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AGENDA

ADMINISTRATIVE BOARD

Date: Thursday September 26, 2024
1:00 PM – 3:00 PM

Location: 625 Halleck Street, Bellingham, WA

1:00 p.m. – 1:10 p.m.

CALL TO ORDER – Whatcom County Sheriff, Donnell Tanksley

Point of Order: *This is a hybrid meeting. Please speak up to be heard and understood by those attending remotely and to ensure the audio recording is accurate. To make and second a motion, please raise your hand and wait to be audibly acknowledged by the Chair for clarity of the official record.*

1:10 p.m. – 1:20 p.m.

PUBLIC COMMENT PERIOD

During this period of time, citizens may request to speak informally to the Board via ZOOM on subjects not scheduled on the agenda and will be unmuted by the moderator. **EACH SPEAKER IS ALLOWED A MAXIMUM OF THREE MINUTES.** If the speaker has written comments for the Board, an additional copy should be given to Julie Knight via email at jknknight@cob.org, preferably before the meeting, for our office files.

1:20 p.m. – 1:30 p.m.

Approval of the Minutes

Sheriff Tanksley

1:30 p.m. – 1:45 p.m.

Letters of Intent

Alysn Everbeck, What-Comm Deputy Director of Operations

- Board vote for approval: WWU PD
- Board vote for approval: DOC

1:45 p.m. – 2:15 p.m.

What-Comm / Prospect 2025 Budget

Alysn Everbeck, What-Comm Deputy Director of Operations

Dan McDermott, BFD Division Chief – Communications

- Board vote for approval

2:15 p.m. – 3:00 p.m.

What-Comm Facility Update

Alysn Everbeck, What-Comm Deputy Director of Operations

Carol Rofkar, COB Public Works

SHKS Architects

3:00 p.m.

Adjourn

The next scheduled meeting will be held January 30th, 2025, at 1 PM.

**WHAT-COMM COMMUNICATIONS CENTER
ADMINISTRATIVE BOARD
MINUTES
Thursday May 30, 2024
Meeting held at 625 Halleck Street, Bellingham WA and Via ZOOM**

Present were:

Administrative Board Members: Donnell Tanksley, Sheriff, WCSO; Jeff Hindman, Fire Commissioners Association Representative; Chief Rebecca Mertzig, Bellingham Police Department; Hollie Huthman, City of Bellingham Council Chair of the Public Safety Committee; Bill Hewett, Bellingham Fire Chief; Todd Donovan, Whatcom County Council Chair of the Finance Committee and NWFRS Fire Chief J.B. Van der Veen of the Fire Chiefs Association.
Absent board members: Scott Korthuis, Lynden Mayor; Satpal Sidhu and Whatcom County Executive.

Other Panelists in attendance:

Bellingham Fire Department, Prospect Division Chief, Dan McDermott; Bellingham Police Department, Deputy Chief and Director of What-Comm, Jason Monson; Deputy Director of What-Comm, Alys Everbeck; Bellingham Deputy Finance Director, Forrest Longman; Bellingham PW Superintendent, Carol Rofkar; Adam Hutschreider of SHKS Architects.

Call to Order and Opening comments:

Sheriff Donnell Tanksley called the meeting to order at 1:04pm

PUBLIC COMMENT PERIOD

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Sheriff Tanksley asked the public if they had comments. There were no public comments.

Approval of the Minutes

Sheriff Tanksley asked if everyone had a chance to review the January 25, 2024, meeting minutes and if there is a motion to approve those minutes.

Approval of the minutes was motioned by Chief Rebecca Mertzig, seconded by Mayor Kim Lund, and approved unanimously.

What-Comm Interlocal Agreement

Presented by Alys Everbeck

Alys shared that the current interlocal agreement is set to expire on December 31, 2024. She would like to get the Board's approval today to extend the expiration date to either December 31, 2025, or preferably to December 31, 2029 so that we do not need to go through the motions of renewing on such a frequent basis. She shared a reminder that renewing the agreement through 2029 does not prohibit the Board from bringing forward changes at any time for discussion and potential approval. Changes to the interlocal agreement in between expiration dates are not uncommon.

**WHAT-COMM COMMUNICATIONS CENTER
ADMINISTRATIVE BOARD
MINUTES
Thursday May 30, 2024
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After a brief discussion Chief Rebecca Mertzig motioned that the December 31, 2029 extension date of the interlocal agreement be approved. The motion was seconded by Councilmember Hollie Huthman. Sheriff Tanksley called for a vote. Motion passed unanimously.

What-Comm Facility Update

Presented by Carol Rofkar, City of Bellingham Public Works and Adam Hutschrheider from SHKS Architects.

City of Bellingham Deputy Finance Director, Forrest Longman briefly shared about the financing aspects of the project budget. The budget for the project has been set at \$12 million. A state grant of \$1 million has been secured. The remaining \$11 million will be raised through city bonds. A separate budget has been set up to allow for transparency and tracking of finances for the project.

Carol Rofkar briefly discussed the project and then introduced Adam Hutschrieder from SHKS Architects. Adam shared a pdf document and explained that it is a high-level view of the project. He outlined how a conclusion was made that a single-story facility would best suit the needs of the requirements for the 911 center. A timeline for completion of the building layout, bid period to hire contractors, and completion of the building was included in the document. A brief discussion period followed.

Adjourn

There being no further discussion, the meeting was adjourned at 2:05pm

The next scheduled meeting will be held September 26, 2024, at 1 PM.



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1100

August 30, 2024

Alysn Everbeck
Deputy Director of Operations
What-Comm 911 Dispatch Center
620 Alabama Street
Bellingham, WA 98225

Dear Alysn,

This is a letter of interest from the Washington State Department of Corrections (DOC) expressing our desire to join the What-Comm 911 system for our Community Corrections Officers (CCOs) and Emergency Operations Unit (EOU) working in Whatcom County. This desire is based around the safety of our CCOs working in the field several times a week and have no quick, easy access to assistance from our law enforcement partners.

DOC is looking at limited use and for specific circumstances. Here is what I see as possible use cases:

- Emergency Assistance Requests.
- Mutual Aid or Joint Operations communications.
- Periodic Officer Status Checks for safety for emergency traffic, high risk warrants and high-risk contacts,
- May include notifications of arrivals / departures from address.
- This service will be provided as a "courtesy," based on limited usage and or high-risk situations.

Thank you for considering inclusion of DOC in the What-Comm 911 system. We are grateful for the invaluable and life-saving services of What-Comm 911 and look forward to working together in bringing this service to the CCOs and EOU members of our department. I know there are many items that would need to be addressed before a partnership could take place, but I hope that the list, above, starts the conversation and helps us discover if this would be beneficial to both agencies.

Sincerely,

Chris Welch
Corrections Specialist 4: Emergency Communications Specialist
Emergency Operations Unit | Office of Correctional Operations
Washington State Department of Corrections
(360) 480-2696 | christopher.welch@doc.wa.gov



UNIVERSITY POLICE DEPARTMENT

2001 Bill McDonald Parkway, Bellingham, WA 98225
Business: (360) 650-3555 | Fax: (360) 650-3367

August 13, 2024

Alysn Everbeck
Deputy Director, Operations
What-Comm 911
620 Alabama Street
Bellingham, WA 98225

Dear Alysn,

This letter serves to express intent from the Western Washington University Police Department (WWUPD) to contract dispatching services with What-Comm 911, effective January 1, 2025. As we navigate this process, we recognize there may be procedural and technical issues that need to be addressed that may impact this date. Our current records management systems is not compatible with What-Comm's system; therefore, we are preparing to transition our records management system to Longarm. Nonetheless, we are excited about the opportunity for increased partnership, law enforcement interoperability, and overall safety to the WWU campus.

Our decision to pursue this collaboration is based on our commitment to providing the highest level of service to our community and fostering a safe environment for our students, faculty, and staff. We believe that What-Comm 911's expertise and resources in dispatching will significantly enhance our emergency response capabilities and streamline communication among law enforcement agencies within Whatcom County. WWUPD is the lone police department in Whatcom County not currently being dispatched by What-Comm 911 and we recognize the challenges during mutual aid situations, or multi-agency emergencies. Having every agency in Whatcom County under one dispatch center would ensure consistency in service across the county, making it easier for officers to work together during emergencies.

Over the coming months, we look forward to working closely with What-Comm 911 to address any outstanding concerns and develop a comprehensive plan for a smooth transition. This will include collaborating on any necessary technology upgrades, refining operational procedures, and ensuring that our respective teams are fully prepared for this new partnership.

We value our shared commitment to public safety and appreciate the ongoing support of What-Comm 911 as we take this important step to enhance the services we provide to the WWU community.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Potts", with a stylized flourish at the end.

Katy Potts
Assistant Vice President for Security / Chief of Police
Western Washington University Police

**WHAT-COMM /PROSPECT COMMUNICATION CENTERS
2025 PROPOSED BUDGET COST ALLOCATION**

9/5/2024

Budget Cost Allocation Worksheet with Additional Staffing and Remodel added

	What-Comm (PSAP)		Prospect				NOTES
	CALL TAKING	LAW DISPATCHING	FIRE/EMS DISPATCH	2025 BUDGET	2024 BUDGET	2025 % INC/DEC	
Administration	456,337	304,224		760,561	618,802	22.91%	
Operations	3,385,549	2,312,529	3,088,790	8,786,868	8,474,340	3.69%	
Facilities	92,819	61,880	80,000	234,699	148,072	58.50%	
Training	18,120	12,080	14,039	44,239	33,589	31.71%	
Loan Repayment to City of Bellingham	75,845	50,563	177,604	304,012	300,209	1.27%	Repayment years 2021- 2026 \$1,465,993 principal plus interest
Dedicated USDD Radio Console			28,000	28,000	30,000		Prospect USDD console Server added at Prospect for Corti System
Total Cost by Operation Center	4,028,669	2,741,277	3,388,433	10,158,379	9,605,012	5.76%	What-comm PSAP operations are allocated by work performed: 60% Call Taking; 40% Law Dispatching.
PSAP Tax Revenue Offset							
2025 911 Tax Revenue Estimate	(2,000,000)						
2023 Tax Revenue over 2M Estimate	(250,908)						
2023 State E911 Reimbursements	(37,316)						
PSAP costs not offset by tax revenues	1,740,445						
User portions of PSAP Costs		1,423,684	316,761				PSAP costs are allocated on % of incoming 911 calls. Per 2023 Year-End Stats, the split is 81.80% Law and 18.20% transferred to Fire/EMS
Sub-Total 2025 User Fees		4,164,961	3,705,194	7,870,155	7,333,960		
Equipment Fund		278,120	61,880	340,000	340,000		\$340k annually thru 2032 & \$240k annually thereafter 81.80% Law and 18.20% transferred to Fire/EMS
TOTAL 2025 User Fees		4,443,081	3,767,074	8,210,155	7,673,960	6.99%	

WHAT-COMM/PROSPECT 2025

PROPOSED FEES

USER AGENCY SHARE

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

DISPATCHER STAFFING LEVEL 50 (WHAT-COMM 34 FTE's - PROSPECT 16 FTE's)

LAW ENFORCEMENT SHARE		4,443,081									
L.E. Formula: 25% Incidents + 25% Officers + 50% Population		2025 FEES	2024 FEES	AMOUNT + / -	% +/-	07/01/22 thru 06/30/23	Number of Officers	% of Officers	Population	% of Population	
						Number of Incidents					% of Incidents
LAW ENFORCEMENT AGENCIES											
W.C. SHERIFF'S (AP)		1,420,341	1,317,437	102,903	7.81%	38,453	23.82%	105	31.16%	86,740	36.45%
BELLINGHAM (BP)		1,885,544	1,779,998	105,546	5.93%	80,757	50.03%	128	37.98%	97,270	40.87%
BLAINE (JP)		154,806	145,934	8,872	6.08%	7,001	4.34%	14	4.15%	6,480	2.72%
EVERSON (EP)		87,630	82,411	5,219	6.33%	2,857	1.77%	7	2.08%	4,810	2.02%
FERNDALE (FP)		313,934	288,384	25,549	8.86%	10,881	6.74%	26	7.72%	16,430	6.90%
LUMMI LAW & ORDER (IP)		188,448	179,546	8,902	4.96%	8,941	5.54%	22	6.53%	5,829	2.45%
LYNDEN (LP)		284,742	268,994	15,748	5.85%	9,612	5.95%	19	5.64%	16,710	7.02%
NOOKSACK (YP)		58,104	52,706	5,397	10.24%	1,082	0.67%	10	2.97%	1,896	0.80%
SUMAS (QP)		49,532	47,136	2,395	5.08%	1,835	1.14%	6	1.78%	1,835	0.77%
TOTALS		4,443,081	4,162,546	280,533	6.74%	161,419	100.00%	337	100.00%	238,000	100.00%
FIRE/EMS SHARE		3,767,074									
Fire/EMS Formula: 100% Incidents		2025 FEES	2024 FEES	AMOUNT + / -	% +/-	2021-2023 Average Incidents	% of Incidents				
FIRE/EMS AGENCIES											
MEDIC I		3,013,129	2,775,734	237,395	8.55%	28,415	79.99%				
CITY OF BELLINGHAM (BF)		432,326	401,504	30,822	7.68%	4,077	11.48%				
CITY OF LYNDEN (LY)		30,221	27,076	3,146	11.62%	285	0.80%				
FIRE DISTRICTS (COUNTY)		291,398	307,100	(15,702)	-5.11%	2,748	7.74%				
TOTALS		3,767,074	3,511,414	255,660	7.28%	35,525	100.00%				
				Amt. +/-	% +/-						
MEDIC I		3,013,129	2,775,734	237,395	8.55%						
CITY (BP + BF)		2,317,870	2,181,502	136,368	6.25%						
COUNTY (AP + FIRE DISTRICTS)		1,711,739	1,624,537	87,201	5.37%						
OTHER (JP+EP+FP+IP+LP+YP+QP+LY)		1,167,417	1,092,187	75,230	6.89%						
GRAND TOTAL ALL USERS		8,210,155	7,673,960	536,195	6.99%						

**WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE**

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

Interfund Communication Services	2,317,870	Interfund = Bellingham Police & Bellingham Fire
User Charges	5,892,285	User Charges = all other agencies
Total User Fees	8,210,155	

Note:

Each law enforcement agency's proportional share of cost will be adjusted at the conclusion of the year, to include the **ACTUAL transpired number of incidents** Overages/Underages that occur as a result of the "true-up" of incidents, are billed in the 1st quarter of the following year.

Fee calculations are applied as stipulated per the Finance section of the What-Comm Interlocal Agreement

**WHAT-COMM /PROSPECT COMMUNICATION CENTERS
2025 PROPOSED BUDGET COST ALLOCATION**

Budget Cost Allocation Worksheet with Additional Staffing and Remodel added

	What-Comm (PSAP)		Prospect				NOTES
	CALL TAKING	LAW DISPATCHING	FIRE/EMS DISPATCH	2025 BUDGET	2024 BUDGET	2025 % INC/DEC	
Administration	456,337	304,224		760,561	618,802	22.91%	
Operations	3,385,549	2,312,529	3,088,790	8,786,868	8,474,340	3.69%	
Facilities	92,819	61,880	80,000	234,699	148,072	58.50%	
Training	18,120	12,080	14,039	44,239	33,589	31.71%	
Loan Repayment to City of Bellingham	75,845	50,563	177,604	304,012	300,209	1.27%	Repayment years 2021- 2026 \$1,465,993 principal plus interest
Dedicated USDD Radio Console			28,000	28,000			Prospect USDD console
Additional Dispatch Position	59,226	39,484		98,710			Add Dispatch Position at What-Comm
					30,000		Server added at Prospect for Corti System
Total Cost by Operation Center	4,087,895	2,780,761	3,388,433	10,257,089	9,605,012	6.79%	What-comm PSAP operations are allocated by work performed: 60% Call Taking; 40% Law Dispatching.
PSAP Tax Revenue Offset							
2025 911 Tax Revenue Estimate	(2,000,000)						
2023 Tax Revenue over 2M Estimate	(250,908)						
2023 State E911 Reimbursements	(37,316)						
PSAP costs not offset by tax revenues	1,799,671						
User portions of PSAP Costs		1,472,131	327,540				PSAP costs are allocated on % of incoming 911 calls. Per 2023 Year-End Stats, the split is 81.80% Law and 18.20% transferred to Fire/EMS
Sub-Total 2025 User Fees		4,252,892	3,715,973	7,968,865	7,333,960		
Equipment Fund		278,120	61,880	340,000	340,000		\$340k annually thru 2032 & \$240k annually thereafter 81.80% Law and 18.20% transferred to Fire/EMS
TOTAL 2025 User Fees		4,531,012	3,777,853	8,308,865	7,673,960	8.27%	

1 FTE dispatch position added
WWU and DOC added

**WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE**

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

DISPATCHER STAFFING LEVEL 51 (WHAT-COMM 35 FTE's - PROSPECT 16 FTE's)

LAW ENFORCEMENT SHARE		4,531,012									
L.E. Formula: 25% Incidents + 25% Officers + 50% Population						07/01/22 thru 06/30/23					
		2025 FEES	2024 FEES	AMOUNT +/-	% +/-	Number of Incidents	% of Incidents	Number of Officers	% of Officers	Population	% of Population
LAW ENFORCEMENT AGENCIES											
W.C. SHERIFF'S (AP)		1,379,760	1,317,437	62,322	4.73%	38,453	22.55%	105	28.23%	86,740	35.52%
BELLINGHAM (BP)		1,828,480	1,779,998	48,482	2.72%	80,757	47.36%	128	34.41%	97,270	39.83%
BLAINE (JP)		149,244	145,934	3,310	2.27%	7,001	4.11%	14	3.76%	6,480	2.65%
EVERSON (EP)		84,911	82,411	2,500	3.03%	2,857	1.68%	7	1.88%	4,810	1.97%
FERNDAL (FP)		303,854	288,384	15,470	5.36%	10,881	6.38%	26	6.99%	16,430	6.73%
LUMMI LAW & ORDER (IP)		180,452	179,546	906	0.50%	8,941	5.24%	22	5.91%	5,829	2.39%
LYNDEN (LP)		276,707	268,994	7,713	2.87%	9,612	5.64%	19	5.11%	16,710	6.84%
NOOKSACK (YP)		55,225	52,706	2,519	4.78%	1,082	0.63%	10	2.69%	1,896	0.78%
SUMAS (QP)		47,481	47,136	344	0.73%	1,835	1.08%	6	1.61%	1,835	0.75%
WWU (WP)		156,646	0	156,646	100.00%	8,910	5.22%	14	3.76%	5,911	2.42%
Dept. of Corrections (CP)		68,252	0	68,252	100.00%	200	0.12%	21	5.65%	321	0.13%
TOTALS		4,531,012	4,162,546	368,464	8.85%	170,529	100.00%	372	100.00%	244,232	100.00%
FIRE/EMS SHARE		3,777,853									
Fire/EMS Formula: 100% Incidents						2021-2023					
		2025 FEES	2024 FEES	AMOUNT +/-	% +/-	Average Incidents	% of Incidents				
FIRE/EMS AGENCIES											
MEDIC I		3,021,751	2,775,734	246,016	8.86%	28,415	79.99%				
CITY OF BELLINGHAM (BF)		433,562	401,504	32,058	7.98%	4,077	11.48%				
CITY OF LYNDEN (LY)		30,308	27,076	3,232	11.94%	285	0.80%				
FIRE DISTRICTS (COUNTY)		292,232	307,100	(14,868)	-4.84%	2,748	7.74%				
TOTALS		3,777,853	3,511,414	266,439	7.59%	35,525	100.00%				
				Amt. +/-	% +/-						
MEDIC I		3,021,751	2,775,734	246,016	8.86%						
CITY (BP + BF)		2,262,042	2,181,502	80,540	3.69%						
COUNTY (AP + FIRE DISTRICTS)		1,671,992	1,624,537	47,454	2.92%						
OTHER (JP+EP+FP+IP+LP+YP+QP+LY+WP+CP)		1,353,080	1,092,187	260,893	23.89%						
GRAND TOTAL ALL USERS		8,308,865	7,673,960	634,905	8.27%						

1 FTE dispatch position added
WWU and DOC added

WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

Interfund Communication Services	2,262,042	Interfund = Bellingham Police & Bellingham Fire
User Charges	6,046,823	User Charges = all other agencies
Total User Fees	8,308,865	

Note:

Each law enforcement agency's proportional share of cost will be adjusted at the conclusion of the year, to include the **ACTUAL transpired number of incidents** Overages/Underages that occur as a result of the "true-up" of incidents, are billed in the 1st quarter of the following year.

Fee calculations are applied as stipulated per the Finance section of the What-Comm Interlocal Agreement

**WHAT-COMM /PROSPECT COMMUNICATION CENTERS
2025 PROPOSED BUDGET COST ALLOCATION**

Budget Cost Allocation Worksheet with Additional Staffing and Remodel added

	What-Comm (PSAP)		Prospect				NOTES
	CALL TAKING	LAW DISPATCHING	FIRE/EMS DISPATCH	2025 BUDGET	2024 BUDGET	2025 % INC/DEC	
Administration	456,337	304,224		760,561	618,802	22.91%	
Operations	3,385,549	2,312,529	3,088,790	8,786,868	8,474,340	3.69%	
Facilities	92,819	61,880	80,000	234,699	148,072	58.50%	
Training	18,120	12,080	14,039	44,239	33,589	31.71%	
Loan Repayment to City of Bellingham	75,845	50,563	177,604	304,012	300,209	1.27%	Repayment years 2021- 2026 \$1,465,993 principal plus interest
Dedicated USDD Radio Console			28,000	28,000			Prospect USDD console
Additional Dispatch Position	59,226	39,484		98,710			Add Dispatch Position at What-Comm
					30,000		Server added at Prospect for Corti System
Total Cost by Operation Center	4,087,895	2,780,761	3,388,433	10,257,089	9,605,012	6.79%	What-comm PSAP operations are allocated by work performed: 60% Call Taking; 40% Law Dispatching.
PSAP Tax Revenue Offset							
2025 911 Tax Revenue Estimate	(2,000,000)						
2023 Tax Revenue over 2M Estimate	(250,908)						
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PSAP costs not offset by tax revenues	1,799,671						
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TOTAL 2025 User Fees		4,531,012	3,777,853	8,308,865	7,673,960	8.27%	

1 FTE dispatch position added
DOC added

**WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE**

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

DISPATCHER STAFFING LEVEL 51 (WHAT-COMM 35 FTE's - PROSPECT 16 FTE's)

LAW ENFORCEMENT SHARE		4,531,012									
L.E. Formula: 25% Incidents + 25% Officers + 50% Population						07/01/22 thru 06/30/23					
		2025 FEES	2024 FEES	AMOUNT +/-	% +/-	Number of Incidents	% of Incidents	Number of Officers	% of Officers	Population	% of Population
LAW ENFORCEMENT AGENCIES											
W.C. SHERIFF'S (AP)		1,426,301	1,317,437	108,864	8.26%	38,453	23.79%	105	29.33%	86,740	36.40%
BELLINGHAM (BP)		1,895,675	1,779,998	115,677	6.50%	80,757	49.97%	128	35.75%	97,270	40.81%
BLAINE (JP)		154,966	145,934	9,032	6.19%	7,001	4.33%	14	3.91%	6,480	2.72%
EVERSON (EP)		87,897	82,411	5,486	6.66%	2,857	1.77%	7	1.96%	4,810	2.02%
FERNDAL (FP)		314,715	288,384	26,331	9.13%	10,881	6.73%	26	7.26%	16,430	6.89%
LUMMI LAW & ORDER (IP)		187,687	179,546	8,141	4.53%	8,941	5.53%	22	6.15%	5,829	2.45%
LYNDEN (LP)		286,334	268,994	17,340	6.45%	9,612	5.95%	19	5.31%	16,710	7.01%
NOOKSACK (YP)		57,248	52,706	4,542	8.62%	1,082	0.67%	10	2.79%	1,896	0.80%
SUMAS (QP)		49,289	47,136	2,153	4.57%	1,835	1.14%	6	1.68%	1,835	0.77%
DOC (CP)		70,900	0	70,900	100.00%	200	0.12%	21	5.87%	321	0.13%
TOTALS		4,531,012	4,162,546	368,464	8.85%	161,619	100.00%	358	100.00%	238,321	100.00%
FIRE/EMS SHARE		3,777,853									
Fire/EMS Formula: 100% Incidents						2021-2023					
		2025 FEES	2024 FEES	AMOUNT +/-	% +/-	Average Incidents	% of Incidents				
FIRE/EMS AGENCIES											
MEDIC I		3,021,751	2,775,734	246,016	8.86%	28,415	79.99%				
CITY OF BELLINGHAM (BF)		433,562	401,504	32,058	7.98%	4,077	11.48%				
CITY OF LYNDEN (LY)		30,308	27,076	3,232	11.94%	285	0.80%				
FIRE DISTRICTS (COUNTY)		292,232	307,100	(14,868)	-4.84%	2,748	7.74%				
TOTALS		3,777,853	3,511,414	266,439	7.59%	35,525	100.00%				
				Amt. +/-	% +/-						
MEDIC I		3,021,751	2,775,734	246,016	8.86%						
CITY (BP + BF)		2,329,237	2,181,502	147,735	6.77%						
COUNTY (AP + FIRE DISTRICTS)		1,718,533	1,624,537	93,996	5.79%						
OTHER (JP+EP+FP+IP+LP+YP+QP+LY+CI)		1,239,344	1,092,187	147,157	13.47%						
GRAND TOTAL ALL USERS		8,308,865	7,673,960	634,905	8.27%						

1 FTE dispatch position added
DOC added

WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

Interfund Communication Services	2,329,237	Interfund = Bellingham Police & Bellingham Fire
User Charges	5,979,628	User Charges = all other agencies
Total User Fees	8,308,865	

Note:

Each law enforcement agency's proportional share of cost will be adjusted at the conclusion of the year, to include the **ACTUAL transpired number of incidents** Overages/Underages that occur as a result of the "true-up" of incidents, are billed in the 1st quarter of the following year.

Fee calculations are applied as stipulated per the Finance section of the What-Comm Interlocal Agreement

**WHAT-COMM /PROSPECT COMMUNICATION CENTERS
2025 PROPOSED BUDGET COST ALLOCATION**

Budget Cost Allocation Worksheet with Additional Staffing and Remodel added

	What-Comm (PSAP)		Prospect				NOTES
	CALL TAKING	LAW DISPATCHING	FIRE/EMS DISPATCH	2025 BUDGET	2024 BUDGET	2025 % INC/DEC	
Administration	456,337	304,224		760,561	618,802	22.91%	
Operations	3,385,549	2,312,529	3,088,790	8,786,868	8,474,340	3.69%	
Facilities	92,819	61,880	80,000	234,699	148,072	58.50%	
Training	18,120	12,080	14,039	44,239	33,589	31.71%	
Loan Repayment to City of Bellingham	75,845	50,563	177,604	304,012	300,209	1.27%	Repayment years 2021- 2026 \$1,465,993 principal plus interest
Dedicated USDD Radio Console			28,000	28,000			Prospect USDD console
Additional Dispatch Position	59,226	39,484		98,710			Add Dispatch Position at What-Comm
					30,000		Server added at Prospect for Corti System
Total Cost by Operation Center	4,087,895	2,780,761	3,388,433	10,257,089	9,605,012	6.79%	What-comm PSAP operations are allocated by work performed: 60% Call Taking; 40% Law Dispatching.
PSAP Tax Revenue Offset							
2025 911 Tax Revenue Estimate	(2,000,000)						
2023 Tax Revenue over 2M Estimate	(250,908)						
2023 State E911 Reimbursements	(37,316)						
PSAP costs not offset by tax revenues	1,799,671						
User portions of PSAP Costs		1,472,131	327,540				PSAP costs are allocated on % of incoming 911 calls. Per 2023 Year-End Stats, the split is 81.80% Law and 18.20% transferred to Fire/EMS
Sub-Total 2025 User Fees		4,252,892	3,715,973	7,968,865	7,333,960		
Equipment Fund		278,120	61,880	340,000	340,000		\$340k annually thru 2032 & \$240k annually thereafter 81.80% Law and 18.20% transferred to Fire/EMS
TOTAL 2025 User Fees		4,531,012	3,777,853	8,308,865	7,673,960	8.27%	

1 FTE dispatch position added
WWU added

WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

DISPATCHER STAFFING LEVEL 51 (WHAT-COMM 35 FTE's - PROSPECT 16 FTE's)

LAW ENFORCEMENT SHARE		4,531,012										
L.E. Formula: 25% Incidents + 25% Officers + 50% Population		2025 FEES	2024 FEES	AMOUNT + / -	% +/-	07/01/22 thru 06/30/23	Number of Incidents	% of Incidents	Number of Officers	% of Officers	Population	% of Population
LAW ENFORCEMENT AGENCIES												
W.C. SHERIFF'S (AP)		1,400,248	1,317,437	82,810	6.29%	38,453	22.58%	105	29.91%	86,740	35.56%	
BELLINGHAM (BP)		1,853,617	1,779,998	73,619	4.14%	80,757	47.41%	128	36.47%	97,270	39.88%	
BLAINE (JP)		151,928	145,934	5,994	4.11%	7,001	4.11%	14	3.99%	6,480	2.66%	
EVERSON (EP)		86,267	82,411	3,856	4.68%	2,857	1.68%	7	1.99%	4,810	1.97%	
FERNDALE (FP)		308,876	288,384	20,492	7.11%	10,881	6.39%	26	7.41%	16,430	6.74%	
LUMMI LAW & ORDER (IP)		184,601	179,546	5,055	2.82%	8,941	5.25%	22	6.27%	5,829	2.39%	
LYNDEN (LP)		280,447	268,994	11,453	4.26%	9,612	5.64%	19	5.41%	16,710	6.85%	
NOOKSACK (YP)		57,078	52,706	4,372	8.29%	1,082	0.64%	10	2.85%	1,896	0.78%	
SUMAS (QP)		48,611	47,136	1,474	3.13%	1,835	1.08%	6	1.71%	1,835	0.75%	
WWU (WP)		159,339	0	159,339	100.00%	8,910	5.23%	14	3.99%	5,911	2.42%	
TOTALS		4,531,012	4,162,546	368,465	8.85%	170,329	100.00%	351	100.00%	243,911	100.00%	
FIRE/EMS SHARE		3,777,853										
Fire/EMS Formula: 100% Incidents		2025 FEES	2024 FEES	AMOUNT + / -	% +/-	2021-2023 Average Incidents	% of Incidents					
FIRE/EMS AGENCIES												
MEDIC I		3,021,751	2,775,734	246,016	8.86%	28,415	79.99%					
CITY OF BELLINGHAM (BF)		433,562	401,504	32,058	7.98%	4,077	11.48%					
CITY OF LYNDEN (LY)		30,308	27,076	3,232	11.94%	285	0.80%					
FIRE DISTRICTS (COUNTY)		292,232	307,100	(14,868)	-4.84%	2,748	7.74%					
TOTALS		3,777,853	3,511,414	266,439	7.59%	35,525	100.00%					
				Amt. +/-	% +/-							
MEDIC I		3,021,751	2,775,734	246,016	8.86%							
CITY (BP + BF)		2,287,179	2,181,502	105,677	4.84%							
COUNTY (AP + FIRE DISTRICTS)		1,692,480	1,624,537	67,942	4.18%							
OTHER (JP+EP+FP+IP+LP+YP+QP+LY+W)		1,307,455	1,092,187	215,268	19.71%							
GRAND TOTAL ALL USERS		8,308,865	7,673,960	634,905	8.27%							

1 FTE dispatch position added
WWU added

WHAT-COMM/PROSPECT 2025
PROPOSED FEES
USER AGENCY SHARE

2024 Comparisons Fees as approved by the Administrative Board (9/28/2023)

Interfund Communication Services	2,287,179	Interfund = Bellingham Police & Bellingham Fire
User Charges	6,021,686	User Charges = all other agencies
Total User Fees	8,308,865	

Note:

Each law enforcement agency's proportional share of cost will be adjusted at the conclusion of the year, to include the **ACTUAL transpired number of incidents** Overages/Underages that occur as a result of the "true-up" of incidents, are billed in the 1st quarter of the following year.

Fee calculations are applied as stipulated per the Finance section of the What-Comm Interlocal Agreement

What-Comm 911 New Facility (No. 20B-2023)

Project Newsletter

PROJECT GOALS

Provide a safe and secure new facility that includes redundant systems for continuous operation, prioritizes employee health and well being, and is optimized for operational efficiency.

PROJECT OBJECTIVES

The building should be scaled appropriately in the neighborhood and the program should be flexible to allow the building to adapt to WhatComm’s needs.

PROJECT BUDGET

\$12.0M

TOTAL PROJECT BUDGET

\$0k

CHANGES TO PROJECT BUDGET

Project Highlights

WHAT WE HAVE BEEN DOING

At 50% Schematic Design, a cost plan was developed to establish the Maximum Allowable Construction Cost (MACC) for the new facility. With an estimated MACC of \$15.8M, the MACC greatly exceeded the initial budget of \$8.25M. A significant portion of this cost is attributed to developing the nearly 46,000 SF site. However, given the budget misalignment, all areas of the project needed to be evaluated, including construction budget expectations.

The critical need for a new 911 facility that meets current safety and operational standards for emergency communication centers and the need to find savings opportunities and establish a realistic budget for the project is imperative.

In collaboration with the City of Bellingham and What-Comm 911, SHKS Architects has worked to validate the cost plan and develop an alternative option which reduces sitework costs, decreases the initial building square footage, and maximized flexibility on site for future changes as needs evolve.

WHAT IS COMING UP

The design team is working to confirm potential areas for cost savings in both building and site development in order to deliver a project that meets the project goals within the project budget.

The design team, in conjunction with City of Bellingham and What-Comm stakeholders are recommending a revised building and site with a projected construction cost of \$10.7M. By the next board meeting in December 2024, the project will be in the early stages of the Design Development phase.

50% SD

\$15.8 M
CONSTR. COST

9,560
SF

93

PROJECT SCORE

REDUCED
LAYOUT

\$10.7 M
CONSTR. COST

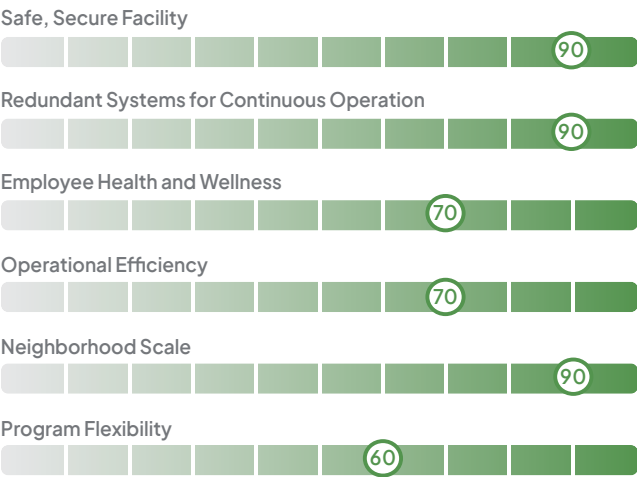
8,000
SF

78

PROJECT SCORE



Project Score



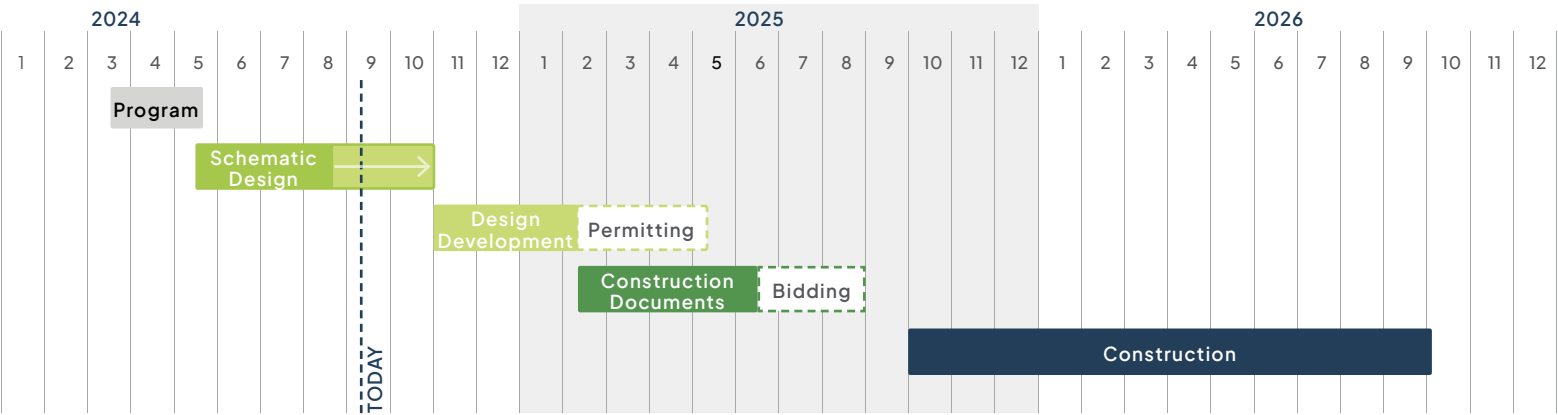
PROJECT SCORE (ABOVE)

A project goal matrix was established to evaluate the effectiveness of different project alternatives relative to the project goals. The reduced layout (shown at left) achieves an average project goal score of 78.

REDUCED LAYOUT - 8,000 SF (LEFT)

The new 8,000 SF layout prioritizes spaces necessary for operation and employee health and wellness on day one and increases the existing program area by approximately 3,400 square feet. No reductions to critical operations areas have been considered and building systems, primarily mechanical, electrical, and telecommunications systems will meet current safety standards.

Schedule



SCHEDULE

Since preparing the 50% SD cost plan, the team has been evaluating alternative options to deliver the project within the project budget. The schedule has extended accordingly. The schedule shown above notes an extension of the schematic design phase to allow the project team to evaluate project alternatives before proceeding with the reduced layout shown above.

WhatComm stakeholders have expressed a desire to have the new facility operational in anticipation of the World Cup, which occurs in June 2026.

Given the additional time needed to evaluate the project in the schematic design phase, it is no longer feasible to deliver the completed new facility prior to the start of the World Cup. The current projection for the completion of the new facility is October 2026.