

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

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



Committee Minutes - Final

VIRTUAL MEETING - MAY BEGIN EARLY;
ENDS NO LATER THAN 12:15 P.M.

Tuesday, November 24, 2020

10:35 AM

Virtual Meeting

COUNCILMEMBERS

Rud Browne
Tyler Byrd
Kathy Kershner

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

Roll Call

Present: 3 - Rud Browne, Tyler Byrd and Kathy Kershner

Absent: None

Also Present: Carol Frazey, Ben Elenbaas, and Todd Donovan

Committee Discussion and Recommendation to Council

1. [AB2020-494](#) Ordinance amending the 2020 Whatcom County Budget, request no. 21, in the amount of \$316,676

Kershner moved that the Ordinance be recommended for adoption.

Kathleen Roy, Health Department, briefed the Councilmembers on the Health Department items in the Ordinance.

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

2. [AB2020-495](#) Ordinance establishing the Shallow Shore Culvert Relocation Fund and establishing a project based budget for the Shallow Shore Culvert Relocation Fund

Kershner moved that the Ordinance be recommended for adoption.

Kraig Olason, Public Works Department, stated that he did not have a staff report.

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

3. [AB2020-496](#) Ordinance amending the project budget for the Public Safety Radio System Fund, request no. 2

Kershner moved that the Ordinance be recommended for adoption.

John Gargett, Division of Emergency Management, briefed the Councilmembers and answered where coverage of the radio system is currently compared to where it would be if this Ordinance is adopted, whether there will be coverage in the Baker Lake area, whether any of this infrastructure could be used to provide internet access to remote areas as well, whether the County could use an existing radio contract service instead of expanding its own footprint, and how doing that would then affect this project.

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

4. [AB2020-545](#) Request authorization for the County Executive to enter into a Transfer Option Agreement between Whatcom County and Opportunity Council for the transfer of property located at 1000 North Forest Street for the purposes of developing 60 permanently affordable homes for seniors

Browne moved that the Contract be recommended for authorization.

The following people briefed the Councilmembers and answered questions:

- Tyler Schroeder, Executive's Office
- Greg Winter, Opportunity Council

Schroeder answered whether the County is obligated to provide accommodation for Washington State University (WSU) Extension.

Browne stated he would like to amend Section 2 of the Agreement so that it reads that both of the tests (“a” and “b”) must be met.

Browne moved to amend Section 2 of the Agreement to change the word “nor” in the second line to "and" as follows:

2. This Agreement will terminate in five years if the Grantee has neither (a) received the notice described in paragraph 1 above by that date, ~~nor~~ **and** (b) received loans or grants that are adequate to fully fund the development of the Project and cause federal low-income housing tax credits to be available for the Project.

The motion was seconded by Kershner.

Councilmembers discussed how the paragraph should be worded to accomplish Browne's intent.

Steve Oliver, County Treasurer, provided the following suggested wording via an email:

This Agreement will terminate in five years if the Grantee has ~~neither~~ either (a) not received the notice described in paragraph 1 above by that date, ~~nor~~ or (b) not received loans or grants that are adequate to fully fund the development of the Project and cause federal low- income housing tax credits to be available for the Project.

Browne amended his motion to accept the suggested language and Kershner also accepted as the seconder of the motion.

Satpal Sidhu, County Executive, urged the Councilmembers to approve the agreement.

The motion to recommend an amendment carried by the following vote:

Aye: 3 - Kershner, Browne, and Byrd

Nay: 0

Councilmembers discussed the main motion with the speakers, looking at other parcels for the County to acquire in the future in Bellingham and in the county, whether the WSU Extension should look into relocating to Lynden, and whether the transfer option agreement terms should be defined.

Browne's motion that the Contract be RECOMMENDED FOR AUTHORIZATION WITH PROPOSED AMENDMENT(S) carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

5. [AB2020-472](#) Resolution certifying amounts to be levied by Whatcom County taxing districts to the County Assessor

Browne moved that the Resolution be recommended for approval.

Cathy Halka, Council Legislative Analyst, answered a question about the two highlighted items on Exhibit A of the proposed Resolution and stated a

revised version will be forthcoming.

Councilmembers discussed the motion with the following people:

- Rebecca Xczar, County Assessor
- Karen Frakes, Prosecuting Attorney's Office
- Dana Brown-Davis, Clerk of the Council

They discussed and answered whether this has to be approved by a certain date to end up on the tax rolls and what would happen if it is not, what they are looking at in Exhibit A, what a refund levy and an excess levy is, whether the City of Bellingham would get no money next year if this is not approved by November 30, the role of the Council and the districts, getting more information from the Assessor about property value assessments at a future meeting, and how the Assessor can make changes if this item is approved tonight.

Bill Geyer, spoke about the Chuckanut Community Forest Park District assessment and stated that the levy being imposed is above and beyond what is necessary to complete the voter mandate to pay off a loan to the City of Bellingham, and he requested that the certification for that levy not be in the amount proposed. He asked by what date the districts could inform the County to make an adjustment to their certifications.

Councilmembers discussed his comments and the following people answered questions:

- Rebecca Xczar, County Assessor
- Steve Oliver, County Treasurer
- Karen Frakes, Prosecuting Attorney's Office

Councilmembers discussed why the Chuckanut Community Forest Park District board proposed levying more taxes than would be required for meeting the need of paying off the loan to the City of Bellingham, getting more information at a later date, and the role of the Council.

Byrd moved that they hold this item and schedule a special meeting on November 30, 2020 to come back to this item at such time as they will have the rest of the rates from the rest of the districts and to invite the taxing district to attend, if they choose not to amend the rates, to give an update on why.

Councilmembers discussed who should be invited to attend a special meeting and whether they could instead get more information by tonight.

Byrd withdrew his motion and asked if it is possible to reach out to the Chuckanut Community Forest Park District and have the commissioners attend tonight.

Byrd moved that the Resolution be FORWARDED TO COUNCIL WITHOUT A RECOMMENDATION. The motion carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

Council "Consent Agenda" Items

1. [AB2020-528](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington Traffic Safety Commission for overtime funding to conduct high visibility enforcement (HVE) traffic safety emphasis patrols to address impaired driving, distracted driving, and motorcycle safety, in the amount of \$7,800.00

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

2. [AB2020-529](#) Resolution ordering the cancellation of unredeemed checks (warrants) more than one year old

Kershner moved that the Resolution be recommended for approval.

Brad Bennett, Administrative Services Department, answered whether the money goes back into the General Fund, how many years the money is held for an individual, and whether the County holds the funds or turns them over to the State.

Kershner's motion that the Resolution be RECOMMENDED FOR APPROVAL carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

3. [AB2020-530](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Compass Health to provide reimbursement for COVID-19 related operations and prevention expenditures, in the amount of \$157,721

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

4. [AB2020-531](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lighthouse Mission Ministries to extend the contract for two months in the amount of \$51,543 for a total amended contract amount of \$347,443

Browne moved that the Contract be recommended for authorization by consent.

Frazezy requested to add the following to Item 5 of the “Description of Amendment:”

5. All other terms and conditions remain unchanged including the non-discrimination clause.

Anne Deacon, Health Department, clarified that this amendment is only extending payment for staffing at the isolation and quarantine facility and not the base camp and answered why the Lighthouse Mission is managing the isolation and quarantine side of the facility.

Councilmembers did not vote on Frazezy’s suggestion but concurred to address it in the Council meeting tonight.

Browne's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

5. [AB2020-532](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Washington State Health Care Authority to support Medicaid related outreach and linkage activities to Whatcom County residents

Browne moved that the Interlocal be recommended for authorization by consent.

Kathleen Roy, Health Department, answered whether the County does any work with seniors who transition from using their life savings to needing Medicaid support for long term care, whether they are doing outreach to seniors that may find themselves in precarious positions, and the senior population not getting as many resources as other populations.

Browne's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

6. [AB2020-533](#) Request authorization for the County Executive to enter into a contract between Whatcom County and SeaMar Community Health Services to provide operational support of the Whatcom County COVID-19 Temporary Housing Facility, in the amount of \$238,650

Browne moved that the Contract be recommended for authorization by consent.

Anne Deacon, Health Department, briefed the Councilmembers and answered why this contract has been difficult to negotiate, what support SeaMar is providing for the Lighthouse Mission, whether people are in the temporary housing facility voluntarily, which of the two organizations provides management of the facility population, and how much of the budgeted amount of \$238,000 they have already used.

Browne's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 2 - Browne and Kershner

Nay: 0

Absent: 0

Abstain: 1 - Byrd

7. [AB2020-534](#) Request authorization for the County Executive to enter into a contract between

Whatcom County and Sustainable Connections to support a marketing campaign aimed at stimulating and supporting economic health and recovery of small businesses in Whatcom County, in response to COVID-19, in the amount of \$160,000

Kershner moved that the Contract be recommended for authorization by consent.

Derek Long, Sustainable Connections, briefed the Councilmembers and played a video they are using to promote support of local businesses.

Councilmembers discussed the contract request and the variety of businesses involved in the program, and Long answered whether businesses have to wait for a person to use a purchased gift card before they receive the funds from it, whether businesses will benefit from the gift card program until restrictions are lifted enough for people to access those businesses again, whether there is a site where citizens can see a directory of member businesses who have an online store, and whether any local business can sign up for the program.

Kershner's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

8. [AB2020-537](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to provide reimbursement for COVID-19 related operations and prevention expenditures, in the amount of \$35,000 for a total amended contract amount of \$308,500

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

9. [AB2020-539](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Sargent Engineers, Inc. to increase the original contract amount of \$45,000 by \$30,000 for a new amount not to exceed \$75,000

Kershner moved that the Contract be recommended for authorization by consent.

Jim Karcher, Public Works Department. briefed the Councilmembers.

Kershner's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

10. [AB2020-540](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Trantech Engineering, LLC to increase the original contract amount of \$45,000 by \$45,000 for a new amount not to exceed \$90,000

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

11. [AB2020-541](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Washington State Military Department to update the Whatcom County Natural Hazard Mitigation Plan, in the amount of \$75,000

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

12. [AB2020-547](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Bellingham School District for reimbursement of eligible COVID-related technology expenses, in the amount of \$449,185

Browne moved that the Interlocal be recommended for authorization by consent.

Kathleen Roy, Health Department, answered whether these are the last of the batch that did not make the last agenda, whether there was \$220,000 approved per district and why the Bellingham School district allocation amount is \$450,000, whether this is different than the allocations for

internet for the school districts, and whether Bellingham already has a device for each student.

Browne's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 2 - Browne and Kershner

Nay: 0

Absent: 0

Abstain: 1 - Byrd

13. [AB2020-548](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Ferndale School District for reimbursement of eligible COVID-related PPE and technology expenses, in the amount of \$186,000

Browne moved that the Interlocal be recommended for authorization by consent.

Kathleen Roy, Health Department, answered whether this is outside of the allocations for internet.

Browne's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 2 - Browne and Kershner

Nay: 0

Absent: 0

Abstain: 1 - Byrd

14. [AB2020-550](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and SeaMar Community Health Services in the amount of \$506,546.46 for a total amended contract amount of \$1,619,708

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

Items Added by Revision

There were no agenda items added by revision.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 12:47 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Tyler Byrd-via email 12/4/2020

Dana Brown-Davis, Council Clerk

Tyler Byrd, Committee Chair

Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE