

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
202602020

Originating Department:	Public Works
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Natural Resources
Contract or Grant Administrator:	Gary Stoyka
Contractor's / Agency Name:	Whatcom Land Trust

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____

Does contract require Council Approval? Yes No If No, include WCC: _____
 Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No If yes, grantor agency contract number(s): _____ ALN: _____
Complete ALN field if contract involves direct federal grants/cooperative agreements or pass-through federal funds.

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): 202411030

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): _____ Cost Center: 12461002

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

Professional services agreement for certified/licensed professional. Goods and services provided due to an emergency
 Contract work is for less than \$100,000. Contract for Commercial off the shelf items (COTS).
 Contract work is for less than 120 days. Work related subcontract less than \$25,000.
 Interlocal Agreement (between Governments). Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>665,402</u> This Amendment Amount: \$ _____ Total Amended Amount: \$ _____	Council approval required for; all property leases, all Interlocal agreements, contracts or bid awards exceeding \$75,000 , and grants exceeding \$40,000 and and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when : 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope:	

Agreement with the Whatcom Land Trust to provide pass-through grant funding from the Washington State Recreation and Conservation Office for the purchase of Phase 1 of the Stewart Mountain Community Forest in the amount of \$665,402.

Term of Contract:	Expiration Date: upon project completion
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Contract Routing:	1. Prepared by: <u>Gary Stoyka</u>	Date: <u>11/17/25</u>
	2. Attorney signoff: <u>Christopher Quinn</u>	Date: <u>1/15/26</u>
	3. AS Finance reviewed: <u>R. Rydel</u>	Date: <u>1/16/26</u>
	4. IT reviewed (if IT related): <u>Initial</u>	Date: _____
	5. Contractor signed: <u>FW</u>	Date: <u>2/23/2026</u>
	6. Executive contract review: <u>Signed by</u>	Date: _____
	7. Council approved, if necessary: <u>AB2026-123</u>	Date: <u>02.10.26</u>
	8. Executive signed: <u>Satpal Sidhu</u>	Date: <u>2/23/2026</u>
	9. Original to Council: <u>1192C7C18B004E3...</u>	Date: _____

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**

**Elizabeth Kosa
Director**



NATURAL RESOURCES

322 N. Commercial, 2nd Floor
Bellingham, WA 98225
Telephone: (360) 778-6230
FAX: (360) 778-6231
www.whatcomcounty.us

MEMORANDUM

TO: The Honorable Satpal Singh Sidhu, Whatcom County Executive, and The Honorable Members of the Whatcom County Council

THROUGH: Elizabeth Kosa, Public Works Director

FROM: Gary Stoyka, Natural Resources Manager 

DATE: January 12, 2026

RE: Agreement with Whatcom Land Trust for Acquisition of Phase 1 of the Stewart Mountain Community Forest

Please find attached for your review a copy of an agreement between Whatcom County and the Whatcom Land Trust (WLT) to provide pass-through grant funding from the Washington State Recreation and Conservation Office (RCO) to the WLT for the purchase of Phase 1 of the Stewart Mountain Community Forest. The authorized agreement will be signed electronically through DocuSign.

Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to sign this agreement.

Background and Purpose

In 2022, WLT purchased Phase 1 of the Stewart Mountain Community Forest (SMCF) consisting of 550-acres of forested land located on the west side of the South Fork of the Nooksack River near Acme. This property was acquired to protect and enhance salmon habitat, enhance water supply, reduce water temperature, improve wildfire resilience, and enhance carbon storage. The total purchase price of the property was \$2,345,000. Funding for this purchase and associated expenses includes a \$1,500,000 grant from the Puget Sound Acquisition and Restoration (PSAR) Fund and a \$665,402 grant from the Washington Wildlife and Recreation Program (WWRP) Riparian Protection Program, with the remaining funds provided by the WLT. Whatcom County was awarded the PSAR grant funds and WLT was awarded the WWRP grant funds. Since both of these grants are for the purchase of the same property and both are managed by RCO, the two grants were combined into a single grant (RCO Grant Agreement No. 22-1356A/ Whatcom County Contract #202411030) with the County as the primary sponsor and WLT as the secondary sponsor. This grant agreement was signed in January 2025 with an effective date of July 1, 2023. RCO granted the County a waiver of retroactivity allowing reimbursement of expenditures incurred prior to the effective date of the grant agreement. As primary sponsor, Whatcom County will receive reimbursement for all of the grant funds including those incurred by WLT. Whatcom County will need to reimburse WLT for their eligible expenditures. The purpose of this agreement is to provide that mechanism.

Funding Amount and Source

This agreement will provide up to \$665,402 to WLT for the purchase of Phase 1 of the Stewart Mountain Community Forest. These costs are entirely funded by a grant agreement with RCO (Whatcom County Contract #202411030).

Please contact Gary Stoyka at extension 6218, if you have any questions or concerns regarding the terms of this agreement.

Encl.

Agreement between Whatcom County and Whatcom Land Trust to Reimburse Whatcom Land Trust with Grant Funds for Washington Recreation and Conservation Office Grant for Acquisition of Phase 1 of Stewart Mountain Community Forest

Background

In 2022, the Whatcom Land Trust (referred to herein as “WLT”) purchased Phase 1 of the Stewart Mountain Community Forest (SMCF) consisting of 550-acres of forested land located on the west side of the South Fork of the Nooksack River near Acme, Washington. This property was acquired to protect and enhance salmon habitat, enhance water supply, reduce water temperature, improve wildfire resilience, and enhance carbon storage. The total purchase price of the property was \$2,345,000. Funding for this purchase and associated expenses includes a \$1,500,000 grant from the Puget Sound Acquisition and Restoration (PSAR) Fund and a \$665,402 grant from the Washington Wildlife and Recreation Program (WWRP) Riparian Protection Program, with the remaining funds provided by the WLT. Whatcom County (referred to herein as “County”) was awarded the PSAR grant funds and WLT was awarded the WWRP grant funds. Since both of these grants are for the purchase of the same property and both are managed by the Washington Recreation and Conservation Office (RCO), the two grants were combined into a single grant (RCO Grant Agreement No. 22-1356A/ Whatcom County Contract #202411030) with the County as the primary sponsor and WLT as the secondary sponsor. This grant agreement was signed in January 2025 with an effective date of July 1, 2023. RCO granted the County a waiver of retroactivity allowing reimbursement of expenditures incurred prior to the effective date of the grant agreement. RCO has informed the County that RCO is not able to reimburse the secondary sponsor (WLT) directly, but RCO can reimburse the primary sponsor (County) for the secondary sponsor’s eligible expenses and then the County can reimburse WLT. Consequently, the County will need to separately reimburse WLT with the grant funds provided by RCO. Furthermore, RCO is requiring documentation of an agreement between the County and RCO to pass grant funds awarded to WLT, but reimbursed to the County, to WLT. The purpose of this agreement is to provide that mechanism.

WLT and the County, collectively referred to as the “parties”, agree to the following:

1. WLT shall provide all deliverables required under RCO Grant Agreement No. 22-1356A for the purchase of Stewart Mountain Community Forest Phase 1 to the County.
2. The County will submit a reimbursement request to RCO for the eligible amount of the grant funds available for the purchase and related costs including the eligible costs incurred by WLT.
3. WLT will invoice the County for the eligible amount of reimbursable expenses incurred by WLT under the grant agreement not to exceed \$665,402.
4. Following reimbursement by RCO to the County, the County shall reimburse WLT for the amount invoiced to the County which shall not exceed \$665,402.
5. Term: The term of this agreement begins upon signature and shall end following the completion of Items #1 through #4 above.

Agreement between Whatcom County and Whatcom Land Trust to Reimburse Whatcom Land Trust with Grant Funds for Washington Recreation and Conservation Office Grant for Acquisition of Phase 1 of Stewart Mountain Community Forest

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of 2/23/2026, 20__.

Whatcom Land Trust:

Signed by:
Rachel Vasak 2/11/2026
AE7A14AF6961479...
Rachel Vasak Date
Whatcom Land Trust Executive Director

WHATCOM COUNTY:

Recommended for Approval:

Elizabeth Kosa 2/11/2026
870E242DD76C408...
Elizabeth Kosa Date
Whatcom County Public Works Director

Approved as to form:

Signed by:
Tom Seguire 2/23/2026
A5726B945D1F48D...
Tom Seguire Date
Chief Civil Deputy Prosecuting Attorney

Accepted for Whatcom County:

Signed by:
Satpal Sidhu 2/23/2026
1192C7C18B664E3...
By: Satpal Singh Sidhu Date
Whatcom County Executive