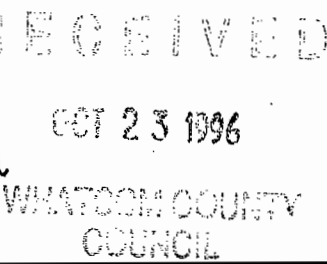


CLEARANCES	Initial	Date	Date Received in Council Office:	Agenda date	Assigned to:
Originator: Executive		10/21/96		10/29/96	Finance / Council
Division Head:					
Dept. Head:					
Prosecutor:	RJW	10/22/96			
Purchasing/Budget:					
Executive:	PK	10/21/96			

SUBJECT:

- 1) Authorization to enter into agreement with Washington State Community, Trade and Economic Development, and U.S. Department of Housing and Urban Development for acceptance of \$500,000 Community Development Block Grant.
- 2) Authorization to enter into agreement with Whatcom Self-Help Homes, subrecipient of above grant project.
- 3) Associated resolutions pertaining to state and federal regulations in accepting the above grant funding.

ATTACHMENTS:

1. Agreement, Washington State CTED
2. Agreement, Whatcom Self-Help Homes (subrecipient)

The following resolutions are required by federal law when accepting block grant funds. They will be valid for future block grants as well:

3. Resolution authorizing the acceptance of CTED Community Block Grant for 32 single family homes for low/moderate income households
- ✓ 4. Resolution adopting a written code of standard of conduct governing the performance of employees engaged in the award and administration of contracts
5. Resolution adopting Title VI Certification
6. Resolution adopting policy protecting individuals engaged in nonviolent civil rights demonstration
7. Resolution adopting fair housing resolution
8. Resolution adopting a grievance procedure for all Whatcom County projects using funds from the State of Washington Community Development Block Grant Program
9. Resolution adopting an equal employment opportunity/affirmative action policy
10. Resolution adopting a residential antidisplacement and relocation assistance plan

SUMMARY STATEMENT:

Please complete sections of box as appropriate & explain the item below.

Related County contract #:	Should Clerk schedule a hearing? NO /X / YES / / Requested date:
----------------------------	--

This is a package of agreements (2 ea) and resolutions (8 ea) that are tied to a block grant that Whatcom County applied for and was awarded, in the amount of \$500,000 to provide low-income housing through subrecipient, Whatcom Self-Help Homes.

ORIGINATOR'S RECOMMENDED ACTION:

Pass

COMMITTEE ACTION TAKEN:

COUNCIL ACTION TAKEN:

1 SPONSORED BY: Consent

2 PROPOSED BY: Executive

3 INTRODUCTION DATE: October 29, 1996

4
5 **RESOLUTION NO. 96-064**

6 **A RESOLUTION ADOPTING A WRITTEN CODE OF STANDARDS OF CONDUCT**
7 **GOVERNING THE PERFORMANCE OF EMPLOYEES ENGAGED IN THE AWARD**
8 **AND ADMINISTRATION OF CONTRACTS**
9

10 **WHEREAS,** Whatcom County is obtaining Community Development Block Grant
11 (CDBG) funds for the benefit of low/moderate-income households; and
12

13 **WHEREAS,** The CDBG funds require a formal written employee Code of Standard of
14 Conduct governing the performance of employees engaged in the award and administration of
15 contracts.
16

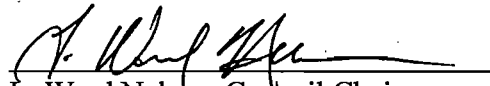
17 **NOW, THEREFORE, BE IT RESOLVED** by the Whatcom County Council, that the
18 "WHATCOM COUNTY CODE OF CONDUCT REGARDING CONFLICT OF INTEREST" governing
19 the performance of employees engaged in the award of and administration of Contracts attached as
20 Exhibit A is herein adopted.
21

22 APPROVED this 29 day of October, 1996.
23
24

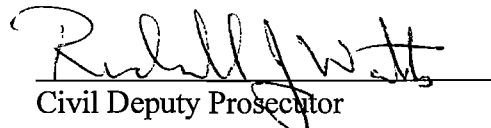
25 WHATCOM COUNTY COUNCIL
26 WHATCOM COUNTY, WASHINGTON

27 ATTEST:

28 
29 _____
30 Dana Brown-Davis, Clerk of the Council

31 
32 _____
33 L. Ward Nelson, Council Chair

34 APPROVED AS TO FORM:
35

36 
37 _____
38 Civil Deputy Prosecutor

1
2
3 **WHATCOM COUNTY**
4 **CODE OF CONDUCT**
5 **REGARDING CONFLICT OF INTEREST**
6

7 PURPOSE
8

9 The purpose of the Code of Conduct is to ensure the efficient, fair, and professional administration of
10 federal grant funds in compliance with 24 CFR85.36(b)(3) and other applicable federal and state standards,
11 regulations, and laws.
12

13 APPLICATION
14

15 This Code of Conduct applies to all elected officials, employees or agents of Whatcom County
16 engaged in the award or administration of contracts supported by federal grant funds.
17

18 REQUIREMENTS
19

20 No elected official, employee, or agent of Whatcom County shall participate in the selection, award, or
21 administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent,
22 would be involved. Such a conflict would arise when:
23

- 24 a. the employee, elected official, or agent;
- 25 b. any member of his/her immediate family;
- 26 c. his/her partner; or
- 27 d. an organization which employs, or is about to employ any of the above, has a financial or other
28 interest in the firm selected for award.
29

30 The Whatcom County elected officials, employees or agents shall neither solicit not accept gratuities,
31 favors, or anything of monetary value from contractors, potential contractors, or subcontractors.
32

33 REMEDIES
34

35 To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause
36 penalties, sanctions, or other disciplinary actions to be taken against Whatcom County elected officials,
37 employees or agents, or the contractor's potential contractors, subcontractors or their agents.
38
39
40
41
42
43
44
45
46
47