**WHATCOM COUNTY COUNCIL AGENDA BILL**

**TITLE OF DOCUMENT:** 2017 Supplemental Budget Request #3

**ATTACHMENTS:** Ordinance, Memoranda & Budget Modification Requests

<table>
<thead>
<tr>
<th>SEPA review required?</th>
<th>SEPA review completed?</th>
<th>Should Clerk schedule a hearing?</th>
<th>Requested Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>( ) Yes</td>
<td>( ) Yes</td>
<td>( ) Yes</td>
<td></td>
</tr>
</tbody>
</table>

**SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:** (If this item is an ordinance or requires a public hearing, you must provide the language for use in the required public notice. Be specific and cite RCW or WCC as appropriate. Be clear in explaining the intent of the action.)

Supplemental #3 requests funding from the General Fund:

1. To appropriate $10,500 in the Sheriff’s Department to fund traffic safety equipment from grant proceeds.
2. To appropriate $9,600 in the Sheriff’s Department to fund community relations consultant from donation proceeds.

From the Road Fund:

3. To appropriate $135,000 to fund Road Fund portion of Level of Service Analysis of Lummi Island Ferry.

From the Countywide Emergency Medical Services Fund:

4. To appropriate $1,237,021 to adjust EMS budget as a result of levy passage.

From the Conservation Futures Fund:

5. To appropriate $172,000 to fund Williams 2 and Servid-Williams PDR requests.

From the Ferry Fund:

6. To appropriate $300,000 to fund Level of Service Analysis for the Lummi Island Ferry.

From the Equipment Rental & Revolving Fund:

7. To appropriate $240,000 to fund additional capital replacement funds for vehicles.

**COMMITTEE ACTION:**

**COUNCIL ACTION:**

<table>
<thead>
<tr>
<th>Related County Contract #:</th>
<th>Related File Numbers:</th>
<th>Ordinance or Resolution Number:</th>
</tr>
</thead>
</table>
WHEREAS, the 2017-2018 budget was adopted December 6, 2016; and,
WHEREAS, changing circumstances require modifications to the approved 2017-2018
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 2017-2018
Whatcom County Budget Ordinance #2016-068 is hereby amended by adding the following
additional amounts to the 2017 budget included therein:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Expenditures</th>
<th>Revenues</th>
<th>Net Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheriff</td>
<td>20,100</td>
<td>(20,100)</td>
<td>-</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>20,100</td>
<td>(20,100)</td>
<td>-</td>
</tr>
<tr>
<td>Road Fund</td>
<td>135,000</td>
<td>-</td>
<td>135,000</td>
</tr>
<tr>
<td>Countywide Emergency Medical Services Fund</td>
<td>1,237,021</td>
<td>(5,722,733)</td>
<td>(4,485,712)</td>
</tr>
<tr>
<td>Conservation Futures Fund</td>
<td>172,000</td>
<td>(82,500)</td>
<td>89,500</td>
</tr>
<tr>
<td>Ferry Fund</td>
<td>300,000</td>
<td>(135,000)</td>
<td>165,000</td>
</tr>
<tr>
<td>Equipment Rental &amp; Revolving</td>
<td>240,000</td>
<td>-</td>
<td>240,000</td>
</tr>
<tr>
<td>Total Supplemental</td>
<td>2,104,121</td>
<td>(5,960,333)</td>
<td>(3,856,212)</td>
</tr>
</tbody>
</table>

In addition, Exhibit C Authorized Positions in the 2017-2018 Budget Ordinance should be
amended to provide for the following FTE changes:
• Add 1 FTE EMS Administrator in Executive – Non Departmental
• Add 1 FTE Administrative Assistant in Executive – Non Departmental
• Close .5 FTE Nutritionist in Health

ADOPTED this ___ day of ____________________, 2017.

ATTEST:

Dana Brown-Davis, Council Clerk

Barry Buchanan, Chair of the Council

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

APPROVED AS TO FORM:

Jack Louws, County Executive

( ) Approved  ( ) Denied

Date: __________________________

I:\BUDGET\SUPPLS\2017_Suppl\Supplemental #3-2017.docx
<table>
<thead>
<tr>
<th>Department/Fund</th>
<th>Description</th>
<th>Increased (Decreased) Expenditure</th>
<th>(Increased) Decreased Revenue</th>
<th>Net Effect to Fund Balance (Increase) Decrease</th>
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</thead>
<tbody>
<tr>
<td><strong>General Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sheriff</td>
<td>To fund traffic safety equipment from grant proceeds.</td>
<td>10,500 (10,500)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Sheriff</td>
<td>To fund community relations consultant from donation proceeds.</td>
<td>9,600 (9,600)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Total General Fund</strong></td>
<td></td>
<td>20,100 (20,100)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td><strong>Road Fund</strong></td>
<td>To fund Road Fund portion of Level of Service Analysis of Lummi Island Ferry.</td>
<td>135,000</td>
<td>135,000</td>
<td></td>
</tr>
<tr>
<td>Countywide Emergency Medical Services Fund</td>
<td>To adjust EMS budget as a result of levy passage.</td>
<td>1,237,021 (5,722,733)</td>
<td>(4,485,712)</td>
<td></td>
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<tr>
<td>Conservation Futures Fund</td>
<td>To fund Williams 2 and Servid-Williams PDR requests.</td>
<td>172,000 (82,500)</td>
<td>89,500</td>
<td></td>
</tr>
<tr>
<td>Ferry Fund</td>
<td>To fund Level of Service Analysis for the Lummi Island Ferry.</td>
<td>300,000 (135,000)</td>
<td>165,000</td>
<td></td>
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<tr>
<td>Equipment Rental &amp; Revolving</td>
<td>To fund additional capital replacement funds for vehicles.</td>
<td>240,000</td>
<td>240,000</td>
<td></td>
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<tr>
<td><strong>Total Supplemental</strong></td>
<td></td>
<td>2,104,121 (5,960,333)</td>
<td>(3,856,212)</td>
<td></td>
</tr>
</tbody>
</table>
Memorandum

TO: Jack Louws, County Executive
FROM: Sheriff Bill Elfo
DATE: February 10, 2017
SUBJECT: Supplemental Budget ID# 2248
          WASPC Traffic Safety Equipment Grant 2017

The attached Supplemental Budget requests budget authority to purchase traffic safety equipment with grant funds from Washington Association of Sheriffs & Police Chiefs.

Background and Purpose
The Washington Association of Sheriffs & Police Chiefs (WASPC) approved a Traffic Safety Equipment Grant of $10,500 to purchase traffic safety equipment: $5,000 for 5 radars; $2,000 for 6 rear antenna; and $3,500 for 7 portable breath-alcohol testing devices.

Equipment purchased will be used to support statewide traffic safety initiatives and will allow patrol units to increase their ability to enforce traffic violations.

Funding Amount and Source
Total estimated cost for purchase of this equipment is $11,765.

Washington Association of Sheriffs & Police Chiefs will provide federal Traffic Safety Equipment Grant funds of $10,500 originating from U.S. Department of Transportation, State and Community Highway Safety Program, CFDA# 20.600.

Additional funds of $1,265 required for this purchase will come from existing Sheriff’s Office budget.

Please contact Undersheriff Jeff Parks at extension 6610 if you have any questions.

Thank you.
Supplemental Budget Request

Status: Pending

Sheriff Operations

<table>
<thead>
<tr>
<th>Fund</th>
<th>Cost Center</th>
<th>Originator</th>
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<tbody>
<tr>
<td>1</td>
<td>1003512001</td>
<td>Dawn Pierce</td>
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</table>

Expenditure Type: One-Time Year 1 2017 Add'l FTE Add'l Space Priority 1

Name of Request: WASPC Traffic Safety Equipment Grant 2017

Department Head Signature (Required on Hard Copy Submission) 2/12/17

Costs:

<table>
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<th>Object Description</th>
<th>Amount Requested</th>
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<tbody>
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<td>6510</td>
<td>Tools &amp; Equip</td>
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<tr>
<td>Request Total</td>
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<td>$0</td>
</tr>
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</table>

1a. Description of request:
The Washington Association of Sheriff's & Police Chiefs (WASPC) approved a Traffic Safety Equipment Grant in the amount of $10,500 to purchase traffic safety equipment: $5,000 for 5 radars, $2,000 for 5 rear antenna, and $3,500 for 7 portable breath-alcohol testing devices.

1b. Primary customers:
The Sheriff's Office and citizens of Whatcom County

2. Problem to be solved:
Budget authority is needed to purchase traffic safety equipment authorized by WASPC and funded by Traffic Safety Equipment Grant.

3a. Options / Advantages:
Grant funds were awarded to purchase specific equipment listed in description.

3b. Cost savings:
Cost savings of $10,500.

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 15, 2017.

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:
Federal funds of $10,500 will be provided by Washington Association of Sheriff's & Police Chiefs Traffic Safety Equipment Grant. Funds originate from the U.S. Department of Transportation, State and Community Highway Safety Program, CFDA# 20.600.

Wednesday, February 08, 2017

Rpt: Rpt Suppl Regular
January 31, 2017

Sheriff Bill Elfo
Whatcom County Sheriff's Office
311 Grand Avenue
Bellingham, WA 98225

Dear Sheriff Elfo,

Thank you for applying for a WASPC Traffic Safety Equipment Grant. We are pleased to inform you that your agency has been approved to receive $10,500.00 to purchase the following equipment: (5) Radars $1,000.00 ea.; (5) Rear Antenna $400.00 ea.; and (7) Fst’s $500.00 ea.

The Federal Identification number for this grant is CFDA# 20.600. Invoices must be submitted to WASPC no later than May 5, 2017. Any invoices not received by the deadline will not be reimbursed and the award money will be forfeited. **Please note: WASPC is responsible for the amount of your grant award only. Any expense in excess of the grant award must be paid by your agency.**

A report is required for the Traffic Safety Equipment Grant funds awarded to your department. The 2016-2017 Traffic Safety Equipment Grant reports are due by October 15, 2017. **Failure to report will result in denial of 2017 – 2018 grant funds.** Your agency is responsible for subscribing to the following commitments:

- Support statewide/national traffic safety initiatives, projects, and programs
- Report grant results to WASPC in a timely manner
- Subscribe and commit to aggressive traffic enforcement

Online report forms and A-19 reimbursement forms can be found at [www.waspc.org/traficsafety](http://www.waspc.org/traficsafety).

Thank you for your dedication to traffic safety in the State of Washington. If you have any questions, please contact Nancy Morris at (360) 486-2387. If you would like more information regarding state or federal traffic safety grant funding, please contact the Washington Traffic Safety Commission at (360) 725-9896.

Sincerely,

Mitch Barker
Executive Director
Memorandum

TO: Jack Louws, County Executive  
FROM: Sheriff Bill Elfo  
DATE: February 22, 2017  
SUBJECT: Supplemental Budget ID# 2256  
Community Relations Consultant 2017

The attached supplemental budget requests revenue and expenditure authority for a community relations consultant for the Whatcom County Sheriff’s Office.

**Background and Purpose**
Members of minority communities may occasionally be reluctant to report crime to law enforcement due to trust issues. The Whatcom Community Foundation will provide $9,600 to support a community relations consultant to assist with (1) improving communications, trust, and relationships between the Sheriff’s Office and various minorities and underserved communities and (2) to provide on-going training to deputies and staff.

**Funding Amount and Source**
Whatcom Community Foundation will provide $9,600.

Please contact Undersheriff Jeff Parks at extension 6610 if you have any questions.

Thank you.
1a. Description of request:
The Whatcom Community Foundation will provide $9,600 to support a community relations consultant for the Whatcom County Sheriff's Office. The community relations consultant will assist with (1) improving communications, trust, and relationships between the Sheriff's Office and various minorities and underserved communities and (2) provide on-going training to deputies and staff.

1b. Primary customers:
Whatcom County minority communities and members of the Sheriff's Office.

2. Problem to be solved:
Members of minority communities may be reluctant to report crime to law enforcement due to trust issues.

3a. Options / Advantages:
Providing this service in concert with other law enforcement agencies.

3b. Cost savings:

4a. Outcomes:
Increased trust and communication between minority communities and law enforcement.

4b. Measures:

5a. Other Departments/Agencies:

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

6. Funding Source:
Whatcom Community Foundation Grant.
Supplemental Budget Request

Public Works Administration

Expenditure Type: One-Time Year 1 2017 Add'l FTE Add'l Space Priority 1

Name of Request: Companion to Ferry Operations Supplement 2017-2254

<table>
<thead>
<tr>
<th>Object</th>
<th>Object Description</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>8351.444</td>
<td>Operating Transfer Out</td>
<td>$135,000</td>
</tr>
</tbody>
</table>

Request Total $135,000

1a. Description of request:
Per WCC 10.34.030 the Whatcom County Ferry Operations are subsidized 45% by the Road Fund. Therefore substantial additions to the Ferry Operating budget require additional road fund contribution to comply with the funding split. The ferry request 2017-2254 for $300,000 covers a proposed Level of Service Analysis for the Whatcom Ferry Operations. The $135,000 is the additional burden to the road fund due to the additional spending.

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:
Public Works Staff and LIFAC are responsible for implementing this through the Ferry Fund.

6. Funding Source:
Road Fund Balance
MEMORANDUM

To: Whatcom County Council Members
From: Tyler Schroeder, Deputy Executive
Subject: EMS Levy Budget Adjustments
Date: February 16, 2017

Requested Action:
We are asking the Council to approve the EMS budget adjustments resulting from the passage of the EMS Levy. The first half of the levy is due April 30, 2017.

Background and Purpose:
On November 16, 2017 the Whatcom County voters approved the EMS Levy Ballot Measure. This supplemental adds the tax revenue, removes fire department/district payment for BLS dispatches and adds an EMS Administrator, Administrative assistant, office supplies and ER&R. Additionally, the supplemental adjusts the EMS contract amounts for the ALS providers.

Funding Amount and Source:
The EMS Fund is being adjusted to include increased revenue through current year collections resulting from the passage of the EMS Levy.
Supplemental Budget Request

Non-Departmental

[Table with details]

Expenditure Type: One-Time  
Year: 2017  
Add'l FTE:  
Add'l Space:  
Priority: 1

Name of Request: EMS Budget Adjustments

[Signature and Date]

Department Head Signature (Required on Hard Copy Submission)  
Date: 2.21.17

Costs:  

<table>
<thead>
<tr>
<th>Object</th>
<th>Object Description</th>
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<tbody>
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<td>4337.0002</td>
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<td>Retirement</td>
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</tr>
<tr>
<td>6230</td>
<td>Social Security</td>
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<tr>
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<td>Medical Insurance</td>
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<td>Other H&amp;W Benefits</td>
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<td>Worker's Comp-Interfund</td>
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<td>Unemployment-Interfund</td>
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<td>6320</td>
<td>Office &amp; Op Supplies</td>
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<td>Fuel-Interfund</td>
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</tr>
<tr>
<td>8301</td>
<td>Operating Transfer In</td>
<td>$1,666,667</td>
</tr>
</tbody>
</table>

Request Total: ($4,485,712)

1a. Description of request:

Per the adopted EMS plan, this supplemental:
- adds the tax levy revenue
- removes fire department/districts payment for BLS dispatches
- adds an EMS administrator and vehicle for 8 mos
- adds an administrative assistant for 6 mos
- adds office supplies, training allowance, fuel and ER&R expenses
- adjusts the EMS contract amount effective May 1st to pay the increased per unit cost for Bellingham and Fire District 7
- pays a separate amount to Bellingham for EMS 1 unit (supervisory unit)
- reimburses Fire Districts 4, 11 and 16 for local lost levy amounts due to passage of the countywide levy
- removes the budget for 2/3rds of the General Fund annual transfer effective May 1st.

1b. Primary customers:

Friday, February 17, 2017  
Rpt: Rpt Suppl Regular
Whatcom County EMS system providers, Whatcom County, and citizens of Whatcom County.

2. **Problem to be solved:**
   This budget supplemental adjusts the EMS budget for passage of the levy.

   The successful EMS levy allows for the recruitment and hiring of an EMS Administrator as recommended through the EMS Funding Work Group. The EMS Administrator will provide governance, administration, responsibility, and authority in the joint Whatcom County EMS system. The system requires a single point of contact and representation. This position will administer and oversee the system and be the executive and legislative point of contact.

3a. **Options / Advantages:**
   The Funding Work Group Administration Committee examined and rated 4 Governance Models. The governance models were examined for challenges, risks and benefits in financial, operational, legal and long-term structure of EMS administration. Several comparable county EMS systems were analyzed for most efficient governance/administration model. After review and comparison, the County Department Model was recommended. In this model funds from an EMS levy are allocated via contracts between the department and service providers. The Governance Model employs an EMS Administrator who is responsible for developing service contracts for ALS providers and other EMS services that function within the system. The EMS Administrator can provide impartial oversight of financial, operational, and legal matters while considering the long-term objectives of the system.

3b. **Cost savings:**
   N/A

4a. **Outcomes:**
   A full time EMS Administrator will provide the administrative oversight and guidance necessary to support the EMS system. The EMS Administrator is responsible for facilitating Contract Management, System Performance, and Strategic Initiatives and can provide impartial oversight of financial, operations, and legal matters while considering the long-term objectives of the system.

4b. **Measures:**
   The EMS Administrator will provide systemwide oversight and serve as the Executive and Legislative point of contact.

5a. **Other Departments/Agencies:**
   Bellingham Fire Department, Fire Protection District 7 and Sheriff's Division of Emergency Management

5b. **Name the person in charge of implementation and what they are responsible for:**
   The Executive in collaboration with the Sheriff and Deputy Director Gargett has proposed housing the new EMS Administrator in the Whatcom Unified Emergency Coordination Center (WUECC). This location provides an opportunity for increased synergy between first responder agencies while accommodating the need for a new and centralized office space.

6. **Funding Source:**
   EMS Levy tax collection
<table>
<thead>
<tr>
<th>Fund</th>
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<th>Sub Account</th>
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<td>130100 7210</td>
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MEMORANDUM

TO: Honorable Whatcom County Council Members
   The Honorable Jack Louws, Whatcom County Executive

THROUGH: Sam Ryan, Director

FROM: Mark Personius, Assistant Director PDS; Karin Beringer, Planner

DATE: February 17, 2017

RE: Resolution and Supplemental Budget Request for Williams 2 and Servid-Williams Conservation Easements

Introduction

The Whatcom County Purchase of Development Rights (PDR) Program was initiated in September of 2001. The program has successfully purchased 118 development rights on approximately 826 acres. The Purchase of Development Rights Oversight Committee recommended the purchase of two additional development rights on the 19.4 acre Williams 2 property, and the 14.48 acre Servid-Williams property. A supplemental budget request in the amount of $172,000 is proposed, which will allow for this purchase to take place (see below for details). The action requested is to authorize purchase based on the contingencies included in the purchase and sale agreement. Attached to this memo is the supplemental budget request.

Background and Purpose

The Williams 2 and Servid-Williams properties, located West of Nooksack, off of Tom Road, in unincorporated Whatcom County, are the seventeenth and eighteenth purchases under the County’s Agricultural Purchase of Development Rights Program. The properties are actively farmed, used for the production of diversified vegetables and grains. This supplemental budget request totaling $172,000 provides for the cost of easement purchases and other associated costs (please refer to the table below).

After the purchases have been approved and completed, Whatcom County will issue a reimbursement request of $82,500 to the Whatcom Community Foundation (WCF) through their Sustainable Whatcom Fund. Therefore, the final Whatcom County budget request will be $89,500.

The total purchase price for the existing developments rights on the farms is $165,000, and is acceptable to the owners. The value is derived by an appraisal completed by a professional appraiser. Fifty percent or $82,500 of the easement purchase price will be reimbursed by the WCF Sustainable Whatcom Fund. The
matching funds are from a 2015 Cooperative Agreement with Whatcom County (Whatcom County Contract number 201510003).

**Williams 2 and Servid-Williams PDR Supplemental Budget Request**

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WCF program match to be reimbursed $82,500

Whatcom County - Conservation Futures Fund $89,500

**Request Summary**

This request is consistent with Resolution 2016-029 which authorizes the Executive to enter into a purchase and sale agreement on these properties, provided:

a. Appraisals are completed and conservation easements are drafted which meet the requirements of both the Whatcom County Purchase of Development Rights program, and;

b. Landowners have agreed to the offer price and conservation easement conditions.

Commitments are in place for all of the above provisions related to the Williams 2 and Servid-Williams easement purchases.

The purchase and sale agreement includes the understanding that the seller accepts the appraised value, accepts the terms and conditions contained in the conservation easement, and understands that this purchase is contingent on receiving matching funds from Whatcom Community Foundation (WCF). It obligates both parties to act on the agreement within 90 days of signature. With the exception of approving the supplemental budget request, no further action will be required for the purchase of this conservation easement if all the terms of the purchase and sale agreement are met.

Upon county budget authorization, final purchase of the Williams 2 and Servid-Williams farm property conservation easements will be completed.

Please contact Planner _Karin Beringer_ at (360) 778-5956 if you have any questions or concerns regarding the terms of this request.
**Supplemental Budget Request**

**Planning & Development Services**  
**Planning**

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**Expenditure Type:** One-Time  
**Year:** 2017  
**Add'l FTE**  
**Add'l Space**  
**Priority:** 1

**Name of Request:** Williams 2 & Servid Farmland Preservation PDR

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**Request Total:** $89,500

---

**1a. Description of request:**

The proposed budget amendment is for the purchase of development rights on the Williams 2 and Williams 3 farms. Almost 34 acres will be under perpetual conservation easements which will be monitored by Whatcom Land Trust. The Easement limits the uses on the property to soil based agriculture.

**1b. Primary customers:**

The community at large benefits from this program due to the permanent protection of the land for farming purposes. This area will never be developed with additional housing and will stay in low-service cost status in perpetuity. Multiple benefits to agriculture, wildlife, water quality and stormwater retention are among the benefits for the community.

**2. Problem to be solved:**

The primary focus of the Purchase of Development Rights Program is to permanently protect prime/productive agricultural land from conversion to non-agricultural uses. This property is prime and is located in an area targeted for agricultural land preservation by the Agricultural Advisory Committee.

**3a. Options / Advantages:**

The Agricultural Advisory Committee has considered the PDR program an integral component of any overall agricultural protection strategy. The Growth Management Act requires the protection of resource lands. This is one of several efforts the County is making to comply with the state requirement. Zoning and Open Space Taxation are other programs currently employed by Whatcom County to protect agricultural land. TDRs are contemplated in the future. PDR’s are valuable partly because they are the only action currently available for the County to achieve permanent protection on agricultural lands.

**3b. Cost savings:**

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

**4a. Outcomes:**

The PDR program originally targeted 10,000 acres for purchase. Since that time the Council endorsed a “Rural Land Study” that has targeted some 25,000 acres of agricultural lands within rural zoned land that they would like to see with additional protection. This additional acreage will require significant increase in funding for the PDR program as well as the development of additional innovative techniques. The addition of these farms to the PDR land base will occur, if funded, by the end of April.

*Friday, February 17, 2017*  
*Rpt: Rpt Suppl Regular*
4b. Measures:
The easement on these farms will be purchased with assistance from a Title company through a typical closing process. The successful closing of the easement purchases marks the outcome of this specific request.

5a. Other Departments/Agencies:
This project is a joint project which involves the Whatcom Community Foundation (WCF) (partial funding), the Whatcom Land Trust (on-going monitoring/enforcement responsibilities) and Whatcom County – PDR program administration/funding.

5b. Name the person in charge of implementation and what they are responsible for:
The Whatcom Land Trust will be responsible for the long-term monitoring under the terms of the conditions in the conservation easement and based on the contract that they have with Whatcom County.

6. Funding Source:
Conservation Futures Fund (as requested) and an existing contract with Whatcom Community Foundation (WCF) for $82,500. WCF will reimburse up to their contract amount after purchase. Therefore the total coming out of Conservation Futures will be $89,500.
Resolution Affirming the PDR Oversight Committee Ranking and Authorizing Whatcom County Purchase of Development Rights Administrator and Whatcom County Executive to Proceed with the Acquisition Process for PDR Applications

ATTACHMENTS:
Memo and Attachment A, Resolution, Purchase of Development Rights 2016 Applicant Ranking list (Exhibit 1) and (Exhibit 2)

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE: (If this item is an ordinance or requires a public hearing, you must provide the language for use in the required public notice. Be specific and cite RCW or WCC as appropriate. Be clear in explaining the intent of the action.)
As required by the WCC 3.25A-Purchase of Agricultural Development Rights Ordinance, applications submitted by landowners interested in participating in the PDR program were reviewed for program eligibility and ranked pursuant to the PDR Guidelines Document, Ranking Criteria, by the PDR Oversight Committee. The ranking by the PDR Oversight Committee is now being submitted to Council. County Council needs to review the ranking as submitted by the Oversight Committee and affirm or modify that ranking list and authorize the PDR Administrator and County Executive to proceed with the acquisition process.

COMMITTEE ACTION:
8/9/2016: Presented and Forwarded to Council for approval

COUNCIL ACTION:
8/9/2016: Approved 7-0, Res. 2016-029

Please Note: Once adopted and signed, ordinances and resolutions are available for viewing and printing on the County's website at: www.co.whatcom.wa.us/council.
RESOLUTION # 2016-029

AFFIRMING THE PDR OVERSIGHT COMMITTEE RANKING AND AUTHORIZING WHATCOM COUNTY PURCHASE OF DEVELOPMENT RIGHTS ADMINISTRATOR AND WHATCOM COUNTY EXECUTIVE TO PROCEED WITH THE ACQUISITION PROCESS FOR 2016 APPLICATIONS

WHEREAS, Whatcom County government recognizes agriculture as a major contributor to the local economy and a high quality of life for Whatcom County citizens; and

WHEREAS, The Growth Management Act and the County Comprehensive Plan support the retention of agricultural lands of long term commercial significance and encourage the use of innovative techniques to do so; and

WHEREAS, Ordinance #92-002 enacted a property tax levy known as the Conservation Futures Tax as authorized by RCW 84.34.230 to provide a funding source to assist in acquiring “open space land, farm and agricultural land, and timber land, and a significant Conservation Futures fund balance is available for additional farm land protection efforts;” and

WHEREAS, Ordinance #2002-054 adopted Whatcom County Code Title 32..A that authorized the creation of a Purchase of Development Rights (PDR) program that offers voluntary farm agreements that include the purchase of agricultural conservation easements on farmable land within Whatcom County, and

WHEREAS, Ordinance #2002-054 and WCC 3.25A established a Purchase of Development Rights Oversight Committee to provide review and assistance to the PDR Administrator, and

WHEREAS, The Whatcom County Council adopted the PDR Guidelines Document through Resolution #2002-040 which includes specific direction for program administration and conservation easement acquisitions, and

WHEREAS, The Purchase of Development Oversight Committee met on July 22, 2016 to develop a ranking of all applications received to date and forwarded that ranking to Council; and

WHEREAS, Council, pursuant to PDR Guidelines Document, must affirm or modify the properties as submitted by the PDR Oversight Committee, and

WHEREAS, Council has reviewed the application ranking and background materials at a public meeting, with input by County staff and PDR Oversight Committee members, and

WHEREAS, Council has determined the ranking in accordance with their policy priorities and the requirements of Title 3.25A and the PDR Guidelines Document, and
WHEREAS, Council passed resolution 2015-032 authorizing the PDR Administrator to acquire title and appraisal services for all 2015 applicants, and

WHEREAS, The PDR Administrator has acquired appraisal services for all properties listed in this Exhibit 1

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

1. The PDR Oversight Committee and Administrator proceed with the acquisition of conservation six (6) easements in the order of the approved ranking (Exhibit 1) pursuant to the process outlined in the PDR Guidelines Document.

2. The Executive is authorized to enter into Purchase and Sale Agreements (for the six easements listed in Exhibit 1), provided:
   a. Appraisals are completed and conservation easements are drafted which meet the requirements of the Whatcom County Purchase of Development Rights program, and
   b. Landowners have agreed to the offer price and conservation easement conditions.

3. The PDR Oversight Committee and Administrator proceed with the acquisition of title search and appraisal services in the order of the approved ranking (Exhibit 2) pursuant to the process outlined in the PDR Guidelines Document.

4. Expenditure of Conservation Futures Funds are authorized to cover expenses associated with purchase of conservation easements, including title search and insurance, appraisal services and Whatcom Land Trust fees.

APPROVED this ___ day of August, 2016

ATTEST:                        WHATCOM COUNTY COUNCIL
Dana Brown-Devis, Council Clerk WHATCOM COUNTY, WASHINGTON

APPROVED as to form:

Civil Deputy Prosecutor

C:\Users\vox\AppData\Local\Microsoft\Windows\TemporaryInternetFiles\Content.Outlook\QCFLFL\PDR\Ranking Resolution 2016 clean.docx
2016 Applications supported by PDR Oversight Committee
Whatcom County Agricultural Purchase of Development Rights Program
Exhibit 1

1. **Cougar Creek Ranch**
   - Number of Points: 68.60
   - Type of Farm: Currently contains pigs, poultry, sheep, corn silage, seed potatoes, and raspberries
   - Zoning District: AG
   - Property Size: 157.76 acres
   - Preliminary Estimate of Potential Development Rights: 3

   Cougar Creek Ranch consists of the original homestead purchased by the current land owner/steward's great-great grandfather in 1894. Currently the farm is leased out to several local farm businesses supporting seed potatoes, corn silage, and raspberry production for many years. The current owner/steward is gradually taking over management of the entire farm. He is expanding production of meat poultry, hogs, and sheep, and has an interest in moving into beef production as well. This property is crossed by Wiser Lake Creek (previously Cougar Creek) and provides significant habitat opportunities for anadromous fish.

2. **Squalicum Ranch**
   - Number of Points: 57.63
   - Type of Farm: Supports beef cattle and dairy goats, with pasture and hay ground
   - Zoning District: Rural Forestry, R5
   - Property Size: 174.46 acres
   - Preliminary Estimate of Potential Development Rights: 10

   Squalicum Ranch has supported beef cattle production for many years and has been in the Foster family for over 50 years. This property protects a significant piece of the shore on Squalicum Lake as well as one of the main tributaries of Squalicum Creek. Property contains 66.5% prime soils and 30% soils of statewide significance. Additionally the property contains a significant forested section that serves to provide wildlife habitat and generate firewood and forestry potential for the property owner.

3. **Matheson (Sandra)**
   - Number of Points: 56.44
   - Type of Farm: Currently used for grazing and holding beef cattle
   - Zoning District: AG
   - Property Size: 17.9 acres
   - Preliminary Estimate of Potential Development Rights: 3

   This property is part of Matheson Farms which grows beef cattle, much of which is sold to Whatcom County consumers. This property was owned and farmed by the applicant's parents as a working dairy farm. It has 100% prime soils and is located near the Guide Meridian with high pressure to convert to non-agricultural uses. There are currently no structures on the property and with hay and pasture it supports healthy cattle year round.
4. **Williams 2 (Justin)**
   - Number of Points: 53.19
   - Type of Farm: Currently in grain production, no house
   - Zoning District: AG
   - Property Size (approximate acres): 19.5
   - Preliminary Estimate of Potential Development Rights: 1

   This farm is located on Tom Road just north of Nooksack in the AG Zone. The property consists of 100% NRCS Prime soils, as well as having all soils on the property identified as APO soils by the County's APO overlay. The entire property is in agricultural production. Currently, the property produces grain. There is neither home nor outbuildings on the property.

5. **Servid-Williams (Justin and Leslie)**
   - Number of Points: 52.75
   - Type of Farm: Vegetable and grain
   - Zoning District: AG
   - Property Size: 14.48
   - Preliminary Estimate of Potential Development Rights: 1

   This farm is located on Tom Road just north of Nooksack in the AG Zone. The property consists of 100% NRCS Prime soils, as well as having all soils on the property identified as APO soils by the County's APO overlay. The entire property is in agricultural production. Currently, the property produces grain and garlic. There is neither home nor outbuildings on the property. This property is located immediately adjacent to the South of the Williams 2 property.

6. **Grubbs (Sam and Donna)**
   - Number of Points: 52.10
   - Type of Farm: Mixed vegetable and beef cattle
   - Zoning District: R5
   - Property Size: 19.7
   - Preliminary Estimate of Potential Development Rights: 3

   This farm, named Bellingham Country Gardens is located at the intersection of Kelly and Sand Roads. This property has supported cow-calf operations for many years and now also supports a diversified u-pick vegetable operation run by current owners. Property contains 100% prime soils and is bordered by Anderson Creek which is home to anadromous fish and is currently receiving improvements and restoration on other sections of the creek. One home and agricultural outbuildings currently exist on the property.
1. Brar (Harbinder and Jag)
   - Number of Points: 70.27
   - Type of Farm: Raspberry
   - Zoning District: R5
   - Property Size: 78.1
   - Preliminary Estimate of Potential Development Rights: 14

   The Brar Brothers farm is located on Sand Road and is a raspberry operation. The property has one house and adjacent agricultural buildings. The property is zoned R5 and has the potential for 14 additional development rights to be removed through an easement.

2. Greenwood (Michael)
   - Number of Points: 68.07
   - Type of Farm: Supports dairy operation with pasture and hay ground
   - Zoning District: R5
   - Property Size: 93.77
   - Preliminary Estimate of Potential Development Rights: 16

   The Greenwood property is part of a complex of applicants to the PDR Program that are contiguous. The complex consists of Greenwood, Carbee, and Grubbs. Mr. Greenwood recently purchased the property and leases it out to Mr. Carbee for support of Mr. Carbee’s replacement heifer operation.

3. Carbee (Harold and Etta)
   - Number of Points: 62.59
   - Type of Farm: Replacement heifer operation
   - Zoning District: R5
   - Property Size: 73.31
   - Preliminary Estimate of Potential Development Rights: 13

   This property is located near the corner of Kelly and Sand Roads in the same area as Grubbs and Greenwood. The property is used as a replacement heifer operation for a local dairy. The property is on Anderson Creek and has a large buffer along the creek bank.

4. Sidhu (Hardev and Harpreet)
   - Number of Points: 47.44
   - Type of Farm: Raspberry
   - Zoning District: R10
   - Property Size: 40
   - Preliminary Estimate of Potential Development Rights: 4

   This farm is located to the East of the City of Lynden. The Sidhu’s have approximately half of the property in raspberry production. The remainder of the property has excellent wildlife habitat values as forested wetland.
MEMORANDUM

To: The Honorable Jack Louws, Whatcom County Executive, and Honorable Members of the Whatcom County Council

Through: Jon Hutchings, Director

From: Roland Middleton, L.E.G., Special Programs Manager

Date: February 21, 2017

RE: 2017 Supplemental Budget Request (2017-2254)
- Lummi Island ferry LOS
2017 Supplemental Budget Request (2017-2255)
- Road fund companion to ferry funding request

Requested Action
Whatcom County Public Works Department requests authorization for $300,000 of expenditure authority to fund an alternatives analysis study that assists in the development of a new level of service for the Lummi Island Ferry System.

Project Background
Following direction from the Whatcom County Council on February 21, 2017, the Lummi Island Ferry Advisory Committee (LIFAC) and Whatcom County Public Works Department are soliciting a Request For Qualifications to complete an alternatives analysis, establish preliminary costs, and develop funding recommendations for a new level of service by the Lummi Island Ferry System. The consultant will schedule to meet with LIFAC on a monthly basis to provide input on the direction and measured goals of the report/recommendation. This analysis implements Comprehensive Plan policy 6C-9.

Funding Amount and Source
The estimate for this effort is $280,000. This alternatives analysis is an operating expense and will be funded through fare box revenues, consistent with WCC 10.34.030.

Please contact Roland Middleton at extension 6212, if you have any questions or concerns regarding this topic.
Supplemental Budget Request

Status: Pending

Public Works
Ferry & Docks

Fund 444 Cost Center 444100 Originator: Roland Middleton

Expenditure Type: One-Time Year 1 2017 Add'l FTE Add'l Space Priority 1

Name of Request: Level of Service Analysis - Lummi Island Ferry

1a. Description of request:
Professional Services contract to complete an alternatives analysis for the level of service provided by the Lummi Island Ferry System.

1b. Primary customers:
The Lummi Island community, the Lummi Island Ferry Advisory Committee (LIFAC) and the Whatcom County Council.

2. Problem to be solved:
Resolution 2017-012 established new level of service goals for the Lummi Island Ferry System. This request funds a professional service contract that analyzes alternatives which meet the approved goals, while implementing Comprehensive Plan policy 6C-9.

Comprehensive Plan policy 6C-9: Conduct a ferry feasibility study to inform the next annual Comprehensive Plan update so that sufficient planning, engineering, design and cost detail is available to use in competing for grants and other sources of funding for a replacement ferry. LIFAC should provide input on the scope of work and any consultants or vendors retained, as well as reviewing and providing input on key milestones.

3a. Options / Advantages:
A Professional Services contract will complete the analysis in the stated time-frame of the resolution.

3b. Cost savings:
N/A

4a. Outcomes:
The action plan includes an analysis of the level of service alternatives (vessel, infrastructure and amenities); planning level costs; and potential funding sources. The scheduled completion is June 30, 2018.

4b. Measures:
LIFAC is an integral partner in the completion of the action plan. The successful action plan will be recommended by LIFAC for adoption by the Whatcom County Council.

5a. Other Departments/Agencies:
N/A

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

6. Funding Source:

Wednesday, February 22, 2017
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<td>Roland Middleton</td>
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Whatcom County Ferry Operations. Per WCC 10.34.030 Operations are 55% funded by fare box receipts. The remaining 45% is covered through operating subsidies from the Road Fund.
M E M O R A N D U M

To: The Honorable Jack Louws, County Executive

Through: Jon Hutchings, PW Director

From: Eric Schlehuber, Equipment Services Manager

Subject: 2017 Supplemental Budget Request - Supp ID#2238

Date: February 13, 2017

Enclosed for your review and signature is a supplemental budget request for the ER&R Fund No. 501 in the amount of $240,000.

• Requested Action
Public Works requests that the County Executive and County Council authorize a supplemental budget request in the amount of $240,000 in the ER&R Fund No. 501 to appropriate capital vehicle and equipment replacement funds for replacements in 2016 that were not able to be completed by year end, unanticipated M&O water tank replacement and a correction to fund the upgrades approved on ASR #2017-5543 (Parks).

• Background and Purpose
The attached report details the capital funds necessary to complete the purchase and replacements of the indicated vehicles and equipment. This is due to timing and workload several purchases were not able to be completed by year end 2016, unanticipated water tank replacement and a correction to fund the upgrades approved on ASR #2017-5543. A 2017 supplemental budget is required to complete these purchases.

• Funding Amount and Source
The supplemental budget request would be funded by the ER&R fund balance and the individual departments ER&R vehicle and equipment equity in the amount of $240,000.

Please contact me at extension 6405 if you have any questions or concerns regarding this request.
Supplemental Budget Request

**Status:** Pending

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**Expenditure Type:** One-Time  
**Year:** 2017  
**Add'l FTE:**  
**Add'l Space:**  
**Priority:** 1

**Name of Request:** Appropriate capital replacement funds for vehicles

**Department Head Signature (Required on Hard Copy Submission):**  
**Date:** 2/14/17

**Costs:**

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1a. **Description of request:**
Appropriate capital replacement funds in 2017 for 2016 vehicle & equipment replacements that were not able to be completed before year end 2016 for three sign truck replacements, unanticipated replacement of an Road-M&O truck mounted 3300 gallon water tank, insufficient budget to award the sole bid response for a mid-sized SUV for PDS and a correction to fund the approved upgrades on Parks ASR#2017-5543.

1b. **Primary customers:**
Road-M&O, Planning & Development Services and Parks.

2. **Problem to be solved:**
Capital replacements from 2016 were not able to be completed before year end and this will appropriate funding in 2017 to complete these replacements purchases as well as an unanticipated replacement.

3a. **Options / Advantages:**
N/A

3b. **Cost savings:**
N/A

4a. **Outcomes:**
With approval this will replace the vehicles and equipment on the attached detailed capital replacements list.

4b. **Measures:**
When complete.

5a. **Other Departments/Agencies:**
Yes. If replacements are not completed in a timely fashion the chance for vehicle and equipment breakdowns and downtime may increase.

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

6. **Funding Source:**
ER&R departmental vehicle equity/ER&R fund balance.
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<td>ER&amp;R</td>
<td>2009 Ford F350 4x4 Ext Cab Sign Truck with Service Body</td>
<td>2017</td>
<td>$60,000</td>
</tr>
<tr>
<td>M&amp;O</td>
<td>ER&amp;R</td>
<td>2008 Ford F350 4x4 Ext Cab Sign Truck with Service Body</td>
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</tr>
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<td>M&amp;O</td>
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<td>2017</td>
<td>$60,000</td>
</tr>
<tr>
<td>M&amp;O</td>
<td>ER&amp;R</td>
<td>2004 Water Tank on Truck #290</td>
<td>2017</td>
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<td>P&amp;D</td>
<td>ER&amp;R</td>
<td>2004 Chevrolet Blazer 4x4</td>
<td>2017</td>
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<tr>
<td>PARKS</td>
<td>ER&amp;R</td>
<td>2001 Dodge Ram 2500 4x4 upgrade per ASR#2017-5543</td>
<td>2017</td>
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<tr>
<td>PARKS</td>
<td>ER&amp;R</td>
<td>2002 Honda 4120 Mower upgrade per ASR#2017-5543</td>
<td>2017</td>
<td>$5,000</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$240,000</strong></td>
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