

**Whatcom County
Council Finance and Administrative Services Committee**

COUNTY COURTHOUSE
311 Grand Avenue, Ste #105
Bellingham, WA 98225-4038
(360) 778-5010



Committee Minutes - Draft Minutes

Tuesday, September 10, 2024

10:40 AM

Hybrid Meeting - Council Chambers

HYBRID MEETING - MAY BEGIN EARLY - ADJOURNS BY 12:00 PM
(PARTICIPATE IN-PERSON, SEE REMOTE JOIN INSTRUCTIONS AT
www.whatcomcounty.us/joinvirtualcouncil, OR CALL 360.778.5010) - AGENDA
REVISED 9.9.2024

COUNCILMEMBERS

Tyler Byrd
Todd Donovan
Kaylee Galloway

CLERK OF THE COUNCIL

Cathy Halka, AICP, CMC

Call To Order

Committee Chair Todd Donovan called the meeting to order at 10:50 a.m. in a hybrid meeting.

Roll Call

Present: 3 - Tyler Byrd, Kaylee Galloway, and Todd Donovan

Also Present: Barry Buchanan, Ben Elenbaas, Jon Scanlon, and Mark Stremmer

Announcements

Council "Consent Agenda" Items

Donovan stated that Consent Agenda item number 28 has been withdrawn from the agenda.

Galloway moved to recommend approval of Consent Agenda item numbers 1-27 and 29-35.

Consent Agenda item number #9 (AB2024-542)

Kayla Schott-Bresler, Executive's Office, answered how a cooperative governmental purchasing agreement works and whether they solicit for vendors locally.

Andrew Tan, Administrative Services Finance, answered whether there is a website that people hear about opportunities for bids.

Consent Agenda #22 (AB2024-567)

Allyson Halverson, Health and Community Services, answered how things such as gas cards are determined to be a basic need and whether they have to be used a certain way.

Councilmembers voted on the Consent items (see votes on individual items below).

1. [AB2024-518](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Administrative Office of the Courts for reimbursement of services relating to the Uniform Guardianship Act in the amount of \$59,062

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

2. [AB2024-527](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and North Sound Behavioral Health Administrative Services Organization to provide behavioral health services within the North Sound Integrated Care Network in the amount of \$1,322,177, for a total amended contract amount of \$2,920,840

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

3. [AB2024-530](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and North Sound Behavioral Health Administrative Services Organization to fund the Recovery Navigator Program to enhance LEAD programming in the amount of \$716,455, for a total amended contract amount of \$1,382,910

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

4. [AB2024-531](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Washington State Department of Ecology to develop a Wiser Lake Cyanobacteria Management Plan, in the amount of \$50,000

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

5. [AB2024-535](#) Request authorization for the County Executive to enter into an interlocal grant agreement between Whatcom County and Washington State Department of Ecology for Floodplains by Design funding to advance three Phase 2 capital projects and one new capital project, in the amount of \$12,500,000, with 80% provided by the Dept. of Ecology and 20% provided by the FCZD and project partners (Council acting as

the Whatcom County Flood Control Zone District Board of Supervisors)

Galloway moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

6. [AB2024-539](#) Request authorization for the County Executive to enter into a contract between Whatcom County and YWCA Bellingham to rehabilitate an affordable housing facility, in the amount of \$70,686

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

7. [AB2024-540](#) Request authorization for the County Executive to award Bid #24-61 for the purchase of an engine-generator set and associated equipment from Cummins Sales & Service, located in Sumner, Washington, in an amount not to exceed \$76,815.97

Galloway moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

8. [AB2024-541](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and DentALL, PLLC for additional jail dental hours in the amount of \$55,600 for a total amended amount of \$171,600

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

9. [AB2024-542](#) Request authorization for the County Executive to enter into an Interlocal Cooperative Purchasing Agreement with the City of Redmond which will allow reciprocal utilization of competitively solicited contracts, pursuant to RCW Chapter 39.34 Interlocal Cooperation Act

Galloway moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

10. [AB2024-544](#) Request authorization for the County Executive to enter into a contract between Whatcom County and YWCA Bellingham to support the acquisition of an emergency shelter facility, in the amount of \$1,000,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

11. [AB2024-548](#) Request authorization for the County Executive to enter into an Interlocal Agreement between Whatcom County and Washington State Department of Transportation, for the Whatcom County Ferry with a Youth Zero Fare Policy, in the amount of \$45,000

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

12. [AB2024-549](#) Request authorization for the County Executive to enter into a Local Agency Agreement amendment with Whatcom County and Washington State Department of Transportation for the Goshen Road - Anderson Creek Bridge No. 248 Replacement Project, in the amount of \$200,000.00, for a total amended amount of \$650,000.00

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

13. [AB2024-551](#) Request authorization for the County Executive to enter into a Local Agency Agreement Amendment between Whatcom County and Washington State Department of Transportation for the North Lake Samish Drive Bridge No. 107 Replacement Project, for a reduction of funds in the amount of \$453,451.25, for a total amended amount of \$10,518,758.75

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

14. [AB2024-552](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Herrera Environmental Consultants Inc. to complete a climate vulnerability assessment for current and future floodplains and to develop shoreline management solutions, in the amount of \$215,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

15. [AB2024-554](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Western Washington University to support development of coastal bluff erosion rates due to sea level rise across Whatcom County which will be used in the Phase 2 Climate Vulnerability Assessment and Shoreline Management Solutions project, in the amount of \$35,600

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

16. [AB2024-555](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Cowden Brothers Trucking, LLC to use the Cowden Brothers Trucking vector waste facility for the disposal of waste produced by our vector trucks while providing service to multiple functions within our Maintenance and Operations group, in the amount of \$288,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

17. [AB2024-556](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Gordon Thomas Honeywell Governmental Affairs to assist Whatcom County in developing and implementing a legislative advocacy program in the amount of \$86,040

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

18. [AB2024-558](#) Request authorization for the County Executive to enter into an Architectural and Engineering Professional Services agreement between the Whatcom County Flood Control Zone District and Coffman Engineers to provide for Phase 1 preliminary engineering, alternatives analysis, and preliminary designs for the remediation of five fish passage barrier culverts in the Black Slough watershed, in the amount of \$435,000 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

Galloway moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

19. [AB2024-560](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Catalyst Therapies LLC to support expansion of behavioral and mental health services to low-income children ages 0-5, in the amount of \$199,417

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

20. [AB2024-561](#) Request authorization for the County Executive to enter into a joint funding agreement between Whatcom County and the United States Department of Interior, U.S. Geological Survey for stream flow or water quality data collection at ten Nooksack watershed stream gages, in the amount of \$122,967 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

Galloway moved that the Contract (FCZDBS) be RECOMMENDED FOR

AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

21. [AB2024-562](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Domestic Violence and Sexual Assault Services to rehabilitate two shelter facilities, in the amount of \$310,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

22. [AB2024-567](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Opportunity Council to purchase and distribute basic needs items to low-income families with children ages 0-5, in the amount of \$93,811

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

23. [AB2024-569](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Linev Systems US, Inc. for two Full Body Security Screening Systems in the amount of \$440,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

24. [AB2024-570](#) Request authorization for the County Executive to enter into an interlocal grant agreement between Whatcom County and Washington State Military Department for the elevation of 12 properties damaged during the November 2021 flood, in the amount of \$2,386,757, in which \$2,157,862 is federally funded by FEMA, \$113,947.50 is provided by state funding, and a required 5% match totaling \$113,947.50 is provided by property owners (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

Galloway moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

25. [AB2024-575](#) Request authorization for the County Executive to enter into a contract between Whatcom County and VillageReach to conduct a comprehensive assessment and audit of Whatcom County's permanent supportive housing programs, in the amount of \$86,046

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

26. [AB2024-576](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lydia Place to support the rehabilitation of a transitional housing facility, in the amount of \$166,950

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

27. [AB2024-578](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and the Whatcom County Historical Society for use of the Roeder Home in exchange for programming

Galloway moved that the Agreement be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

28. [AB2024-582](#) Request authorization for the County Executive to sign a grant contract with USDA Natural Resources Conservation Service in order to secure matching funds for the Taylor Ecological Conservation Easement through the Conservation Easement Program

This agenda item was WITHDRAWN.

29. [AB2024-583](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and The Administrative Office of the Courts for reimbursement of services rendered in relation to Truancy, At-Risk Youth, and Child In Need of Services petitions in the amount of \$277,244

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

30. [AB2024-584](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Cyclomedia Technology, Inc for services to capture and process street level imagery in the amount of \$59,950

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

31. [AB2024-589](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and The Administrative Office of the Courts for reimbursement of services related to the CASA (Volunteer GAL) program in the amount of \$84,523

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

32. [AB2024-590](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and The Administrative Office of the Courts for reimbursement of costs related to resentencing and vacating convictions for individuals affected by the Blake decision in the amount of \$770,929

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

33. [AB2024-591](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and The Administrative Office of the Courts for reimbursement of costs related to the water rights adjudication in the amount of \$1,230,600, for a total amended amount of \$2,111,900

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

34. [AB2024-592](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Akin for reimbursement of services related to the Parents for Parents (P4P) Program- \$58,733

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

35. [AB2024-593](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Dr. Michael Earley for officer wellness programs, in the amount of \$84,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

Special Presentation

1. [AB2024-484](#) Report from the Finance Division
Aly Pennucci, Executive's Office, stated this is a quarterly update which they will find time for in the future.

This agenda item was WITHDRAWN.

Committee Discussion and Recommendation to Council

1. [AB2024-512](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and the City of Bellingham to extend the term date of the consolidated What-Comm Interlocal Agreement, as agreed upon by the What-Comm Administrative Board

Donovan stated the reason this was not on the consent agenda was because they had previously done a one-year contract because there was some interest among Council in having further discussion about the composition of the Board when that contract was approved. He was told they can continue that discussion during the length of this contract.

Donovan moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 2 - Galloway, and Donovan

Nay: 1 - Byrd

2. [AB2024-517](#) Ordinance establishing the North Commercial Street Acquisition Project Fund
Byrd moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Rob Ney, Administrative Services Department Facilities, answered where they are in the project right now. He stated he brought this forward about four months ago to an executive session, and since then, they have had the property appraised, and the approved amount is included in this request. The next request after this (**AB2024-521**) is the budget authority that gives them the funding to put into this fund. The funding includes both the appraised amount and around \$150,000 for tenant improvements. If the request is approved, they will purchase the property the first of October and then the rest of the funds will be carried over in a project-based budget. He answered questions about what the building is being used for, and stated it will be used to house I.T. for now to make room for the 5th Superior Court and ultimately it is for the land.

Byrd's motion that the Ordinance be RECOMMENDED FOR ADOPTION carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

3. [AB2024-521](#) Ordinance amending the 2024 Whatcom County Budget, request no. 10, in the amount of 2,059,971

Galloway moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Aly Pennucci, Executive's Office, and Kayla Schott-Bresler, Executive's Office, answered whether most of this aligns with the department underspend they were talking about in this morning's Special Committee of the Whole meeting, whether the supplemental budget requests are coming through with less than they might have before, and whether it is now harder for departments to get supplemental requests through. Schott-Bresler stated it is getting harder for departments to get them through and they have added new layers of process where they require a conversation even prior to drafting one.

Galloway's motion that the Ordinance be RECOMMENDED FOR ADOPTION carried by the following vote:

Aye: 2 - Galloway, and Donovan

Nay: 1 - Byrd

4. [AB2024-547](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Cascadia Law Group, PLLC, to continue providing legal advice and representation regarding SEPA Compliance (SEP2016-0004) and regulatory requirements pertaining to the Northwest Clean Air Notice of Violation 4516 issued to PetroGas West LLC in the amount of \$100,000

Mark Personius, Planning and Development Services Department Director, stated AltaGas, which has taken over Petrogas, has applied for a major project permit for which the Council is ultimately the decision-maker. They are in the public comment period now on the notice of application for that permit, and they have engaged in what they call the pre-threshold consultation process on SEPA with affected agencies and stakeholders. Cascadia will help them navigate some of that and deal with some of the technical issues, such as greenhouse gas emissions, that have to be analyzed, and things like that. He answered questions about this contract being for technical work and not for litigation, how Cascadia has been used in the past and how they would be used in this case, what violation the agenda title for this item is referring to, and having more conversation about what policy lessons can be learned from this situation for future major project permits.

Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

5. [AB2024-563](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Opportunity Council to support the construction of a 65-unit

affordable housing facility, in the amount of \$2,000,000

Eric Chambers, Health and Community Services, stated this is a 65-unit affordable housing complex in the Bellis Fair area and he briefed the Councilmembers on the project.

Cathy Halka, Clerk of the Council, stated there is a substitute contract and Chambers described typographical errors the substitute addresses.

Galloway moved that the SUBSTITUTE Contract be RECOMMENDED FOR AUTHORIZATION.

Chambers and the following additional people answered questions:

- Ann Beck, Health and Community Services
- Kayla Schott-Bresler, Executive's Office

They discussed with Councilmembers where the motorcycle training will move to, the funding which is coming from HB 1590 funds, seeing more special projects like this coming up because they finally have the capacity to do them, what other projects have gotten the HB 1590 funding, how they are making sure they are building for local people given the low threshold of the authorizing RCW for accommodating residents who live in or near the city in which the facility is located, and what funding will be used for the childcare center at this project. Chambers stated Council can expect a contract for that in the next couple months that is funded out of the first round of American Rescue Plan Act (ARPA) dollars.

Galloway's motion that the SUBSTITUTE Contract be RECOMMENDED FOR AUTHORIZATION carried by the following vote:

Aye: 2 - Galloway, and Donovan

Nay: 1 - Byrd

Items Added by Revision

1. [AB2024-604](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Schneider Geospatial for an online tool package including, Spatialest Property Portal, Community Dashboard, Comper Pro, and Comper for Citizen in the amount of \$209,991

Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Rebecca Xczar, County Assessor, briefed the Councilmembers on how this

will improve public access to information and County operations, and when it will be online. She stated it will be live by mid-October when the Assessor's Office sends out valuation notices.

Byrd's motion that the Contract be RECOMMENDED FOR AUTHORIZATION carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

Other Business

There was no other business.

Adjournment

The meeting adjourned at 11:32 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Cathy Halka, Council Clerk

Todd Donovan, Committee Chair

Kristi Felbinger, Minutes Transcription