Whatcom County Council and are fully incorporated into the following ordinance as a material part thereof.

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 (Revised February 27, 2023)



ACKNOWLEDGEMENTS

Project Manager

- Matt Aamot, Whatcom County

Technical Committee

- Greg Aucutt, City of Bellingham
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- 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 46,240 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 26,829 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 14,326 people (83% within UGAs) and 5,351 employees (93% within UGAs) from 2016-2021.
- Whatcom County has an estimated 46,240 population growth and 26,829 employment growth remaining to accommodate between 2021 and 2036.

Development Activity

From 2016-2021, Whatcom County and the cities permitted 6,659 new housing units, averaging 1,332 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 6,659 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 1,332 per year from 2016-2021. The jurisdictions will need to increase the average annual housing production to 1,478 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 34,215.
- 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 16,652.

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*. The suitable lands analysis is a planning level tool using model assumption and values informed by development data from the 2016-2021 evaluation period. It is not derived from an in-depth, parcel-by-parcel assessment of developability within the remainder of the 20-year planning period.

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 14,326 people (83% within UGAs) and 5,351 employees (93% 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	14,326	60,565	46,239

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 46,239 more people and 26,829 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 6,659 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 1,332 per year for the County as a whole. With 22,176 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 1,478 units per year from 2021-2036 (**Exhibit 9**). This represents an increase of around 11% over the 2016-2021 production rate.

From 2016-2021 Whatcom County and the cities also developed a total of 3.9 million square feet of built area on 1,285 commercial and industrial acres supporting an estimated 5,351 jobs (**Exhibit 7** and **Exhibit 10**). UGAs accommodated 94% of the built square footage and 93% of the estimated jobs on 38% of the developed acres. Non-UGA areas accommodated 6% of the built square footage and 7% of the estimated jobs on 62% 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 0.18 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 34,215 (**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 16,652 (**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 14,326 people, or about 24% of its 2016-2036 growth projection of 60,565 for the 20-year planning period (**Exhibit 6**). About 44% of this growth occurred in the City of Bellingham and 83% occurred within the urban growth areas (UGAs) of the County.

The remaining projected population growth for the County from 2021-2036 is 46,240. 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	2,081	8	2,089	5,942	3,853
Lynden	1,685	3	1,688	5,568	3,880
Nooksack	177	0	177	861	684
Sumas	190	0	190	760	570
UGA Total	11,152	799	11,951	50,812	38,861
Non-UGA	N/A	2,375	2,375	9,754	7,379
Total	11,152	3,174	14,326	60,566	46,240

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 5,351 jobs, or about 17% of its 2016-2036 growth projection of 32,179 for the 20-year planning period (**Exhibit 7**). Approximately 58% of this growth occurred within the Bellingham UGA, while most of the remaining employment growth occurred in the Ferndale, Lynden, and Blaine UGAs. Almost 93% occurred within the UGAs.

The remaining projected employment growth for the County from 2021-2036 is 26,829. 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	942	59	1,001	3,478	2,477
Lynden	624	0	624	1,876	1,252
Nooksack	8	0	8	100	92
Sumas	65	0	65	387	322
UGA Total	4,510	482	4,992	29,396	24,405
Non-UGA	N/A	359	359	2,783	2,424
Total	4,510	841	5,351	32,179	26,829

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 6,659 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**	Year Unknown	Total
UGAs	851	1,074	946	1,041	1,140	531	33	5,616
Area Outside UGAs	135	198	215	238	215	42	0	1,043
Total	986	1,272	1,161	1,279	1,355	573	33	6,659
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, 48% were permitted and built in the Bellingham UGA (3,219 from 2016-2021), while almost 36% were permitted and built in all other UGAs combined (2,397 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 1,332 per year for the County as a whole (UGA plus Non-UGA areas) for the 2016-2021 Review and Evaluation Period. With 22,176 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 1,478 units per year from 2021-2036. This represents an increase of around 11% 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	810	162	1,494	100
Lynden	742	148	1,706	114
Nooksack	59	12	229	15
Sumas	81	16	242	16
UGA Total	5,616	1,123	18,935	1,262
Non-UGA	1,043	209	3,241	216
County Total	6,659	1,332	22,176	1,478

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 3.9 million square feet was constructed on 1,285 commercial and industrial acres supporting an estimated 5,351 jobs inside and outside its urban growth areas (**Exhibit 7** and **Exhibit 10**). UGAs accommodated 94% of the built square footage and 93% of the estimated jobs on approximately 38% of the developed acres. Non-UGA areas accommodated approximately 6% of the built square footage and 7% of the jobs on 62% 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 0.18 FAR. Within UGAs, commercial development averaged 0.16 FAR, while industrial development averaged 0.20 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	113.7	425,773	0.09	46.4	393,457	0.19	160.1	819,230	0.12
County	0.0	0	0.00	7.6	70,214	0.21	7.6	70,214	0.21
UGA Total	113.7	425,773	0.09	54.0	463,671	0.20	167.6	889,444	0.12
Lynden									
City	37.8	191,276	0.12	35.4	405,818	0.26	73.2	597,094	0.19
County	0.0	0	0.00	0.0	0	0.00	0.0	0	0.00
UGA Total	37.8	191,276	0.12	35.4	405,818	0.26	73.2	597,094	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	301.8	2,145,123	0.16	182.4	1,550,060	0.20	484.2	3,695,183	0.18
Non-UGA*	777.9	201,601	0.01	23.1	16,920	0.02	801.0	218,521	0.01
County Total	1,079.7	2,346,724	0.05	205.5	1,566,980	0.18	1,285.2	3,913,704	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	6.1	2.1	N/A	0.09	N/A	N/A	0.19	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	7.2	2.2	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	5.2	0.8	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 11,951 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 38,861 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 34,215, 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%	2,089	3,853	10,786	6,932	35%
Lynden	5,568	19,275	7%	1,688	3,880	8,467	4,587	24%
Nooksack	861	2,425	1%	177	684	1,283	599	25%
Sumas	760	2,323	1%	190	570	1,073	503	22%
UGA Total	50,812	198,129	72%	11,951	38,861	73,075	34,215	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 4,992 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 24,405 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 16,652, 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%	1,001	2,477	3,484	1,007	11%
Lynden	1,876	7,103	6%	624	1,252	4,038	2,786	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%	4,992	24,405	41,057	16,652	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*. Many of the potential reasonable measures identified have already been implemented by jurisdictions to varying degrees to address housing affordability, land supply, and other concerns. The Jurisdiction Profiles address whether additional 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 capacity is slightly higher than the estimated need (5,366 – 5,171 = 195 housing units or 4%). 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). While the estimated single-family housing capacity is minimally adequate, the overall land capacity is 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. Through that process, the City has already taken many steps that would be considered reasonable

measures (many of which are expressly identified in Appendix B of the *Buildable Lands Guidelines*) including, but not limited to:

- Adopting affordable housing incentives including transportation, park, and school impact fees and system development charge waivers up to 80%, reducing parking requirements, expanding the Multi-Family Tax Exemption zone, and designating a Federal Opportunity Zone;
- Adopting a rental registration and safety inspection program;
- Adopting a short-term rental registration and monitoring program;
- Working with Whatcom County to update the Urban Fringe Subarea plan in 2017-2018;
- Amending the City subdivision ordinance in 2018 to improve the land division process, allow for more flexible design, and up to a 50% density bonus when including smaller infill housing forms;
- Adopting a new Accessory Dwelling Unit (ADU) ordinance in 2018 allowing ADUs in all residential zones;
- Extending in 2018 the tax levy for the Bellingham Home Fund for an additional ten years. This levy provides about \$4 million per year and is combined with about \$3 million per year from the Affordable Housing Sales Tax, and about \$2.5 million per year in Federal CDBG and HOME funds. The combined annual total of over \$9 million is used to provide rental assistance, homebuyer down payment assistance, home preservation, human services, and rental housing production for low-income households in Bellingham. About \$5 million per year of these funds are directed to production of affordable rental housing. The City partnering with non-profit developers has leveraged local funds at a 1:8 ratio (\$ 1 of City funds for every \$8 of partner funds) to build and maintain over 1,400 housing units and hundreds more are in the development pipeline;
- Amending the Infill Toolkit standards in 2021, eliminating redundant fees, reducing parking requirements, and simplifying and improving the process for permitting and building “missing middle” housing forms;
- Encouraging reductions in off-street surface parking;

- Adopting revisions to the multi-family zoning code in 2021 to include a simpler ranged zoning system and minimum density standards to ensure infill goals are met;
- Updating the interlocal agreement with Whatcom County concerning planning, annexation, and development within UGAs;
- Adopting a manufactured home park protective overlay zone and enhanced resident notification requirements in 2022;
- Adopting streamlined urban village design review regulations in 2022;
- Working with partners in the development community to identify and overcome regulatory barriers to bringing more affordable renter and owner-oriented housing online sooner;
- Utilizing development agreements and other tools to assist land-owners with successful redevelopment of challenging sites in urban villages and other priority areas;
- Taking an active role with our local representatives in the current state legislative session as they consider a wide

array of bills addressing housing affordability and supply;

- Addressing the recent, dramatic increase in families with children experiencing homelessness by designating space in new affordable housing projects, investing in pro-active prevention programs, and working with community partners to plan, fund, and build new family housing solutions; and
- Creation of Urban Holding Zones (UGA Reserves).

Despite these reasonable measures the City has already taken, and the analysis showing that Bellingham is meeting or exceeding the development density assumptions in the county-wide planning policies and the 2016 comprehensive plan, housing affordability and supply remain critical concerns.

According to the 2018 Bellingham Consolidated Plan, 43% of Bellingham citizens pay more than 30% of their income towards housing expenses (they are “cost burdened”), and nearly one-half of those households pay more than 40% of their income towards housing expenses (they are “severely cost burdened”). Furthermore, housing in Bellingham is of particular importance given

the City's status as the employment center of Whatcom County.

Of particular note, the capacity for housing offering ownership opportunities is very limited. As seen in Exhibit 16, while 64% of Bellingham's developable residential land is zoned for single-family development, it accounts for only 26% of estimated future housing production. Whereas the 36% of land zoned for multi-family development accounts for 74% of estimated future production. Also, of concern related to homeownership opportunities, while about 70% of Bellingham's recent housing production has been multi-family, the number of units sold as condominiums has been negligible.

Based on these persistent concerns adopting additional reasonable measures in Bellingham is warranted. These measures could include, but are not limited to:

- Evaluating Bellingham's existing single-family zoning code and (similar to the 2021 multi-family code update) considering adoption of the following:
 - A standardized and simplified range of densities consistent with those in the 2016 Comprehensive Plan;
 - Minimum densities;
 - Increasing densities where appropriate; and
 - Allowing Infill Toolkit development and "middle" housing forms in all single-family zones;
- Evaluating regulatory barriers to condominium-style development;
- Updating annexation plans and coordinating with Whatcom County to evaluate and adjust future City zoning in the unincorporated UGA and UGA Reserves to support expanding housing opportunities;
- Investment in capital facilities, giving priority to capital facility investments that support production of housing;
- Considering enacting incentive-based inclusionary zoning ordinances for new housing developments;
- Exploring incentives for limited equity cooperatives and other models that provide an affordable path to homeownership (e.g. land trusts);
- Revisiting existing regulations and neighborhood plans to evaluate and, if appropriate, remove regulatory

impediments to otherwise-developable land;

- Considering code amendments allowing a wider variety of Form Based Housing;
- Considering restoring and updating the Master Plan Ordinance; As mandated by HB1220, conducting a comprehensive Housing Needs Assessment to identify and quantify the housing needs for all economic segments of the community;
- Using the Housing Needs Assessment to develop policies to plan for and accommodate a variety of housing types affordable to all economic segments; and
- Ensuring timely updates to capital facility plans identify future infrastructure needs, funding mechanisms, and implementation plans to provide urban services to prioritize housing development necessary to accommodate forecast growth.

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

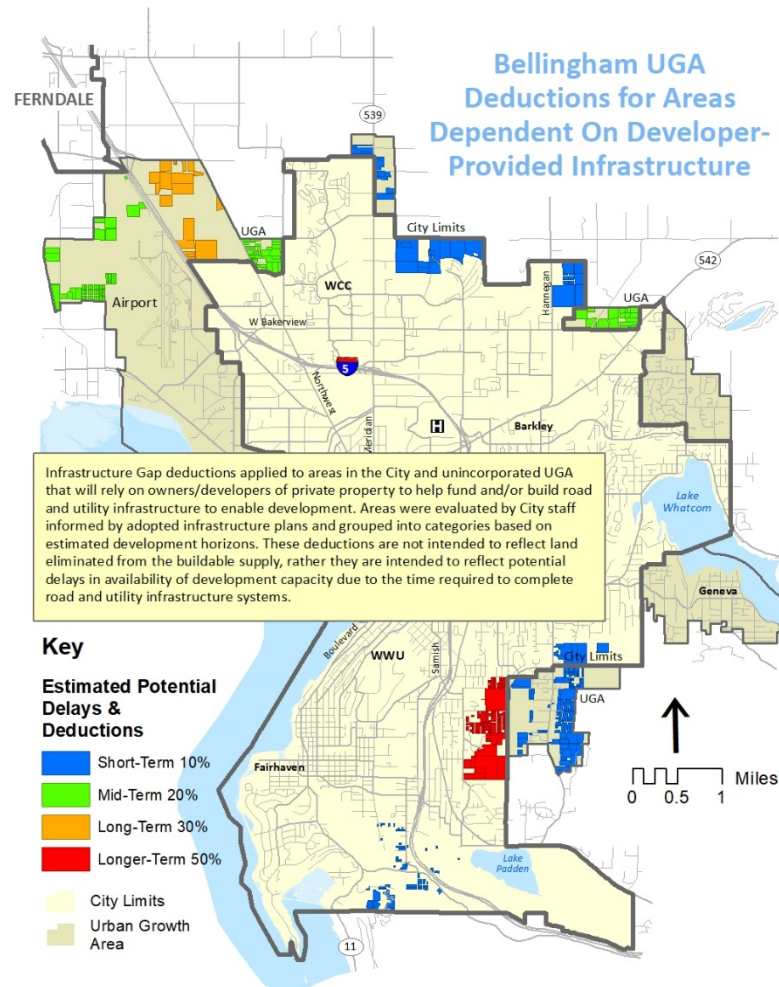
an estimated 20%); and Phase I of an update to the Infill Toolkit regulations streamlining and clarifying the development of missing-middle housing forms.

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	
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).

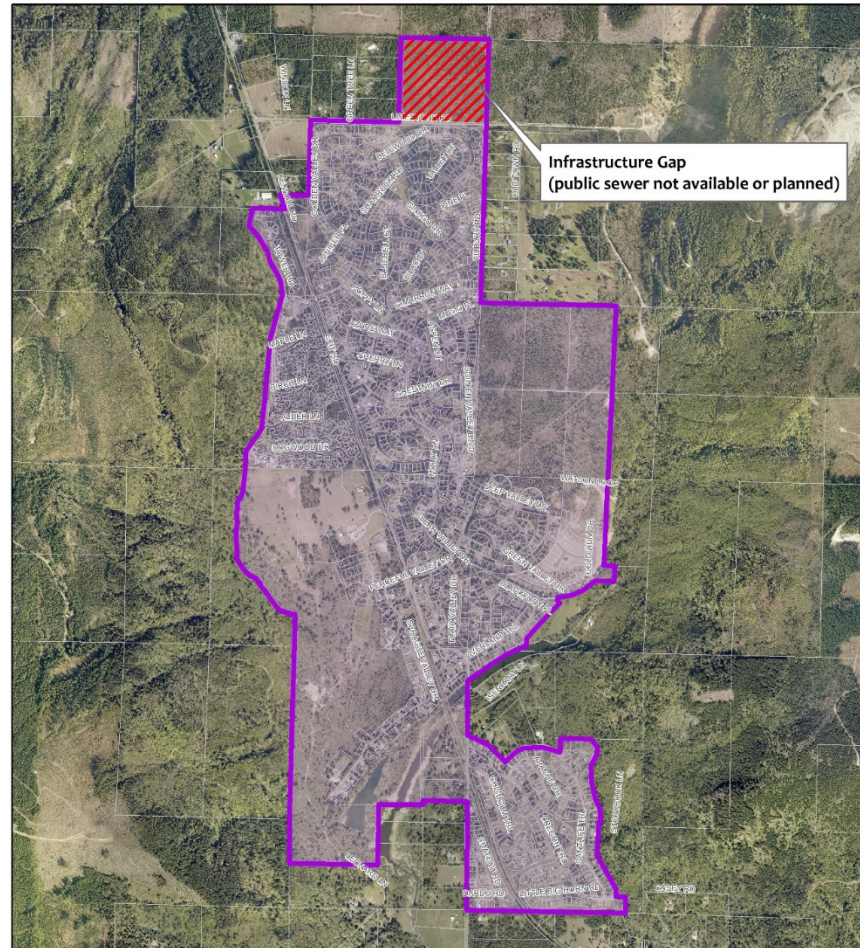
Infrastructure Gaps

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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March 2022

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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 2,089 population (99% within the City) and 1,001 employment (94% within the City) (**Exhibit 6** and **Exhibit 7**).

The City of Ferndale has achieved residential densities of 6.1 units per net acre, a commercial FAR of 0.09, and an industrial FAR of 0.19 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 3,853 population and 2,477 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 6,933 (**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 919 single-family and 532 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 1,105 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 1,007 (**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-H	Single Family	23.9	101	4.22	7.00
RS-M	Single Family	42.4	241	5.68	6.00
	Multifamily	3.0	66	21.89	N/A
RS-L	Single Family	38.1	197	5.18	5.00
MC	Single Family	2.3	19	8.41	7.00
	Multifamily	3.4	64	18.55	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	Single Family	1.0	5	4.76	N/A
	Multifamily	5.5	38	6.85	7.00
UR	Multifamily	0.7	12	17.91	15.00
CC	Multifamily	0.3	5	15.36	12.00

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	MC	RMH	RMM	RO	RR	RS-H	RS-L	RS-M	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	MC	RMH	RMM	RO	RR	RS-H	RS-L	RS-M	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)	3,853													
Population Capacity Surplus (Deficit)	6,933													

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)
RS-H	Commercial	1.3	2,337	0.04	N/A
	Industrial	N/A	N/A	N/A	N/A
RS-M	Commercial	4.4	3,012	0.02	N/A
	Industrial	N/A	N/A	N/A	N/A
MC	Commercial	16.8	105,793	0.14	0.09
	Industrial	1.5	19,844	0.30	N/A
RO	Commercial	N/A	N/A	N/A	0.09
	Industrial	N/A	N/A	N/A	N/A
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	Commercial	N/A	N/A	N/A	N/A
	Industrial	5.5	103,994	0.44	0.20
UR	Commercial	0.3	7,061	0.49	0.09
	Industrial	N/A	N/A	N/A	N/A
CC	Commercial	0.1	156	0.03	0.50
	Industrial	N/A	N/A	N/A	N/A

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	MC	Pub	RMH	RMM	RO	RR	RS-L	RS-M	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	MC	Pub	RMH	RMM	RO	RR	RS-L	RS-M	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	2,418,896	38,505	1,170,781	241,207	373,073	176,195	18,855	-	-	3,059	389,622	-	-	7,600
Employment Capacity	3,484	66	1,847	214	330	304	33	-	-	5	672	-	-	13
Remaining Employment Growth to Accommodate (2021-2036)	2,477													
Employment Capacity Surplus (Deficit)	1,007													

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 1,685 people (nearly 100% within the City of Lynden) and 624 jobs (100% within the City) (**Exhibit 6** and **Exhibit 7**).

The City of Lynden has an overall achieved residential density of 7.2 units per net acre between 2016 and 2021. Lynden's single-family zones have built out at 4.8 units per net acre, its multi-family zones achieved 17.5 units per net acre. The overall achieved residential density of 7.2 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 3,880 people and 1,252 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 4,587 (**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 551 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, 76 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 3.7 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 2,786 (**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	128	38.88	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)	3,880														
Population Capacity Surplus (Deficit)	4,587														

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	2.7	37,744	0.32	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)	 <u>1,252</u>										
Employment Capacity Surplus (Deficit)	2,786										

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 177 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 5.2 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 599 (**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 49 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 194 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	23	4.11	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)	684						
Population Capacity Surplus (Deficit)	599						

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	238,772	-	-	135,174	5,460	98,139	-
Employment Capacity	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)).

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: AB2023-145

File ID:	AB2023-145	Version:	1	Status:	Agenda Ready
File Created:	02/14/2023	Entered by:	JGay@co.whatcom.wa.us		
Department:	Health Department	File Type:	Ordinance		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance amending Ordinance No. 2022-058 to change the due date of the Child and Family Well-Being Task Force Phase III report

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that Ordinance No. 2022-058 is hereby amended to revise the Child and Family Well-Being Task Force Phase III report delivery date to be no later than May 2nd, 2023, or a later date determined by the Whatcom County Council by resolution.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Staff Memo, Ordinance



Memorandum

TO: SATPAL SIDHU, COUNTY EXECUTIVE

FROM: Ann Beck, Health and Community Services

DATE: 02/14/23

RE: AMENDING ORDINANCE NO 2022-058 TO CHANGE THE DUE DATE OF PHASE III REPORT

In December 2020, the Child & Well Being Task Force was established to help support a child and well-being action plan entitled "Whatcom Working Towards Well-Being: An Action Plan for County Government." The task force develops reports on initial work and tasks accomplished in three separate phases.

The Phase III report is scheduled to be shared with Whatcom County Council on March 21st per Ordinance No. 2022-058. Since this date was chosen, there has been a significant increase in workload for staff, as well as a loss of a staff member, which has impacted the ability to adhere to this timeline.

The attached ordinance would amend the due date for the Phase III report to no later than May 2, 2023. It is anticipated however that this report will be completed prior to that deadline.

Please call Ann Beck at 360-778-6055 if there are any questions. Thank you.

PROPOSED: HEALTH AND COMMUNITY SERVICES
INTRODUCTION DATE: _____

ORDINANCE NO. _____

**AMENDING ORDINANCE NO. 2022-058 TO CHANGE THE DUE DATE OF THE CHILD
AND FAMILY WELL-BEING TASK FORCE PHASE III REPORT**

WHEREAS, in December 2020 the Child and Well-Being task force was established
by Ordinance 2020-079; and

WHEREAS, in August 2022 Whatcom County Council adopted Ordinance 2022-058
to revise the Phase III report deadline; and

WHEREAS, in February 2023 county staff identified the need to further revise the
Phase III report project timeline that necessitate extending the report delivery date.

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that
Ordinance No. 2022-058 is hereby amended to revise the Child and Family Well-Being Task
Force Phase III report delivery date to be no later than May 2nd, 2023, or a later date
determined by the Whatcom County Council by resolution.

ADOPTED this ____ day of _____, 2023.

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

Civil Deputy Prosecutor
Executive

(Current Executive's Name), County

() Approved () Denied

Date Signed: _____



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-149

File ID:	AB2023-149	Version:	1	Status:	Agenda Ready
File Created:	02/17/2023	Entered by:	mdonley@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Ordinance		
Assigned to:	Council	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Ordinance amending the project budget for the Academy Road Stormwater Improvements Project Fund, request no. 3

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See memo

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff memo, Proposed ordinance, Exhibit A, Budget Supplemental Request PBB



MEMORANDUM

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

THROUGH: Elizabeth Kosa, Interim Public Works Director

FROM: Kraig Olason, Stormwater Program Manager

DATE: February 6, 2023

RE: Supplemental Budget Request No. 3 for the Academy Road
Stormwater Improvements Project

Requested Action

Please find attached for approval a supplemental budget request from Whatcom County Public Works Stormwater for the Academy Road Stormwater Improvements Project.

Background and Purpose

In 2015, Whatcom County and the City of Bellingham jointly constructed the Academy Road Stormwater Improvements Project, which was intended to treat runoff from approximately 80 acres in the Lake Whatcom watershed. However, the project never performed up to original design specifications due to issues associated with filtration media (primarily the media's performance under continuous flow) and sedimentation impacts to the media from channel erosion occurring just upstream. The original funding request was amended in 2021 to cover Phase II engineering design costs to improve system performance (Ordinance 2021-014). Additional funds are now needed to cover construction costs associated with the proposed upgrades. The project is scheduled for construction in the summer of 2023, subject to approval of the requested construction funds.

Funding Amount and Source

This request, in the amount of \$688,500 will be funded by a transfer from the Real Estate Excise Tax II fund (\$268,500) and from the Lake Whatcom Stormwater Utility (LWSU) fund (\$420,000).

Please contact Kraig Olason at extension 6301 if you have any questions or concerns regarding the terms of this agreement.

Encl.

ORDINANCE NO. _____

**ORDINANCE AMENDING THE ACADEMY ROAD STORMWATER
IMPROVEMENTS FUND, REQUEST NO. 3**

WHEREAS, Academy Road Stormwater Improvements project was constructed in 2015 as a priority capital project due to its listing on the county's Lake Whatcom Comprehensive Stormwater Management Plan, and

WHEREAS, this project upgrade is listed as item number one on the 2023-2028 Six-Year Water Resources Improvement Program for the Lake Whatcom watershed, and

WHEREAS, the project was intended to treat runoff from approximately 80 acres and included a pretreatment unit, media filtration system, a high-flow bypass, and a vegetated buffer along the lake front, and

WHEREAS, this project was constructed jointly with the City of Bellingham, and

WHEREAS, the project has not performed up to original design expectations due to issues associated with original filtration media, sedimentation from offsite, and greater stormwater flows than anticipated, and

WHEREAS, the initial funding request in 2014 for \$1,109,000 (Ordinance 2014-080), which was amended in 2016 to add \$95,000 for staff labor costs (Ordinance 2016-057), was used to construct the original project, and

WHEREAS, a second supplemental funding request in 2021 for \$86,845 (Ordinance 2021-014) was used to cover Phase II engineering design costs required to evaluate options to improve system performance and to provide engineering plans, specifications and an estimate for system upgrades to achieve original design performance, and

WHEREAS, these additional expenses were funded by a transfer from the Lake Whatcom Stormwater Utility (LWSU) district funds and by remaining Phase I budget authority, and

1 **WHEREAS**, additional funds are needed to cover the construction
2 costs associated with the proposed upgrades. The updated construction-
3 related expenses for this project are estimated at \$688,500, and
4

5 **WHEREAS**, these additional expenses will be funded by a transfer
6 from Real Estate Excise Tax II funds (\$268,500) and from the Lake Whatcom
7 Stormwater Utility fund (\$420,000),
8

9 **NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County
10 Council that Ordinance No. 2021-014 is hereby amended to add \$688,500 of
11 expenditure authority, as described in Exhibit A, to the current project
12 budget of \$1,290,835, for a total amended project budget of \$1,979,335.
13

14
15 **ADOPTED** this ____ day of ____, 2023.
16
17

18
19 ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

20
21
22
23 _____
Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Chair of the Council

24
25
26 APPROVED AS TO FORM:

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

27
28
29 Christopher Quinn approved via email
30 Christopher Quinn
31 Senior Deputy Prosecuting
32 Attorney – Civil Division
33

Satpal Sidhu, County Executive

() Approved () Denied

Date Signed: _____
34
35
36
37
38

EXHIBIT A

ACADEMY ROAD STORMWATER IMPROVEMENTS (FUND 364)					
Expenditures					
Account	Description	2016 Amended Project Budget	2021 Amendment #2 to Ord. 2016-057	2023 Amendment #3 to Ord. 2021-014	Total Amended Project Budget
6110	Wages	\$ 55,233	\$ 18,065	\$ 22,500	\$ 95,798
6290	Applied Benefits	\$ 39,767	\$ 16,844	\$ 18,000	\$ 74,611
6630	Professional Services	\$ -	\$ 75,000	\$ 70,000	\$ 145,000
6699	Other Services-Interfund	\$ -	\$ 24,000	\$ 6,000	\$ 30,000
7199	Other Miscellaneous-Interfund	\$ -	\$ 4,000	\$ 2,000	\$ 6,000
7380	Other Improvements	\$ 1,109,000	\$ (51,074)	\$ 570,000	\$ 1,627,926
TOTALS		\$ 1,204,000	\$ 86,835	\$ 688,500	\$ 1,979,335
Revenues					
Account	Description	2016 Amended Project Budget	2021 Amendment #2 to Ord. 2016-057	2023 Amendment #3 to Ord. 2021-014	Total Amended Project Budget
4334.0315	Department of Ecology Grant	\$ 50,000	\$ -		\$ 50,000
4337.0701	City of Bellingham	\$ 259,000	\$ -		\$ 259,000
8301.132	Operating Transfer In - LWSU	\$ -	\$ 86,835	\$ 420,000	\$ 506,835
8301.169	Operating Transfer In - Flood	\$ 180,000	\$ -		\$ 180,000
8301.324	Operating Transfer In - REET II	\$ 715,000	\$ -	\$ 268,500	\$ 983,500
TOTALS		\$ 1,204,000	\$ 86,835	\$ 688,500	\$ 1,979,335

Supplemental Budget Request

Status: Pending

Public Works

Stormwater

Suppl ID # 3891

Fund 364

Cost Center 364100

Originator: Melissa Donley

Expenditure Type: One-Time

Year 1 2023

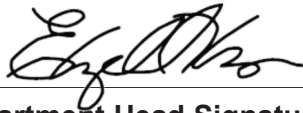
Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Amendment 3 to Academy Rd PBB

X



Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6110	Regular Salaries & Wages	\$22,500
	6290	Applied Benefits	\$18,000
	6630	Professional Services	\$70,000
	6699	Other Services-Interfund	\$6,000
	7199	Other Miscellaneous/Inte	\$2,000
	7380	Other Improvements	\$570,000
	8301.132	Operating Transfer In	(\$420,000)
	8301.324	Operating Transfer In	(\$268,500)
	Request Total		\$0

1a. Description of request:

The Academy Road Project Phase 1 was initiated on June 1, 2015. This project was a joint Whatcom County and City of Bellingham stormwater retrofit project focused on improving water quality in the Lake Whatcom watershed. Partially grant funded by Department of Ecology as an incentive to utilize a new phosphorus treating media, this project also received funding from Whatcom County which covered design and construction of the project, the City of Bellingham provided the property (located within city limits). The project construction began in the summer of 2015 and received final completion in May of 2016. The project never met design treatment expectations, partially due to excessive sediment fouling the treatment media in the treatment cells, greater quantity and velocity of flows than anticipated, and a continuous base flow that didn't provide the treatment media sufficient dry out periods.

After several seasons of operation, it was determined that the system required an upgrade to achieve improved water quality treatment performance. City of Bellingham will be the permanent recipient of this joint project and is presently unwilling to accept this project in its current state. Whatcom County has initiated two investigative efforts to better understand the current system's limitations and to verify actual stormwater flows. This information is being used as site-specific background information in the design and upgrade of this facility.

As an early implementation of this type of treatment cell and treatment media, many of the specific complexities of this type of system were unknown and inadequately accommodated in the original design. The majority of the funding was provided by a Washington Department of Ecology grant, partially as an incentive to test this new technology. Since this project was installed, much has been learned about the specific applications and limitations of this type of system. This current project phase seeks to leverage that new knowledge and greatly enhance the performance of the Academy Road Stormwater Improvements project.

1b. Primary customers:

The City of Bellingham will be taking over the operation and management of this facility upon the successful completion of this upgrade. The 100,000 people and associated businesses that rely on Lake

Supplemental Budget Request

Status: Pending

Public Works

Stormwater

Suppl ID # 3891

Fund 364

Cost Center 364100

Originator: Melissa Donley

Whatcom are also beneficiaries of this project, which is intended to have a long service life.

2. Problem to be solved:

Whatcom County's investment in the Academy Stormwater Improvement Project is well over one million dollars. The City of Bellingham has also contributed the property, which included demolishing an existing house. The value of lakeside real estate and the level of investment to date in this project justifies optimizing the performance of this system. The City of Bellingham is currently unwilling to accept the project without improvements. The initial county/city agreement stipulated that the city would accepting the project if functioning within the design parameters, which the system is currently unable to do without upgrades.

3a. Options / Advantages:

After consulting with staff from the City of Bellingham's Stormwater and Maintenance and Operations divisions, Whatcom County solicited proposals for qualified firms to perform an evaluation of the Academy Road Stormwater Facility. In May of 2018, Whatcom County contracted with a local consulting firm to conduct that evaluation. The scope of the consultant contract and results were shared with City of Bellingham staff. Three main questions were evaluated:

- Are flows entering the treatment system higher than expected?
- Are levels of Total Suspended Solids (TSS) and debris entering the treatment system higher than expected?
- Is the hydraulic conductivity of the treatment media lower than expected?

The guidance provided was not intended to provide engineering-level specifications for modifications to the system. Recommendations were divided into tiers: options for improving basic functioning (Tier 1), options for increasing performance within the existing structures (Tier 2), and options for increasing performance through additions to the existing facility (Tier 3). The report also recommended some near term (immediate) activities that could be done.

Since the completion of the report, the City of Bellingham has installed a pipe to greatly reduce the off-site sediment entering the system, and Whatcom County has completed a water quantity monitoring study to verify

actual flow rates, as well as made minor modifications to improve existing performance of the current system.

Options that were considered included: 1. do nothing or make minor adjustments, 2. increase performance to as close to original design treatment as possible using existing footprint, and 3. redesign and construct an optimum treatment option. We anticipate moving forward with the aim to achieve as close to the original design treatment as possible (option 2).

3b. Cost savings:

Cost savings would result by improving efficiency of removal of TSS. The Total Maximum Daily Load (TMDL) requires the county and City of Bellingham to provide water quality treatment where possible. The opportunities for installing systems of this size are limited within the Lake Whatcom watershed. Increasing the efficiency of the existing system is potentially more cost effective than leaving the system as is and developing new systems in the same basin area.

The combined city/county costs well exceed 1.5 million dollars to date. The area treated may actually be bigger than initially determined and could contribute up to 33% more phosphorus. This project seeks to maximize the benefit of the current investment by adding additional treatment capacity to the same site.

4a. Outcomes:

The outcome to be delivered is that the treatment system removes 40 pounds of phosphorus annually. Currently the system is run at half capacity which is providing 20 pounds of removal annually, at best. Based on our recent evaluation, the contributing area is about 33% larger than initially determined, which would potentially generate closer to 60 pounds of phosphorus annually. It is feasible that through the upgrade, the system would treat 60 pounds annually.

4b. Measures:

Supplemental Budget Request

Status: Pending

Public Works

Stormwater

Suppl ID # 3891

Fund 364

Cost Center 364100

Originator: Melissa Donley

Success will be measured based on whether our modification to the system provide continuous phosphorus removal (i.e. multiple treatment cells allow for adequate dry out period which would allow for a higher level of treatment).

5a. Other Departments/Agencies:

The project is currently operated by the City of Bellingham Maintenance and Operations Department. At present the system is working at half capacity to allow the media some dry out time, which is essential to provide phosphorus removal. Part of the upgrade will further automate the system operation to reduce the time commitment for future operations.

The other group impacted is the Stormwater Division of Whatcom County Public Works. Design and construction management as well as project coordination with the City of Bellingham will fall to Stormwater staff.

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

For Whatcom County, Kraig Olason will be the primary responsible individual. For the City of Bellingham, Mike Olinger, Assistance Director of Operation, Public Works, will be the primary contact.

6. Funding Source:

This request, in the amount of \$688,500 will be funded by a transfer from the Real Estate Excise Tax II fund (\$268,500) and from the Lake Whatcom Stormwater Utility fund (\$420,000).



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-155

File ID:	AB2023-155	Version:	1	Status:	Agenda Ready
File Created:	02/21/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Ordinance		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

Primary Contact Email: [Click here to enter text.](#)

TITLE FOR AGENDA ITEM:

Ordinance amending Whatcom County Code 2.128, Business and Commerce Advisory Committee, to revise membership

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Proposed ordinance

ORDINANCE NO. _____

**AMENDING WHATCOM COUNTY CODE CHAPTER 2.128, BUSINESS AND COMMERCE
ADVISORY COMMITTEE, TO REVISE MEMBERSHIP**

WHEREAS, on May 22, 2018, the Whatcom County Council adopted Ordinance 2018-030, creating the Whatcom County Business and Commerce Advisory Committee (BCAC); and

WHEREAS, on April 9, 2019, the Whatcom County Council adopted Ordinance 2019-031, amending the Whatcom County Business and Commerce Advisory Committee (BCAC) membership; and

WHEREAS, the primary purpose of the BCAC is to provide the County Council with advice on issues, including regulations and policies that could impact local businesses, industry, or economic development; and

WHEREAS, membership of the BCAC currently includes elected officials, representatives of the county's institutions of higher education, and representatives of internet technology, manufacturing, food processing, recreation, retail, marine trades, commercial real estate, agriculture, and energy industries; and

WHEREAS, the Council wishes to revise committee membership to include one representative from the construction industry and one additional member representing for-profit business entities in any industry.

NOW THEREFORE BE IT ORDAINED by the Whatcom County Council that Whatcom County Code 2.128 is hereby amended as outlined in Exhibit A to this ordinance.

ADOPTED this ____ day of _____, 2023.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

APPROVED AS TO FORM:

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

Civil Deputy Prosecutor

Satpal Sidhu, County Executive

() Approved () Denied

Date Signed: _____

EXHIBIT A
Chapter 2.128
BUSINESS AND COMMERCE ADVISORY COMMITTEE

Sections:

- 2.128.010 Established.**
- 2.128.020 Purpose.**
- 2.128.030 Function.**
- 2.128.040 Membership.**
- 2.128.050 Organization – Meetings.**
- 2.128.055 Committee staffing.**

2.128.010 Established.

The Whatcom County business and commerce advisory committee is hereby established.

2.128.020 Purpose.

The committee will advise the Whatcom County council on issues, including regulations and policies that could impact local businesses, industry, or economic development.

2.128.030 Function.

The committee will report directly to the county council as necessary to carry out the following functions:

- A. Review and provide recommendations on comprehensive plans, regulations, economic development efforts and on proposals which directly impact business and economic conditions in Whatcom County; and
- B. Assist the county and provide recommendations on efforts to improve business conditions, environment and infrastructure; and
- C. Assist and develop recommendations for comprehensive economic development efforts of associate development organizations (ADO) and other issues impacting business in Whatcom County; and
- D. Develop recommendations and strategies for ensuring the county applies a client-focused approach to supporting businesses with regulations, permitting, and planning.

2.128.040 Membership.

- A. The committee shall be composed of 20 members serving four-year terms.
- B. The following designated officials shall be nonvoting members:
 - 1. One member of the Whatcom County council;
 - 2. County executive or designee;
 - 3. City of Bellingham mayor or designee;
 - 4. Port of Bellingham executive director or designee; and
 - 5. One representative from the small cities, designated by the Small Cities Caucus.
- C. The county council shall appoint one member representing for-profit entities in each of the following industries:
 - 1. Internet technology;
 - 2. Manufacturing;
 - 3. Food processing;
 - 4. Recreation;
 - 5. Retail;
 - 6. Marine trades;
 - 7. Commercial real estate;
 - 8. Agriculture;

- 9. Energy industry; and
- 10. Health care; and
- 11. Construction.**

D. The county council shall also appoint:

- 1. ~~Three~~ **Four** members representing for-profit business entities in any industry, including those listed in subsection C of this section; and
- 2. Two nonvoting members representing the county's institutions of higher education (Western Washington University, Whatcom Community College, the Northwest Indian College, and Bellingham Technical College).

E. No two appointed members may represent or be employed by the same company or organization.

F. The term of office for appointed members shall be four years; provided, that the terms of those first appointed shall be staggered so that five will be appointed for two years and six will be appointed for four years.

2.128.050 Organization – Meetings.

A. Meetings of the committee shall be open and accessible to the public and shall be subject to the Open Public Meetings Act.

B. The committee shall determine its own meeting schedule but shall meet at least four times per year and attempt to complete its work as expeditiously as possible.

C. At every meeting, the committee will schedule an open session to take public comment on local business issues. Written records of meetings, resolutions, findings, and recommendations shall be kept and such records shall be public. The county council and county executive shall receive meeting minutes on a regular basis.

D. The committee shall adopt its own rules and procedures for the conduct of business.

E. The committee shall elect a chairperson from among its members who shall preside at its meetings.

F. The committee shall comply with Whatcom County Charter Section 4.20, Qualifications, and with Chapter 2.03 WCC, Boards and Commissions.

2.128.055 Committee staffing.

The Port of Bellingham office of director of economic development shall provide staffing for the committee.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-158

File ID:	AB2023-158	Version:	1	Status:	Agenda Ready
File Created:	02/22/2023	Entered by:	AHester@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Ordinance Requiring a Public Hearing		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance declaring public necessity for and the authorization to acquire certain property rights by eminent domain for the E. Smith Road and Hannegan Road Intersection Improvements Project

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

The proposed ordinance would 1) declare public necessity for certain property rights needed to construct the project, and 2) authorize the commencement of legal action in Whatcom County Superior Court to acquire, by eminent domain, these certain real property interests

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
-------	--------------	---------	----------

Attachments: Staff Memo, Ordinance, Exhibit A, Attachment



Memorandum

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

Through: Jon Hutchings, Director

From: James P. Karcher, P.E., County Engineer
Joshua L. Cihak, P.E., Engineering Manager

Date: February 22, 2023

Re: E. Smith Road & Hannegan Road Intersection Improvements Project; CRP No. 914002
Ordinance Authorizing Acquisition by Eminent Domain

Enclosed for your review and consideration is an ordinance to authorize the acquisition of certain property rights by eminent domain for the County's E. Smith Road & Hannegan Road Intersection Improvements Project (the "Project").

I. Requested Action:

Public Works recommends that the County Council entertain a motion and approve the ordinance authorizing the commencement of legal action to acquire, by eminent domain, the remaining property interests needed to construct the Project.

II. Background and Purpose:

The proposed ordinance would 1) declare public necessity for certain property rights needed to construct the Project and 2) authorize the commencement of legal action in Whatcom County Superior Court to acquire, by eminent domain, these certain real property interests. The required property interests consist of right-of-way (ROW). The County is authorized under Chapter 8.08 RCW to acquire private property necessary for public use by the exercise of eminent domain powers.

A. The Project

The project is listed as item R2 on the 2022 Annual Construction Program. The project will reconstruct the E. Smith Rd. and Hannegan Rd. intersection with a multi-lane roundabout. This work includes reconstruction of the roadway alignments, multi-modal improvements, installation of stormwater infrastructure, and intersection illumination.

The County has obtained two sources of federal funding for the Project. The first is Surface Transportation Block Grant (STBG) funds in the amount of \$1,000,000 and the second is Highway Safety Improvement Program (HSIP) funds in the amount of \$1,000,000. All federal funds on the project are administered by the Washington Department of Transportation (WSDOT).

B. Right-of-Way Acquisition Process

The use of federal funds on the Project means that any additional right-of-way needed to construct the Project must be acquired with the following policies and procedures (collectively, "ROW Procedures"), with oversight by WSDOT and the Federal Highway Administration (FHWA):

- The County's WSDOT-Approved Right of Way Procedures
- Chapter 25 of WSDOT's Local Agency Guidelines
- WSDOT's Right of Way Manual

The STBG and HSIP funds will not be released to the County until the County acquires all additional property rights needed for the Project and such acquisitions have been certified by WSDOT and FHWA as having met all the applicable ROW Procedures.

The ROW Procedures require the County to make a good faith effort to acquire the necessary properties through negotiations with the affected property owners. The County cannot offer less than fair market value for the properties as part of those negotiations. If negotiations are unsuccessful, the County staff's next step is to obtain County Council approval to commence legal action to acquire the properties through eminent domain.

C. Eminent Domain

Eminent domain is the power of government to acquire private property necessary for a public use following due process of law and payment of just compensation. Proceedings to take property under eminent domain are referred to as "condemnation" proceedings. The property that governments may condemn includes fee titles as well as lesser interests in real property, such as easements.

Under long-standing case law, for a proposed condemnation to be determined by a court to be lawful, the condemning authority (i.e. local government) must prove that:

1. The proposed use for the property is really public;
2. The public interest requires it; and
3. The property appropriated is necessary for that purpose.

This first step in the formal eminent domain process is for the Executive to obtain County Council authorizations by ordinance to commence legal action to acquire, by eminent domain, the required property interests.

III. Evaluation:

Design of the Project is 90% complete and the final alignments for the Project have been established. Additional right-of-way width is necessary for the construction of the Project. This additional width requires the acquisition of fee owned right-of-way and temporary construction easements from multiple property owners.

In accordance with the applicable ROW Procedures, the County has appraised the fair market value of the proposed property acquisition areas and has negotiated in good faith with the property owners. The County has reached agreements to acquire the majority of the required property interests needed for the Project through successful negotiations. The property interests that still need to be acquired are identified as follows:

Owner	Assessor's Parcel Number	Property Interest
<u>Arnason, Lentz, and Berry</u>	3903330364870000	<u>ROW</u>

In order to move forward with acquisition of the necessary property and proceed with the construction of the Project in a timely manner, the County has prepared an ordinance authorizing the Executive to commence legal action to acquire, by eminent domain, the remaining property interests necessary to construction the Project. Acquisition by eminent domain will result in the property owners being paid just compensation for the property acquired to facilitate the Project.

IV. Questions:

Please contact Andrew Tischleder at extension 6224 if you have any questions or concerns regarding this ordinance.

ORDINANCE NO. _____

**ORDINANCE DECLARING PUBLIC NECESSITY FOR AND THE AUTHORIZATION TO
ACQUIRE CERTAIN PROPERTY RIGHTS BY EMINENT DOMAIN FOR THE E. SMITH
ROAD AND HANNEGAN ROAD INTERSECTION IMPROVEMENTS PROJECT**

WHEREAS, Whatcom County is a charter county, under the laws of the State of Washington, and is authorized to acquire title to real property for public purposes pursuant to Revised Code of Washington 8.08; and

WHEREAS, in the interest of providing the public safe and sufficient roadways within Whatcom County, Whatcom County identified a road project known as "E Smith and Hannegan Intersection Improvements" (the "Project") in compliance with the 2022 Annual Construction Program and the 2022-2027 Six Year Transportation Improvement Program; and

WHEREAS, the Project will reconstruct the signalized intersection at E. Smith Road and Hannegan Road with a multi-lane roundabout; and

WHEREAS, the Project is also on the Washington State STIP, as the County has \$2,000,000 in federal STP and HSIP funds granted to the Project that are administered through Washington State Department of Transportation Local Programs; and

WHEREAS, for this Project, the County determined that the acquisition of certain rights and interests from real property identified as portions of Whatcom County Tax Parcel No. 390333036487000 ("Parcel"), as legally described and depicted in Exhibit A hereto (collectively, the "Property Rights"), is necessary to accomplish and construct the Project; and

WHEREAS, the County appraised the fair market value of said Property Rights; and

WHEREAS, the County has attempted to negotiate in good faith with the owners of the Parcel for the voluntary acquisition of the Property Rights but has been unable to get all of the owners to respond and negotiate with the County; and

WHEREAS, the County has complied with the notice requirements set forth in RCW 8.25.290 by providing notice to the owners of the Parcel of the planned final action adopting this Ordinance, and through publication once per week for two weeks, prior to the passage of this Ordinance; and

WHEREAS, the County Council is exercising its independent discretion to authorize eminent domain proceedings in order to secure such property for a public purpose and to settle the amount of compensation, if any, owing the property owners; and

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

Section 1. Incorporation of Recitals. The recitals set forth above are hereby adopted and incorporated herein as if set forth in full.

Section 2. Public Use and Necessity Declared. The Whatcom County Council finds and declares that: i) the Project is for public use ii) the acquisition of the Property Rights is

1 necessary for the construction of the Project; and iii) the acquisition of the Property Rights
2 and the construction of the Project are in the best interests of the residents of Whatcom
3 County.
4

5 Section 3. Acquisition. The Whatcom County Council authorizes the acquisition,
6 condemnation and taking of the Property Rights. The County Council authorizes the
7 acquisition of the Property Rights under threat of condemnation or by initiation of legal action
8 for condemnation to acquire the Property Rights as necessary for the commencement and
9 completion of the Project, subject to making or paying of just compensation to the owners
10 thereof in the manner provided by law.
11

12 Section 4. Reservation of Rights. Nothing in this ordinance limits the County in its
13 identification and acquisition of property and property rights necessary for this public purpose.
14 The County reserves the right to acquire additional or different properties as needed for the
15 Project.
16

17 Section 5. Authority of County Executive. The County Executive, by and through
18 his designees, is authorized and directed to continue negotiations for the acquisition of
19 property rights and prosecute actions and proceedings in the manner provided by law to
20 condemn, take, damage and appropriate the Property Rights necessary to carry out the
21 provisions of this Ordinance. In conducting said negotiations and condemnation proceedings,
22 the Whatcom County Prosecuting Attorney, by and through their designee, is hereby
23 authorized to enter into stipulations for the Property Rights. Settlement of any actions by the
24 County Executive shall be made only upon the recommendation of legal counsel.
25

26 Section 6. Compensation. The compensation to be paid to the owners of the
27 Property Rights acquired through this condemnation action shall be paid from the County's
28 Road Fund or from such other monies that the County may have available or attain for the
29 acquisition.
30

31 Section 7. Severability. If any provision of this Ordinance or its application to any
32 person or circumstance is held invalid, the remainder of this Ordinance or the application of
33 the provision to other persons or circumstances shall not be affected.
34

35 Section 8. Effective Date. This Ordinance shall be in full force and effect fifteen
36 days after its final passage, except as otherwise provided in the Whatcom County Charter.
37

38
39 **ADOPTED** this ____ day of _____, 2023.
40

41
42 ATTEST:
43

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

44
45 _____
46 Dana Brown-Davis, County Clerk
47

Barry Buchanan, Council Chair

48 APPROVED AS TO FORM:
49

50 Christopher Quinn
51 Senior Civil Deputy Prosecuting Attorney
52 (authorized via email 02/22/2023)

Exhibit A

After recording return document to:

Whatcom County Public Works
Real Estate Coordinator
322 N. Commercial, Suite 210
Bellingham, WA 98225

Document Title: RIGHT-OF-WAY DEED
Reference Number of Related Documents: None
Grantors: Hal G. Arnason III, et al
Grantee: Whatcom County
Legal Description: PTN of NW ¼ NW ¼, S33, T39N, R3E
Additional Legal Description is on Exhibit A
Assessor's Tax Parcel Number: 390333 036487 0000

RIGHT-OF-WAY DEED

E. Smith & Hannegan Road Intersection Improvements

The Grantors, **HAL G. ARNASON III and DARLA J. ARNASON, husband and wife, as to a 50% interest as community property; HAL G. ARNASON III, as to a 10% interest; TREVER ARNASON, a married man as to his separate property, an undivided 1/3 of 1/10th interest; ALYSSA BROOKS, a married woman as her separate property, an undivided 1/3 of 1/10th interest; JORDAN ARNASON, a single man, an undivided 1/3 of 1/10th interest; SHELLI J. LENTZ, as to a 10% interest; KATHY J. BERRY, as to a 10% interest; KIM S. ARNASON, as to a 5/7 of 10% interest; JENNIFER ARNASON, as to a 1/7 of 10% interest; and KELLI ARNASON, as to a 1/7 of 10% interest; each as their separate estate, for and in consideration of the sum of TEN AND NO/100 (\$10.00) Dollars, and other valuable consideration, under the imminent threat of the Grantee's exercise of its right of Eminent Domain, do grant, bargain, sell and convey as right-of-way, and for all purposes and uses consistent therewith, to **WHATCOM COUNTY, A WASHINGTON MUNICIPAL CORPORATION**, the following described real property, and any after acquired interest therein, situated in Whatcom County, in the State of Washington:**

For legal description see Exhibit A and for a depiction
see Exhibit B attached hereto and made a part hereof.

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

It is understood and agreed that delivery of this deed is hereby tendered and that the terms and obligations hereof shall not become binding upon Whatcom County unless and until accepted and approved hereon in writing for the County by the County Executive.

Grantors:

Date: _____

Hal G. Arnason, III_____
Darla J. Arnason_____
Trevor Arnason_____
Shelli J. Lentz_____
Alyssa Brooks_____
Jordan Arnason_____
Kathy J. Berry_____
Kim S. Arnason_____
Jennifer Arnason_____
Kelli Arnason

Accepted and Approved
WHATCOM COUNTY

By: _____
Satpal Singh Sidhu, County Executive

Date: _____

Approved as to form:
Prosecuting Attorney's Office

Date: _____

Christopher Quinn, Deputy Prosecuting
Attorney – Civil Division

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Hal G. Arnason, III and Darla J. Arnason to me known to be the individuals described herein and who executed the foregoing instrument and acknowledged 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 the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Trevor Arnason to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that he signed the same as his free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Kathy J. Berry to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that she signed the same as her free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____

My commission expires _____

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Alyssa Brooks to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that she signed the same as her free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____

My commission expires _____

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Jordan Arnason to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that he signed the same as his free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Jennifer Arnason to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that she signed the same as her free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Kelli Arnason to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that she signed the same as her free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Shelli J. Lentz to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that she signed the same as her free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

STATE OF _____)
: ss
County of _____)

On this _____ day of _____ 2022, before me personally appeared Kim Arnason to me known to be the individual described herein and who executed the foregoing instrument and acknowledged that he signed the same as his free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.

Notary Public in and for the State of
Washington,
residing at _____
My commission expires _____

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

EXHIBIT "A"

A RIGHT OF WAY ACQUISITION AREA LYING OVER, UNDER AND ACROSS A PORTION OF THE FOLLOWING DESCRIBED PARCEL:

(PER WHATCOM LAND TITLE COMPANY, SUBDIVISION GUARANTEE NO. W-142082)

THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 3 EAST OF W.M., WHICH IS BOUNDED AND DESCRIBED AS FOLLOWS, ACCORDING TO SURVEY MADE BY E.C. LYLE, TO- WIT:

COMMENCING AT A POINT WHICH IS 30 FEET SOUTH AND 30 FEET EAST OF THE NORTHWEST CORNER OF SAID QUARTER QUARTER SECTION; RUNNING THENCE SOUTH 976.55 FEET TO A POINT ON THE NORTH LINE OF LAND DEEDED TO GEORGE KARSTETTER BY DEED RECORDED UNDER AUDITOR'S FILE NO. 183444; THENCE EAST AND PARALLEL WITH THE NORTH LINE OF SAID QUARTER SECTION TO THE POINT OF INTERSECTION WITH THE WEST LINE OF THE OLD TELEGRAPH ROAD; THENCE NORTHERLY ALONG THE WESTERLY LINE OF SAID OLD TELEGRAPH ROAD, TO THE POINT ON THE SOUTH LINE OF ROAD, 30 FEET SOUTH OF THE NORTH LINE OF SAID QUARTER QUARTER SECTION; THENCE WEST ALONG THE SOUTH LINE OF SAID ROAD TO THE PLACE OF BEGINNING;

EXCEPT HANNEGAN AND SMITH ROADS;

AND EXCEPT ALL THAT PORTION CONVEYED TO WHATCOM COUNTY FOR RIGHT- OF-WAY PURPOSES BY DEED RECORDED JUNE 20, 1997, UNDER AUDITOR'S FILE NO. 1970602677, RECORDS OF WHATCOM COUNTY, WASHINGTON.

SITUATE IN WHATCOM COUNTY, WASHINGTON.

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

EXHIBIT "A" CONTINUED

RIGHT OF WAY ACQUISITION AREA DESCRIPTION

COMMENCING AT THE NORTHWEST CORNER OF SECTION 33, TOWNSHIP 39 NORTH, RANGE 3 EAST W.M; THENCE ALONG THE WEST LINE OF SAID SECTION SOUTH $01^{\circ}29'59''$ WEST 64.66 FEET; THENCE DEPARTING SAID WEST LINE SOUTH $88^{\circ}30'01''$ EAST 40.00 FEET TO THE EASTERLY RIGHT OF WAY MARGIN OF HANNEGAN ROAD (CO. RD. NO. 384) AND THE POINT OF **BEGINNING**; THENCE ALONG SAID RIGHT OF WAY MARGIN NORTH $46^{\circ}15'25''$ EAST 35.50 FEET TO THE SOUTHERLY RIGHT OF WAY MARGIN OF EAST SMITH ROAD (CO. RD. NO. 58); THENCE ALONG SAID SOUTHERLY RIGHT OF WAY MARGIN SOUTH $88^{\circ}59'08''$ EAST 55.34 FEET; THENCE DEPARTING SAID RIGHT OF WAY MARGIN SOUTH $46^{\circ}15'25''$ WEST 35.98 FEET; THENCE SOUTH $01^{\circ}29'59''$ WEST 210.47 FEET; THENCE SOUTH $15^{\circ}32'32''$ WEST 226.67 FEET TO SAID EASTERLY RIGHT OF WAY MARGIN; THENCE ALONG SAID RIGHT OF WAY MARGIN NORTH $01^{\circ}29'59''$ EAST 735.03 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 19,012 SQUARE FEET, MORE OR LESS.

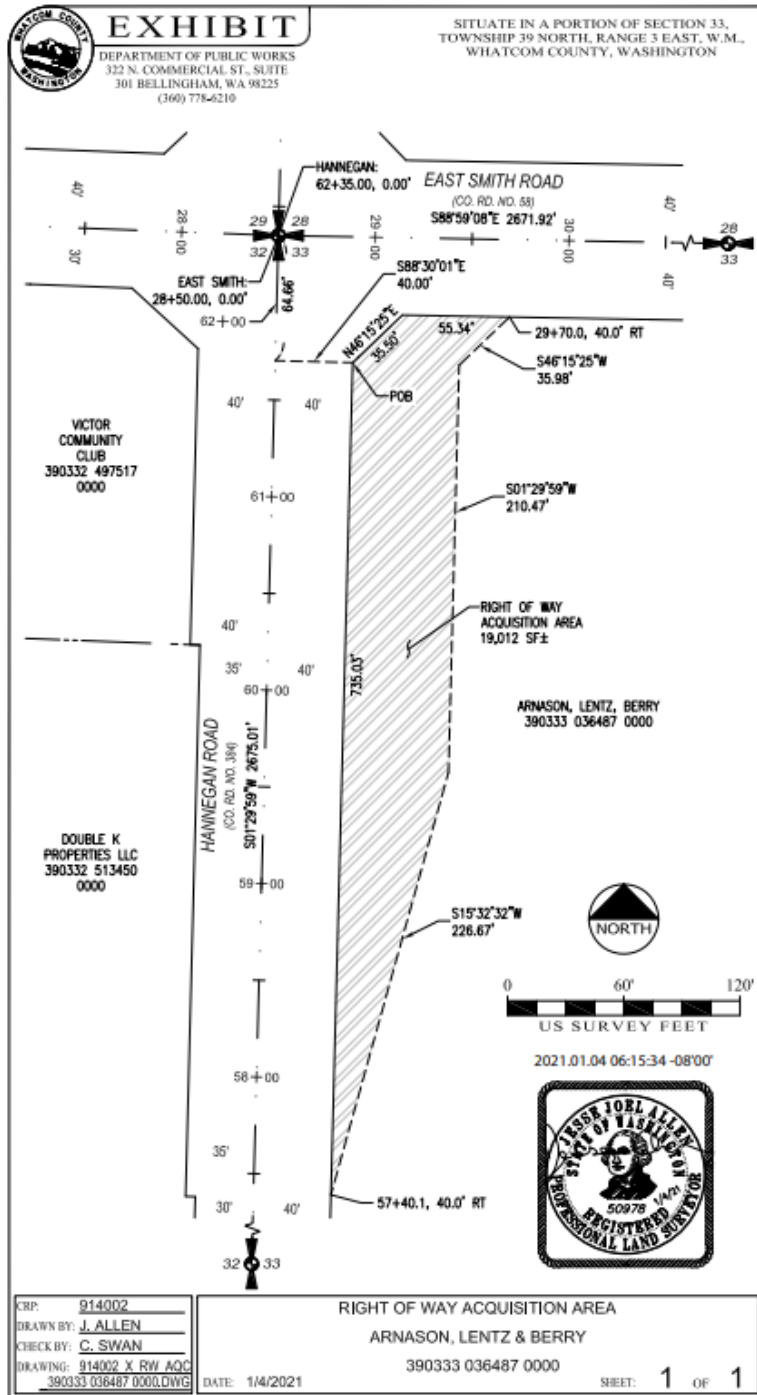
SITUATE IN WHATCOM COUNTY, WASHINGTON



2021.01.04 06:16:22 -08'00'

RIGHT-OF-WAY DEED

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.



East Smith Road & Hannegan Road Intersection Improvements CRP # 914002

Construction Funding Year(s): 2023

Project Narrative:

The intersection of East Smith and Hannegan Roads is located in Sections 28, 29, 32 and 33, T39N, R3E. This intersection currently experiences significant delays due to the traffic volumes and coupled with the lack of left-turn channelization on Smith Road, along with no protected left turn movements on all legs of the intersection. The project work entails the construction of a multi-lane roundabout with associated drainage infrastructure at the intersection. This project is listed **#R2** on the 2022-2027 Six-Year Transportation Improvement Program.

Project Status:

The project design phase is currently at 90%. Permitting is on track with right-of-way acquisition currently being the critical path to the project. Construction is planned for summer of 2023 depending on ROW acquisition, along with utility relocation.

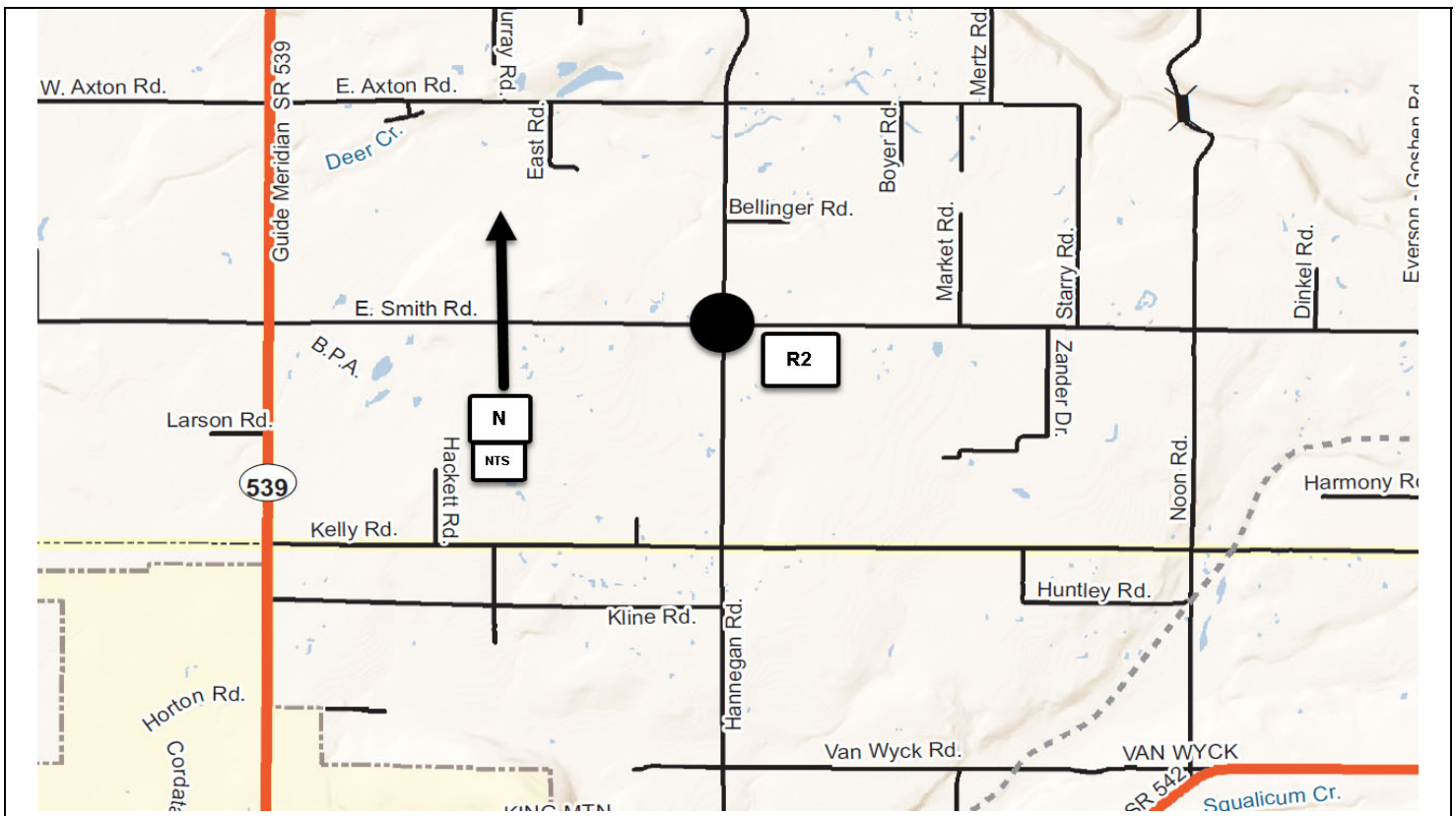
Total Estimated Project Cost: \$5,800,000

Expenditures to Date: \$790,000

Funding Sources:

Federal	\$1,000,000 HSIP
State	\$0
Local	\$4,800,000

Environmental Permitting	NEPA, ESA, Corp of Engr, Clrg/CAO, DOE
Right-of-Way Acquisition (Estimate)	\$550,000
County Forces (Estimate)	N/A





Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-166

File ID:	AB2023-166	Version:	1	Status:	Agenda Ready
File Created:	02/23/2023	Entered by:	RMyers@co.whatcom.wa.us		
Department:	Health Department	File Type:	Ordinance		
Assigned to:	Council	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Ordinance establishing a compost procurement policy

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

The Legislature in 2022 adopted House Bill 1799, requiring counties like Whatcom to adopt a compost procurement ordinance by January 1, 2023. The requirement is codified in RCW 43.19A.150. The intent of the ordinance is to encourage cities and counties to procure more of the compost and finished products created from their organic material wastes in order to support the economic viability of composting and increasing the likelihood that composting and other responsible organic material management options are economically viable.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
<hr/>			

Attachments: Staff Memo, Proposed Ordinance



Memorandum

TO: SATPAL SIDHU, COUNTY EXECUTIVE

FROM: Jennifer Hayden, Environmental Health Supervisor

DATE: February 23, 2023

RE: Request to adopt a Compost Procurement Ordinance

The Legislature in 2022 adopted House Bill 1799, requiring counties like Whatcom to adopt a compost procurement ordinance by January 1, 2023. The requirement is codified in RCW 43.19A.150. The Legislature's stated intent is to encourage "cities and counties to procure more of the compost and finished products created from their organic material wastes in order to support the economic viability of processes to turn organic materials into finished products and increasing the likelihood that composting and other responsible organic material management options are economically viable."

The content of the proposed ordinance is dictated by state law. There are three main elements to the ordinance:

1. When planning projects, departments are required to determine whether compost may be used. The ordinance identifies certain categories of work that shall be considered specifically when evaluating projects. Where feasible, compost must be used, unless certain enumerated exceptions are met (availability, quality, cost). Preference is given to local sources.
2. The County must report annually to Ecology the following: (a) the total tons of compost diverted from the waste stream, (b) the volume and cost of compost purchased each year, and (c) the source of the compost purchased. Each involved department will report to the Health Department, who will then aggregate the data and report to Ecology.
3. The County must conduct educational outreach to inform residents and businesses about the value of compost and how the city uses compost in its operations each year.

In practice, the County already does consider use of compost in projects. This new ordinance will not result in much of an operational change in terms of use of compost or an increase in the cost of projects.

RECOMMENDED ACTION:

Vote to approve the proposed ordinance for compost procurement and use in County projects.

Please call Jennifer Hayden at 360-778-6036 if there are any questions. Thank you.



ORDINANCE NO. _____

ESTABLISHING A COMPOST PROCUREMENT POLICY

WHEREAS, in March 2022, ESSHB 1799 was signed into Washington law to increase the diversion of organic materials to productive uses in order to reduce methane emissions caused by landfills; and

WHEREAS, RCW 43.19A.150 requires that most cities and counties adopt a compost procurement ordinance by January 1, 2023

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

Section 1. Definition. A "Finished Compost Product" means a product created with "composted material" as defined in RCW 70A.205.015(3). Finished Compost Products include, but are not limited to, 100% finished compost or blends that include compost as a primary ingredient. Mulch is considered a Finished Compost Product if it contains a minimum of sixty percent composted material. Bark is not a Finished Compost Product.

Section 2. General Policy. Whatcom County shall purchase finished compost products as needed for use in public projects in which compost is an appropriate material in county projects or on county land. Whatcom County is not required to use compost products if:

- a) Compost products are not available within a reasonable period of time;
- b) Compost products that are available do not comply with existing purchasing standards;
- c) Available compost products do not comply with federal or state health, quality, or safety standards; and
- d) The total cost of using compost is financially prohibitive

Section 3. Planning. In order to meet the general policy, Whatcom County shall plan for compost use in the following categories:

- a) Landscaping projects;
- b) Construction and postconstruction soil amendments;
- c) Applications to prevent erosion, filter stormwater runoff, promote vegetative growth, or improve the stability and longevity of roadways; and
- d) Low-impact development of green infrastructure to filter pollutants to keep water onsite or both.

This plan will be re-assessed by December 31, 2024, and each December 31st of even-numbered years thereafter as part of its reporting obligations in Section 5.

Section 4. Local Purchasing. Whatcom County will purchase finished compost products from companies producing compost locally, are certified by a nationally recognized organization, such as the United State Composting Council, and produce finished compost products that are derived from municipal solid waste compost programs while meeting quality standards

1 adopted by the department of transportation or adopted by rule by the Department of
2 Ecology.

3
4 Section 5. Education. Whatcom County shall conduct educational outreach to inform
5 residents about the value of compost and how the jurisdiction uses compost in its
6 operations each year.

7
8 Section 6. Reporting. Departments that use compost shall report the following information
9 to the solid waste division by each December 15:

- 10 a) The volume and cost of compost purchased by the department in that year; and
11 b) The source or sources of the compost purchased by the department in that year.

12
13 By December 31, 2024, and each December 31st of even-numbered years thereafter,
14 Whatcom County shall report the following information to the Department of Ecology:

- 15 a) The total tons of organic material diverted each year;
16 b) The volume and cost of composted material purchased each year; and
17 c) The source(s) of the finished compost product purchased.

18
19 **ADOPTED** this ____ day of _____, 20____.

20
21
22
23 ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

24
25
26 _____
Dana Brown-Davis, Clerk of the Council

(Current Chair's Name), Council Chair

27
28
29 WHATCOM COUNTY EXECUTIVE
30 APPROVED AS TO FORM:

WHATCOM COUNTY, WASHINGTON

31
32 _____
/s/ Royce Buckingham

33
34 Civil Deputy Prosecutor
35 Executive

(Current Executive's Name), County

36
37 () Approved () Denied

38
39 Date Signed: _____
40
41



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-172

File ID:	AB2023-172	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	CStrong@co.whatcom.wa.us		
Department:	Planning and Development Services Department	File Type:	Ordinance Requiring a Public Hearing		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

Primary Contact Email: [Click here to enter text.](#)

TITLE FOR AGENDA ITEM:

Ordinance adopting amendments to Whatcom County Code Chapter 16.50, Commercial Property
Assessed Clean Energy and Resiliency (C-PACER) Program

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Proposed ordinance adopting amendments to WCC Chapter 16.50 (C-PACER Program)

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
-------	--------------	---------	----------

Attachments: Staff Report, Draft Ordinance, Exhibit A - Draft Amendments

Whatcom County Planning & Development Services Staff Report

Amendments to WCC Chapter 16.50 (C-PACER Program)

I. Application Information

File # PLN2023-00003

File Name: Modifications to the C-PACER Program

Applicants: Whatcom County Planning and Development Services (PDS)

Summary of Request: Proposed amendments to WCC Chapter 16.50 (C-PACER Program).

Location: Countywide.

Recommendation: Planning and Development Services recommends that the Council approve the proposed amendments to WCC Chapter 16.50.

II. Background:

In RCW 36.165.005, the State Legislature granted county governments in Washington the authority to establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program that jurisdictions can voluntarily implement to ensure that free and willing owners of agricultural, commercial, industrial, and multifamily residential properties with five or more dwelling units can obtain low-cost, long term financing. The C-PACER program is an alternative loan program that allows owners of eligible commercial properties to seek long-term financing from a private capital provider for qualified improvements related to energy & building resiliency. It is used in at least 15 states. In Washington the counties of Clark, King, Pierce, Snohomish, Spokane, Thurston, and Whatcom have programs (as well as the cities within).

It can be used for financing such projects as:

Energy Efficiency:

- HVAC System
- Replacement Lighting Fixtures
- Building Insulation Upgrades
- Energy Efficient Appliances

Water Conservation:

- Replacement of lead water pipes, install of low-flow fixtures & repair for leaking system
- Water-smart landscaping, sprinkler & irrigation systems

Renewable Energy:

- Solar Panels
- Geothermal heating system

Resiliency:

- Seismic retrofits
- Wet & Dry flood proofing
- Fire suppression systems
- Energy storage system

III. Code Amendments

Council adopted the C-PACER Program for Whatcom County in 2021 via ORD 2021-041. In adopting a new, untested program, Council included a sunset clause in case. We have had one application and have identified a few code items to improve the process.

These proposed changes include (see Exhibit A):

- An amendment to the definition of “eligible property” (§16.50.020(G));
- Addition of a definition for “Project Valuation” (§16.50.020(M));
- Clarifying the use of electronic signatures (§16.50.070(D));

Additionally, staff is proposing to delete the sunset clause, WCC 16.50.140, which reads:

The commercial property assessed clean energy and resiliency (C-PACER) program shall be dissolved 24 months after the effective date of this chapter, unless specifically extended by ordinance. The County Council shall review the need to continue the C-PACER program four months prior to the sunset date.”

This means that if Council wants to continue this program, an ordinance would need to be introduced no later than March 21, 2023, and Council action would need to be taken on or before July 11, 2023.

IV. Comprehensive Plan Evaluation

The proposed amendments are consistent with the following Comprehensive Plan policies:

1. Chapter 10 of the Whatcom County Comprehensive Plan recognizes that climate change is a global phenomenon that has the potential for significant local impacts to natural resources, ecosystem functions, as well as human health, infrastructure, and the economy; and
2. Policy 10B-1 of the Whatcom County Comprehensive Plan is to develop environmental programs, involving non -regulatory measures that include voluntary activity, education, and incentives; and
3. Policy 10D-7 of the Whatcom County Comprehensive Plan encourages sustainability by developing strategies and practices to increase the use of renewable energy; and
4. Policy 7G-4 of the Whatcom County Comprehensive Plan encourages sustainability by supporting renewable energy and energy resiliency.

V. Proposed Findings of Fact and Reasons for Action

It is recommended the County Council base their decision on the following findings of fact and reasons for action:

1. In RCW 36.165.005, the State Legislature granted county governments in Washington the authority to establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program that jurisdictions can voluntarily implement to ensure that free and willing owners of agricultural, commercial, and industrial properties and of multifamily residential properties with five or more dwelling units can obtain low-cost, long term financing; and
2. The State Legislature found that this financing can be used for qualifying improvements, including energy efficiency, water conservation, renewable energy, and resiliency projects; and

3. The C-PACER program authorized in chapter 36.165 RCW promotes voluntary energy efficiency programs, energy conservation, and resiliency; and
4. Commercial and multi-family buildings are major sources of energy use, and major sources of greenhouse gas emissions; and
5. Permanent improvements to those buildings in the form of efficiency technologies, products, or activities to reduce or support the reduction of energy consumption, or support the production of clean, renewable energy, can save building owners money, and reduce greenhouse gas emissions known to drive climate change; and
6. In 2007, Whatcom County completed a Climate Protection and Energy Conservation Action Plan that laid out specific actions and targets for reducing greenhouse gas emissions and increasing energy conservation efforts in response to potential climate change; and
7. The establishment and operation of a C-PACER program serves important public health and safety interests; and
8. A qualified improvement as defined in RCW 36.165.010 provides benefits to the public, either in the form of energy or water resource conservation, reduced public health risk, or reduced public emergency response risk; and
9. The C-PACER program authorized in chapter 36.165 RCW is consistent with goals and policies of the Whatcom County Comprehensive Plan and the Whatcom County Climate Protection and Energy Conservation Action Plan; and
10. On October 27, 2020 and November 10, 2020, Whatcom County Council discussed the C-PACER program, program administration, and costs; and
11. On March 7, 2023, Whatcom County Council discussed the proposed amendments to the C-PACER program and introduced an ordinance to amend WCC Chapter 16.50; and,
12. On March 21, 2023, the County Council held a duly noticed public hearing on the proposed amendments.

VI. Proposed Conclusions

1. The amendments are in the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

VII. Recommendation

Planning and Development Services recommends that the County Council approve the amendments.

Attachments

1. Exhibit A – Proposed Code Amendments

PROPOSED BY: _____
INTRODUCTION DATE: _____

ORDINANCE NO. _____

ADOPTING AMENDMENTS TO WHATCOM COUNTY CODE CHAPTER 16.50 (C-PACER PROGRAM)

WHEREAS, the Council wishes to continue the Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program established in RCW 36.165.005 and WCC Chapter 16.50; and,

WHEREAS, Planning and Development Services has made Council aware of certain language in the code that has kept financial institutions from using the program, which Council wishes to rectify; and,

WHEREAS, the Whatcom County Council reviewed and considered staff recommendations and public comments on the proposed amendments; and

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

FINDINGS OF FACT

1. In RCW 36.165.005, the State Legislature granted county governments in Washington the authority to establish a Commercial Property Assessed Clean Energy and Resiliency ("C-PACER") program that jurisdictions can voluntarily implement to ensure that free and willing owners of agricultural, commercial, and industrial properties and of multifamily residential properties with five or more dwelling units can obtain low-cost, long term financing; and
2. The State Legislature found that this financing can be used for qualifying improvements, including energy efficiency, water conservation, renewable energy, and resiliency projects; and
3. The C-PACER program authorized in chapter 36.165 RCW promotes voluntary energy efficiency programs, energy conservation, and resiliency; and
4. Commercial and multi-family buildings are major sources of energy use, and major sources of greenhouse gas emissions; and
5. Permanent improvements to those buildings in the form of efficiency technologies, products, or activities to reduce or support the reduction of energy consumption, or support the production of clean, renewable energy, can save building owners money, and reduce greenhouse gas emissions known to drive climate change; and
6. In 2007, Whatcom County completed a Climate Protection and Energy Conservation Action Plan that laid out specific actions and targets for reducing greenhouse gas emissions and increasing energy conservation efforts in response to potential climate change; and
7. The establishment and operation of a C-PACER program serves important public health and safety interests; and
8. A qualified improvement as defined in RCW 36.165.010 provides benefits to the public, either in the form of energy or water resource conservation, reduced public health risk, or reduced public emergency response risk; and

9. The C-PACER program authorized in chapter 36.165 RCW is consistent with goals and policies of the Whatcom County Comprehensive Plan and the Whatcom County Climate Protection and Energy Conservation Action Plan; and
10. On October 27, 2020 and November 10, 2020, Whatcom County Council discussed the C-PACER program, program administration, and costs; and
11. On March 7, 2023, Whatcom County Council discussed the proposed amendments to the C-PACER program and introduced an ordinance to amend WCC Chapter 16.50; and,
12. On March 21, 2023, the County Council held a duly noticed public hearing on the proposed amendments.

CONCLUSIONS

1. The amendments to WCC Chapter 20.50 are in the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

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

Section 1. Amendments to the Whatcom County Code Chapter 16.50 are hereby adopted as shown in Exhibit A.

Section 2. Staff is authorized to work with Code Publishing to correct and update any cross-references made ineffective by these amendments.

ADOPTED this _____ day of _____, 2023.

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

ATTEST:

Dana Brown-Davis, Council Clerk

Barry Buchanan, Council Chair

APPROVED as to form:

() Approved () Denied

Civil Deputy Prosecutor

Satpal Sidhu, Executive

Date: _____

Exhibit A: Proposed Amendments to WCC Chapter 16.50 (C-PACER Program)

WCC Chapter 16.50

COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY AND RESILIENCY (C-PACER) PROGRAM IN WHATCOM COUNTY

Sections:

- 16.50.010 Establishment.
- 16.50.020 Definitions.
- 16.50.030 Territory.
- 16.50.040 Program administration.
- 16.50.050 C-PACER financing.
- 16.50.060 C-PACER lien.
- 16.50.070 Application and review.
- 16.50.080 Program guidebook.
- 16.50.090 Collection and enforcement.
- 16.50.100 Fees.
- 16.50.110 Enactment.
- 16.50.120 Effective date.
- 16.50.130 No liability – No public funds.
- 16.50.140 Sunset clause.

16.50.010 Establishment

There is hereby established within the boundaries of Whatcom County (the “County”) a Commercial Property Assessed Clean Energy and Resiliency (“C-PACER”) program (the “program”) in accordance with Chapter 36.165 RCW (the “C-PACER Act”). The County finds that it is convenient and advantageous to establish the program, at no net cost to the County, in order to finance qualified projects (as hereinafter defined), repaid by a voluntary assessment on the property benefited by such qualified projects, and that the program is in the public interest, providing for the safety, health, and environmental public benefits, and provides for economic development of the community. The program shall allow financing for the full range of qualified improvements on all eligible properties, as authorized by the C-PACER Act, and shall abide by and operate according to the C-PACER Act.

16.50.020 Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

- A. “Application checklist” means the list of items in a project application required by the C-PACER Act, this chapter, and the program guidebook, and the corresponding documentation that the County accepts in order to show the requirement has been met.
- B. “Assessment” means the voluntary agreement of a property owner to allow the County to place an annual assessment on their property to repay C-PACER financing.

- C. "Assessment agreement" means an agreement between the County and a property owner whereby the County agrees to place an assessment and C-PACER lien on the property to secure the obligation to repay the financing.
- D. "Capital provider" means any private entity, their designee, successor, and assignees that makes or funds C-PACER financing under this chapter.
- E. "C-PACER financing" means an investment from a capital provider to a property owner to finance or refinance a qualified project as described under this chapter. The proposed C-PACER financing for a qualified improvement may authorize the property owner to:
 1. Purchase directly the related equipment and materials for the installation or modification of a qualified improvement; and
 2. Contract directly, including through lease, power purchase agreement, or other service contract, for the installation or modification of a qualified improvement.
- F. "C-PACER lien" means the lien recorded at the County on the eligible property to secure the voluntary annual assessment, which remains on the property until paid in full.
- G. "Eligible property" means privately owned commercial, industrial, or agricultural real property or multifamily residential real property with five or more dwelling units, as established in WCC Title 20. Eligible property may be owned by any type of business, corporation, individual, or nonprofit organization permitted by state law. "Eligible property" may include ground leases on eligible property and property financed through power purchase agreements.
- H. "Financing agreement" means the contract under which a property owner agrees to repay a capital provider for the C-PACER financing including, but not limited to, details of any finance charges, fees, debt servicing, accrual of interest and penalties, and any terms relating to treatment of prepayment and partial payment of the C-PACER financing.
- I. "Program" means the C-PACER program established under this chapter.
- J. "Program Administrator" means the department or office designated by the County to administer the C-PACER program.
- K. "Program guidebook" means a comprehensive document that illustrates the program's territory, establishes appropriate guidelines, specifications, approval criteria, and the standard application forms for the program consistent with this chapter and the C-PACER Act.
- L. "Project application" means an application submitted to a program to demonstrate that a proposed project qualifies for C-PACER financing and for a C-PACER lien.
- M. "Project Valuation" shall mean the total amount of C-PACER financing a "Qualified Project" is eligible for, based on the calculated "Qualified Improvements", and standards set forth in this chapter and Whatcom County C-PACER Guidebook.
- ~~M-N.~~ "Property owner" means an owner of qualifying eligible property who desires to install qualified improvements and provides free and willing consent to the assessment against the eligible property.
- ~~N-O.~~ "Qualified improvement" means a permanent improvement affixed to real property and intended to: (1) decrease energy consumption or demand through the use of efficiency technologies, products, or activities that reduce or support the reduction of energy consumption, allow for the reduction in demand, or support the production of clean, renewable energy, including but not limited to a product, device, or interacting group of products or devices on the customer's side of the meter that generates electricity, provides thermal energy, or regulates temperature; (2) decrease water consumption or demand and address safe drinking water through the use of efficiency technologies, products, or activities that reduce or support the reduction of water consumption, allow for the reduction in demand, or reduce or eliminate lead from water which may be used for drinking or cooking; or (3) increase resilience, including but not limited to seismic retrofits, fire suppression, flood mitigation, stormwater management, wildfire and wind resistance, energy storage, and microgrids.

Commented [CES1]: Adding, as Executive Order Number 2021-06 establishing the C-PACER fees state that the "Program Fee" is based off the "Project Valuation", for which we don't have a definition.

9.P. “Qualified project” means a project approved by the Program Administrator, involving the installation or modification of a qualified improvement, including new construction or the adaptive reuse of eligible property with a qualified improvement. Together, qualified improvements, inclusive of all related and eligible costs pursuant to Chapter 36.165 RCW that are to be financed as described in a project application and approved by the Program Administrator, are a qualified project.

16.50.030 Territory.

The program shall be available to all eligible property within the following region, defined by the County in accordance with Chapter 36.165 RCW, within the boundaries of the county, including both incorporated and unincorporated territory. The region is the incorporated and unincorporated areas of Whatcom County.

16.50.040 Program administration.

- A. Pursuant to the C-PACER Act, the County designates the Planning and Development Services Director or their designee as the Program Administrator. The Program Administrator shall review and approve the project applications submitted in accordance with the program guidebook, collect any fees, cause the County Executive to execute the documents required by the program guidebook to enable a C-PACER financing and provide documents to the applicant or lender to record with the County Auditor.
- B. No services, including but not limited to energy audits, project development, or other activities associated or related to the development of a project application or installation of qualified improvements shall be offered through the C-PACER program unless priced separately and open to purchase by the property owner from third parties.

16.50.050 C-PACER financing.

- A. C-PACER financing, under Chapter 36.165 RCW, is to be provided by capital providers through a financing agreement entered into with the owner of an eligible property to fund a qualified project.
- B. The C-PACER financing through a program established under this chapter may include:
 - 1. The cost of materials and labor necessary for installation or modification of a qualified improvement;
 - 2. Permit fees;
 - 3. Inspection fees;
 - 4. Financing or origination fees;
 - 5. Program application and administrative fees;
 - 6. Project development and engineering fees;
 - 7. Third-party review fees, including verification review fees;
 - 8. Capitalized interest;
 - 9. Interest reserves;
 - 10. Escrow for prepaid property taxes and insurance; or
- C. Any other fees or costs that may be incurred by the property owner incident to the installation, modification, or improvement on a specific or *pro rata* basis.
- D. Prior to entering into a financing agreement, the capital provider must receive written consent from every holder of a lien, mortgage, or security interest in the real property that will be subject to the assessment and C-PACER lien agreeing that the property may participate in the program and that the C-PACER lien will take precedence over all other liens except for a lien for taxes. Additionally, prior to entering into a financing agreement on an eligible property that is a multifamily residential property with five or more dwelling units, the Program Administrator must also receive written consent from any holder of affordable housing covenants, restrictions, or regulatory agreements in

the real property as a condition precedent to the participation in the program by the property agreeing that the property may participate in the program and that the C-PACER lien will take precedence over all other liens except for a lien for taxes.

- E. The proposed C-PACER financing for a qualified project may authorize the property owner to:
 - 1. Purchase directly the related equipment and materials for the installation or modification of a qualified improvement; and
 - 2. Contract directly, including through lease, power purchase agreement, or other service contract, for the installation or modification of a qualified improvement.

16.50.060 C-PACER lien.

- A. The C-PACER lien amount, plus any interest, penalties, and charges accrued or accruing on the C-PACER lien: (1) takes precedence over all other liens or encumbrances except a lien for taxes imposed by the state, a local government, or a junior taxing district on real property, which liens for taxes shall have priority over such C-PACER lien, provided existing mortgage holders, if any, have provided written consent described in WCC 16.50.050(C); and (2) is a first and prior lien, second only to a lien for taxes imposed by the state, a local government, or a junior taxing district against the real property on which the C-PACER lien is imposed, from the date on which the notice of the C-PACER lien is recorded until the C-PACER lien, interest, penalties, and charges accrued or accruing are paid.
- B. The C-PACER lien runs with the land, and that portion of the C-PACER lien that has not yet become due is not accelerated or eliminated by foreclosure of the C-PACER lien or any lien for taxes imposed by the state, a local government, or junior taxing district against the real property on which the C-PACER lien is imposed.
- C. Delinquent installments due on a C-PACER lien incur interest and penalties as specified in the financing agreement.
- D. After the C-PACER lien is recorded as provided in this chapter, the voluntary assessment and the C-PACER lien may not be contested on the basis that the improvement is not a qualified improvement or that the project is not a qualified project.

16.50.070 Application and review.

- A. A property owner and capital provider shall complete a project application and submit it to the program administrator for review.
- B. The project application shall require:
 - 1. An attestation by the property owner that the project is a “qualified improvement” as defined by WCC 16.50.020(N) and the program guidebook.
 - 2. For an existing building seeking improvements (a) where energy or water usage improvements are proposed, a certification by a licensed professional engineer or other professional listed in the guidebook, stating that the proposed qualified improvements will either result in more efficient use or conservation of energy or water, the reduction of greenhouse gas emissions, the addition of renewable sources of energy or water, or the reduction of lead in potable water; or (b) where resilience improvements are proposed, a certification by a licensed professional engineer stating that the qualified improvements will result in improved resilience and savings in insurance, improved property values, or other benefits sufficient to leverage financing of those improvements.
 - 3. For new construction, a certification by a licensed professional engineer or other professional listed in the guidebook stating that the proposed qualified improvements, individually, or acting as a whole, will enable the project to exceed the energy efficiency or water efficiency or renewable energy or resilience requirements of the current building code of the county.

- C. The Program Administrator shall review the application according to the application checklist solely to determine whether it is complete, proposes a “qualified improvement,” contains no errors on its face, and that all information is provided in the substance and form required by the application checklist. If so, the Program Administrator shall sign the checklist indicating that the project application is deemed approved. If a project application is incomplete and/or does not conform to the requirements of the application checklist, the program administrator shall inform the applicant as soon as practicable that the application is denied, the reasons for the denial, and any corrections that could make the application acceptable. If feasible, the applicant shall have an opportunity to correct the application. Any resubmitted C-PACER application previously determined incomplete, and therefore denied, shall be considered a new application subject to the submittal fee as set forth within the Whatcom County Unified Fee Schedule. C-PACER applications are required to be submitted as one complete package with all required materials, or the application will be denied on the basis of incompleteness.
- D. Upon approval of a project application, a property owner or capital provider shall provide the following completed forms to the Planning and Development Services Department, along with proof of signatory authority for all parties, for execution by the County Executive at least five business days prior to close of the C-PACER transaction, along with a requested date for recordation of the assessment agreement, notice of assessment interest and C-PACER lien, and assignment of notice of assessment and assessment agreement. Electronic signatures are acceptable on closing/recording documents, per Whatcom County Auditor standards.
- E. The County Auditor shall record in its real property records the assessment agreement, the notice of assessment interest and C-PACER lien, and the assignment of notice of assessment and assessment agreement. It is the responsibility of the applicant or lender to record the documents at the County Auditor’s office and pay any applicable recordation fees.
- F. For a property owner and capital provider whose project application is denied by the County’s Program Administrator, either party, or both, may request an adjudicative proceeding before the County’s Hearing Examiner, consistent with the County’s rules and subject to the applicable provisions of Washington’s Administrative Procedures Act, Chapter 34.05 RCW.

Commented [CES2]: Adding to establish a process, fee, and timeframe for resubmittal of denied applications.

16.50.080 Program guidebook.

- A. The C-PACER program shall be administered in accordance with the requirements contained in the program guidebook, adopted herein by reference and available through the Whatcom County Council office and online at www.whatcomcounty.us through an ordinance search. The program guidebook shall include:
1. A project application form, to be used by the property owner and capital provider.
 2. An application checklist, to be used by the program administrator to review and approve or disapprove an application.
 3. A form assessment agreement.
 4. A form notice of assessment interest and C-PACER lien.
 5. A form assignment of notice of assessment interest and assessment agreement.
 6. A statement that the period of the financing agreement will not exceed the useful life of the qualified project, or weighted average life if more than one qualified improvement is included in the qualified project.
 7. A description of the application and review process established under WCC 16.50.070.
 8. A statement explaining the lender consent requirement under the C-PACER Act.
 9. A statement explaining the requirements for qualifying as a capital provider for this program.
 10. A statement that the County has no liability as a result of the agreement and a statement that neither the County, its governing body, executives, or employees are personally liable as a result

of exercising any rights or responsibilities granted under this chapter, especially and including all actions related to, or arising from, administering the program.

11. A description of the marketing and participant educational services, if any, provided in support of the program.
- B. The program guidebook and forms may be updated by the Program Administrator without approval by the Whatcom County Council, so long as it complies with this chapter and Chapter 36.165 RCW.

16.50.090 Collection and enforcement.

- A. The assessment and C-PACER lien shall be assigned by the County to the capital provider at the close of any approved C-PACER financing by the County, as provided in RCW 36.165.050(3). The C-PACER lien, as assigned to the capital provider, shall maintain the same precedence and priority and characteristics set forth in WCC 16.50.060.
- B. Billing, collection and enforcement of delinquent C-PACER liens or C-PACER financing installment payments, including foreclosure, shall remain the responsibility of the capital provider.
- C. Pursuant to the assessment agreement, the C-PACER lien shall be solely enforced by the capital provider at any time after one year from the date of delinquency, and may be foreclosed in the same manner as a mortgage lien under Chapter 61.12 RCW, except that no sale of the property shall discharge or in any manner affect the priority of the C-PACER lien with respect to installments not yet due and payable at the time of sale, and no deficiency judgment may be sought by the capital provider with respect to any unpaid assessment at the time of sale. The participation of the County Sheriff in any such foreclosure action shall not be deemed in violation of, or inconsistent with, RCW 36.165.110 limiting the role of the County in the enforcement of a C-PACER lien.
- D. The capital provider may also pursue any other enforcement method authorized under Chapter 36.165 RCW, as it may be amended from time to time.

16.50.100 Fees.

An application fee as provided in the Unified Fee Schedule shall be paid to the County when the project application is submitted.

Upon approval of an application by property owner and a capital provider, and prior to recordation of documents for a C-PACER transaction, the parties shall pay a program fee as provided in the Unified Fee Schedule, as a good faith estimate of the costs of establishing and implementing the program, to the County to make the costs of the C-PACER program cost-neutral.

16.50.110 Enactment.

The provisions of this chapter are hereby declared to be severable and if any section, phrase or provision shall for any reason be declared by a court of competent jurisdiction to be invalid or unenforceable, such declaration shall not affect the validity or enforceability of the remainder of the sections, phrases and provisions hereof. All ordinances, orders, resolutions, and parts thereof in conflict herewith are to the extent of such conflict hereby repealed upon the effectiveness of this chapter. No provision of the Whatcom County Code or violation of any provision of the Whatcom County Code shall be deemed to impair the validity of this chapter or the instruments authorized by this chapter or to impair the security for or payment of the instruments authorized by this chapter; provided further, however, that the foregoing shall not be deemed to affect the availability of any other remedy or penalty for any violation of any provision of the Whatcom County Code. In the event and to the extent of a conflict between this chapter and Chapter 36.165 RCW, Chapter 36.165 RCW shall govern.

~~16.50.120 Effective date.~~

~~The ordinance codified in this chapter shall take effect 10 days after enactment. The County Planning and Development Services Department shall begin accepting applications for review no later than 90 days after the effective date.~~

Commented [CES3]: Don't need this, as it's already in effect. Effective dates belong in ordinances, not code.

16.50.130 No liability – No public funds.

- A. This chapter does not confer any right of action nor property interest upon any party to a C-PACER transaction against the County, and the County shall incur no liability for enacting this program, nor shall the County be liable or members of its governing body, executives, or employees be personally liable as a result of exercising any rights or responsibilities granted under this chapter.
- B. The County shall not enforce any privately financed debt under this chapter. The County shall not use public funds to fund or repay any loan between a capital provider and property owner. No section under this chapter shall be interpreted to pledge, offer, or encumber the full faith and credit of the County, nor shall the County or any local government within the county pledge, offer, or encumber its full faith and credit for any lien amount through a program.

~~16.50.140 Sunset clause.~~

~~The commercial property assessed clean energy and resiliency (C-PACER) program shall be dissolved 24 months after the effective date of this chapter, unless specifically extended by ordinance. The county council shall review the need to continue the C-PACER program four months prior to the sunset date.~~

Commented [CES4]: Deleting this would make the program permanent until Council acts to eliminate it.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-174

File ID:	AB2023-174	Version:	1	Status:	Agenda Ready
File Created:	02/24/2023	Entered by:	CStrong@co.whatcom.wa.us		
Department:	Planning and Development Services Department	File Type:	Ordinance Requiring a Public Hearing		
Assigned to:	Council	Final Action:			
Agenda Date:	03/07/2023	Enactment #:			

Primary Contact Email:

TITLE FOR AGENDA ITEM:

Ordinance adopting various minor amendments to Whatcom County Code Title 20, Zoning; Title 21, Land Division Regulations, and; Title 22, Land Use and Development

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Proposed amendments to WCC Titles 20 (Zoning), 21 (Land Division Regulations), and 22 (Land Use and Development). This is an annual “code scrub,” wherein Planning and Development Services proposes amendments to clarify code, fix inconsistencies and grammar, and modify or add minor policies. This year’s 15 proposed code amendments include six proposed minor policy changes regarding: minimum lot width and depth in the URM zone, reducing parking stall size to 9’ x 18’, add bicycle parking requirements, and allowing Transfer of Development Rights receiving areas in Urban Growth Areas (UGAs) only.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Report, Draft Ordinance, Exhibit A - Misc Code Amendments 2022

Whatcom County Planning & Development Services Staff Report

Miscellaneous Code Amendments 2022

I. Background Information

File # PLN2022-00003

File Name: Miscellaneous Code Amendments 2022

Applicants: Whatcom County Planning and Development Services (PDS)

Summary of Request: Proposed amendments to WCC Titles 20 (Zoning), 21 (Land Division Regulations), and 22 (Land Use and Development). This is an annual “code scrub,” wherein Planning and Development Services proposes amendments to clarify code, fix inconsistencies and grammar, and modify or add minor policies. This year’s 15 proposed code amendments include six proposed minor policy changes regarding: minimum lot width and depth in the URM zone, reducing parking stall size to 9’ x 18’, add bicycle parking requirements, and allowing Transfer of Development Rights receiving areas in Urban Growth Areas (UGAs) only. Please refer to Exhibit A (attached) where the proposed amendments and explanations are provided.

Location: Countywide.

Planning Commission Recommendation: Approve. The Planning Commission unanimously voted to recommend approval (holding back two additional suggestions for further study).

Staff Recommendation: Approve. The amendments are necessary to add clarity to development regulations and procedures, to keep the code up to date, and to fix some inconsistencies.

Background: Planning and Development Services annually proposes a series of code amendments to improve unclear wording or procedures, to correct errors or outdated text, or to amend certain policies to a small degree.

II. Code Amendments

The proposed code amendments are found in Exhibit A. Please refer to that attachment; explanations are provided therein.

III. Comprehensive Plan Evaluation

The proposed amendments are consistent with Comprehensive Plan’s Goal 2D to “Refine the regulatory system to ensure accomplishment of desired land use goals in a fair and equitable manner.”

IV. Findings of Fact and Reasons for Action

It is recommended the County Council adopt the following findings of fact and reasons for action:

1. Whatcom County Planning and Development Services has submitted an application to make various amendments to the Whatcom County Code (WCC) to make corrections, updates, and clarifications.

2. A determination of non-significance (DNS) was issued under the State Environmental Policy Act (SEPA) on November 14, 2022.
3. Notice of the subject amendment was submitted to the Washington State Department of Commerce on November 7, 2022, for their 60-day review. No comments were received.
4. The Planning Commission held a duly noticed public hearing on the proposed amendments on December 8, 2022.
5. The County Council held a duly noticed public hearing on the proposed amendments on [REDACTED], 2023.
6. The amendments are consistent with Comprehensive Plan Policy Goal 2D to “refine the regulatory system to ensure accomplishment of desired land use goals in a fair and equitable manner.”
7. In reference to Exhibit A, Amendment No. 1: The amendment to require written concurrence from agencies with jurisdiction regarding building heights around airports would gain concurrence from those agencies that the FAR Part 77 imaginary surfaces is being correctly interpreted by staff and applicants.
8. In reference to Exhibit A, Amendment No. 2: The amendments to fix inconsistencies regarding public utilities regulations would (1) allow publicly owned water storage tanks regardless of their purpose (not just fireflow) as a permitted use; and (2) place all rules regarding public utilities in one place (Chapter 20.82, Public Utilities).
9. In reference to Exhibit A, Amendment No. 3: The amendments to revise the definition of “non-industrial buildings” to include other non-industrial uses would allow additional types of non-industrial buildings, such as office buildings, to enjoy the same setbacks and buffers in the HII district as public uses, restaurants, and cafes currently do.
10. In reference to Exhibit A, Amendment No. 4: The amendments to add a definition of “self-service storage facility,” standardize the various terms used for this type of facility, and allow them in the LII district would standardize the regulation of such facilities and appropriately allow this use in the LII district (in addition to the STC, RGC, GC, and NC districts where they’re currently allowed).
11. In reference to Exhibit A, Amendment No. 5: The amendments to allow HVAC systems within front, rear, and side yard setbacks (subject to size limitations in the side yard so as not to impede access by emergency responders) would encourage the use of heat pumps and other modern HVAC systems, which are typically installed adjacent to structures.
12. In reference to Exhibit A, Amendment No. 6: The amendments to revise Table 20.22.254 (minimum lot width and depth) in URM zone would remove reliance on the little-used TDR program and base such measurements on whether public sewer and water are available.
13. In reference to Exhibit A, Amendment No. 7: The amendment to reduce parking stall size from 10 x 20’ to 9’ x 18’ would reduce impervious surfaces and adopt standards found in most jurisdictions.
14. In reference to Exhibit A, Amendment No. 8: The amendments to delete §20.42.163 would fix an inconsistency with an amendment Council made in 2022.
15. In reference to Exhibit A, Amendment No. 9: The amendments to add bicycle parking requirements help encourage and accommodate increased bicycle usage in Whatcom County, thus reducing carbon footprints.

16. In reference to Exhibit A, Amendment No. 10: The proposed amendments would standardize and simplify accessory dwelling unit language and regulations.
17. In reference to Exhibit A, Amendment No. 11: The amendments would add language authorizing the use and collection of securities—an already commonly used tool—to Whatcom County’s code.
18. In reference to Exhibit A, Amendment No. 12: The addition of §22.05.014 would clarify the obligations of property owners, occupants, and applicants for development activities.
19. In reference to Exhibit A, Amendment No. 13: The addition of §22.05.130(4) would clarify that exceeding permit review timeframes does not construe either approval or denial of a permit.
20. In reference to Exhibit A, Amendment No. 14: The amendments to Chapter 20.89 would, for the most part, simplify language, and amend policy in §20.89.050(2)(a) to limit TDR receiving areas to UGAs or cities, thus better protecting rural character by better concentrating density in cities and Urban Growth Areas.
21. In reference to Exhibit A, Amendment No. 15: Through Ordinance 2022-061 Council amended the language governing seasonal clearing activity limits in the Lake Whatcom Overlay Protection district (among other things). However, staff overlooked proposing the same amendments for the Water Resources Protection Overlay district. This amendment is aimed at fixing that oversight so as to make the language consistent for both districts.
22. In addition, many of the amendments shown in Exhibit A are solely to fix grammar and have more concise language.

V. Conclusions

1. The amendments are in the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

VI. Recommendation

Planning and Development Services recommends the Planning Commission forward the proposed amendments to the County Council with a recommendation of approval.

Attachments

1. Exhibit A – Proposed Code Amendments

PROPOSED BY: _____
INTRODUCTION DATE: _____

ORDINANCE NO. _____

ADOPTING VARIOUS MINOR AMENDMENTS TO WHATCOM COUNTY CODE TITLES 20 (ZONING), 21 (LAND DIVISION REGULATIONS) AND 22 (LAND USE AND DEVELOPMENT)

WHEREAS, The Council's 2022 docket includes item PLN2022-00003, "Review and revise the Whatcom County Zoning Code and other sections of the County Code to implement Comprehensive Plan policies and/or address issues identified in the administration of the codes. Revisions needed to achieve consistency with the Growth Management Act may also be considered."

WHEREAS, Whatcom County Planning and Development Services has proposed amendments to Whatcom County Code Titles 20 and 22 to fulfill this directive; and,

WHEREAS, The Whatcom County Council reviewed and considered Planning Commission recommendations, staff recommendations, and public comments on the proposed amendments; and

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

FINDINGS OF FACT

1. Whatcom County Planning and Development Services has submitted an application to make various amendments to the Whatcom County Code (WCC) to make corrections, updates, and clarifications.
2. A determination of non-significance (DNS) was issued under the State Environmental Policy Act (SEPA) on November 14, 2022.
3. Notice of the subject amendment was submitted to the Washington State Department of Commerce on November 7, 2022, for their 60-day review. No comments were received.
4. The Planning Commission held a duly noticed public hearing on the proposed amendments on December 8, 2022.
5. The County Council held a duly noticed public hearing on the proposed amendments on _____, 2023.
6. The amendments are consistent with Comprehensive Plan Policy Goal 2D to "refine the regulatory system to ensure accomplishment of desired land use goals in a fair and equitable manner."
7. In reference to Exhibit A, Amendment No. 1: The amendment to require written concurrence from agencies with jurisdiction regarding building heights around airports would gain concurrence from those agencies that the FAR Part 77 imaginary surfaces is being correctly interpreted by staff and applicants.
8. In reference to Exhibit A, Amendment No. 2: The amendments to fix inconsistencies regarding public utilities regulations would (1) allow publicly owned water storage tanks regardless of their purpose (not just fireflow) as a permitted use; and (2) place all rules regarding public utilities in one place (Chapter 20.82, Public Utilities).
9. In reference to Exhibit A, Amendment No. 3: The amendments to revise the definition of "non-industrial buildings" to include other non-industrial uses would allow additional types of non-

industrial buildings, such as office buildings, to enjoy the same setbacks and buffers in the HII district as public uses, restaurants, and cafes currently do.

10. In reference to Exhibit A, Amendment No. 4: The amendments to add a definition of “self-service storage facility,” standardize the various terms used for this type of facility, and allow them in the LII district would standardize the regulation of such facilities and appropriately allow this use in the LII district (in addition to the STC, RGC, GC, and NC districts where they’re currently allowed).
11. In reference to Exhibit A, Amendment No. 5: The amendments to allow HVAC systems within front, rear, and side yard setbacks (subject to size limitations in the side yard so as not to impede access by emergency responders) would encourage the use of heat pumps and other modern HVAC systems, which are typically installed adjacent to structures.
12. In reference to Exhibit A, Amendment No. 6: The amendments to revise Table 20.22.254 (minimum lot width and depth) in URM zone would remove reliance on the little-used TDR program and base such measurements on whether public sewer and water are available.
13. In reference to Exhibit A, Amendment No. 7: The amendment to reduce parking stall size from 10 x 20’ to 9’ x 18’ would reduce impervious surfaces and adopt standards found in most jurisdictions.
14. In reference to Exhibit A, Amendment No. 8: The amendments to delete §20.42.163 would fix an inconsistency with an amendment Council made in 2022.
15. In reference to Exhibit A, Amendment No. 9: The amendments to add bicycle parking requirements help encourage and accommodate increased bicycle usage in Whatcom County, thus reducing carbon footprints.
16. In reference to Exhibit A, Amendment No. 10: The proposed amendments would standardize and simplify accessory dwelling unit language and regulations.
17. In reference to Exhibit A, Amendment No. 11: The amendments would add language authorizing the use and collection of securities—an already commonly used tool—to Whatcom County’s code.
18. In reference to Exhibit A, Amendment No. 12: The addition of §22.05.014 would clarify the obligations of property owners, occupants, and applicants for development activities.
19. In reference to Exhibit A, Amendment No. 13: The addition of §22.05.130(4) would clarify that exceeding permit review timeframes does not construe either approval or denial of a permit.
20. In reference to Exhibit A, Amendment No. 14: The amendments to Chapter 20.89 would, for the most part, simplify language, though amend policy in §20.89.050(2)(a) to limit TDR receiving areas to UGAs or cities, thus better protecting rural character by better concentrating density in cities and Urban Growth Areas.
21. In reference to Exhibit A, Amendment No. 15: Through Ordinance 2022-061 Council amended the language governing seasonal clearing activity limits in the Lake Whatcom Overlay Protection district (among other things). However, staff overlooked proposing the same amendments Water Resources Protection Overlay district. This amendment is aimed at fixing that oversight so as to make the language consistent for both districts.
22. In addition, many of the amendments shown in Exhibit A are solely to fix grammar and have more concise language.

CONCLUSIONS

1. The amendments to the development regulations are the public interest.
2. The amendments are consistent with the Whatcom County Comprehensive Plan.

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

Section 1. Amendments to the Whatcom County Code are hereby adopted as shown in Exhibit A.

Section 2. Staff is authorized to work with Code Publishing to correct and update any cross-references made ineffective by these amendments.

ADOPTED this _____ day of _____, 2023.

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

ATTEST:

Dana Brown-Davis, Council Clerk

Barry Buchanan, Council Chair

APPROVED as to form:

() Approved () Denied

Civil Deputy Prosecutor

Satpal Sidhu, Executive

Date: _____

Exhibit A: 2022 Miscellaneous Code Amendments

As recommended by Planning Commission, 12/8/22

1) Require written concurrence from agencies with jurisdiction regarding building heights around airports.

The lands around the airport have supplementary height limits, which are shown in the map of FAR Part 77 imaginary surfaces (Appendix H of the Comprehensive Plan). These height limits are lower near the runway and increase with distance from the flight paths (imagine the shape of stadium seating, though a bit more complicated). However, staff has difficulty in interpreting the map, and would like the airport administration and the Federal Aviation Administration (FAA) (i.e., agencies with jurisdiction) to weigh in on staffs' interpretation. Thus, we would like require that applicants submit their proposals to those agencies for review, and have their written interpretations and concurrence that the project will not hinder airport operations (and not just for variances, as currently required).

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.675 Height limitations surrounding airports.

(1) No structure shall exceed the height of the imaginary surfaces defined in Federal Aviation Regulations (FAR) Part 77 around airports that have mapped such imaginary surfaces (airports that have mapped Part 77 imaginary surfaces are shown in Appendix H of the Whatcom County Comprehensive Plan). This restriction shall not apply to single-family residences and accessory structures that have a building height of 30 feet or less.

(2) Applicants for permits within the area covered by the FAR Part 77 imaginary surfaces map shall provide correspondence from both the Federal Aviation Administration and an official representative of the airport providing their concurrence that the proposed development meets subsection (1) and will not create a hazard to air navigation.

(3) The Hearing Examiner shall have the authority to grant a variance from the height limits of subsection (1) of this section.

(2)(a) The variance application shall be accompanied by: letters from both the Federal Aviation Administration and an official representative of the airport evaluating the effects of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace. If neither the Federal Aviation Administration or the official representative of the airport agency fails to respond within 45 days to a written request by the applicant to evaluate the proposal within 45 days, the variance application may be submitted without the evaluation(s) required by subsection (3) of this section.

(a) A letter from the Federal Aviation Administration evaluating the effects of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace; and

(b) A letter from an official representative of the airport evaluating the effects of the proposal on the operation of air navigation facilities and the safe, efficient use of navigable airspace.

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~~(c) If the Federal Aviation Administration or the official representative of the airport fails to respond within 45 days to a written request by the applicant to evaluate the proposal, the variance application may be submitted without the evaluation(s) required by subsection (3) of this section.~~

~~(d)(b)~~ The variance criteria of WCC 22.05.024 shall not apply. Such A-variances may be granted if the Hearing Examiner finds that:

- i. The strict application of the height limit will result in unnecessary hardship; and
- ii. The height proposed will not be contrary to the public interest and will not create a hazard to air navigation.

~~(e)(c)~~ No variance shall be granted that authorizes a use that is not allowed by the underlying zoning.

~~(3) The variance criteria of WCC 22.05.024 shall not apply.~~

2) Fix a few inconsistencies regarding public utilities regulations.

WCC 20.82.020 allows *publicly-owned fire flow* tanks under 50,000 gallons in volume and 12 feet or less in height as a Permitted Use; those over those limits require a Conditional Use Permit. However, the code is silent on water storage tanks meeting those limits but for purposes other than fire flow (e.g., drinking water). (Privately-owned tanks meeting those limits are allowed as an accessory use when a primary use is present.)

Staff doesn't know the reason these smaller tanks are allowed if they're for fire flow, but not allowed if they're for other uses. We would like to amend the code to allow *all* water storage tanks that do not exceed 50,000 gallons and are 12 feet or less in height as a Permitted Use, regardless of their purpose.

Additionally, all of our regulations regarding public utilities are generally found in Chapter 20.82 (though certain types—e.g., wireless communications facilities, wind energy systems, and pipelines—have additional regulations in Chapters 20.13, 20.14, and 20.81). §20.82.020 and 20.82.030, respectively, specify what types of utility infrastructure are permitted and conditional uses for all zones. However, only 3 zoning district regulations list public utilities as either permitted or conditional uses (essentially repeating what's found in Chapter 20.85), while the other 25 do not, which can lead to confusion. Staff would like to delete the listings of public utilities in these district regulations and rely on Chapter 20.82 as we do for the other zoning districts.

TITLE 20 ZONING

Chapter 20.82 Public Utilities

20.82.020 Permitted uses.

(...)

.023 Water storage tanks owned and operated by a public utility ~~for the sole purpose of providing required fire flow~~; provided, that the volumes do not exceed 50,000 gallons and height is not in excess of 12 feet above the ground level measured within 20 feet in all directions of the tank. A privately-owned water storage tank constructed ~~to provide fire flow~~ for a singular use or property and maintained by the property owner(s) is considered an accessory use to the primary permitted or conditionally permitted use that is to be protected by fire flow supplied from the tank and not subject to regulation as

a public utility; provided, the height does not exceed the maximum height allowed in the underlying zone.

(...)

Chapter 20.40 Agriculture (AG) District

20.40.150 Conditional Uses

(...)

~~156 Public utilities pursuant to WCC 20.82.020.~~

(...)

Chapter 20.59 Rural General Commercial (RGC) District

20.59.050 Permitted Uses

(...)

~~056 Public and community type uses.~~

~~(1) Public utilities, except broadcast towers, which require a conditional use permit pursuant to WCC 20.82.030(5), and water and sewer treatment plants, which require a conditional use permit pursuant to WCC 20.82.030(8).~~

(..., and renumber subsequent list)

Chapter 20.62 General Commercial (GC) District

20.62.050 Permitted Uses

(...)

~~061 Public utilities, except broadcast towers, which require a conditional use permit pursuant to WCC 20.82.030(5), and water and sewer treatment plants, which require a conditional use permit pursuant to WCC 20.82.030(8).~~

(...)

3) Revise the definition of “non-industrial buildings” to include other non-industrial uses.

The HII District has large setbacks (100') and buffers (100' – 660') so as to minimize impacts from heavy industrial uses on neighboring properties. However, it does allow smaller (30') LII setbacks for “non-industrial buildings” and “uses other than heavy industrial.” But the definition of “non-industrial buildings” (see below) is limited to public uses and restaurants; it doesn’t include other non-industrial uses allowed in the HII (e.g., office buildings). Requiring the large 100' setbacks for uses that don’t create the same types of impacts as heavy industrial uses doesn’t make sense in terms of impact reduction, and uses up more land. Therefore, staff would like to amend the definition of non-industrial buildings so as to make it broader. This will allow non-industrial uses in the HII district to apply the lesser LII setbacks.

TITLE 20 ZONING

Chapter 20.97 Definitions

20.97.272 Nonindustrial buildings.

"Nonindustrial buildings" means those buildings allowed within an Industrial District that house ~~those~~ uses ~~contained within the category of public uses, or the category of restaurants, cafes and cafeterias~~ other than industrial.

4) Add a definition of "self-service storage facility," standardize the various terms used for this type of facility, and allow them in the LII district.

Self-service storage facilities are allowed in several of our zones, but the terms used differ (see below table). Nor are the terms used defined, leading to confusion.

Staff would like to add a definition of "self-service storage facility" and standardize the various terms used for this type of facility. The proposed definition is taken from RCW 19.150.010(10), the definition section for the state regulations for this use.

POLICY CHANGE: Additionally, staff believes this type of use would be appropriate in the Light Impact Industrial and Heavy Impact Industrial districts, and propose to add them as Permitted Uses.

Term Used	Zoning District			
	STC	RGC	GC	NC
Mini-storages				
o totaling less than 2,500 square feet of floor area	P (20.61.052(1))			
o with less than 10,000 square feet of floor area	C (20.61.203)			
Mini storage facilities	Prohibited in PRSD (20.72.062)			
Rental storage establishments		P (20.59.052(1))	P (20.62.062)	
Commercial storage of personal recreational boats and trailers, recreational type vehicles and accompanying mini-storage; provided, that: (a) Security for the site shall be provided by the applicant; (b) No engine repairs or oil changes shall be made on the subject site; (c) Adequate water supply and wastewater disposal for washdown facilities shall be demonstrated by the applicant.				C (20.60.153(1))

TITLE 20 ZONING

Chapter 20.59 Rural General Commercial (RGC) District

20.59.050 Permitted uses.

Unless otherwise provided herein, permitted and conditional uses shall be administered pursuant to the applicable provisions of Chapter 20.80 WCC (Supplementary Requirements) and Chapter 22.05 WCC

(Project Permit Procedures). In a rural community designation, nonresidential uses listed below are permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses are permitted. Residential type uses listed below are permitted in rural community and rural business designations.

.052 Self-service storage facilities~~Storage and warehousing type uses.~~
~~(1) Rental storage establishments.~~

Chapter 20.60 Neighborhood Commercial Center (NC) District

20.60.150 Conditional uses.

In a rural community designation, uses listed below may be conditionally permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses listed below may be conditionally permitted. Unless otherwise provided herein, conditional uses shall be administered pursuant to the applicable provisions of Chapter 22.05 WCC (Project Permit Procedures), the Whatcom County SEPA Ordinance, the Official Whatcom County Subdivision Ordinance and the Whatcom County Shoreline Management Program.

(...)

.153 Self-service storage facilities for~~Storage and warehousing type uses.~~

~~Commercial storage of~~ personal recreational boats and trailers, recreational type vehicles, and accompanying ~~mini-storage equipment~~; provided, that:

- ~~(a)~~(1) Security for the site shall be provided by the applicant;
- ~~(b)~~(2) No engine repairs or oil changes shall be made on the subject site;
- ~~(2)~~(3) Adequate water supply and wastewater disposal for washdown facilities shall be demonstrated by the applicant.

(...)

Chapter 20.61 Small Town Commercial (STC) District

20.61.050 Permitted uses.

In a rural community designation, nonresidential uses listed below are permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses are permitted. Residential type uses listed below are permitted in rural community and rural business designations.

(...)

.052 Self-service storage facilities~~Storage and warehousing type uses.~~

~~(1) Mini-storages~~ totaling less than 2,500 square feet of floor area.

(...)

20.61.200 Conditional uses.

In a rural community designation, uses listed below may be conditionally permitted if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation all uses listed below may be conditionally permitted.

(...)

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.203 Self-service storage facilities~~Storage and warehousing type uses.~~
~~(1) Mini storage with~~totaling less than 10,000 square feet of floor area.
(...)

Chapter 20.62 General Commercial (GC) District

20.62.050 Permitted uses.

Unless otherwise provided herein, permitted and conditional uses shall be administered pursuant to the applicable provisions of Chapter 20.80 WCC (Supplementary Requirements) and Chapter 22.05 WCC (Project Permit Procedures), the Whatcom County SEPA Ordinance, the Whatcom County Subdivision Ordinance and the Whatcom County Shoreline Management Program.

(...)

.062 Self-service storage facilities~~Rental storage establishments.~~

(...)

Chapter 20.66 Light Impact Industrial (LII) District

20.66.050 Permitted uses.

Unless otherwise provided herein, permitted and accessory uses shall be administered pursuant to the applicable provisions of Chapters 16.08 WCC (SEPA), 20.80 WCC (Supplementary Requirements) and 22.05 WCC (Project Permit Procedures), and WCC Titles 21 (Land Division Regulations) and 23 (Shoreline Management Program).

(...)

.096 Self-service storage facilities

(...)

Chapter 20.68 Heavy Impact Industrial (HII) District

20.68.050 Permitted uses.

Unless otherwise provided herein, permitted and accessory uses shall be administered pursuant to the applicable provisions of Chapters 16.08 WCC (SEPA), 20.80 WCC (Supplementary Requirements) and 22.05 WCC (Project Permit Procedures), and WCC Titles 21 (Land Division Regulations) and 23 (Shoreline Management Program). The purpose of the SIC numbers listed within this chapter is to adopt by reference other activities similar in nature to the use identified herein. (Policies of the subarea Comprehensive Plan may preclude certain permitted uses to occur in particular subareas. Please refer to the policies of the applicable subarea plan to determine the appropriateness of a land use activity listed below.)

(...)

.110 Self-service storage facilities

(...)

Chapter 20.72 Point Roberts Special District

20.72.200 Prohibited uses.

In addition to the uses prohibited in the underlying zone districts, the following uses are prohibited:

(...)

.204 The following uses are prohibited in the Small Town Commercial Zone District:

(...)

(1) ~~Mini-Self-service~~ storage facilities.

(...)

Chapter 20.97 Definitions

20.97.361.1 Self-service storage facility.

"Self-service storage facility" means any real property designed and used for the purpose of renting or leasing individual storage space to occupants who are to have access to the space for the purpose of storing and removing personal property on a self-service basis, but does not include a garage or other storage area in a private residence, nor storage of imported vehicles awaiting customs clearance. No occupant may use a self-service storage facility for residential purposes.

5) Allow HVAC systems within front, rear, and side yard setbacks.

So as not to impede access for firefighters, most obstacles are not allowed in sideyard setbacks, though there are a few exceptions (see §20.80.220, below). But with heat pumps becoming more common and smaller in size, staff believes they and other HVAC equipment should be included in the list of exceptions (subject to size limitations in the side yard, per the Fire Marshall). Thus, staff is proposing the following amendments:

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.220 Use of setback areas.

All setback measurements are minimum requirements. All front yard and rear yard setback areas shall be open from side-to-side of the lot except as otherwise provided by the following:

(1) Front Yards.

(a) Appurtenances, including but not limited to: uncovered patios and decks less than 30 inches in height; driveways and walkways; pools and other recreation equipment; utilities, including HVAC equipment, septic systems, and propane tanks with fuel capacities up to 500 gallons; and fences, walls, and vegetative hedges up to four feet in height may be placed in this front yard setback area subject to the limitations of WCC 20.80.210(3) (Vision Clearance); and provided, that:

(i) The location of propane tanks with fuel capacities up to 500 gallons is restricted to the rear ~~50%-percent~~ of front yard setbacks. All such propane tanks shall be:

- (A) Inspected and approved by the Whatcom County fire marshal for compliance with the most currently adopted International Fire Code and, when required by the fire marshal, isolated from other uses by a noncombustible wall or fence; and
- (B) Screening by a fence or with shrub vegetation planted to a minimum height of six inches above the top surface of the propane tank is encouraged.
- (b) Signs approved for use in a front yard area shall be subject to the limitations of WCC 20.80.410 and/or WCC 20.80.215 as applicable.
- (c) Outside of urban growth areas fences, walls, and vegetative hedges up to a maximum of six feet in height may be located within the front yard setback area subject to the limitations of WCC 20.80.210(3) (Vision Clearance).
- (2) Rear Yards. Uncovered patios, driveways, walkways, vegetation, pools, HVAC equipment placed adjacent to the primary structure and extending no more than 3 feet into the rear yard, recreation equipment, open parking spaces, fences and walls up to seven feet in height, and structures housing accessory uses in Urban Residential, Residential Rural, Rural and Agricultural Zone Districts may be placed in the rear yard; provided, that an open space of at least eight feet is maintained between any structure housing such accessory use and any other building on that lot.
- (3) Side yards must be kept open; provided, that uncovered patios and decks less than 30 inches in height; driveways, walkways, and parking areas; pools and other recreational equipment; HVAC equipment placed adjacent to the primary structure and extending no more than 3 feet into the side yard; and fences, walls, and vegetative hedges up to seven feet in height may be placed in the side yard.

6) (POLICY CHANGE) Revise minimum lot width and depth in URM zone.

In the URM District, Table 20.22.254 (minimum lot width and depth) only accounts for lots participating in the Transfer of Development Rights (TDR) program (which is rarely, if ever, used); it doesn't account for lots not using TDR, of which there are many.

Thus, staff proposes to delete "and TDRs" from the table. Regardless of whether there are TDR credits, if the development does not have public water and sewer, then the listed lot width and depth dimensions are adequate; if the proposal has public water and public sewer, the lots can be narrower/smaller. However, they should not be 0' or N/A as listed; otherwise we could get unworkable lots. Thus, staff is proposing to use the lot width standards of the UR zone when developed at 6 units per acre, the most likely density to be applied in the URM zone when sewer and water are available.

TITLE 20 ZONING

Chapter 20.22 Urban Residential – Medium Density (URM) District

20.22.254 Minimum lot width and depth.

District	Width at Street Line*		Width at Bldg. Line	Minimum Mean Depth
	Conventional	Cluster		
URM: all districts without public sewer and water and transferable development rights (TDRs)	300'	70'	80'	<u>100'</u>

District	Width at Street Line*		Width at Bldg. Line	Minimum Mean Depth
	Conventional	Cluster		
URM: with public sewer and water and transferable development rights (TDRs)	N/A25'	N/A25'	N/A40'	N/A50'

* The "Width at Street Line" standards do not apply to lots being modified through boundary line adjustment (BLA), subject to WCC [21.03.060](#)(2)(f).

7) (POLICY CHANGE) Reduce parking stall size to 9' x 18'.

Our current parking stall size is 10' x 20'. However, the most common size requirement in most codes these days is 9' x 18' (e.g., Bellingham) or smaller (e.g., Skagit County's is 8-1/2 x 17; Snohomish County's is 8' x 16'). Staff proposes to reduce our standard parking stall size to 9' x 18', so as to reduce impervious surfaces. This size would accommodate most modern vehicles, though applicants anticipating most of these clients to be driving larger vehicles (e.g., large personal trucks) could still provide larger spaces. This change in stall size would also require that we amend the Off-Street Parking Diagram, as shown below. For some reason this table and diagram currently follow §20.80.515, but we'll insert them to appropriately follow §20.80.510.

If Council supports this size reduction, the minor variance allowance to reduce parking stalls to this size would no longer be needed, so staff would also recommend replacing 22.05.024(2)(a)(ii) with a reference to the minor variance allowance for critical area buffer reduction (of 25-50%) that Council approved in the recent Shoreline Management Program Periodic Update.

TITLE 20 ZONING

Chapter 20.51 Lake Whatcom Watershed Overlay District

20.51.360 Parking space dimensions.

A standard parking space shall have the rectangular dimensions of ~~910~~ feet in width and ~~1820~~ feet in length; provided, that for any parking area of six or more spaces, ~~50%-percent~~ of all spaces may have the rectangular dimensions of ~~eight-8~~ feet in width and 15 feet in length; and further provided, that these spaces are marked for use by compact automobiles. Except in single-family residential areas, all dimensions shall be exclusive of driveways, aisles, and other circulation areas required under WCC 20.80.5600 ~~et seq~~ and 20.80.570.

Chapter 20.71 Water Resource Protection Overlay District

20.71.601 Parking space dimensions.

A standard parking space shall have the rectangular dimensions of ~~910~~ feet in width and ~~1820~~ feet in length; provided, that for any parking area of six or more spaces, ~~50%-percent~~ of all spaces may have the rectangular dimensions of ~~eight-8~~ feet in width and 15 feet in length; and further provided, that these spaces are marked for use by compact automobiles. Except in single-family residential areas, all dimensions shall be exclusive of driveways, aisles, and other circulation areas required under WCC 20.80.5600 ~~et seq~~ and 20.80.570.

Chapter 20.80 Supplementary Requirements

20.80.500 Off-street parking and loading requirements.
(...)

20.80.510 Parking space dimensions.

- (1) A parking space shall have minimum rectangular dimensions of not less than ~~10-9~~ feet in width and ~~20-18~~ feet in length; provided, however, that for any parking area of 12 or more spaces, 35% percent of all spaces may have minimum rectangular dimensions of not less than ~~eight-8~~ feet in width and 15 feet in length; provided, that these spaces are marked for use by compact automobiles. All dimensions shall be exclusive of driveways, aisles, and other circulation areas. The number of required off-street parking spaces is established in WCC 20.80.580.
- (2) The following Off-Street Parking Diagram indicates the dimensions necessary to achieve the dimensions of subsection (1) at various angles. Note that:
- (a) If a parking lot section is designated for compact vehicles the stall may be 8 feet x 15 feet for a 90° parking angle.
 - (b) Stalls should be larger for commercial vehicle parking.
 - (c) Applicant may provide larger spaces to accommodate their customers/tenants that have larger personal vehicles.
 - (d) Bumper overhang should be considered in placing lighting, railings, etc. These appurtenances should be placed beyond dimension "I" in the diagram.
 - (e) Only 2-way traffic should be used with 90° parking angles.

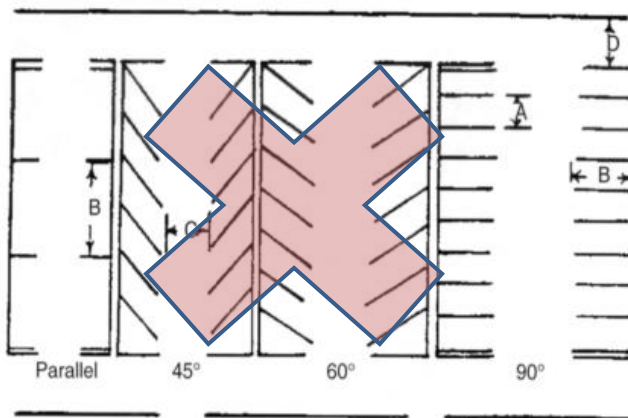
Off-Street Parking Diagram

Dimension	Diagram Location	Parking Angle
-----------	------------------	---------------

		45°	60°	75°	90°
Stall width, parallel to aisle	A	12.5	10.5	9.2	9.0
Stall length of line	B	27.6	23.6	21.0	18.0
Stall depth to wall	C	19.4	20.3	20.0	18.0
Aisle width between stall lines	D	12.1	12.8	23.0	20.0
Stall depth, interior	E	16.4	18.0	19.0	18.0
Module, wall to interior	F	47.9	55.1	62.0	63.0
Module, interior	G	44.9	53.1	61.0	63.0
Module, interior to curb face	H	45.9	52.5	59.4	60.0
Module, interior to curb face	I	2.0	2.3	2.5	2.5
Offset	J	6.6	2.5	0.7	0
Setback	K	13.1	9.2	4.9	0
Cross aisle, one-way	L	14.1	14.1	14.1	14.1
Cross aisle, two-way	M	20.0	20.0	20.0	20.0

20.80.515 Loading space requirements and dimensions.
(...)

Off-Street Parking Diagram



Off-Street Parking Dimensional Table

	45 Degrees	60 Degrees	90 Degrees	Parallel
A = width of parking space	10'	10'	10'	10'
B = length of parking space	20'	20'	20'	25'
C = width of driveway aisle	13'	18'	25'	12'
D = width of access driveway	14'	14'	14'	14'

Off-Street Parking Dimensional Table				
	45	60	90	
	Degrees	Degrees	Degrees	Parallel
D = width of 2-way access driveway	24'	24'	24'	24'

20.80.560 Width of aisles.

One-way aisles serving individual parking spaces shall be not less than 25 feet wide for 90-degree parking, 12 feet wide for parallel parking, 18 feet for 60-degree parking, and 13 feet for 45-degree parking.

20.80.570 Circulation.

The entrances and exits to the parking area shall be clearly marked. Interior vehicular circulation by way of access roads shall maintain the following minimum standards: For one-way traffic, the minimum width of 14.1 feet. Access roads for two-way traffic shall have a minimum width of 20.4 feet. Parking areas having more than one aisle or driveway shall have directional signs or markings in each aisle or driveway.

20.80.590 General interpretations.

In the interpretation of this section 20.80.500, et seq., the following rules shall govern:

- (1) Parking spaces for other permitted or conditional uses not listed in this section shall be determined by the Director or Hearing Examiner, whichever has jurisdiction for the permit applied for where a land use permit is required and by the zoning administrator for other permitted uses.
- (2) Fractional numbers shall be increased to the next whole number.
- (3) Where there is an adequate public transit system or where for any other reason parking requirements are unusually low, the parking space provisions cited above may be reduced proportionately by the zoning administrator decision maker with jurisdiction.
- (4) In portions of a lot devoted exclusively to the smaller spaces marked for use by small cars, aisle width may be reduced to 20 feet for 90-degree parking; to 15 feet for 60-degree parking; and to 12 feet for 45-degree parking.

Title 22 LAND USE AND DEVELOPMENT

Chapter 22.05 Project Permit Procedures

22.05.024 Variances.

(...)

- (2) There are two types of variances: Minor and Major Variances.
 - (a) Minor variances include those that are unlikely to have impacts on surrounding properties or people or need to be processed more rapidly to meet federal time frames. These shall be limited to variances for:
 - (i) A reduction of up to 10% percent of a front yard setback;
 - (ii) A reduction in parking stall dimensions down to nine feet by 18 feet. Minor variances for reduction of critical area buffers pursuant to WCC 16.16.273.

Commented [CES1]: Council has already approved this section in the CAO; we're just listing it here.

- (iii) The following personal wireless service facilities: Small wireless facilities, provided that a variance shall not be granted that would alter the dimensional, bulk, numerical, or other criteria in the definition of small wireless facility in WCC 20.13.

- (b) Major variances include all other variances.

(...)

8) Fix conflicting permitting requirement for clearing in the Rural Forestry district.

In early 2022, through the 2021 Miscellaneous Code Amendments, Council changed the permitting requirement for “alteration or removal of more than 20% of the lot area” from a Conditional Use Permit (CUP) to a Variance in:

20.42.455 Forestland retention.

No more than 20% of a lot’s area shall be permanently altered or removed from the production of forest products, unless authorized by a variance (WCC 22.05.024) or as a planned unit development (Chapter 20.85 WCC), in which case no more than 35% of the lot’s area shall be permanently altered or removed from the production of forest products.

Unfortunately, staff didn’t realize that the same requirement for a CUP was doubly listed in §20.42.163. Staff would like to rectify these conflicting requirements by deleting §20.42.163.

TITLE 20 ZONING

Chapter 20.42 Rural Forestry (RF) District

20.42.150 Conditional uses.

The conditional uses listed herein shall be administered pursuant to the applicable provisions of Chapters 16.08 WCC (SEPA), 20.80 WCC (Supplementary Requirements) and 22.05 WCC (Project Permit Procedures), and WCC Titles 21 (Land Division Regulations) and 23 (Shoreline Management Program).

(...)

~~163 The permanent alteration or removal of more than 20 percent of the lot area, excluding natural meadows, bogs, surface waters, and rock outcrops, from the production of forest products when not otherwise authorized by WCC 20.42.450.~~

9) (POLICY CHANGE) Add Bicycle Parking Requirements

The Council's Bicycle/Pedestrian Advisory Committee (BPAC) requests that the Council adopt bicycle parking facility requirements so as to encourage and accommodate increased bicycle usage, thus reducing carbon footprints. The BPAC endorsed the below language in December 2021.

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.580 Parking space requirements.

For the purpose of this ordinance, the following parking space requirements shall apply (See also WCC 20.97.140), though may be reduced pursuant to WCC 20.80.527(2)(c):

...

20.80.527 Bicycle Parking Facilities.

(1) Bicycle parking facilities shall be provided in all development pursuant to and as identified in WCC 20.80.505 (General Requirements), except for single-family and two-family residential dwellings and agricultural uses.

(2) Each development shall provide a number of bicycle parking spaces in accordance with the following:

(a) Short-Term Bicycle Parking. If a land use or development project is anticipated to generate visitor traffic, the project must provide permanently anchored bicycle racks within 100 feet of the visitor's entrance. To enhance security and visibility, the bicycle racks shall be readily visible to passersby. The bicycle capacity of the racks must equal an amount equivalent to 5% of all required off-street vehicle parking, as identified in WCC 20.80.580 (Parking Space Requirements) and WCC 20.80.590 (General Interpretations). There shall be a minimum of one rack with capacity for two bicycles.

(b) Long-Term Bicycle Parking. Buildings with over 10 tenant-occupants (e.g., multifamily tenants and/or business owners and employees) shall provide secure bicycle parking for 5% of all required off-street vehicle parking spaces, as identified in WCC 20.80.580 (Parking Space Requirements) and WCC 20.80.590 (General Interpretations). There shall be a minimum of one long-term bicycle parking space. Acceptable parking facilities shall be convenient from the street and include one or a combination of the following:

(i) Covered, lockable enclosures with permanently anchored racks for bicycles.

(ii) Lockable bicycle rooms with permanently anchored racks.

(iii) Lockable, permanently anchored bicycle lockers.

(iv) In the case of multi-family residential development, a standard garage is sufficient, if available.

(c) Reduction of Vehicular Parking Spaces. The number of vehicular parking spaces required by WCC 20.80.580 may be reduced by the number of bicycle parking spaces required by subsections (a) and/or (b), though may not be reduced by more than that required even if the applicant provides additional bicycle parking spaces.

- (3) Bicycle racks. Required bicycle parking may be provided in floor, wall, or ceiling racks. Where required bicycle parking is provided with racks, the racks must meet the following requirements:
- (a) The bicycle frame and one wheel can be locked to the rack with a high-security U-shaped shackle lock if both wheels are left on the bicycle.
 - (b) A bicycle of 6 feet in length can be securely held with its frame supported so that the bicycle cannot be pushed or fall in a manner that will damage the wheels or components.
- (4) Parking and maneuvering areas.
- (a) Bicycle parking facilities shall be installed in such a way as to not impede pedestrian or vehicular movement.
 - (b) Each required bicycle parking space must be accessible without moving another bicycle. There must be an aisle at least 5 feet wide adjacent to all required bicycle parking to allow room for bicycle maneuvering. Where the bicycle parking is adjacent to a sidewalk, the maneuvering area may extend into the right-of-way. The area devoted to bicycle parking must be hard surfaced.
 - (c) If required bicycle parking is not visible from the street or main building entrance, a durable sign must be posted at the main building entrance indicating the location of the bicycle parking.

Chapter 20.97 Definitions

20.97.140 Floor area of a nonresidential building.

"Floor area of a nonresidential building" (to be used in calculating parking requirements) means the floor areas of the specified use excluding stairs, washrooms, elevator shafts, maintenance shafts and rooms, storage spaces, display windows, long-term bicycle parking areas, and similar areas.

10) Standardize and Simplify Accessory Dwelling Unit Language & Regulations

Accessory dwelling units (ADU) are allowed in 12 of our zones, and each zone chapter contains standards for under what circumstances they're allowed, as well as design and other standards. There are 13 standards in most zones (though one or two fewer in a few zones), each reading almost identically. Staff proposes to move, combine, standardize, and correct the grammar of all these separate sections into one section in Chapter 20.80. Staff is not proposing to change the standards, only make them easier to find and understand.

TITLE 20 ZONING

Chapter 20.97 Definitions

~~20.97.003 Accessory apartment.~~

~~"Accessory apartment" means a separate complete residential unit designed for occupancy by a family. It is substantially contained within the contiguous structure or attached garage of a single family residence and there is internal access between the units; provided, however, that a detached garage whose foundation is 10 feet or less from the single family residence is permitted as an accessory~~

~~apartment. For structures further than 10 feet apart, a covered or enclosed breezeway does not constitute an approved access.~~

~~20.97.097 Detached accessory dwelling unit.~~

~~“Detached accessory dwelling unit” means a separate and complete dwelling unit not attached in any way to the main or existing dwelling unit; designed for occupancy by a family.~~

20.97.003 Accessory Dwelling Unit.

An accessory dwelling unit (ADU) is a smaller, independent residential dwelling unit located on the same lot as a stand-alone (i.e., detached) single-family home. ADUs go by many different names, including accessory apartments, secondary suites, and granny flats. ADUs can be converted portions of existing homes (i.e., internal ADUs), additions to new or existing homes with at least one shared wall (i.e., attached ADUs), or new stand-alone (i.e., no shared walls) accessory structures or converted portions of existing stand-alone accessory structures (i.e., detached ADUs).

Chapter 20.80 Supplementary Requirements

20.80.910 Accessory Dwelling Units – Standards.

Where allowed in the zoning district, all accessory dwelling units shall comply with the following standards and restrictions:

- (1) In addition to an existing or permitted dwelling, there shall be no more than one accessory dwelling unit per lot;
- (2) The owner(s) of the lot upon which the accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;
- (3) Minimum Lot Size. In the districts where accessory dwelling units are allowed:
 - (a) For attached accessory dwelling units there is no minimum lot size, except in the Lake Whatcom Watershed Overlay district as provided in subsection (c) and the Rural Residential-Island district as provided in subsection (d).
 - (b) For detached accessory dwelling units the minimum lot size shall be 4.5 acres unless the parcel is large enough to accommodate two dwelling units consistent with the gross density of the underlying zoning district; except:
 - (i) In the urban zones (UR, URM, and UR-MX) there is no minimum lot size.
 - (ii) In the Agriculture district the minimum lot size for a detached accessory dwelling unit is 40 acres;
 - (iii) In the Rural Forestry district the minimum lot size for a detached accessory dwelling unit is 20 acres.
 - (iv) In the Lake Whatcom Watershed Overlay district as provided in subsection (c).
 - (v) In the Rural Residential-Island district as provided in subsection (d).
 - (c) In the Lake Whatcom Watershed Overlay district the minimum lot size for any accessory dwelling unit is 10 acres, unless the underlying zoning district is Rural Forestry, in which case the minimum lot size is 40 acres.

(d) In the Rural Residential-Island district the minimum lot size for attached ~~any~~ accessory dwelling units is 4.5 acres, and for detached accessory dwelling units the minimum lot size is 10 acres.

Table 20.80.910(3) Minimum Lot Size Required for an ADU

District	Attached ADUs	Detached ADUs
UR	N/A	N/A
URM	N/A	N/A
UR-MX	N/A	N/A
RR	N/A	4.5 ac
RR-I	N/A 4.5 ac	4.5 10 ac
R	N/A	4.5 ac
TZ	N/A	4.5 ac
AG	N/A	40 ac
RF	N/A	20 ac
STC	N/A	4.5 ac
RC	N/A	4.5 ac
LWWO	10 ac; 40 ac if underlying district is RF	

(4) Because when a subdivision is platted, roads and certain utilities (water, septic, sewer) are sized for the proposed number of lots and do not account for accessory dwelling units:

(a) Accessory dwelling units shall be prohibited in all subdivisions (both long and short plats) unless the plat received preliminary plat approval after January 25, 1994, and specific lots are designating on the face of the final plat as allowing accessory dwelling units.

(b) In no case shall an accessory dwelling unit be permitted in a reserve tract within plats created through the cluster subdivision method.

(5) Design and Construction.

(a) Accessory dwelling units shall be clearly subordinate to the primary residence;

(b) The maximum size of an accessory dwelling unit shall not exceed 1,248 square feet in floor area; except, when the Density Credit Program (WCC Chapter 20.91) is used, the size may be increased to a maximum of 1,748 square feet;

(c) Only one access point off of a public road shall be allowed to serve both the primary residential unit and any accessory dwelling unit;

(d) Accessory dwelling units shall be located so as to minimize visual impacts to adjacent properties and public rights-of-way, with location in immediate proximity to the primary residence being preferred. Location closer to property lines than to the primary residence may be considered when such location serves the goal of reducing overall visual impacts to public rights-of-way and adjacent properties, and such location still meets the setback requirements of WCC Chapter 20.80.

(i) There shall be only one front entrance visible from the front yard and street for houses with attached accessory dwelling units and only one additional entrance visible from the front yard for detached accessory dwelling units;

(ii) To minimize visual impacts fencing and/or landscaping to screen the unit from public rights-of-way and/or adjacent properties may be required;

- (e) In the Agriculture district detached accessory dwelling units shall be located within the farmstead cluster and comply with siting criteria found in WCC 20.80.255.
- (6) Prior to building permit issuance, the owner shall record with the Whatcom County Auditor a deed restriction stating:
 - (a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning district allows such a land division; and,
 - (b) The owner(s) of the lot upon which the accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot.

Chapter 20.20 Urban Residential (UR) District

20.20.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

~~.132 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910. to single family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~

- ~~(7) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(8) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
- ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
- ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(9) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~
- ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
- ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(10) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(11) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.22 Urban Residential – Medium Density (URM) District

20.22.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~

- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(11) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.24 Urban Residential Mixed (UR-MX) District

20.24.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.133 Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:~~
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
 - ~~(a) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(10) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~
 - ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
 - ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(11) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual~~

impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;
(12) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).

...

Chapter 20.32 Residential Rural (RR) District

20.32.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

.132 Accessory ~~apartments or detached accessory dwelling units, when consistent with WCC 20.80.910.~~
~~to single-family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single-family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~

- ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
- ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~
- ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
- ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(12) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.34 Rural Residential-Island (RR-I) District

20.34.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.132 Accessory ~~apartments or detached accessory~~ dwelling units, when consistent with WCC 20.80.910 to single family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~

- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) The minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed on Lummi Island, only under the following circumstances:
 - ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
 - ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~~~
- ~~(12) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.36 Rural (R) District

20.36.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single family dwellings are allowed within the Lake Whatcom watershed, only under the following circumstances:~~

- ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
- ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~
- ~~(12) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

...

Chapter 20.37 Point Roberts Transitional Zone (TZ) District

20.37.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:~~

- ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
- ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
- ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~
- ~~(10) The minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~
- ~~(11) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;~~
- ~~(12) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC);~~

...

Chapter 20.40 Agriculture (AG) District

20.40.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028:

...

~~.133 An accessory apartment or a detached accessory dwelling units, when consistent with WCC 20.80.910, to a single family dwelling; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) Accessory apartments and detached accessory units shall be located within the farmstead cluster and comply with siting criteria found in WCC 20.80.255;~~

- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) In no case shall an accessory apartment or detached dwelling unit be larger than 1,248 square feet in floor area;~~
- ~~(7) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(8) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be financed or sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(9) The minimum lot size for detached accessory units shall be on a lot of record no less than 40 acres;~~
- ~~(10) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right-of-way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right-of-way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right-of-way and adjacent properties;~~
- ~~(11) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC);~~
- ~~(12) A right to farm ordinance disclosure statement shall be signed and recorded with the Whatcom County auditor by the current and subsequent occupants of the primary and accessory dwelling unit or apartment.~~

...

Chapter 20.42 Rural Forestry (RF) District

20.42.130 Administrative approval uses.

The following uses are permitted subject to administrative approval pursuant to WCC 22.05.028.

...

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single-family dwellings; provided, that all of the following approval requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single-family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~

- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) In no case shall an accessory apartment or detached dwelling unit be larger than 1,248 square feet in floor area;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 20 acres;~~
- ~~(11) Accessory apartments and detached accessory dwelling units to single-family dwellings are allowed within the Lake Whatcom watershed only under the following circumstances:
 - ~~(a) Development of the parcel with the primary residence and accessory apartment or detached accessory dwelling shall conform to the density of the zoning district in which it is located. Adjacent properties in the same ownership may be bound by covenant to comply with the underlying zoning density; and~~
 - ~~(b) All of the above approval requirements shall be met for so long as the accessory unit remains;~~~~
- ~~(12) Detached accessory units shall be located closer to the primary unit than to any adjoining property line unless site constraints require location closer to the property line. If an accessory unit is located closer to an adjacent property line than to the primary dwelling or within 50 feet of an adjoining property, the applicant must provide a statement of non-objection from the adjacent property owner and must screen the unit to minimize visual impacts;~~
- ~~(13) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with the Washington Administrative Code (WAC).~~

Chapter 20.61 Small Town Commercial (STC) District

20.61.150 Administrative approval uses.

In a rural community designation, uses listed in this section may be administratively permitted pursuant to WCC 22.05.028 if a use of the same type existed in that same rural community designation on July 1, 1990, per WCC 20.80.100(1). In a rural business designation, all uses listed in this section may be administratively permitted.

The zoning administrator may administratively permit other uses similar in nature to the permitted uses listed in WCC 20.61.050 or this section that the zoning administrator determines to be consistent with

the purpose and intent of the district, have similar effects on surrounding land uses, and can meet the performance standards for this district.

...

.153 Residential type uses.

- (1) ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single family dwellings; provided, that all of the following requirements are met:~~
- ~~(a) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
 - ~~(b) The owner(s) of the single family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
 - ~~(c) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
 - ~~(d) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
 - ~~(e) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
 - ~~(f) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
 - ~~(g) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:~~
 - ~~(i) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(ii) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(iii) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~
 - ~~(h) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
 - ~~(i) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:~~
 - ~~(i) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(ii) One of the dwellings must be the primary domicile of the owner.~~

Chapter 20.64 Resort Commercial (RC) District

20.64.130 Administrative approval uses.

In a rural community designation, uses listed in this section may be administratively permitted pursuant to WCC 22.05.028 if a use of the same type existed in that same rural community designation on July 1,

1990, per WCC 20.80.100(1). In a rural business designation, all uses listed in this section may be administratively permitted.

The zoning administrator may administratively permit other uses similar in nature to the permitted uses listed in WCC 20.64.050 or this section that the zoning administrator determines to be consistent with the purpose and intent of the district, have similar effects on surrounding land uses, and can meet the performance standards for this district.

.132 ~~Accessory apartments or detached accessory dwelling units, when consistent with WCC 20.80.910, to single-family dwellings; provided, that all of the following requirements are met:~~

- ~~(1) In addition to an existing or permitted dwelling, there shall be no more than one accessory apartment or detached accessory dwelling unit per lot;~~
- ~~(2) The owner(s) of the single-family lot upon which the accessory apartment or detached accessory dwelling unit is located shall occupy as their primary domicile at least one of the dwelling units on that lot;~~
- ~~(3) Proof that adequate provisions have been made for potable water, wastewater disposal, and stormwater runoff for the additional dwelling unit must be obtained prior to application for a building permit;~~
- ~~(4) There shall be only one front entrance to the house visible from the front yard and street for houses with accessory apartments and only one additional entrance visible from the front yard for detached accessory dwelling units;~~
- ~~(5) Accessory apartments and detached accessory units shall be clearly a subordinate part of an existing residence;~~
- ~~(6) The maximum size of an accessory apartment or detached dwelling unit shall not exceed 1,248 square feet in floor area, except when the density credit program is utilized the size may be increased to a maximum of 1,748 square feet;~~
- ~~(7) Long plats and short plats which are granted after January 25, 1994, shall be marked, specifically designating lots allowed to be developed with accessory apartments or detached accessory dwelling units at the option of the developer for future individual owners. Accessory apartments and detached accessory dwelling units shall be prohibited on:
 - ~~(a) All lots in long plats which received preliminary plat approval after January 25, 1994, unless those lots have been specifically marked for such use through the long plat process;~~
 - ~~(b) All lots within short plats which received approval after January 25, 1994, unless those lots have been specifically marked for such use through the short plat process;~~
 - ~~(c) All reserve tracts within long plats and short plats created by the cluster subdivision method;~~~~
- ~~(8) A common driveway serving both the existing unit and any accessory unit shall be used to the greatest extent possible;~~
- ~~(9) A deed restriction is recorded with the Whatcom County auditor prior to building permit issuance, stating:
 - ~~(a) Detached accessory dwelling units and associated land cannot be sold separately from the original dwelling, except in the event the zoning permits such a land division; and~~
 - ~~(b) One of the dwellings must be the primary domicile of the owner;~~~~
- ~~(10) Outside of an urban growth area, the minimum lot size for detached accessory units shall be on a lot of record no less than 4.5 acres, unless the parcel is large enough to accommodate two dwelling units consistent with the underlying zoning density;~~

- ~~(11) Detached accessory dwelling units shall be located so as to minimize visual impact to the public right of way and to adjacent properties. Location in immediate proximity to the primary residence is preferred. Location closer to property lines than to the primary residence may be considered by the administrator when such location serves the goal of reducing overall visual impact to public right of way and adjacent properties, and such location still meets the setback requirements as stated in Chapter 20.80 WCC. To minimize environmental and visual impact the applicant may be required to provide fencing and/or planting to screen the unit from public right of way and adjacent properties;~~
- ~~(12) All mobile homes must demonstrate compliance with minimum HUD Fire Safety Standards and compliance with Washington Administrative Code (WAC).~~

11) Add Language Authorizing Securities

The use of financial sureties (assignment of funds, bonds, letters of credit, etc.) is a common mechanism used by the County (and other jurisdictions) to ensure that conditions are complied with and promised work is performed. And while there are numerous sections of code that require such sureties, there isn't an underlying regulation that authorizes their use. Therefore, staff proposes to add the below to Title 22 (Land Use and Development) and references to it throughout the code where securities are mentioned.

TITLE 22 LAND USE AND DEVELOPMENT

Chapter 22.05 Project Permit Procedures

22.05.134 Security Mechanisms.

- (1) This section is applicable to securities required by Planning and Development Services and the codes over which it has jurisdiction; those required by Public Works are governed by the Whatcom County Development Standards.
- (2) In approving any permit application, the decision maker may require the posting of financial securities, in a form acceptable to the County's attorney, to ensure compliance with any code requirements or conditions imposed, including but not limited to the construction of improvements, environmental mitigation or improvements, installation of landscaping, the adherence to County standards, and/or maintenance, repair, or replacement of such improvements.
- (3) The County may accept any of the following: bonds, letters of credit from an insured bank, a secured account with an insured bank, or a cash deposit. Other forms of security may be accepted if approved by the County's attorney.
- (4) Performance Securities.
- (a) Except as provided in Subsection (c):
- (i) A performance security shall be provided to guarantee that a site can be closed and/or winterized if necessary, or that measures can be taken by the County to respond to weather-related emergencies.
- (ii) In lieu of installing improvements or a condition of a permit, an applicant may propose to post a security to ensure completion of any improvements for which construction plans have been approved. Said improvements shall be installed within one year of final project

- permit approval. An extension not to exceed one year may be approved upon extension of the security or submission of a new one.
- (iii) A performance security may be required to cover the cost of installing any systemwide improvements that an applicant has agreed to install as part of his project where the lack of installation would cause the system to fail or not be completed in a timely manner.
- (iv) Performance securities are also required for certain improvements that the County may want removed after a certain time or after the improvement is no longer used (e.g., telecommunications towers, wind turbines, etc.
- (b) Performance securities may be presented to the County after preliminary approval of a project but in all circumstances shall be presented prior to any site work, including clearing, grading, or construction.
- (c) Submission of a performance security may be waived by the Director if, in his opinion, said guarantee of installation is not necessary.
- (5) Maintenance Sureties.** An applicant shall provide to the County a maintenance security to cover the cost of replacing or repairing any of the improvements installed per the Whatcom County Code or a condition of a permit.
- (6) Amount of the Security.**
- (a) The amount of a security shall be a percentage, as specified below, of the estimated cost of design, materials, and labor, based on the estimated costs on the last day covered by the device, of installing, replacing, or repairing (whichever is appropriate) the improvements covered by the security.
- (i) Performance—125% of the costs specified in Subsection (a).
- (ii) Maintenance—20% of the costs specified in Subsection (a).
- (b) The Director shall approve the amount of a security under Subsection (a) of this section. The applicant shall prepare for his review and approval a certified cost estimate of the items to be covered by the security.
- (7) Reduction of Securities.** In those cases where securities have been made, and only with the Director's approval, the amount of the security may be reduced upon acceptance of a portion of the required improvements. The amount of the reduction shall not exceed the percentage that the accepted improvements made up of all originally required improvements. In no case, however, shall the security be reduced to less than 25% of the original amount.
- (8) Duration of securities.** All securities shall be held until released by the Director; however, the standard duration of the various securities should be as follows:
- (a) Performance—One year or until all improvements are installed and accepted by the County, whichever is greater.
- (b) Maintenance—Two years; extendable by the County if repairs are made at the end of the security period which, in the opinion of the Director, require additional guarantee of workmanship.
- (9) Security agreement.** In each case where a security is posted, the applicant and the Director shall sign a notarized security agreement, approved in form by the County attorney. This agreement shall

be recorded with the Whatcom County Auditor. The agreement shall provide the following information:

- (a) A description of the work or improvements covered by the security.
- (b) Either the period of time covered by the maintenance security or the date after which the County will use the proceeds of the performance security to complete the required work or improvements.
- (c) The amount and nature of the security and the amount of the cash deposit.
- (d) The rights and duties of the County and the applicant.
- (e) An irrevocable license to run with the property to allow the employees, agents, or contractors of the County to go on the subject property for the purpose of inspecting and, if necessary, doing the work or making the improvements covered by the security.
- (f) The mechanism by and circumstances under which the security shall be released. At a minimum, after the work or improvements covered by a performance security have been completed, or at the end of the time covered by a maintenance security, the applicant may request the County to release the security. If the applicant has complied with the security agreement and this code, the Director shall release the security remaining. If the work has not been completed or repairs not made, then the County shall not release the security until such work is completed per subsection (12) (Use of Security Funds by the County). Partial release of the security may be allowed provided that the developer provides a new security in the amount specified in subsection (7) (Amount of the Security) for the remaining work.
- (g) Upon release of any recorded security mechanism a copy of the letter of release shall be filed with the Whatcom County Auditor.

(10)Supplemental Administrative Costs. In addition to the security, the applicant shall pay a fee to the County covering the County's actual expenses of administering, and if necessary, using the proceeds of the security. The amount of this fee will be set by the County Council in the Unified Fee Schedule.

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(11)Use of Security Funds by the County.

- (a) If during the period of time covered by a maintenance security, or after the date by which the required work or improvements are to be completed under a performance security, the Director determines that the security agreement has not been complied with, he shall notify the applicant of this. The notice must state:
 - (i) The work that must be done or the improvements that must be made to comply with the security agreement; and,
 - (ii) The amount of time, not to exceed thirty days, that the applicant has to commence and complete the required work or improvements; and,
 - (iii) That, if the work or improvements are not commenced and completed within the time specified, the County will use the proceeds of the security to have the required work or improvements completed.
- (b) If the work or improvements covered by the security are not completed within the time specified in the notice the County shall obtain the proceeds of the security and shall cause such work to be completed.

- (c) The applicant is responsible for all costs incurred by the County in administering, maintaining, or making the improvements covered by the security(s). The County shall release or refund any proceeds of a performance or maintenance security remaining after subtracting all costs for doing the work or making the improvements covered by the security. The applicant shall reimburse the County for any amount expended by the County that exceeds the proceeds of the security. The County may file a lien against the subject property for the amount of any excess.
- (d) In each case where the County uses any of the funds of a security, it shall give the applicant an itemized statement of all funds used.

22.05.110 Final decisions – Type I, II, and III applications.

- (1) The director ~~or designee~~'s final decision on all Type I or II applications shall be in the form of a written determination or permit. The determination or permit may be granted subject to conditions, modifications, or restrictions that are necessary to comply with all applicable codes.
- (2) The hearing examiner's final decision on all Type III applications per WCC 22.05.020 or appeals per WCC 22.05.160(1) shall either grant or deny the application or appeal.
 - (a) The hearing examiner may grant Type III applications subject to conditions, modifications or restrictions that the hearing examiner finds are necessary to make the application compatible with its environment, carry out the objectives and goals of the comprehensive plan, statutes, ordinances and regulations as well as other official policies and objectives of Whatcom County.
 - (b) Requirements.
 - (i) Performance bonds or other security, ~~acceptable to the prosecuting attorney,~~ may be required to ensure compliance with the conditions, modifications and restrictions consistent with WCC 22.05.134 (Security Mechanisms).
 - (ii) Fossil or renewable fuel refinery or fossil or renewable fuel transshipment facilities: The applicant shall provide insurance or other financial assurance acceptable to the prosecuting attorney consistent with WCC 22.05.125.
 - (c) The hearing examiner shall render a final decision within 14 calendar days following the conclusion of all testimony and hearings. Each final decision of the hearing examiner shall be in writing and shall include findings and conclusions based on the record to support the decision.
 - (d) No final decision of the hearing examiner shall be subject to administrative or quasi-judicial review, except as provided herein.
 - (e) The applicant, any person with standing, or any county department may appeal any final decision of the hearing examiner to superior court, except as otherwise specified in WCC 22.05.020.

22.05.120 Recommendations and final decisions – Type IV applications.

...

- (5) The county council's final written decision may include conditions when the project is approved and shall state the findings of fact upon which the decision is based.
 - (a) ~~Performance bonds or other security, acceptable to the prosecuting attorney,~~ may be required to ensure compliance with the conditions, modifications and restrictions consistent with WCC 22.05.134 (Security Mechanisms).

...

TITLE 20 ZONING

Chapter 20.13 Wireless Communication Facilities

20.13.090 Design and development standards.

(14) Screening Standards. Freestanding and attached wireless communication facilities shall be subject to the following standards for visual screening:

...

- (f) When landscaping is required to be installed, a ~~maintenance bond, assignment of funds or other financial guaranty acceptable to the county~~ security shall be provided consistent with WCC 22.05.134 (Security Mechanisms) ~~in the amount of 50 percent of the value of the labor and materials. The guaranty shall be in effect for two years from the date of planting.~~

...

20.13.130 General criteria for issuance of permits.

...

(4) Performance ~~Bond or Other Security Acceptable to the County~~ Security. The operator of the facility shall obtain and keep in force throughout the time the facility is located on the site a performance ~~bond or other security~~ consistent with WCC 22.05.134 (Security Mechanisms) ~~acceptable to Whatcom County payable to Whatcom County in the amount of 150 percent of the estimated cost of removal as determined by the director, but not less than \$1,000.~~ The bond security is intended to cover the costs of removal of such facility at such time as the facility may be required to be removed pursuant to WCC 20.13.150.

Chapter 20.14 Wind Energy Systems

20.14.100 Abandonment, insurance, and decommissioning for WES.

.104 Financial Security surety.

- (1) As a condition of WES permit approval, the applicant shall be required to provide a form of security consistent with WCC 22.05.134 (Security Mechanisms) ~~surety (i.e., post a bond, or establish an escrow account or other means) at the amount of 150 percent of the estimated full cost of project decommissioning less the approved, documented salvage value of any applicable project materials and equipment, naming Whatcom County as the beneficiary, with 50 percent due prior to final project approval, 25 percent due within 12 months of the date of final project approval, and 25 percent due within 24 months of the date of final project approval,~~ to cover costs of WES removal in the event the eCounty must remove the facility. Nothing may prevent the eCounty from seeking reimbursement from the WES project owner. The project owner is responsible to the eCounty for any costs related to decommissioning that exceed the amount of financial surety.
- (2) As part of the decommissioning plan, the applicant shall submit a fully inclusive estimate of the costs associated with removal, accounting for reasonable salvage value of any applicable project materials and equipment, prepared by a qualified professional. The decommissioning plan shall provide that the decommissioning funds shall be reevaluated every five years from the date of substantial completion of the WES to ensure sufficient funds for decommissioning and, upon

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mutual agreement by the applicant and the ~~e~~County at that time, the amount of decommissioning funds shall be adjusted accordingly.

- (3) Prior to permit issuance, the applicant shall provide the ~~e~~County with a copy of the financial surety device or another approved mechanism.

Chapter 20.80 Supplementary Requirements

20.80.300 Landscaping.

20.80.375 Installation and bonding.

All landscaping and required irrigation shall be installed prior to occupancy. The ~~e~~County may accept ~~for a period of up to one year a performance bond or other monetary security consistent with WCC 22.05.134 (Security Mechanisms) as approved by the prosecuting attorney in lieu of immediate installation for 125 percent of the labor and materials cost to install the approved landscaping and required irrigation. A landscaping maintenance bond or other approved monetary security for 10 percent of the labor and materials cost to install the approved landscaping shall be submitted prior to occupancy or release of any landscaping performance security held by the county. The maintenance security shall be released in two years after completion of the landscaping if the landscaping has been maintained in a healthy, growing condition, and if any dead or dying plants have been replaced.~~

Chapter 20.85 Planned Unit Development (PUD)

20.85.375 Enforcement.

After final review and approval, as provided by WCC 20.85.365 herein, the ~~zoning administrator~~Director shall enforce, or cause to be enforced, the provisions of this chapter as follows:

...

- (3) Security. ~~In the event of noncompliance with the terms of this chapter, t~~The zoning administrator ~~Director~~ may require the applicant to furnish ~~a security consistent with WCC 22.05.134 (Security Mechanisms) assurance of compliance upon such terms and conditions as the administrator deems appropriate including, but not limited to, the posting of a surety bond or other sufficient security;~~

...

TITLE 21 LAND DIVISION REGULATIONS

Chapter 21.04 Short Subdivisions

21.04.140 Security.

As an alternate to complete installation of required improvements, the ~~subdivider applicant~~ may ~~elect propose~~ to post securities ~~consistent with WCC 22.05.134 (Security Mechanisms), with the approval of the appropriate county authority, as set forth in the Whatcom County Development Standards guaranteeing completion of the work.~~ No occupancy permit, final inspection, or use of the lot(s) created by a short subdivision shall be issued or allowed until all necessary infrastructure improvements as specified by this title have been met.

Chapter 21.06 Final Long Subdivisions

21.06.040 Security.

As an alternate to complete installation of required improvements, the applicant may ~~elect propose~~ to post securities consistent with WCC 22.05.134 (Security Mechanisms), with the approval of the appropriate county authority, as set forth in the Whatcom County Development Standards and WCC Title 20, guaranteeing completion of the work. No occupancy permit, final inspection, or use of the lot(s) created by a subdivision shall be issued or allowed until all necessary infrastructure improvements as specified by this title have been met.

Chapter 21.08 General And Specific Binding Site Plans

21.08.030 Security.

As an alternate to complete installation of required improvements, the applicant may ~~elect propose~~ to post securities consistent with WCC 22.05.134 (Security Mechanisms), with the approval of the appropriate county authority, as set forth in the Whatcom County Development Standards guaranteeing completion of the work. No occupancy permit, final inspection, or use of the lot(s) created by a binding site plan shall be issued or allowed until all necessary infrastructure improvements as specified by this title have been met.

12) Clarify the obligations of property owners, occupants, and applicants for development activities

Most codes these days specify that it's the owners'/occupants'/applicants' obligation to (1) show how they meet the code when applying for permits; (2) provide accurate information; and (3) grant access to the subject property for inspection. Though it is implied, ours does not. PDS suggests the following section clarifying these obligations be added to Title 22.

TITLE 22 LAND USE AND DEVELOPMENT

Chapter 22.05 Project Permit Procedures

22.05.014 Obligations of Property Owner, Occupant, and Applicant.

- (1) It is the intent of this Title to place the obligation of complying with the requirements of this Title, Title 15 (Buildings and Construction), Title 16 (Environment), Title 20 (Zoning), Title 21 (Land Divisions), Title 23 (Shoreline Management Program), and all other applicable laws and regulations upon the owner, and jointly and severally upon the occupant of the land and buildings within its scope.
- (2) It is the responsibility of an applicant to provide accurate and complete information and plans to comply with the requirements of the cited Titles and all applicable laws and regulations. The County is not responsible for the accuracy of information or plans provided to the County for review or approval.

(3) The Department, or any other County department reviewing an application, may inspect any development activity to enforce the provisions of this title. By submitting an application to the County, the applicant consents to entry upon the site by the County during regular business hours for the purpose of making reasonable inspection to verify information provided by the applicant and to verify that work is being performed in accordance with the approved plans and permits and the requirements of this Title. Consent to entry extends from the date of application to the date of final action by the County.

13) Clarify that exceeding permit review timeframes does not construe either approval or denial of a permit.

Though it should go without saying, a permit is neither approved nor denied if the County exceeds codified permit review timeframes. Nonetheless, it is recommended that we add the following section so as to make it clear. (Note that there is an exception for wireless facilities, our rules for which are preempted by Federal law.)

TITLE 22 LAND USE AND DEVELOPMENT

Chapter 22.05 PROJECT PERMIT PROCEDURES

22.05.130 Permit Review Timeframes.

(...)

(4) The provisions of this Section notwithstanding, the failure to issue a final decision within the timeframes specified shall not be considered an implicit approval or denial of the development permit, nor shall it be reason in and of itself for the County to be liable for damages for failure to meet the specified time frames.

(a) Exception. Eligible facility requests for personal wireless service facilities shall be governed by WCC 22.05.130(1)(d).

14) (POLICY CHANGE) Allow Transfer of Development Rights (TDR) Receiving Areas in Urban Growth Areas (UGAs) only

The County's TDR program allows for the transfer of development rights from one property to another under certain circumstances "to provide flexibility and better use of land and building techniques; to help preserve critical areas, watersheds, and open space; to provide more equalization of property values between various zones than would normally be the case; and to work toward achieving county-wide land use planning goals." (WCC 20.89.010)

Sending and receiving areas (where development rights are moved from and to) are designated by Council as described in WCC 20.89.040 (Sending Areas) and WCC 20.89.050 (Receiving Areas) and as shown on the Official Zoning Map.

Council can designate new areas through a code amendment, though there are few criteria for doing so. It has come to our attention that allowing the transfer of development rights (i.e., density) from one rural area to another wouldn't really serve the purpose of protecting rural character by encouraging

higher densities in those areas planned for higher densities (i.e., in cities or UGAs). Therefore, staff proposes some amendments to this chapter, as shown below. Most of the amendments just fix grammar and code structure. The one policy change would be that shown in §20.89.050(2)(a), which would require that receiving areas be in UGAs or cities, which is consistent with Dept. of Commerce guidance (<https://deptofcommerce.app.box.com/s/pbi8qhjqcv6jn6u5raztdw028htjmc>).

TITLE 20 ZONING

Chapter 20.89 ~~Density Transfer~~ of Development Rights Procedure

20.89.010 Purpose.

The purpose of this chapter is to establish procedures for the transfer of development rights from one property to another. Where the applicable Comprehensive Plan policies and an appropriate overlay zone, or zoning map designation, provide the option for transfer of development rights (TDRs), the rights shall be transferred consistent with the requirements of this chapter, and the requirements of the sending ~~areas~~ and receiving areas as defined in this chapter and identified on the official Whatcom County zoning map.

The transfer of development rights from one property to another is allowed in order to protect rural character by better concentrating density in cities and Urban Growth Areas; provide flexibility and better use of land and building techniques; to help preserve critical areas, watersheds, and open space; to provide more equalization of property values between various zones than would normally be the case; and to work toward achieving county-wide land use planning goals, the objectives of subarea plans and of this ~~title~~, and implementation of the goals, policies, and action plans of the Whatcom County Comprehensive Plan.

Commented [CES3]: Added to support new policy 20.89.050(2)(a) (though this should have been the main reason from the start).

20.89.040 Sending Areas.

- (1) All sending areas shall be shown on the Official Zoning Map.
- (2) New sending areas may be designated by the County Council through a Zoning Map amendment (see WCC Chapter 22.10 (Legislative Action Procedures)).
- (3) Sending areas may be created in the Rural, Rural Residential, Rural Residential-Island, Eliza Island Agriculture, Rural Forestry, Lake Whatcom Overlay, and Water Resources Protection Overlay districts.

~~041 Designation of Sending Areas. In addition to those areas which qualify as sending areas according to the official Whatcom County zoning map, the county council may approve additional sending areas. Such additional areas may be approved only through the process established for amendments to the official Whatcom County zoning map and pursuant to the procedures and requirements in Chapter 22.10 WCC, Amendments.~~

Commented [CES4]: Added since the code didn't specify where these can be. We have listed all rural and resource zones where residential uses are allowed and from which we might want density transferred.

- (4) 042-Urban Residential (UR) and Rural Residential (RR) Sending Areas. Parcels zoned UR or RR within a designated sending area shall be granted certified TDR units based upon the official zone density for parcels with public water and sewer, regardless of whether such services are currently available to the subject parcel(s). For purposes of determining available TDRs only, parcels located within a designated sending area that are zoned UR, and which do not currently have public water

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and sewer service, shall be certified TDRs based upon the official zone density for a parcel with public water and sewer, regardless of whether public water and sewer service is currently available to the subject parcels. Sending parcels that are zoned RR, which currently have neither public water or sewer, shall be certified TDRs based upon the official zone density for an RR parcel that does have public water or sewer available.

20.89.050 Receiving Areas.

- (1) All receiving areas shall be shown on the Official Zoning Map.
- (2) New receiving areas may be designated by the County Council through a Zoning Map amendment (see WCC Chapter 22.10 (Legislative Action Procedures)). The designation of TDR receiving areas shall be based on findings that:
 - (a) The area is within an Urban Growth Area or city, and thus appropriate for higher densities,
 - (b) Is not limited by significant critical areas; and,
 - (c) Neighboring areas would not be significantly adversely impacted.

Commented [CES5]: New policy consistent with state guidance.

~~.051 Designation of Receiving Areas.~~ In addition to those areas which qualify as receiving areas according to the official Whatcom County zoning map, the county council may approve additional areas as receiving areas.

- ~~(5) Designated Receiving Areas.~~ Such additional areas may be approved through the process established for amendments to the official Whatcom County zoning map and pursuant to the procedures and requirements in Chapter 22.10 WCC, Amendments.
- (3) ~~Cities.~~ In cooperation with Whatcom County, cities may designate additional TDR receiving areas within their jurisdictional boundaries for the purposes of receiving transferred densities pursuant to this chapter. Under the above provisions, the designation of additional TDR receiving areas shall be based upon findings that the area/site is appropriate for higher residential densities, is not limited by significant critical areas, and neighboring areas would not be significantly adversely impacted.
- ~~(1)(4) If such areas are determined to be appropriate for designation as TDR receiving areas/sites, prior to development, When using TDR units in a receiving area, the purchase of TDRs shall not be required until such time that the requirements of WCC 20.89.060 have been met, though they must be parcel owners shall be required to purchased TDRs prior to development to attain the maximum gross density requested under the proposed zoning. The purchase of TDRs shall not be required until such time that the requirements of WCC 20.89.060 have been met.~~
- ~~(6) Water Resource Protection Overlay District.~~ Development rights may be transferred within the water resource protection overlay district for an increase in impervious surface pursuant to Chapter 20.71 WCC.

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Commented [CES6]: Incorporated into 20.89.050(2)

Commented [CES7]: One doesn't have to apply for a change in zoning to use TDRs in designated receiving areas, so this doesn't make sense.

Commented [CES8]: Proposed for deletion as it makes no sense. We can't have TDRs transferred within or to an WRPO if we're now saying receiving areas can only be in UGAs or cities, as none of the WRPO is. Additionally, I'm not sure how one transfers impervious surfaces, and 20.71 doesn't speak to it.

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(5) .052 Receiving Area Eligibility.

- (1) Bellingham ~~UGA Subarea~~ Receiving Areas. Only development rights from the Lake Whatcom sending area may be transferred to receiving areas within the Bellingham ~~Urban Fringesubarea~~.
- (2) Birch Bay ~~UGA Subarea~~ Receiving Areas. Development rights from any sending area may be transferred to receiving areas within the Birch Bay subarea.

15) Fixing a consistency error overlooked in Ordinance 2022-061

On 9/27/2022 Council adopted Ordinance 2022-061, amending the Lake Whatcom Overlay and the Water Resources Protection Overlay districts. Though part of the intent was to standardize and clarify some of the language between the two districts, staff overlooked one section: That governing seasonal clearing activity limits. While the text of §20.51.410 (LWOD) was amended, the same language found in §20.80.735 (WRPO) was not. Staff proposes to rectify this oversight by amending §20.80.735 in same manner. This does not change policy; it only clarifies the language.

TITLE 20 ZONING

Chapter 20.80 Supplementary Requirements

20.80.735 Water resource special management areas.

(...)

- (2) Within water resource special management areas, clearing activity must conform to the following conditions:

(...)

- (d) **Seasonal Clearing Activity Limitations.** In the Lake Samish and Lake Padden watersheds, clearing activity, as defined in WCC ~~Chapter 20.97-054~~, or forest practices regulated by Whatcom County that will result in ~~land disturbance exposed soils~~ exceeding 500 square feet shall ~~not be prohibited~~ permitted from October 1st through May 31st; provided, that:
- (i) In addition to the clearing activities exempted under WCC 20.80.733, the Director may approve an exemption to this requirement for the following activities:
 - (A) Routine maintenance and repair of erosion and sediment control measures;
 - (B) Activities located at or waterward of the ordinary high-water mark subject to state, federal, and/or local (per Chapter 16.16 WCC and/or WCC Title 23) requirements, including commencement of clearing activity during the wet season, as defined in subsection (1)(a)(ii) of this section, for purposes of minimizing surface water disturbance and site inundation by high water or wave action;
 - (C) Activities necessary to address an emergency that presents an unanticipated and imminent threat to public health, safety, or the environment that requires immediate action within a time too short to allow full compliance with this section. Upon abatement of the emergency situation, the clearing activity shall be reviewed for consistency with this chapter and may be subject to additional permit requirements; provided, that the applicant shall make a reasonable attempt to contact the Director prior to the activity. When prior notice is not feasible, notification of the action shall be submitted to the Director as soon as the emergency is addressed and no later than two business days following such action. Emergency construction does not include development of new permanent protective structures where none previously existed.
 - (ii) To ensure compliance with ~~subsection (2)(e) of~~ this section, the Director shall not issue development permits requiring more than 500 square feet of land disturbance located within the Lake Samish or Lake Padden watersheds from September 15th through May 31st within two weeks prior to the watershed seasonal closure on October 1st.
 - (iii) Soil disturbance associated with an exempt clearing activity shall be minimized to the maximum extent practicable. The Director shall have the authority to condition an exempt

Commented [CES9]: Wrong reference. 2e is about enforcement; this statement is about complying with (d).

activity to ensure that temporary erosion and sediment control measures will be implemented.

- (iv) An exemption from the seasonal land clearing requirements of this section does not grant authorization for any work to be done in a manner that does not comply with other provisions of this chapter or other applicable development regulations.
- (e) **One Hundred Fifty Percent Violation Fines.** When a violation occurs in an area designated as a water resource special management area, the total fine assessment shall be increased to 150 percent of the standard penalty as provided for in Chapter 20.94 WCC, Enforcement and Penalties.

DRAFT



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-182

File ID:	AB2023-182	Version:	1	Status:	Agenda Ready
File Created:	02/28/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment Requiring Introduction		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Receipt of application to fill a vacancy on the Child and Family Well-Being Task Force, Applicant(s): Samantha Cruz-Mendoza (Deadline for additional applications to this vacancy is 10 a.m. on Tuesday, March 14, 2023)

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

CHILD AND FAMILY WELL-BEING TASK FORCE

1 Vacancy, partial term ending 1/31/2025.

Applicants must represent at least one of the following experiences: community members from under-represented communities; community action agency, non-profit housing organization or social service agency; faith community; private school, home school, higher education or child care provider; medical and behavioral health care provider serving young children and families; community members with experience caring for children such as parent, foster parent, grandparent, or guardian; private business, corporation, or philanthropic organization.

The Task Force will continually review Whatcom governmental impacts on children and families, and make specific recommendations for improvements for all departments. The Task Force will consider input from diverse families throughout Whatcom County and evidence-based and promising practices and report on and make recommendations to County Council, Executive, and other appropriate officials regarding implementation of recommendations in the Whatcom Working Toward Well-being: An Action Plan for County Government (Action Plan) as adopted on February 4, 2020.

Applicant(s) (1 vacancy)

- Samantha Cruz-Mendoza

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
<hr/>			

Attachments: Cruz-Mendoza Application

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 Samantha

Last Name Cruz-Mendoza

Today's Date 2/27/2023

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

Child & Family Well-Being Task Force

Child & Family Well-Being Task Force	Yes
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	<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 an Executive Legislative Assistant for the Washington State House of Representatives and have a vast knowledge of policy from my time at the state legislature, along with the information I receive on a daily basis from constituents whether in person or via email to the state representative, I am constantly informed of issues relevant to this Taskforce as the representative I am assistant to serves on the House Human Services, Youth & Early Learning committee. From a day to day basis during the session I handle constituent correspondence and take meetings from local groups that traveled to the state capitol to share their own stories pertinent to ongoing legislation. Prior to this job, I was a Trial Clerk at Whatcom County Superior Court, and during my time there, was cross-trained to clerk dependency/guardianship hearings, privy to some of the most vulnerable moments a family dealing with court issues may have had in the room with a commissioner/judge and clerk. Also during my undergrad at Washington State University, I was heavily involved with student government and had the opportunity of being the student liaison on the local Commission on the Status of Women.

10. Please describe why you're interested in serving on this board or commission

I have lived experience on what it is to be the oldest in an immigrant household, and thus have a keen understanding of relevant issues that would be important to highlight on this Taskforce, that may otherwise not be heard. On the description listed for the Child and Family Well-Being Task Force, applicants must represent at least one of the following experiences: community members from under-represented communities. The application itself had the required question of whether or not the applicant was a United States citizen, barring any residents of Whatcom County that have been taxpayers, community strongholds, with children in the local public schools continuing their county roots that may not also be citizens, from applying. This leaves a large underrepresented community, that I have ties to but have the sheer protection of a birth certificate from St. Joseph's to remove me from its hinderings. Along with my aforementioned professional experiences, I am passionate and believe I would be an asset for this Taskforce.

References (please include daytime telephone number):

Zackary Turner (425) 205-8544
Megan Filipello (509) 366-2622

Signature of applicant:

Samantha Cruz-Mendoza

Place Signed / Submitted



(Section Break)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-185

File ID:	AB2023-185	Version:	1	Status:	Agenda Ready
File Created:	02/28/2023	Entered by:	MCaldwel@co.whatcom.wa.us		
Department:	Finance Division	File Type:	Ordinance		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance amending the 2023 Whatcom County Budget, request no. 4, in the amount of \$7,015,999

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Supplemental #4 requests funding from the General Fund:

1. To appropriate \$20,000 in Assessor to fund document recording charges from fees collected from property owners.
2. To record \$13,473 operating transfer revenues in Health.
3. To appropriate \$12,600 in Sheriff to fund traffic safety equipment from grant proceeds.
4. To appropriate \$20,000 in Sheriff to fund Drug Task Force overtime from grant proceeds.
5. To appropriate \$36,188 in Sheriff to fund training from legislative funds for Use of Force and Duty to Intervene classes.

From the Road Fund:

6. To appropriate \$10,100 in Public Works to fund increase in Total Station capital equipment costs (also amends Exhibit B Capital Appropriations).

From the Homeless Housing Fund:

7. To appropriate \$17,807 in Health to partially fund Housing Specialist position.
8. To appropriate \$1,804,148 in Health to fund State Consolidated Housing Grant Program amendment from grant proceeds.
9. To appropriate \$172,111 in Health to fund Shelter Grant Program amendment from grant proceeds.

From the Behavioral Health Program Fund:

10. To record \$26,000 of additional NW HIDTA grant revenues in Superior Court - Drug Court Program.

From the Lake Whatcom Storm Water Utility Fund:

11. To appropriate \$420,000 to fund transfer to Academy Road Project Based Budget Fund in support of project budget amendment #3.

From the Affordable Housing, Behavioral Health Facility Fund:

12. To appropriate \$75,493 in Health to partially fund new Housing Specialist position.

13. To record \$71,227 labor pool entry in Health for new Housing Specialist position (also amends Exhibit C Position Control Changes).

From the Emergency Management Fund:

14. To appropriate \$35,750 to fund Cellebrite software purchase from grant proceeds.

15. To appropriate \$396,000 to fund December 2022 Flood Assistance Program from grant proceeds.

From Real Estate Excise Tax II Fund:

16. To appropriate \$268,500 in Non Departmental to fund transfer to Academy Road Project Based Budget Fund in support of project budget amendment #3.

17. To appropriate \$92,086 in Parks to fund Stimpson Family Nature Reserve Parking Lot Improvement (also amends Exhibit B Capital Appropriations).

18. To re-appropriate \$100,016 in Parks to fund Lookout Mountain Road repairs, partially from grant proceeds (also amends Exhibit B Capital Appropriations).

19. To re-appropriate \$168,350 in Parks to fund Lighthouse Marine Park Siding and Roofing project (also amends Exhibit B Capital Appropriations).

From Real Estate Excise Tax I Fund:

20. To appropriate \$93,623 in Parks to fund Parks Admin Offices HVAC Replacement and Upgrade (also amends Exhibit B Capital Appropriations).

21. To appropriate \$202,000 in AS-Facilities to fund transfer in support of courthouse security improvements in the Courthouse Improvements Project Based Budget.

From the Public Utilities Improvement Fund:

22. To re-appropriate \$500,000 to fund Blaine's Wellfield (previously Harvey Rd) Water Pump Station project.

23. To re-appropriate \$2,500,000 to fund Blaine's sewer rehabilitation project.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Proposed Ordinance, Proposed Ordinance - Detail Listing, Budget Supplemental Requests

ORDINANCE NO.

AMENDMENT NO. 4 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			
Assessor	20,000	(20,000)	-
Health	-	(13,473)	(13,473)
Sheriff	68,788	(68,788)	-
Total General Fund	88,788	(102,261)	(13,473)
Road Fund	10,100	-	10,100
Homeless Housing Fund	1,994,066	(1,976,259)	17,807
Behavioral Health Program Fund	-	(26,000)	(26,000)
Lake Whatcom Storm Water Utility Fund	420,000	-	420,000
Affordable Housing, Behavioral Health Facility Fund	146,720	(71,227)	75,493
Emergency Management Fund	431,750	(431,750)	-
Real Estate Excise Tax II Fund	628,952	(47,016)	581,936
Real Estate Excise Tax I Fund	295,623	-	295,623
Public Utilities Improvement Fund	3,000,000	-	3,000,000
Total Supplemental	7,015,999	(2,654,513)	4,361,486

BE IT FURTHER ORDAINED by the Whatcom County Council that Exhibit B – Capital Appropriations be amended to increase the following items:

- Public Works – Road ASR 6794, Survey Total Stations from \$50,000 to \$60,100.
- Parks – REET supplemental 3904, Stimpson Family Nature Reserve Parking Lot Improvement from \$0 to \$63,028.
- Parks – REET supplemental 3906, Lookout Mountain Road Repairs – FEMA from \$0 to \$100,016.
- Parks – REET supplemental 3905, Lighthouse Marine Park Siding and Roofing from \$0 to \$164,882.
- Parks – REET supplemental 3903, Parks Admin Offices HVAC Replacement and Upgrade from \$0 to \$75,861.

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 (Housing Specialist)
- Remove 1 FTE Community Health Outreach Worker (FTE to Temp with Benefits correction)
- Remove 1 FTE Coordinator (Communicable Disease and Epidemiology) (FTE to Temp with Benefits correction)

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 email C Quinn/A Tan
Civil Deputy Prosecutor

Satpal Sidhu, County Executive

Date: _____

WHATCOM COUNTY				
Summary of the 2023 Supplemental Budget Ordinance No. 4				
Department/Fund	Description	Increased (Decreased) Expenditure	(Increased) Decreased Revenue	Net Effect to Fund Balance (Increase) Decrease
General Fund				
Assessor	To fund Recording Fees from fees collected from property owners. 3890	20,000	(20,000)	-
Health	Operating Transfer in for General Fund, companion to 3908. 3911	-	(13,473)	(13,473)
Sheriff	To fund WASPC 2023 Traffic Safety Equipment Grant. 3901	12,600	(12,600)	-
Sheriff	To fund Homeland Security SLOT Funds 2023. 3902	20,000	(20,000)	-
Sheriff	To fund Legislative Funds Use of Force and Duty to Intervence. 3923	36,188	(36,188)	-
Total General Fund		88,788	(102,261)	(13,473)
Road Fund	To fund Increase to Total Station Capital Equipment Cost ASR 2023-6794. 3895	10,100	-	10,100
Homeless Housing Fund				
Health - Human Services	To fund Housing Specialist Position. 3909	17,807	-	17,807
Health - Human Services	To fund State Consolidated Housing Grant Program. 3914	1,804,148	(1,804,148)	-
Health - Human Services	To fund Shelter Grant program. 3916	172,111	(172,111)	-
Total Homeless Housing Fund		1,994,066	(1,976,259)	17,807
Behavioral Health Program Fund	To Record 2022/2023 NW HIDTA Grant Revenue Amendment. 3888	-	(26,000)	(26,000)
Lake Whatcom Storm Water Utility Fund	To fund LWSU funding for Academy Rd PBB Amend #3. 3892	420,000	-	420,000
Affordable Housing, Behavioral Health Facility Fund				
Health - Human Services	To fund new Housing Specialist Position. 3908	75,493	-	75,493
Health - Human Services	To fund new Housing Position Labor Pool Entry. 3910	71,227	(71,227)	-
Affordable Housing, Behavioral Health Facility Fund Total		146,720	(71,227)	75,493
Emergency Management Fund				
Sheriff- Emergency Management	To fund Cellebrite Software Program (SHSP-21) From Grant Proceeds. 3889	35,750	(35,750)	-
Sheriff- Emergency Management	To fund WA-EMD D23-023 December 2022 Floods Assistance Program. 3917	396,000	(396,000)	-
Total Emergency Management Fund		431,750	(431,750)	-
Real Estate Excise Tax II Fund				-
Non-Departmental	To fund Academy Rd PBB Amend #3. 3893	268,500	-	268,500
Parks	To fund Stimpson Family Nature Reserve Parking Lot improvement. 3904	92,086	-	92,086
Parks	To fund Lookout Mountain Road Repairs, partially from grant proceeds. 3906	100,016	(47,016)	53,000
Parks	To fund Lighthouse Marine Park Siding and Roofing. 3905	168,350	-	168,350
Total Real Estate Excise Tax II Fund		628,952	(47,016)	581,936
Real Estate Excise Tax I Fund				
Parks	To fund Parks Admin Offices HVAC Replacement and Upgrade. 3903	93,623	-	93,623

WHATCOM COUNTY				
Summary of the 2023 Supplemental Budget Ordinance No. 4				
Department/Fund	Description	Increased (Decreased) Expenditure	(Increased) Decreased Revenue	Net Effect to Fund Balance (Increase) Decrease
AS - Facilities	To fund transfer for Courthouse Security Improvements. 3924	<u>202,000</u>	<u>-</u>	<u>202,000</u>
Total Real Estate Excise Tax I Fund		295,623	-	295,623
Public Utilities Improvement Fund				
Non-Departmental	To fund Wellfield Water Pump Station. 3899	500,000	-	500,000
Non-Departmental	To fund Sewer Rehab- Blaine. 3900	<u>2,500,000</u>	<u>-</u>	<u>2,500,000</u>
Total Public Utilities Improvement Fund		<u>3,000,000</u>	<u>-</u>	<u>3,000,000</u>
Total Supplemental		<u>7,015,999</u>	<u>(2,654,513)</u>	<u>4,361,486</u>

Supplemental Budget Request

Assessor

Suppl ID # 3890 Fund 1 Cost Center 300 Originator: Kathy Zegers

Year 1 2023 Add'l FTE ☐ Priority 1

Name of Request: Recording Fees

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4341.4101	Assessor	(\$20,000)
	7190	Other Miscellaneous	\$20,000
	Request Total		\$0

1a. Description of request:

Interfund recording fees need to be paid by the Assessor.

1b. Primary customers:

Auditor's Office

2. Problem to be solved:

According to WAC 458-30-300, when land is withdrawn or removed from classification under RCW 84.34 (open space classification) property owners are required to pay all recording fees for the notice of removal. These fees are collected from taxpayers by the Treasurer at the time of withdrawal or removal from the classification and deposited in an Assessor fund. The removal notices are recorded by the Assessor in the Auditor's Office.

Approval and denials of applications for open space and designated forest land classifications are also recorded by the Assessor. The fees paid by the property owner at the time of application are deposited in an Assessor fund.

The Auditor provides an interfund transfer to the Assessor for these recording fees on a quarterly basis. The Assessor requires the ability to reimburse the Auditor using the fees that have been received and deposited in the revenue account.

3a. Options / Advantages:

This is the best option because the recording fees would be paid with the fees that have already collected from the property owner.

3b. Cost savings:

The fees collected from the property owner would pay for the Auditor recording fees.

4a. Outcomes:

The outcome will be the ability to pay interfund transfers for recording fees from a revenue fund when the interfunds are received on a quarterly basis.

4b. Measures:

Success will be measured by not overspending the Assessor's budget in order to pay the recording fees.

5a. Other Departments/Agencies:

No.

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

Supplemental Budget Request

Assessor

Suppl ID # 3890

Fund 1**Cost Center** 300**Originator:** Kathy Zegers

6. Funding Source:

The funding source would be the fees collected from property owners for withdrawals or removals from the open space classification and the fees collected from property owners for applications for the open space and designated forest land classifications.

Supplemental Budget Request

Health

Administration

Suppl ID # 3911 Fund 1 Cost Center 600200 Originator: Julia Green

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Operating Transfer in for General fund

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8301	Operating Transfer In	(\$13,473)
	Request Total		(\$13,473)

1a. Description of request:

Companion supplemental to supplemental budget numbers #3908-New Housing Position which creates the offsetting operating transfer in to the General Fund for indirect costs incurred in Housing, BH, & Other Services fund 133.

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

Sheriff

Operations

Suppl ID # 3901

Fund 1

Cost Center

1003512001 **Originator:** Donna Duling

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: WASPC Traffic Safety Equipment Grant 2023

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.2062	Traffic Safety	(\$12,600)
	6510	Tools & Equip	\$12,600
	Request Total		\$0

1a. Description of request:

The Washington Association of Sheriffs & Police Chiefs (WASPC) approved a Traffic Safety Equipment Grant, WCC#202302018, in the amount of \$12,600.00 to purchase traffic safety equipment: \$3,000.00 for 1 Lidar (speed and distance measuring device), \$5,600.00 for 4 Radars with rear antennas and \$4,000.00 for 8 Field Sobriety Testing devices (FSTs).

1b. Primary customers:

The Sheriff's Office and the citizens of Whatcom County.

2. Problem to be solved:

Budget authority is needed to purchase traffic safety equipment authorized by WASPC and funded by the Traffic Safety Equipment Grant.

3a. Options / Advantages:

Grant funds were awarded to purchase specific equipment listed in the description of this request.

3b. Cost savings:

Cost savings of \$12,600.00.

4a. Outcomes:

Equipment received as a result of this grant will be used as part of the traffic safety program and will be distributed as part of the agency's commitment to traffic safety and active traffic enforcement. Purchase of this equipment will allow patrol units to increase their ability to enforce traffic violations.

4b. Measures:

Reports describing the use of the equipment and related enforcement activities will be submitted to WASPC by October 6, 2023.

5a. Other Departments/Agencies:

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

6. Funding Source:

Federal Funds of \$12,600.00 will be provided by the WASPC Traffic Safety Equipment Grant. Grant funds originate from the US Department of Transportation, State and Community Highway Safety Program, CFDA No 20.600.

Supplemental Budget Request

Sheriff

Operations

Suppl ID # 3902

Fund 1

Cost Center

1003502966 **Originator:** D. Duling / D. Pierce

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Homeland Security SLOT Funds 2023

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4342.1013	Reimb Drug Enforcement	(\$20,000)
	6140	Overtime	\$20,000
	Request Total		\$0

1a. Description of request:

Whatcom County Sheriff's Office (WCSO) entered into a contract with Department of Homeland Security Investigations (H.S.I.) for joint drug task force operations (Whatcom County Contract No. 200907018). The Sheriff's Office will receive reimbursement for overtime costs incurred by deputies participating in these joint investigations. This agreement is ongoing until terminated in writing by either party.

Whatcom County Sheriff's Office was authorized \$20,000.00 in overtime reimbursement for 2023.

1b. Primary customers:

Citizens of Whatcom County.

2. Problem to be solved:

Budget authority is needed for the 2023 allocation.

3a. Options / Advantages:

Funds were authorized specifically for overtime and/or investigative expenses incurred by the Sheriff's Office for participation in joint drug task force investigations.

3b. Cost savings:

Cost savings of \$20,000.00

4a. Outcomes:

Deputies assigned to assist in H.S.I. investigations may perform a variety of duties: interviewing witnesses, conducting surveillance, performing undercover assignments, handling informant and/or prisoner transportation, preparing and executing search and arrest warrants, serving subpoenas, assisting with trial preparation, and testifying at trials.

4b. Measures:

5a. Other Departments/Agencies:

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

6. Funding Source:

Department of Homeland Security will provide \$20,000.00 from State and Local Overtime (SLOT) funds.

Supplemental Budget Request

Sheriff

Administration

Suppl ID # 3923

Fund 1

Cost Center

1003523001 Originator: Dawn Pierce / Jason Gum

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Legislative Funds - UOF/DTI 2023

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0010	UOF/DTI Training	(\$36,188)
	6510	Tools & Equip	\$22,000
	6780	Travel-Educ/Training	\$7,188
	7110	Registration/Tuition	\$7,000
	Request Total		\$0

1a. Description of request:

The Washington State Legislature provided funding to local law enforcement agencies to help offset the costs of training for the recently passed legislation related to Use of Force and the Duty to Intervene (HB1310, HB1735, HB2037, and senate bill SB5066).

1b. Primary customers:

Whatcom County Sheriff's Office deputies

2. Problem to be solved:

Additional equipment and training is needed to be in compliance with legislative changes.

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

The Sheriff's Office will use these funds to purchase equipment and provide additional training to be in compliance with legislative requirements.

4b. Measures:

5a. Other Departments/Agencies:

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

6. Funding Source:

Funding provided by the Washington State Legislature via Washington Association of Sheriffs & Police Chiefs.

Supplemental Budget Request

Public Works

Engineering Design/Const

Suppl ID # 3895

Fund 108

Cost Center 10852

Originator: Randy Rydel

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Increase to ASR 2023-6794 Capital Equipment

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7410	Equipment-Capital Outlay	\$10,100
	Request Total		\$10,100

1a. Description of request:

Public Works was granted approval, through ASR #2023-6794 (\$50,000) in the 2023-2024 budget cycle, for the purchase of 2 replacement Total Stations. Since that request was submitted and approved, pricing has gone up and is anticipated to be \$60,100 with taxes and fees. Therefore we are asking for the addition of \$10,100 to the capital budget for the purchase of this equipment.

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:

Road Fund Balance

Supplemental Budget Request

Health

Human Services

Suppl ID # 3909

Fund 122

Cost Center 122200

Originator: Ann Beck

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Housing Specialist – Companion Supplemental

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$17,807
	Request Total		\$17,807

1a. Description of request:

This request is a companion to supplemental budget #3908-New Housing Specialist Position, in which 75% of this position is funded by Housing Fund 133 and the remaining 25% of the expense would be covered by this request for expenditure authority from Affordable and Supportive Housing Fund 122. In addition, companion supplementals #3910-New Housing Position-Labor Pool, to create payroll infrastructure and #3911-Admin Operating Transfer In, to create budget in the general for indirect costs incurred.

1b. Primary customers:

Whatcom County individuals and families experiencing and/or at risk of homelessness

2. Problem to be solved:

Homelessness and affordable housing

3a. Options / Advantages:

n/a

3b. Cost savings:

These local housing focused monies support this work and eliminate the need for general fund support of this position.

4a. Outcomes:

n/a

4b. Measures:

n/a

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:

Fund 122200: Low Income Housing Fund. The anticipated fund balance at the end of 2022 is \$1.8M.

Supplemental Budget Request

Health

Human Services

Suppl ID # 3914 Fund 122 Cost Center 122300 Originator: Chris D'Onofrio

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: State Consolidated Housing Grant Increase

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0427	Homeless Grant Asst Program	(\$1,804,148)
	6610	Contractual Services	\$1,804,148
	Request Total		\$0

1a. Description of request:

Health and Community Services requests expenditure authority of dedicated state grant funding to support a new eviction prevention project and increase housing support services. The Consolidated Homeless Grant was increased on February 1, 2023 by \$1.8M for the purpose of funding an eviction prevention project. These funds will primarily be used as rental assistance and paid directly by a contracted partner agency to property managers and owners. Application screening and eligibility verification, as well as outreach to marginalized communities, will also be supported by a contracted partner.

1b. Primary customers:

First, these funds will support households that are at imminent risk of homelessness to avoid losing their housing. Second, owners of rental units will be paid directly with eviction prevention funds and avoid loss of rental income as well as the expense of processing an eviction. Third, this will reduce workload for our court system that would otherwise need to dedicate resources towards processing evictions.

2. Problem to be solved:

Whatcom County has insufficient resources dedicated to promoting housing stability and previous funding has ended or is due to end in 2023. Recent data related to the use of federally allocated eviction prevention funds shows a strong community need for assistance with a significant backlog of rental arrearages.

3a. Options / Advantages:

Increasing services for households experiencing homelessness reduces the number of households that experience homelessness and the many direct and indirect challenges presented by homelessness in the community. In addition, the eviction prevention funds will support rental income for landlords and reduce burden to our court system that would otherwise need to manage those eviction proceedings.

3b. Cost savings:

These funds will reduce the need for auxiliary services related to harms caused by homelessness and evictions.

4a. Outcomes:

These funds are expected to support between 140 and 175 households to remain housed during Spring and early Summer of 2023.

4b. Measures:

Project outcomes for funds used to expand services will be tracked using an existing quarterly report method. New eviction prevention funds will be reported in terms of number of households served and amount of funds distributed. There will also be a report to provide total amount of funds distributed to marginalized communities as well as a breakdown of the household demographics.

Supplemental Budget Request

Health

Human Services

Suppl ID # 3914

Fund 122

Cost Center 122300

Originator: Chris D'Onofrio

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:

These funds are part of the Consolidated Homeless Grant from the Washington State Department of Commerce (contract number 22-46108-35 amendment D).

Supplemental Budget Request

Health

Human Services

Suppl ID # 3916

Fund 122

Cost Center 122900

Originator: Chris D'Onofrio

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Shelter Grant Program

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0421	Commerce Grant	(\$172,111)
	6610	Contractual Services	\$172,111
	Request Total		\$0

1a. Description of request:

Health and Community Services requests additional expenditure authority of dedicated funds to provide emergency shelter for families with children who are experiencing homelessness. The department contracts with local providers in order to fund motel rooms for this purpose. An increase in spending authority will allow unspent grant funds from last year to be spent on shelter services until the grant ends June 30th, 2023.

1b. Primary customers:

These funds will be used to support homeless families with children who would otherwise be outside and/or in unsafe environments due to their homelessness.

2. Problem to be solved:

Whatcom County has an insufficient number of emergency shelter units that are appropriate for families with children. This funding allows the number of shelter units to be expanded.

3a. Options / Advantages:

When families utilize motel rooms for emergency shelter it makes the delivery of other services more effective and reduces harm that may occur from sleeping in unsafe locations.

3b. Cost savings:

These funds will reduce the need for auxiliary services related to harms caused by unsheltered family homelessness. They are grant funds that will expire at the end of June, 2023 if they are not spent locally.

4a. Outcomes:

These funds will support 15-20 households to obtain shelter during Spring and early Summer of 2023. The majority of these households will eventually exit to permanent housing placements and will be much less likely to experience harm while sheltered during their motel stays.

4b. Measures:

Project outcomes for families supported with these funds will be tracked along with other funds being used to support families in motels. Performance measures include average length of stay and the number of successful exits to permanent housing.

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:

These funds are part of the Shelter Program Grant from the Washington State Department of Commerce

Supplemental Budget Request

Health

Human Services

Suppl ID # 3916

Fund 122

Cost Center 122900

Originator: Chris D'Onofrio

(contract number 21-4610C-120).

Supplemental Budget Request

Superior Court

Suppl ID # 3888

Fund 124

Cost Center 124200

Originator: Leah DeVries

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: 2022/2023 NW HIDTA Grant Amendment-Drug Court

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.1604	HIDTA-Drug Ct Dev Grant	(\$26,000)
	Request Total		(\$26,000)

1a. Description of request:

NW (ONDCP)- Northwest HIDTA's 2022 prevention and treatment budgets were re-arranged based on final budgets approved by NW HIDTA's Executive Director in August and September 2022. This specific reprogramming will move \$26,000.00 to the Whatcom County Drug Court. The total Grant total amount of Federal Funding is \$214,727.00.

1b. Primary customers:

Whatcom County Drug Court - a portion of salaries and benefits to 1 employee.

2. Problem to be solved:

This grant supports initiatives designed to implement the strategy proposed by the Executive Board the NW HIDTA and approved by the Office of National Drug Control Policy (ONDCP). This grant amendment helps pay a portion of an employee in the Whatcom County Drug Court.

3a. Options / Advantages:

N/A

3b. Cost savings:

N/A

4a. Outcomes:

N/A

4b. Measures:

N/A

5a. Other Departments/Agencies:

No

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

Whatcom County Drug Court - Dave Reynolds.

6. Funding Source:

Federal funding source 124200.4333.1604 (HIDTA-Drug Ct Dev Grant)

Supplemental Budget Request

Public Works

Stormwater

Suppl ID # 3892

Fund 132

Cost Center 132100

Originator: Melissa Donley

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: LWSU funding for Academy Rd PBB Amend 3

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$420,000
	Request Total		\$420,000

1a. Description of request:

This is a companion supplemental budget request to SBR# 3891 titled, "Amendment 3 to Academy Rd PBB" in order to transfer LWSU funding into the existing project-based budget cost center 364100.

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

Human Services

Suppl ID # 3908

Fund 133

Cost Center 133100

Originator: Ann Beck

Year 1 2023

Add'l FTE ☒

Priority 1

Name of Request: New Housing Program Specialist Position

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$53,420
	6510	Tools & Equip	\$6,000
	6720	Telephone	\$600
	6780	Travel-Educ/Training	\$2,000
	8351	Operating Transfer Out	\$13,473
	Request Total		\$75,493

1a. Description of request:

Health and Community Services requests spending authority and position control for a new housing specialist position. With increased focus on developing and operating affordable housing, as well as increased community need to support vulnerable populations during severe weather events, the Homeless Housing Program within Whatcom County Health and Community Services has seen a growth in both work load and scope of services. This request will fund the hiring of an additional Housing Program Specialist to support this increased need throughout the community.

Companion supplemental budgets are #3909-Housing Specialist- Companion Supplemental, to cover 25% of the salary expenses with funding from the Affordable and Supportive Housing Fund 122 , #3910- New Housing Position-Labor Pool, to create payroll infrastructure and #3911-Admin Operating Transfer In, to create budget in the general for indirect costs incurred. The housing specialist coordinates interim emergency shelter operations, provides technical assistance to local providers, and convenes partners to plan and prepare shelter options for vulnerable adults impacted by severe cold, heat and possible smoke.

1b. Primary customers:

This position will provide services that impact Whatcom County individuals and families experiencing and/or at risk of homelessness, as well as the housing agencies that support them.

2. Problem to be solved:

The expanse and complexity of work in the homelessness and affordable housing program has increased significantly over the past few years. Homelessness issues locally have increased the need for the county to work more closely with city and community partners, and has also increased the need for county staff to provide intensive technical assistance to housing providers. While these needs continue, staff are also expected to support vulnerable populations during weather events, such as severe cold, smoke and excessive heat, which have increased dramatically in the past several years. There is also new growth in affordable housing development and behavioral health supports. This position will be able to help with this new growth in programming. The current Housing Specialists cannot meet the growing work demands of these increased programs, or sufficiently manage and contract for additional grant and local tax funds recently enacted.

3a. Options / Advantages:

The Community Services Manager and Supervisor lead the current response to severe weather shelters in the winter, and are not able to continue to balance this work with many other demands. Hiring an additional Housing Specialist is the best option to meet the increasing demands of the program and

Supplemental Budget Request

Health

Human Services

Suppl ID # 3908

Fund 133

Cost Center 133100

Originator: Ann Beck

achieve greater outcomes while simultaneously creating in-house expertise and stability in programming.

Staff has continued to support services in the community with the available resources, but the needs are increasing and this funding can help increase capacity for services and housing.

3b. Cost savings:

These local housing-focused monies support this work and eliminate the need for general fund support of this position.

Releasing management level staff from doing the planning and implementation of emergency interim shelter work, will also lower the cost of staff time supporting this project.

4a. Outcomes:

The county will have an additional housing specialist that will support the creation of new housing units in the county, take lead on interim shelter options for those living unsheltered and impacted by severe climate events and support the need for reasonable workloads for the housing program staff who can then meet demands with high quality work.

Capacity for behavioral health and housing services will be increased in the community with newly developed programs and partnerships before the end of 2023.

4b. Measures:

The new Housing Specialist will be hired and begin to create response strategies for climate related incidents impacting unsheltered community members.

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:

Fund 133: Sales and Use Tax for Housing and Related Services. (The anticipated fund balance at the end of 2022 is \$2.2 M.

Supplemental Budget Request

Health

Human Services

Suppl ID # 3910

Fund 133

Cost Center 133000

Originator: Ann Beck

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: New Housing position- Labor pool

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6110	Regular Salaries & Wages	\$49,547
	6195	Direct Billing Offset	(\$71,227)
	6210	Retirement	\$5,079
	6230	Social Security	\$3,790
	6245	Medical Insurance	\$10,944
	6255	Other H&W Benefits	\$1,243
	6259	Worker's Comp-Interfund	\$485
	6269	Unemployment-Interfund	\$139
	Request Total		\$0

1a. Description of request:

Companion supplemental to Supplemental budget numbers #3908-New Housing Position and #3909-Housing Specialist – Companion Supplemental, which creates the payroll infrastructure in labor pool cost center 133000 to add a Program Specialist- Housing position. Payroll costs incurred are reflected in the companion supplemental budget.

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

Sheriff

Emergency Management

Suppl ID # 3889

Fund 167

Cost Center

1673522002 **Originator:** Frances Burkhart

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Cellebrite (SHSP-21)

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.8705	St Homeland Sec Grt Prg	(\$35,750)
	6625	Software Maint Contracts	\$35,750
	Request Total		\$0

1a. Description of request:

Purchase a digital intelligence platform program/software, such as Cellebrite, to access, collect, manage, analyze, and share digital intelligence in a timely manner.

1b. Primary customers:

Law enforcement agencies serving to protect the residents and visitors of Whatcom County.

2. Problem to be solved:

The international border creates logistical concerns for law enforcement agencies in Whatcom County as they attempt to combat illegal trafficking both into and from Canada. Trafficking is in narcotics, weapons, human smuggling, or terrorist activity. Whatcom County Sheriff's Office (WCSO) is constantly reacting to emerging threats. Terrorist activity, including the traditionally defined international actions and national extremism, is among the greatest threat to the United States. These organizations continue to become more sophisticated utilizing advanced technologies to communicate with each other, plan and organize criminal actions and activities, and spread misinformation.

The complexity of investigations, utilizing multiple local and federal investigative groups, creates the need to deconflict investigations, understand overlapping operational needs, obtain and share intelligence in a timely manner, and have the capabilities to communicate with the WCSO Division of Emergency Management to disseminate public information and community warnings. Coordinating multiple law enforcement groups requires access to, analysis of, and the timely sharing of open source, unclassified, and classified information, suspicious activity reports, tips/leads, and actionable intelligence on indicators and behaviors to accurately identify, assess, and mitigate a wide array of threats in Whatcom County, including terrorism, threats to life, and targeted violence.

3a. Options / Advantages:

Whatcom County currently utilizes third party resources to gather, interpret, and disseminate information and intelligence. Since these third party resources have their own operational priorities, getting critical information back to Whatcom County agencies is often delayed. The purchase of its own digital intelligence platform program/software, such as Cellebrite, is the best option since it will improve Whatcom County's ability to access, collect, manage, analyze, and share digital intelligence in a timely manner.

WCSO received a Dept of Homeland Security SHSP-21 grant (AB2023-119; 02/21/2023) with funding to fund this specific purchase.

3b. Cost savings:

\$35,750

Supplemental Budget Request

Sheriff

Emergency Management

Suppl ID # 3889

Fund 167

Cost Center

1673522002 **Originator:** Frances Burkhart

4a. Outcomes:

Whatcom County Sheriff's Office (WCSO) will be able to access, collect, manage, and analyze digital data from a wide range of devices in real time to enhance a timely and coordinated interagency responses and to disseminate public information and community warnings.

4b. Measures:

The outcome will be the elimination of the current practice of utilizing third party resources (that have their own operational priorities) to gather, interpret, and disseminate information and intelligence. WCSO will immediately collect and disseminate intelligence to all partner agencies in a timely manner allowing for immediate interdiction operations. Success will be measured by the improved response time to emerging threats.

5a. Other Departments/Agencies:

Whatcom County Sheriff's Office

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

Chief Jason Gum

6. Funding Source:

Federal Grant: US Dept of Homeland Security SHSP-21 (AB-2023-119 02/21/2023), passed through the Washington State Military Department and Snohomish County.

Supplemental Budget Request

Sheriff

Emergency Management

Suppl ID # 3917

Fund 167

Cost Center

1673522004 **Originator:** John Gargett

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: WA-EMD D23-023 December-2022 Floods

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0181	State Military Department	(\$396,000)
	6120	Extra Help	\$29,455
	6210	Retirement	\$2,915
	6230	Social Security	\$2,250
	6255	Other H&W Benefits	\$1,020
	6259	Worker's Comp-Interfund	\$250
	6269	Unemployment-Interfund	\$110
	6610	Contractual Services	\$360,000
	Request Total		\$0

1a. Description of request:

Provide disaster case management and housing assistance to individuals and households impacted by the December 18-28, 2022 extreme weather and flooding event with funding from the Washington State Individual Assistance Grant Program (WA-Mil# D23-023; Whatcom County #AB2023-147).

1b. Primary customers:

Individuals and households impacted by the December 18-28, 2022 extreme weather and flooding event.

2. Problem to be solved:

Washington State Military Department, through its Individual Assistance Grant Program, awarded \$396,000 to Whatcom County to provide Disaster Case Management services and Housing Assistance to individuals and/or households impacted by the December 18-28, 2022 extreme weather and flood event. There are approximately 100 individuals and/or households in need of such assistance.

Whatcom County Sheriff's Office DEM requires budget authority to provide these services and assistance as detailed in the Scope of Work.

3a. Options / Advantages:

These 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 disaster case management and housing assistance to Whatcom County residents using State funding.

3b. Cost savings:

\$396,000

4a. Outcomes:

Disaster Case Management services and Housing Assistance to help citizens with long-term recovery will be provided through 06/30/2023.

4b. Measures:

During the Case Management process, applicants will be referred to various agencies that can help with unmet needs and will be vetted for eligibility for the housing assistance provided through this contract.

Supplemental Budget Request

Sheriff

Emergency Management

Suppl ID # 3917

Fund 167

Cost Center

1673522004 **Originator:** John Gargett

Specific requests for housing assistance 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.

5a. Other Departments/Agencies:

Whatcom Long Term Recovery Group (WLTRG), in collaboration with Whatcom County Sheriff's Office Division of Emergency Management, will provide Disaster Case Management services, coordinate the housing assistance application process, and distribute assistance funding.

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

WLTRG: Ashley Butenschoen (Vice President) & Tanya Silves (Treasurer)

6. Funding Source:

State Funds: Washington State Military Department, Washington State Individual Assistance Grant # D23-023 / Whatcom County #AB2023-147.

Supplemental Budget Request

Public Works

Stormwater

Suppl ID # 3893

Fund 324

Cost Center 32400

Originator: Melissa Donley

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: REET funding for Academy Rd PBB Amend 3

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$268,500
	Request Total		\$268,500

1a. Description of request:

This is a companion supplemental budget request to SBR# 3891 titled, "Amendment 3 to Academy Rd PBB" in order to transfer REET II funding into the existing project-based budget cost center 364100.

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

Parks & Recreation

Suppl ID # 3904 Fund 324 Cost Center 3240622002 Originator: Christ Thomsen

Year 1 2023 Add'l FTE ☐ Priority 1

Name of Request: Stimpson Family Nature Reserve Parking Lot Impr.

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$2,263
	6630	Professional Services	\$22,770
	6810	Advertising	\$1,725
	7190	Other Miscellaneous	\$2,300
	7380	Other Improvements	\$63,028
	Request Total		\$92,086

1a. Description of request:

Asphalt 10,000 sq. ft of gravel parking lot, and add striping and curb stops. The project is located within the Stimpson Family Nature Reserve located at 2076 Lake Louise Road, Bellingham WA. This project was previously approved and funded with the 2021-2022 capital budget (Ord # 2020-068). However, due to staffing shortages the project was not accomplished. Parks has hired a Parks Design and Development Manager starting March 6th to implement this project. Parks is requesting re-appropriation of previously appropriated funds and additional budget authority to cover anticipated cost increases.

1b. Primary customers:

This project will benefit the citizens of Whatcom County and the over 36,000 annual visitors to Stimpson Family Nature Reserve through improved parking facility, enhanced public safety, and a reduced maintenance burden on Park staff.

2. Problem to be solved:

Stimpson has a gravel parking lot. Ongoing maintenance of gravel parking lots is resource intensive. Potholes routinely form in the lot creating public safety hazards. The lack of striped parking causes confusion for the visiting public and results in haphazard and inefficient parking patterns. This project is intended to reduce maintenance requirements, improve parking organization, and enhance public safety.

3a. Options / Advantages:

Two options were considered:

- 1) Continue status quo. This option continues the existing maintenance regimen.
- 2) Pave the parking lot, stripe parking stalls, and install wheel stops.

Option two is considered the best option as it reduces annual maintenance costs, increases public safety, and improves the overall facility.

3b. Cost savings:

The outcome of this project will reduce the annual maintenance requirements of the parking area. This is expected to save \$13,200 over five years, in maintenance expenditures for the parking lot.

4a. Outcomes:

Parking lot is asphalt surfaced and striped with wheel stops installed

4b. Measures:

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3904

Fund 324

Cost Center 3240622002 **Originator:** Christ Thomsen

Work is complete and verified by inspection

5a. Other Departments/Agencies:

PDS will issue permits associated with this project.

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

not applicable

6. Funding Source:

REET II

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3906

Fund 324

Cost Center 3240623006 Originator: Christ Thomsen

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Lookout Mountain Road Repairs - FEMA

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.8310	FEMA	(\$40,299)
	4334.0181	State Military Department	(\$6,717)
	6610	Contractual Services	\$100,016
	Request Total		\$53,000

1a. Description of request:

This request provides budget and spending authority for Engineering and Permitting services for the repair of the LM-2000 road system, including the LM-2000 and LM-2100 roads. Work includes: conducting site assessments, the development of alternatives, plans, specifications, and engineer's cost estimate, and permitting services for the project. This funding was previously approved in 2022 (Ord. #2022-040). Unfortunately, due to staffing shortages, the project was not accomplished and the department is requesting re-appropriation of the funds.

1b. Primary customers:

The citizens of Whatcom County, the over 32,000 annual recreationists that visit Lookout Mountain Forest Preserve, Department staff who use the roads for management activities, EMS, and leaseholders.

2. Problem to be solved:

As a result of the November 2021 atmospheric river storm event (21-4321), a significant road washout occurred on the LM-2000 road within the Lookout Mountain Forest Preserve. A small debris flow moved down the stream channel and blocked the opening of a 6' culvert under the roadway. The tributary then flowed over the roadway and resulted in erosion of the full road prism, exposing a buried high voltage electrical transmission line and preventing access to multiple telecom tower sites at the top of Lookout Mountain. The towers support a variety of EMS, Federal Government, and other telecom services. The road system also provides valuable access for land managers and recreationists.

Additional roadway damage resulting from the storm event include several small slope failures and increased slope instability to an area damaged during a previous storm event (LM-2000/LM-2100 damage from event 18-4615).

Whatcom County initiated emergency repairs, reestablished stream flow through the culvert, and restored access to the tower sites. These repairs, though durable, are not considered long-term repairs. Through the repair and permitting process it was recognized that the 6' culvert is severely undersized to meet design requirements for debris flow and fish passage. Work not critical to reestablishing access to the telecommunications towers was deferred and not included in the emergency repairs.

Additional repairs are needed to support long-term functionality of the LM-2000 road.

FEMA funding has been received to address engineering needs for the damage from the previous storm event and the County has applied for additional FEMA funding for the additional engineering needs resulting from the November 2021 storm event.

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3906

Fund 324

Cost Center 3240623006

Originator: Christ Thomsen

This budget supplemental reauthorizes and provides expenditure authority for existing FEMA funding and provides additional funding to proceed with engineering and permitting services, including: site assessment, alternatives analysis, construction plans and specifications, production of an engineer's cost estimate, and project permitting.

3a. Options / Advantages:

Options considered include:

1) Do no additional work beyond the completed emergency repairs. This precludes ongoing use of the LM-2100 road because the previous and recent slope failures caused loss of more than 70 feet of the roadway. The LM-2000 road is open and useable at this time but is at risk of additional damage should any of the minor slope failures move again. The LM-2000 road is also at further risk due to the undersized 6' culvert.

2) Contract for engineering and permitting services to evaluate site conditions, develop a response plan, and initiate permits for construction. This option provides critical information for decision making, budgeting, permitting, and construction.

Option 2 is the preferred option as it provides a basis for analyzing the issues, developing solutions, provides cost estimates for budgeting, and initiates the permit process for construction activities.

3b. Cost savings:

This is a planning request and no ongoing cost savings are expected as a result. Pursuing use of available federal funds provides an alternative fund source for engineering and permitting services, along with eventual funding for repairs. It is anticipated that this project is eligible for FEMA funding for construction costs.

4a. Outcomes:

Engineering is complete and the engineer's cost estimate is provided. Project permitting is initiated.

4b. Measures:

5a. Other Departments/Agencies:

Finance will assist in facilitating procurement of Engineering and Permitting Services.

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

N/A

6. Funding Source:

FEMA - \$47,016 has been provided for engineering services. This request reauthorizes budget and expenditure authority for those funds.

REET II - \$53,000. It is anticipated that a portion of these funds will be eligible for reimbursement from FEMA.

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3905

Fund 324

Cost Center 3240622001

Originator: Christ Thomsen

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Lighthouse Marine Park Siding and Roofing

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$1,968
	6810	Advertising	\$1,000
	7060	Repairs & Maintenance	\$164,882
	7190	Other Miscellaneous	\$500
	Request Total		\$168,350

1a. Description of request:

Reside and reroof a 1740-sq. ft three-story residential building and a 420 sq. ft. shop, and reroof an approximately 700 sq. ft. public restroom and 200 sq. ft. multi-purpose building. The project is located within Lighthouse Marine Park at 811 Marine Drive, Point Roberts. This project was previously approved and funded with the 2021-2022 capital budget (Ord # 2020-068). However, due to staffing shortages the project was not accomplished. Parks has hired a Parks Design and Development Manager starting March 6th to implement this project and is requesting re-appropriation of the funds.

1b. Primary customers:

This project benefits citizens of Whatcom County and the over 140,000 annual visitors to Lighthouse Marine Park by preserving park infrastructure awhile avoiding expensive unbudgeted repairs or replacement in the future.

2. Problem to be solved:

The residential building is used as the park office and the upper floors are used as a residential rental unit. The shop is a repurposed residential garage that functions park supplies storage. Siding throughout these buildings has failed and exposes the interior structure to weather damage. The roofs on all buildings have exceeded their useful life and need replacement. The Department holds the responsibility of preserving the infrastructure owned and operated by the department. This project provides for necessary residing, painting, and reroofing as required by the responsibility.

3a. Options / Advantages:

This is planned capital maintenance to preserve, protect, and maintain department infrastructure. Options include completing the work now or deferring to a later date. This work has been previously deferred and is to a point where it requires completion.

3b. Cost savings:

None, this is a capital maintenance project

4a. Outcomes:

The buildings will be reroofed, sided, and painted.

4b. Measures:

Work is completed and verified by inspection.

5a. Other Departments/Agencies:

PDS will issue permits for this project

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3905

Fund 324

Cost Center 3240622001

Originator: Christ Thomsen

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

n/a

6. Funding Source:

REET II

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3903

Fund 326

Cost Center 326061701

Originator: Christ Thomsen

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Parks Admin Offices HVAC Replacement & Upgrade

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$2,237
	6630	Professional Services	\$11,500
	6810	Advertising	\$1,725
	7190	Other Miscellaneous	\$2,300
	7350	Buildings & Structures	\$75,861
	Request Total		\$93,623

1a. Description of request:

Design, bid, and build an HVAC total system replacement and upgrade for the administrative office for the Parks & Recreation Department. The administration office is located at 3373 Mount Baker Highway, Bellingham. This project was previously approved and funded with the 2021-2022 capital budget (Ord # 2020-068). However, due to staffing shortages the project was not accomplished. Parks has hired a Parks Design and Development Manager starting March 6th to implement this project. Parks is requesting re-appropriation of previously appropriated funds and additional budget authority to cover anticipated cost increases.

1b. Primary customers:

The citizens of Whatcom County and the customers of the various divisions of the department including parks and senior services programs. Park staff that work in the building every day will also benefit from a reliable HVAC system.

2. Problem to be solved:

The Administrative Office is currently heated by a Fuel Oil Boiler that is at least 30 years old and repair parts are becoming scarce. Heat is distributed via radiator system. The boiler system has reliability issues and requires routine repairs and monitoring. Because of the reliance on a radiator system to circulate heat, the building suffers from poor airflow and subsequent air quality issues. This project will replace the system before it fails and cannot be repaired, installs a modern air circulation system, and provides for necessary structural modifications and repairs necessary to support the new HVAC system.

3a. Options / Advantages:

Three options were considered:

- 1) Maintain the existing boiler and continue to defer replacement.
- 2) Replace existing boiler with a modern boiler and maintain existing heat distribution system.
- 3) Replace existing boiler and radiators with a new furnace and air handling system.

Option three was selected as it provides a proactive approach to replacing the existing boiler before it fails and addresses poor airflow and subsequent air quality issues within the building.

3b. Cost savings:

This project upgrades a 30-year old boiler to a modern system which is anticipated to reduce overall

Supplemental Budget Request

Status: Pending

Parks & Recreation

Suppl ID # 3903

Fund 326

Cost Center 326061701

Originator: Christ Thomsen

energy costs and avoids expensive unbudgeted repairs or emergency replacement in the future.

4a. Outcomes:

The existing boiler and radiator system are removed and replaced. Cosmetic damage to the structure resulting from the removal of the radiator system and installation of the new HVAC system are made at the same time.

4b. Measures:

Work is complete and verified by inspection.

5a. Other Departments/Agencies:

Planning and Development Services is responsible for issuing permits associated with this project.

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

not applicable

6. Funding Source:

REET I

Supplemental Budget Request

Non-Departmental

Suppl ID # 3924

Fund 326

Cost Center 32600

Originator: Andrew Tan

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Transfer to fund Courthouse Security Improvements

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$202,000
	Request Total		\$202,000

1a. Description of request:

Companion supplemental to 3897 Courthouse Security Improvements Round 2. Transfer out of REET.

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

Non-Departmental

Suppl ID # 3899

Fund 332

Cost Center 332261

Originator: Tawni Helms

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Wellfield Water Pump Station

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7220	Intergov Subsidies-Grants	\$375,000
	7225	Intergov Subsidies-Loans	\$125,000
	Request Total		\$500,000

1a. Description of request:

The City of Blaine requests \$500,000 of EDI funding to help build a water booster pump station and related infrastructure to serve the current community and prepare for the residential growth that is occurring in East Blaine. The City intends to contribute \$500,000 of the City's ARPA funding to the project and is has received a \$500,000 capital allocation from the State the complete the project funding. As development continues in the service area, developers will additional infrastructure to distribute potable water to new homes.

In October, 2022 the County Council approved the EDI Board's recommendation to approve EDI funding fto the small cities for completion of their shovel ready infrasture projects. Whatcom County entered into contracts with the City of Lynden, City of Ferndale, City of Bellingham and the Port of Bellingham for the respective projects. The City of Blaine was not prepared to complete their contract in 2022 so we were unable to re-appropriate the approved funding in 2023. Therefore, we are coming forward to request the approved funding for 2023.

Additionally, the site location provided in the original proposal for the water booster pump stations has been changed. Recent water system studies have resulted in relocating the pump station project from Harvey Road to the Blaine Wellfield location.

1b. Primary customers:

Whatcom County residents and businesses will benefit from the opportunity to expand workforce and affordable housing in the community meeting the project growth.

2. Problem to be solved:

Whatcom County is in need of additional housing. The County's Business and Commerce Committee has identified workforce housing as the single largest issue curtailing economic development. Young adults raised in the County are finding it impossible to remain in the County due to high housing costs. The City of Blaine's and Whatcom County's comprehensive plans have indicated a need for significant expansion to occur in East Blaine to support the expected population increase. The East Blaine area is projected to support almost 40% of the city's housing stock needed over the next 20 years. Most of the area is at an elevation higher than what can be served by the existing water distribution system. The City has determined that a water booster pump station for Blaine's current water system service area is required to provide the necessary water infrastructure concurrent with upcoming residential and business development.

3a. Options / Advantages:

The projected growth area in Blaine is at an elevation higher that what can be served by the existing water distribution system. This option allows for the construction of a new water booster pump station for

Supplemental Budget Request

Non-Departmental

Suppl ID # 3899

Fund 332

Cost Center 332261

Originator: Tawni Helms

Blaine's current water system service area required to provide necessary water infrastructure to meet the needs of the upcoming residential and business development.

3b. Cost savings:

N/A

4a. Outcomes:

New water infrastructure that includes a new booster pump station with 12 inch looped trunk lines and a new reservoir will be built to accommodate the projected 20 year growth in the community.

4b. Measures:

A new water pump station will serve the community and accommodate the projected growth of the community.

5a. Other Departments/Agencies:

n/a

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

6. Funding Source:

Rural Sales Tax Fund (EDI/Public Utilities Improvement Fund):

\$325,000 Grant

\$125,000 Loan

Supplemental Budget Request

Non-Departmental

Suppl ID # 3900

Fund 332

Cost Center 332262

Originator: Tawni Helms

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Sewer Rehab - Blaine

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7220	Intergov Subsidies-Grants	\$1,875,000
	7225	Intergov Subsidies-Loans	\$625,000
	Request Total		\$2,500,000

1a. Description of request:

The City of Blaine is requesting funding support for their Sewer Rehab project. They have requested \$1,750,000 in grant funding and a \$750,000 loan. The work will include repairing existing sewer lines and adding a new line to alleviate flow restrictions in 90-year old lines. This work will be undertaken in an area on the east side of the City and Interstate 5. T

The City is coordinating to reconstruct part of the existing wastewater infrastructure and to add a new bypass line. This is being done in order to alleviate existing problems and to ensure adequate future capacity. The scope of the G Street Sewer Improvements Project is to install or replace and upsize existing sanitary sewer main in rights of way and easements. Existing sewer mains range in size from 6" to 10", constructed primarily of concrete and vitrified clay. Replacement and new sewer mains will include 8" 12", 15", 18" and 24" pipe and will be primarily constructed of PVC pipe.

In October, 2022 the County Council approved the EDI Board's recommendation to approve EDI funding to the small cities for completion of their shovel ready infrastructure projects. Whatcom County entered into contracts with the City of Lynden, City of Ferndale, City of Bellingham and the Port of Bellingham for the respective projects. The City of Blaine was not prepared to complete their contract in 2022 so we were unable to re-appropriate the approved funding in 2023. Therefore, we are coming forward to request the approved funding for 2023.

1b. Primary customers:

Blaine residents

2. Problem to be solved:

Existing sewer pipes have settled due to changing soil conditions around the pipe beds causing slumping. Pipes are cracked and crumbling in some locations. The degraded system is leading to liquid blockages and debris stopping normal gravity flow toward the wastewater treatment facility. The various segments with these conditions have led to a few manholes collecting wastewater and percolating through their covers into the streets during extreme flow events. The existing conveyance infrastructure of pipes, manholes, and lift stations is the main route for wastewater movement from the City's east side residential area and industrial and manufacturing areas.

3a. Options / Advantages:

the 90 year old sewer lines require repair and replacement to alleviate the flow restrictions and aid in the increased demands from the projected growth.

3b. Cost savings:

n/a

Supplemental Budget Request

Non-Departmental

Suppl ID # 3900

Fund 332

Cost Center 332262

Originator: Tawni Helms

4a. Outcomes:

he total length of the G Street Sewer Improvements project is approximately 6,660 feet of new or replaced sewer main. An additional section of replacement sewer line, approximately 930 feet of 15" main along 14th St and E St., is also included. The design is in progress for this portion. The repaired areas will aid in accepting increased demands from the continuing residential construction in the East Blaine area.

4b. Measures:

Under the proposed project, 1,550 feet of new 18-inch wastewater main will be installed at the head end for the sewer to accept the mass flows that will result once the East Blaine development extensions are operational. In addition, over 1,700 feet of existing wastewater mains will be rehabilitated including rebuilding up to five manholes to manage existing flows and augment future capacity.

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:

Rural Sales Tax Fund (EDI/Public Utilities Improvement Fund)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-186

File ID:	AB2023-186	Version:	1	Status:	Agenda Ready
File Created:	02/28/2023	Entered by:	MCaldwel@co.whatcom.wa.us		
Department:	Finance Division	File Type:	Ordinance		
Assigned to:	Council			Final Action:	
Agenda Date:	03/07/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance amending the project based budget for the Courthouse Improvement Fund, request no. 4

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Request appropriation of an additional \$202,000 to fund security system improvements for the courthouse.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Proposed Ordinance, Proposed Ordinance - Exhibit A, CH Improvement Fund - Amendment #4 Request

PROPOSED BY: Executive
INTRODUCTION DATE: March 7, 2023

ORDINANCE NO. _____

**ORDINANCE AMENDING THE PROJECT BUDGET FOR THE COURTHOUSE
IMPROVEMENT FUND, REQUEST NO. 4**

WHEREAS, this fund was established by Ordinance No. 2014-073 to replace the Courthouse fire alarm system and the roof over Juvenile; and

WHEREAS, both of those projects have been completed and the project budget has been amended to include several other courthouse repair and replacement projects that are either completed or underway; and

WHEREAS, due to a security breach which happened in January 2023, security system improvements of \$202,000 are now needed; and

WHEREAS, improvements will include lock down measures, security doors, cameras, duress alarms and proximity locks; and

WHEREAS, funding for these improvements is available from Real Estate Excise Tax I Fund;

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that Ordinance 2014-073 is hereby amended by adding \$202,000 of expenditure authority, as described in Exhibit A, to the amended project budget of \$1,621,907, for a total project budget of \$1,823,907.

ADOPTED this ____ day of _____, 2023.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

APPROVED AS TO FORM:

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

Approved by email/C Quinn/A Tan

Civil Deputy Prosecutor

Satpal Sidhu, County Executive

() Approved () Denied

Date Signed: _____

EXHIBIT A

COURTHOUSE IMPROVEMENTS - FUND 357, Cost Center 357100

Account	Description	Current Amended	Amendment #4	Total Amended
	Expenditures	Project Budget	to Ord. 2014-073	Project Budget
6190	Direct Billing Rate	\$45,000	\$0	\$45,000
6510	Tools & Equipment	\$26,815	\$0	\$26,815
7060	Repairs & Maintenance	\$585,000	\$0	\$585,000
7070	Minor Remodeling	\$0	\$202,000	\$202,000
7350	Buildings & Structures	\$785,092	\$0	\$785,092
7380	Other Improvements	\$180,000	\$0	\$180,000
		\$1,621,907	\$202,000	\$1,823,907
	Revenues			
8301.326	REET I Transfer	\$1,112,716	\$202,000	\$1,314,716
8301.332	Rural Sales Tax (EDI) Transfer	\$509,191	\$0	\$509,191
		\$1,621,907	\$202,000	\$1,823,907

Supplemental Budget Request

Status: Pending

Administrative Services

Facilities Management

Suppl ID # 3897

Fund 357

Cost Center 357100

Originator: Rob Ney

Year 1 2023

Add'l FTE ☐

Priority 1

Name of Request: Courthouse Security Improvements Round 2

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7070	Minor Remodeling	\$202,000
	8301.326	Operating Transfer In	(\$202,000)
	Request Total		\$0

1a. Description of request:

In 2022, the Council approved an Additional Service Request for Security Improvements to the Courthouse (ARS 2022-3293). Most of those improvements have been put in place, the remainder are underway.

This request will provide additional security measures that Facilities Management would like to implement at the request of the Court System, and stem from the security breach in January.

Improvements will include:

- 1.Additional security measures within Courtrooms, allowing judges to immediately "lock down" courtrooms.
- 2.Improvements to third floor Courtroom Doors, converting these doors to a more secure door, and improving the accessibility to these courtrooms.
- 3.Adding Cameras to the Stairwells. Currently, there is no video surveillance in the stairwells.
- 4.Adding duress alarms to Judges chambers that currently do not have duress alarms.
- 5.Adding a proximity lock to a currently keyed door in District Court.

1b. Primary customers:

All Employees & Citizens who use the Courthouse.

2. Problem to be solved:

These improvements are additional security measures that have been requested by the Court system and are directly related to the security breach this past January.

3a. Options / Advantages:

The only other option is to not install the improvements.

These improvements will be in place for as long as the Courthouse is in operation and increase security for all members of staff and the general public.

3b. Cost savings:

Facility Management will perform as many tasks as possible to decrease the cost to the County. Facilities will also manage the project so that a General Contractor does not ass mark up to the project for his subcontractors.

4a. Outcomes:

Once the improvements are in place, security measures will be improved. It is anticipated that these improvements will be in place over the next 12 months.

Supplemental Budget Request

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4b. Measures:

When the new functioning systems are up and running properly.

It is hard to measure increased security measures. However, these improvements will bring more peace of mind to our staff.

5a. Other Departments/Agencies:

Only those that will interact with areas of improvements.

Superior Court, District Court, and person using the stairwells.

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

Rob Ney, Project & Operations Manager, Facilities Management

6. Funding Source:

REET 1