

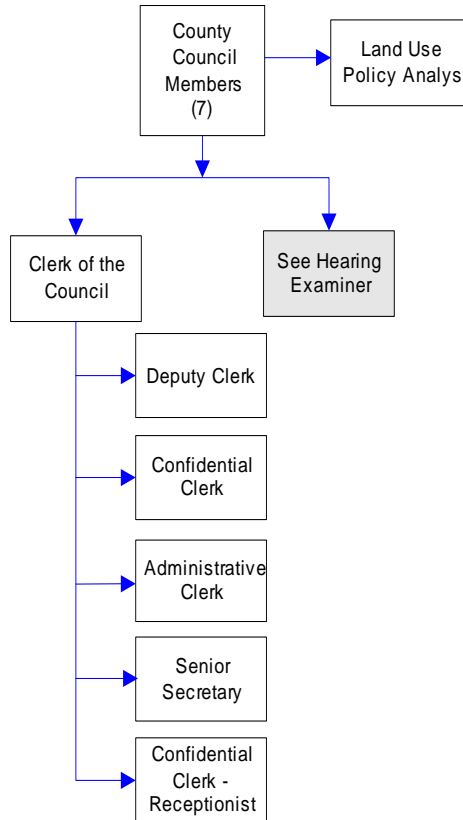
County Council

The legislative branch of Whatcom County government, the County Council comprises seven elected part-time council members. The council meets regularly on every other Tuesday evening and enacts ordinances and resolutions, sets the county budgets, creates policies and hears appeals. Check the library, newspaper or the council office for schedules and agendas.

FTE's for this department

Year	2003	2004	2005	*2006	*2007	*2008	*budget
FTE	9.50	9.50	9.50	9.50	10.50	10.50	

The chart below shows the organizational structure for 2007 only.



Mission & Objectives

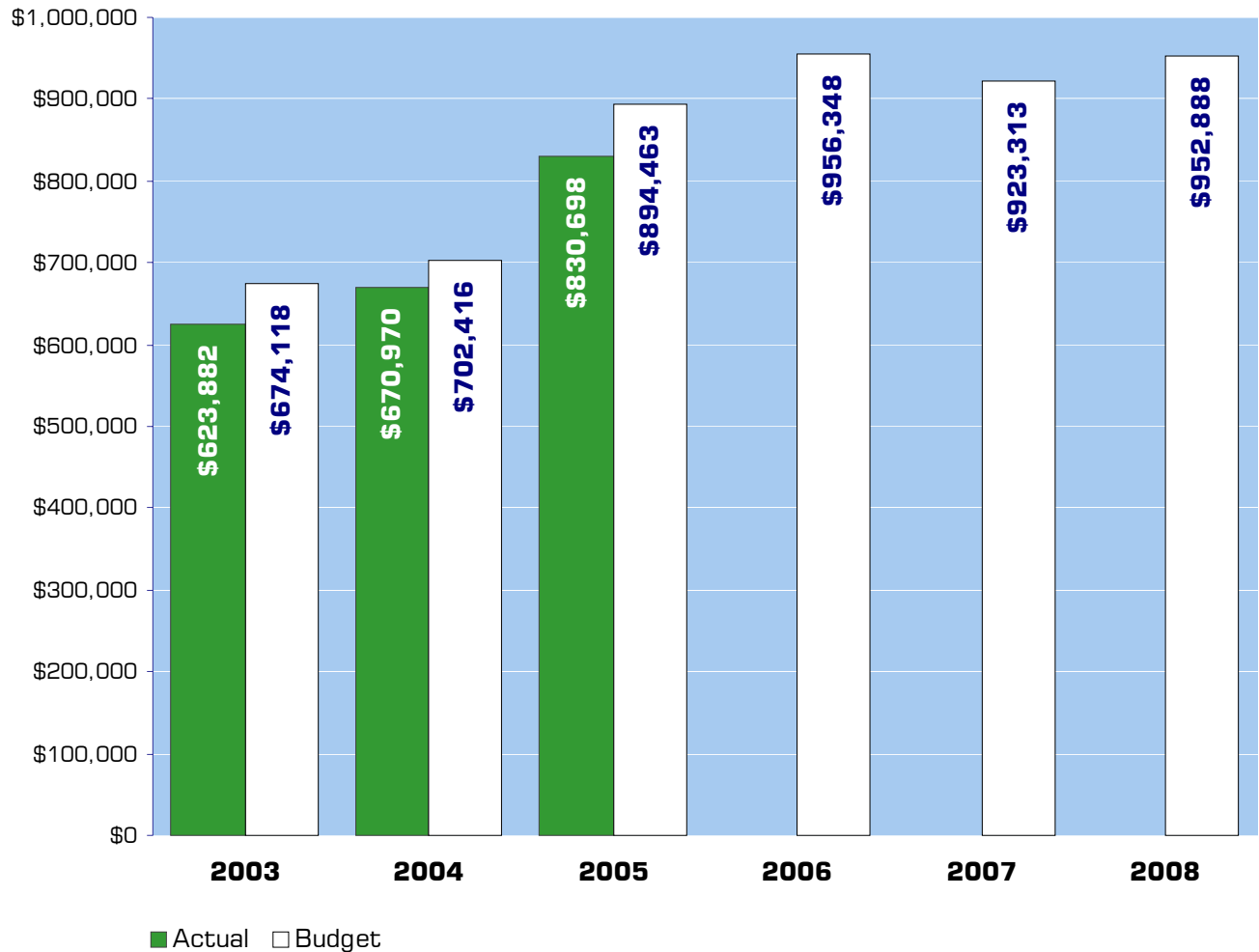
Mission

The Whatcom County Council and its staff are dedicated to providing responsive representation and superior customer service through the creation of laws and policies that promote continual improvement to the health, safety, and welfare of all present and future Whatcom County citizens.

Objectives

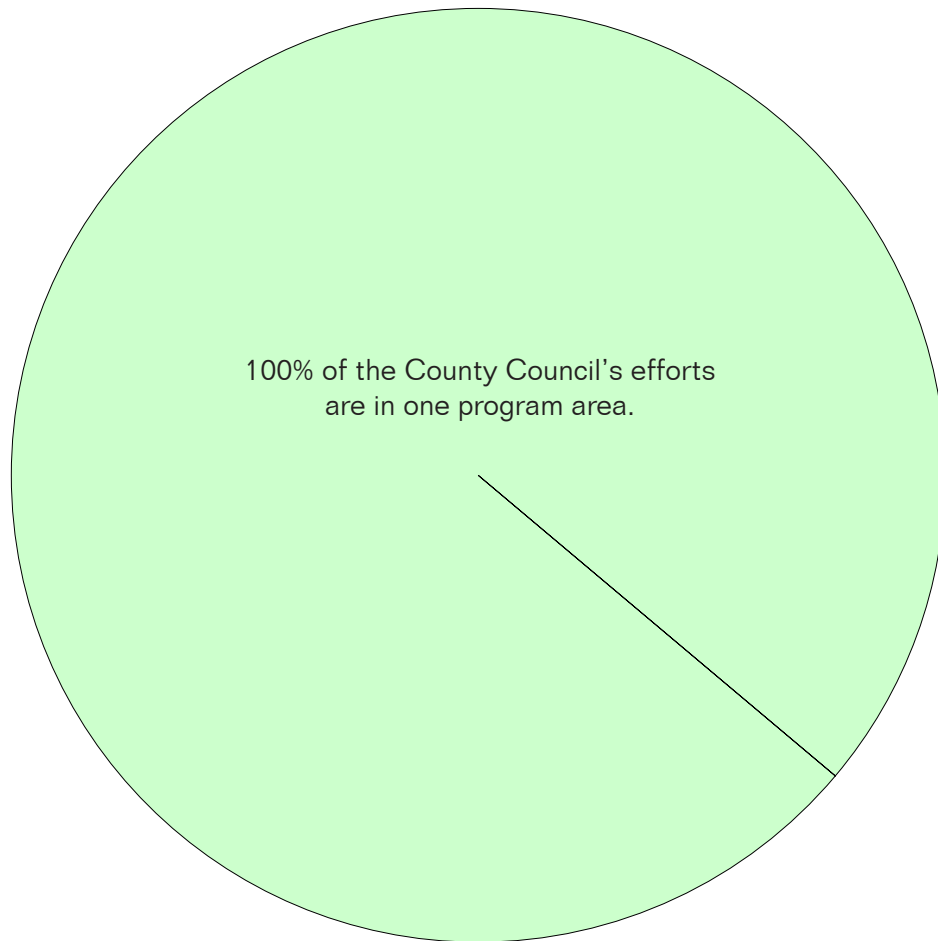
- Develop and implement a new system for tracking sunseting and expiring ordinances.
 - Develop and implement a new system for submitting agenda items for processing and action in order to eliminate duplication of efforts.
 - Review existing policy and procedure manuals for all current staff members and make changes as necessary.
- Continue to explore avenues for getting council-related information out to the public.
 - Develop and implement procedures for submitting ordinances and resolutions to Code Publishing in electronic format.
 - Council records retention project - archive, microfilm, and catalog all records for 2000 and 2001.
 - Board of Equalization records retention project - archive, microfilm, and catalog records for 1999 - 2002.
 - Train all staff members in procedures for posting council-related information on the council website.
 - Assist the Hearing Examiner Coordinator in preparing records for archiving.
 - Develop and implement procedures for scanning and posting contracts on the council website.
 - Research, develop, and implement an alternate system for processing council emails.
 - Complete policy and procedure manual rewrite for the Clerk of the Council.

Expenditure Trends



NOTE: Capital expenditures and interfund operating transfers are not shown to more accurately reflect ongoing operational costs.

2007-2008 Budget by Program



NOTE: Capital expenditures are not shown to more accurately reflect ongoing operational costs.

Program Summary

	Actual 2003	Actual 2004	Actual 2005	Budget 2006	Budget 2007	Budget 2008
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OPERATIONS

General Fund

1100 County Council	616,922	670,970	825,374	956,348	923,313	952,888
1120 Board of Equalization	6,960	-	-	-	-	-
1130 Charter Review	-	-	5,324	-	-	-
<i>Total County Council Operations</i>	623,882	670,970	830,698	956,348	923,313	952,888
TOTAL COUNTY COUNCIL	623,882	670,970	830,698	956,348	923,313	952,888
<i>Percent Change from Previous Year</i>	2.2%	7.5%	23.8%	15.1%	-3.5%	3.2%

2007-2008 Funding Sources

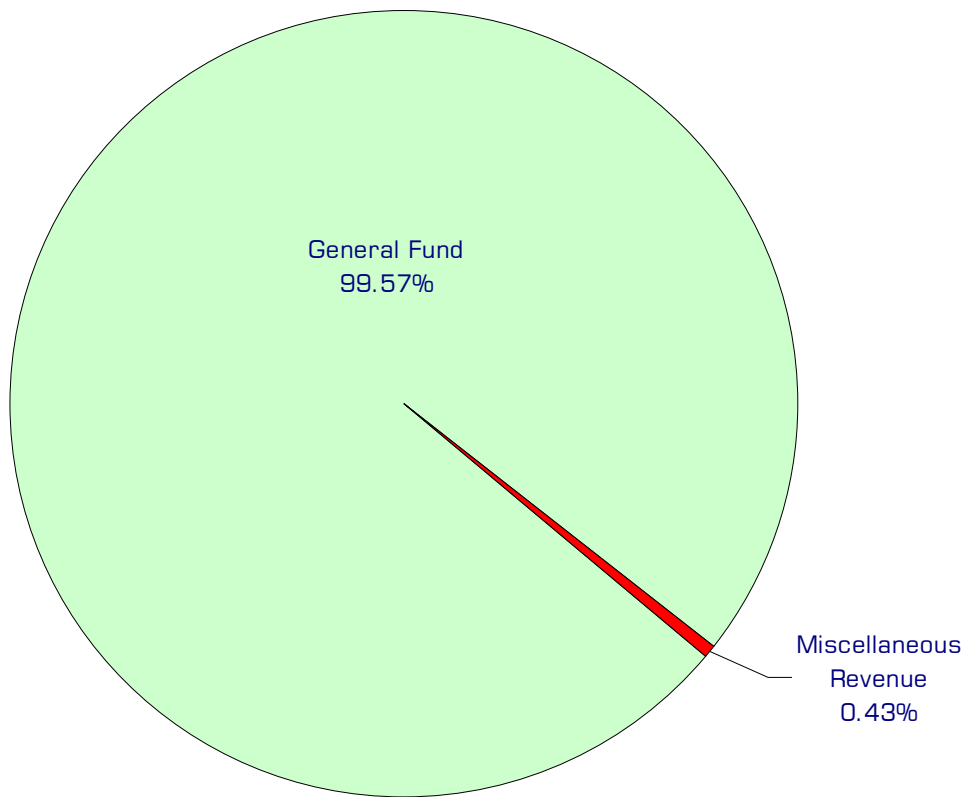
	2007	2008
General Fund	919,289	948,864
Miscellaneous Revenue	4,024	4,024
Total Funding	923,313	952,888

General Fund

Undedicated General Fund resources.

Miscellaneous Revenue

Fees collected for photocopies, agenda and council packet subscriptions.



Performance / Activity Measures

	Actual 2003	Actual 2004	Actual 2005	Projected 2006	Projected 2007	Projected 2008
Agenda Bills Processed	504	486	524	547	550	550
Ordinances and Resolutions Drafted/Processed	157	139	172	160	160	160
Legal/Public Notices Prepared & Processed	253	296	291	200	200	200
Council Meetings - Prepare & Attend (regular and special)	50	50	49	50	50	50
Committee Meetings - Prepare & Attend (regular and special)	100	102	92	120	120	120
Pages of Minutes Transcribed	2,000	1,543	1,498	1,500	1,500	1,500
Correspondence Processed (includes all incoming/outgoing correspondence & email)	350	1,796	2,608	3,978	4,000	4,000
Board of Equalization Petitions Processed	210	201	328	250	250	250
Copies Made	150,000	150,815	161,036	150,000	150,000	150,000
Appeals Processed (Hearing Examiner, Administrative, Superior Court, and Growth Management Hearings Board)	8	3	4	12	15	15
Road Vacations Processed	3	-	1	5	5	5
Planned Unit Developments, Major Development Permits, & Special Rezone Requests (from Hearing Examiner)		2	2	9	10	10

Expenditures Summary

	Actual 2003	Actual 2004	Actual 2005	Budget 2006	Budget 2007	Budget 2008
GENERAL FUND						
1100 County Council						
Salaries & Wages	335,710	351,271	388,095	387,998	478,908	485,688
Benefits	129,239	143,866	160,663	176,507	200,578	219,234
Supplies	20,277	25,456	21,889	29,267	29,267	29,267
Other Services & Charges	131,696	150,377	254,727	362,576	214,560	218,699
<i>Total County Council</i>	<i>616,922</i>	<i>670,970</i>	<i>825,374</i>	<i>956,348</i>	<i>923,313</i>	<i>952,888</i>
<i>Percent Change from Previous Year</i>	<i>2.2%</i>	<i>8.8%</i>	<i>23.0%</i>	<i>15.9%</i>	<i>-3.5%</i>	<i>3.2%</i>
1120 Board of Equalization						
Salaries & Wages	5,475	-	-	-	-	-
Benefits	442	-	-	-	-	-
Supplies	24	-	-	-	-	-
Other Services & Charges	1,019	-	-	-	-	-
<i>Total Board of Equalization</i>	<i>6,960</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Percent Change from Previous Year</i>	<i>6.7%</i>	<i>-100.0%</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>
1130 Charter Review						
Salaries & Wages	-	-	4,674	-	-	-
Benefits	-	-	582	-	-	-
Other Services & Charges	-	-	68	-	-	-
<i>Total Charter Review</i>	<i>-</i>	<i>-</i>	<i>5,324</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Percent Change from Previous Year</i>	<i>0.0%</i>	<i>0.0%</i>	<i>0.0%</i>	<i>-100.0%</i>	<i>0.0%</i>	<i>0.0%</i>
TOTAL COUNTY COUNCIL	623,882	670,970	830,698	956,348	923,313	952,888
<i>Percent Change from Previous Year</i>	<i>2.2%</i>	<i>7.5%</i>	<i>23.8%</i>	<i>15.1%</i>	<i>-3.5%</i>	<i>3.2%</i>

Services

Council Meeting Requirements

Council staff to carry out all council related meeting requirements.

Accounting and Payroll Services

Council, hearing examiner, and board of equalization accounting and payroll services.

Appeals

Process appeals to the council of final hearing examiner decisions and preparation of the official record for appeals of council decisions to Superior Court or other appropriate body.

Board & Commission Appointments

Ensures that vacant positions on Whatcom County boards, commissions, and committees are filled annually and upon resignation of members.

Correspondence and Document Processing and Retention

Drafting, processing, distribution and retention of all incoming and outgoing councilmember correspondence and council-related documentation.

Ordinance and Resolution Processing and Codification

Council staff members draft, process, and codify ordinances and resolutions in accordance with local and state law.

Reception

Provides all front line support for the council office.

Road Vacations

Assist in processing of requests for the vacation of county roads or portions thereof.

Board of Equalization

Provides the taxpayer with an appeal process to challenge the Assessor's determination of real property value.



Hearing Examiner

Serves as a quasi-judicial officer to hear, evaluate, and decide specific land use and development proposals.

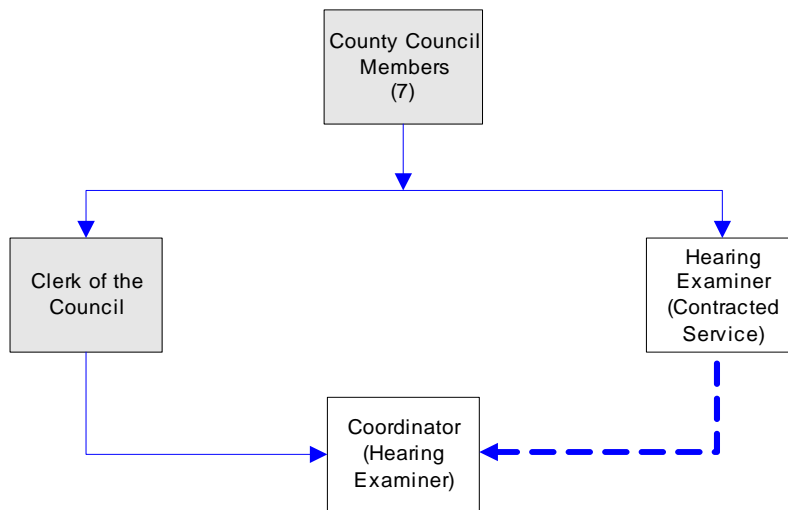
- No legislative function - applies laws and ordinances passed by the County Council.
- Public hearings are generally held weekly, as needed. Please call for current schedule.
- Files are available for public review by appointment.

FTE's for this department

Year	2003	2004	2005	*2006	*2007	*2008
FTE	1.00	1.00	1.00	1.00	1.00	1.00

**budget*

The chart below shows the organizational structure for 2007 only.



Mission & Objectives

Mission

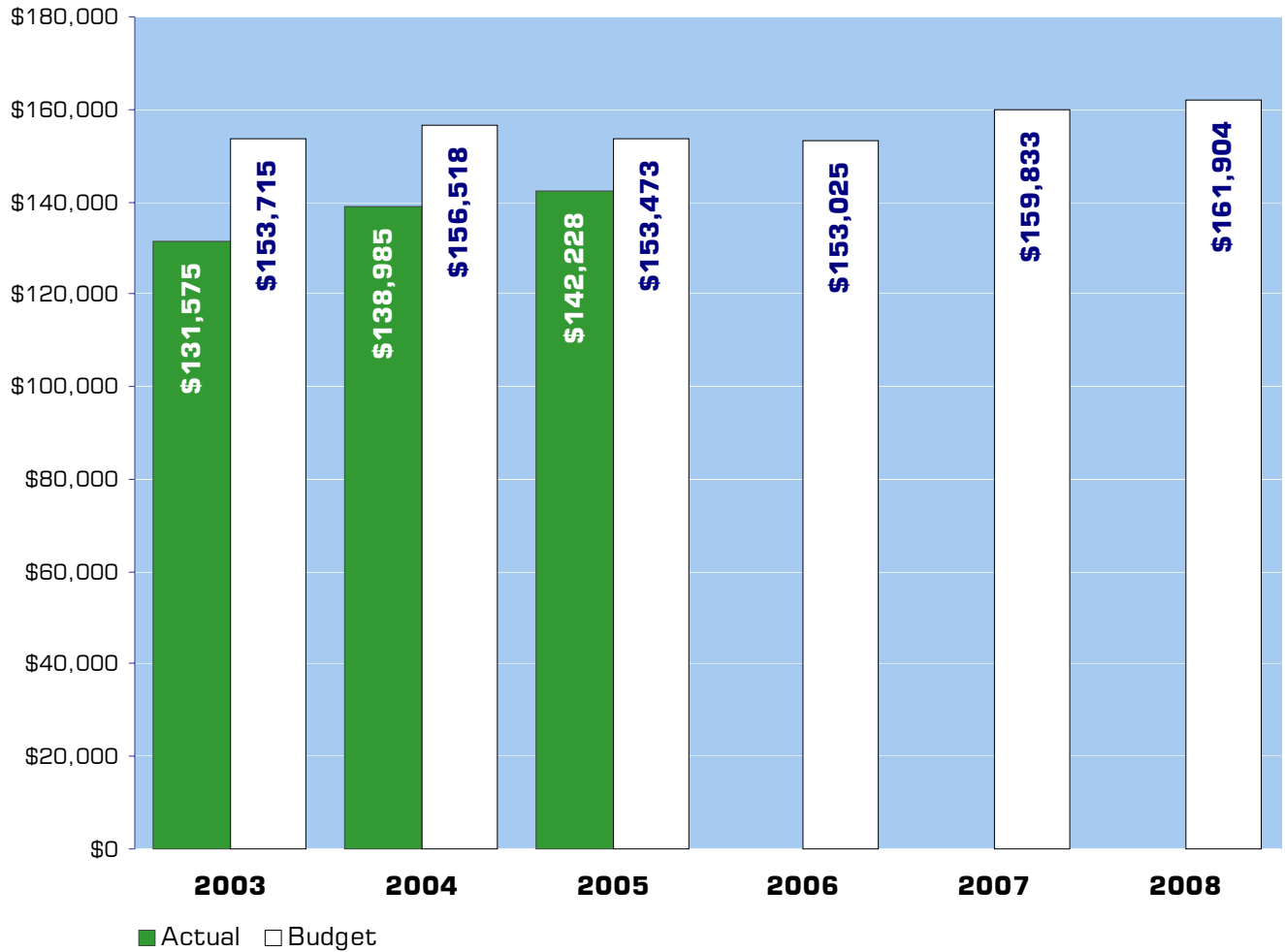
Provide Whatcom County with a system for considering and applying regulatory enactments which will best satisfy the following:

- ◆ The need to separate the application of regulatory land controls from planning;
- ◆ The need to better protect and promote the interest of the public and private elements of the community; and
- ◆ The need to expand the principles of fairness and due process in open record hearings.

Objectives

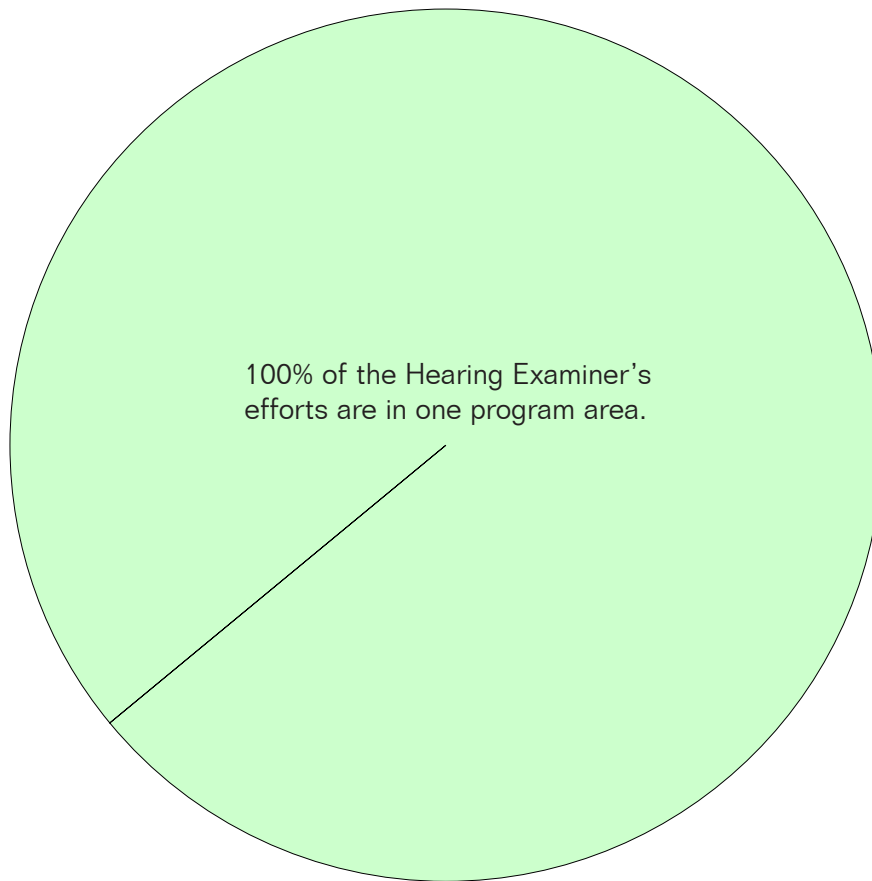
- Conduct open record hearings on regulatory enactments on behalf of the County Council in accordance with guidelines set forth in the Open Public Meetings Act.
- Submit all recommendations and decisions to the County Council in a timely manner, as required by law.
- Integrate growth management, State Environmental Policy Act (SEPA), shoreline and other processes as required.
- With assistance from County Council staff, prepare records from the 1970's and 1980's for archiving.
- Review storage and office space issues with the Administration and make adjustments where necessary.
- Review and adjust office procedures in order to better accommodate the increased workload created by Health Department appeals, site specific rezones, and flood variances/appeals.
- Develop and implement procedures for placing Hearing Examiner decision on the internet.

Expenditure Trends



NOTE: Capital expenditures and interfund operating transfers are not shown to more accurately reflect ongoing operational costs.

2007-2008 Budget by Program



NOTE: Capital expenditures and interfund operating and residual equity transfers are not shown to more accurately reflect ongoing operational costs.

Program Summary

Actual 2003	Actual 2004	Actual 2005	Budget 2006	Budget 2007	Budget 2008
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OPERATIONS

General Fund

1600 Hearing Examiner	131,575	138,985	142,228	153,025	159,833	161,904
<i>TOTAL HEARING EXAMINER</i>	131,575	138,985	142,228	153,025	159,833	161,904
<i>Percent Change from Previous Year</i>	10.2%	5.6%	2.3%	7.6%	4.4%	1.3%

2007-2008 Funding Sources

	2007	2008
General Fund	159,833	161,904
Total Funding	159,833	161,904

General Fund

Undedicated General Fund resources.



Performance / Activity Measures

	Actual 2003	Actual 2004	Actual 2005	Projected 2006	Projected 2007	Projected 2008
Revisions	30	14	11	15	15	15
Revocations	3	1	0	1	1	1
Subdivisions	4	6	12	17	15	15
SEPA Appeals	1	1	0	5	4	4
Council Remands	1	1	1	1	1	1
Health Appeals		3	0	1	1	1
Flood Variances	1	1	1	1	1	1
Public Hearings	82	73	83	75	80	80
Administrative Appeals	9	9	8	11	10	10
Shoreline Applications	31	30	37	20	20	20
Planned Unit Developments		1	2	8	8	8

Expenditures Summary

	Actual 2003	Actual 2004	Actual 2005	Budget 2006	Budget 2007	Budget 2008
GENERAL FUND						
1600 Hearing Examiner						
Salaries & Wages	41,811	41,651	44,542	44,304	45,240	45,300
Benefits	11,099	11,973	13,237	14,899	17,191	18,746
Supplies	553	1,833	1,485	3,690	3,718	3,768
Other Services & Charges	78,112	83,528	82,964	90,132	93,684	94,090
<i>TOTAL HEARING EXAMINER</i>	131,575	138,985	142,228	153,025	159,833	161,904
<i>Percent Change from Previous Year</i>	10.2%	5.6%	2.3%	7.6%	4.4%	1.3%

Services

Office Operation, Public Hearings, Decision Processing

The Hearing Examiner, on behalf of the County Council, considers the application of regulatory enactments to land use developers and property owners seeking land use and shoreline permits.

