

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

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



**Action Summary**

**Tuesday, December 5, 2023**

**9:45 AM**

**Hybrid Meeting**

**HYBRID MEETING - ADJOURNS BY NOON (PARTICIPATE IN-PERSON, SEE REMOTE JOIN INSTRUCTIONS AT [www.whatcomcounty.us/joinvirtualcouncil](http://www.whatcomcounty.us/joinvirtualcouncil), OR CALL 360.778.5010), AGENDA REVISED 12.5.2023**

**COUNCILMEMBERS**

Todd Donovan  
Carol Frazey  
Kathy Kershner

**CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

## Call To Order

## Roll Call

**Present:** 3 - Todd Donovan, Carol Frazey, and Kathy Kershner

Also Present: Tyler Byrd, Barry Buchanan, Ben Elenbaas, and Kaylee Galloway

## Announcements

## Council "Consent Agenda" Items

1. [AB2023-596](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Washington State University to continue the jointly shared costs for faculty positions and program support for WSU Whatcom County Extension in the amount of \$274,037 for a total amended contract amount of \$3,260,536.90

### **RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

2. [AB2023-700](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and the Port of Bellingham to lease the Whatcom Unified Emergency Coordination Center in the annual amount of \$88,055.20

### **RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

3. [AB2023-720](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Seattle (Seattle City Light) for the purpose of recovering impact payments relative to their power plants and dams located in Whatcom County

### **RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

4. [AB2023-768](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Mercy Housing Northwest to support operations at permanent supportive housing facilities in the amount of \$51,000 for a total amended contract amount of \$260,250

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

5. [AB2023-770](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Domestic Violence and Sexual Assault Services (DVSAS) to operate emergency shelters in the amount of \$65,307 for a total amended contract amount of \$116,870

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

6. [AB2023-777](#) Resolution ordering the cancellation of unredeemed checks (warrants) more than one year old

**RECOMMENDED FOR APPROVAL**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

7. [AB2023-780](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Administrative Office of the Courts for reimbursement for costs related to the Water Rights Adjudication in the amount of \$881,300

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

8. [AB2023-781](#) Request authorization for the County Executive to enter into an interlocal amendment between Whatcom County and the City of Bellingham to extend the term of the Jail Use Agreement until December 31, 2024

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

9. [AB2023-782](#) Request authorization for the County Executive to enter into an interlocal amendment between Whatcom County and the City of Sumas to extend the term of the Jail Use Agreement until December 31, 2024

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

Nay: 0

10. [AB2023-783](#) Request authorization for the County Executive to enter into a contract between Whatcom County and RH2 to update the Whatcom County Coordinated Water System Plan, in the amount of \$150,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

11. [AB2023-786](#) Request authorization for the County Executive to enter into a 2-year contract between Whatcom County and Whatcom Law Group / Rajeev Majumdar for hearing examiner services for \$220,320

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

12. [AB2023-787](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Stephen Jackson Law, PLLC in order to have Stephen Jackson handle the RALJ Appeal matters for the Whatcom County Public Defender's Office for increased service costs in the amount of \$10,000.00

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

13. [AB2023-789](#) Request Authorization for the County Executive to enter into a contract between Whatcom County and the Washington State Office of Public Defense for the purpose of improving the quality of public defense services in Washington State counties in the amount of \$213,905.00

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

14. [AB2023-790](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and U.S. Department of Justice for the FY23 Community Oriented Policing Services (COPS) Technology and Equipment Program grant, in the amount of \$500,000.00

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

15. [AB2023-792](#) Request authorization for the County Executive to enter into a contract between Whatcom County and YWCA Bellingham to operate a severe weather shelter for homeless women, in the amount of \$385,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

16. [AB2023-793](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Foundation Restoration LLC to install new FasTop SL45 Flooring at Whatcom County Disposal of Toxics, in the amount of \$53,877.98

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

17. [AB2023-794](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Whatcom Conservation District for Pollution Identification and Correction (PIC) Program technical assistance and cost share, in the amount of \$71,000.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

18. [AB2023-795](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Whatcom Conservation District to implement the Domestic-Municipal Water Use Efficiency Project, in the amount of \$33,000.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

19. [AB2023-796](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Birch Bay Chamber of Commerce for Visitor Center operations in the amount of \$136,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

20. [AB2023-797](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Mount Baker Foothills for Visitor Center operations in the amount of \$146,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

21. [AB2023-798](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Bellingham Whatcom County Tourism for costs related to tourism efforts in the amount of \$200,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

22. [AB2023-799](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Northwest Tune Up, LLC in support of tourism activities in the amount of \$50,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

23. [AB2023-800](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and the Port of Bellingham in support of an art installation project to promote tourism in the amount of \$75,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

24. [AB2023-801](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Sustainable Connections for their Agritourism program to promote tourism in the amount of \$40,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

25. [AB2023-802](#) Request authorization for the County Executive to enter into Grant Amendment No. 1 between Whatcom County and the Washington State Department of Ecology, to provide for continued implementation of the Swift Creek Management Action Plan in the amount of \$1,040,989.97

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

26. [AB2023-803](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham for the installation of City owned and operated electric vehicle chargers

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

27. [AB2023-804](#) Request approval for the County Executive to award bid # 23-73 to successful bidder Faber Construction Corp and enter into a contract for the installation of a new modular office building at the Point Roberts Transfer Station, in the amount of \$228,060.00

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

28. [AB2023-805](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Everson for implementation of the Hazard Mitigation Grant Agreement to purchase twelve flood-damaged properties, four of which are in the City of Everson (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

29. [AB2023-806](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lake Whatcom Residential & Treatment Center to provide Leasing Specialist services in the amount of \$49,467 for a total amended contract amount of \$78,620

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

30. [AB2023-807](#) Request authorization for the County Executive to enter into a three-year agreement, using the State of Washington contract, between Whatcom County and Insight Public Sector for Neogov Onboard, Perform and Single Sign-On software, in the amount of

\$150,695.09

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

31. [AB2023-810](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and YWCA Bellingham to operate shelter and transitional housing facilities in the amount of \$223,954 for a total amended contract amount of \$422,438

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

32. [AB2023-812](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Sound Earth Strategies LLC to provide remedial investigation/feasibility study and construction and permitting support services for the removal of existing underground storage tanks and sight remediation at the Whatcom County Central Shop facility, in the amount of \$138,737.00

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

33. [AB2023-818](#) Request authorization for the County Executive to authorize binding of coverage with Midwest Employer Casualty renewal for insurance protection for the self-insured workers compensation program in the amount of \$120,358 for calendar year 2024

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

34. [AB2023-821](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Sean Humphrey House to operate permanent supportive housing facilities for individuals living with HIV/AIDS in the amount of \$59,000 for a total amended contract amount of \$111,600

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

35. [AB2023-823](#) Request approval for the County Executive to award renewal of the Microsoft Enterprise Agreement for Annual Software Maintenance and enter into a three-year



contract with CDW-G using the approved KCDA Cooperative Contract #AEPA  
022-G, in the amount of \$849,567.27

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

36. [AB2023-826](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Summit Law Group to provide legal services for matters related to collective bargaining, in the amount not to exceed \$89,076 annually through December 31, 2026

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

37. [AB2023-829](#) Request authorization for the County Executive to enter into a grant contract between Whatcom County and the Department of Commerce for the purpose of providing stabilization support to new refugees in the amount of \$300,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

38. [AB2023-830](#) Request authorization for the County Executive to enter into a contract agreement between World Relief Western Washington and Whatcom County for the provision of direct services assisting in the stabilization of newly arriving refugees in the amount of \$300,000

**RECOMMENDED FOR AUTHORIZATION BY CONSENT**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

39. [AB2023-834](#) Resolution certifying Whatcom County's property tax levies for collection in 2024 to the County Assessor

**RECOMMENDED FOR APPROVAL**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

**Committee Discussion and Recommendation to Council**

1. [AB2023-746](#) Ordinance closing Sudden Valley Stormwater Improvement Fund 371

**RECOMMENDED FOR ADOPTION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

2. [AB2023-752](#) Ordinance closing the Marine Drive, Locust Avenue to Alderwood Avenue Fund 380

**RECOMMENDED FOR ADOPTION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

3. [AB2023-754](#) Ordinance amending the 2023 Whatcom County Budget, request no. 16, in the amount of 9,531,078

**RECOMMENDED FOR ADOPTION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

4. [AB2023-763](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Northwest Youth Services to operate the Positive Adolescent Development Program in the amount of \$140,000 for a total amended contract amount of \$259,600

**RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

5. [AB2023-766](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Whatcom County Fire Protection District #7 for the provision of Advanced Life Support services, in the amount of \$3,189,754.00

**SUBSTITUTE RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

6. [AB2023-767](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham for the provision of Advanced Life Support services, in the amount of \$12,830,990.00

**SUBSTITUTE RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

7. [AB2023-771](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to operate the permanent supportive housing facility, 22 North, in the amount of \$648,568 for a total amended

contract amount of \$1,486,670

**RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

8. [AB2023-784](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Northwest Youth Services to operate the Ground Floor Day-Use Center, in the amount of \$170,000

**RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

9. [AB2023-809](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Pioneer Human Services to operate a permanent supportive housing facility known as City Gate, in the amount of \$568,733 for a total amended contract amount of \$2,078,683

**RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

10. [AB2023-819](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to provide housing case management services in the amount of \$1,231,981 for a total amended contract amount of \$3,160,183

**RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

11. [AB2023-820](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lake Whatcom Residential & Treatment Center to provide behavioral health support services at the downtown Bellingham Public Library, in the amount of \$185,000

**RECOMMENDED FOR AUTHORIZATION**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

**Items Added by Revision**

1. [AB2023-838](#) Request authorization for the County Executive, acting on behalf of the Flood Control

Zone District, to take out loans from the Whatcom County Investment Pool

**RECOMMENDED FOR APPROVAL OF REQUEST**

**Aye:** 3 - Donovan, Frazey, and Kershner

**Nay:** 0

**Other Business**

**Adjournment**