

**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**

**Tuesday, December 7, 2021**

**10:05 AM**

**Virtual Meeting**

VIRTUAL MEETING - ADJOURNS BY 12:15 P.M. (TO PARTICIPATE, SEE INSTRUCTIONS AT [www.whatcomcounty.us/joinvirtualcouncil](http://www.whatcomcounty.us/joinvirtualcouncil) OR CALL 360.778.5010); AGENDA REVISED 12.6.2021

**COUNCILMEMBERS**

Rud Browne  
Tyler Byrd  
Carol Frazey

**CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

## Call To Order

Committee Chair Rud Browne called the meeting to order at 10:05 a.m. in a virtual meeting.

## Roll Call

**Present:** 2 - Rud Browne, and Carol Frazey

**Absent:** 1 - Tyler Byrd

Also Present: Barry Buchanan, Todd Donovan, Ben Elenbaas, and Kathy Kershner

## Announcements

### Special Presentation

1. [AB2021-723](#) Update on the November 2021 Atmospheric River Flood

The following people updated and answered questions:

- John Gargett, Division of Emergency Management
- Paula Harris, Public Works Department
- Jon Hutchings, Public Works Department Director

They answered what the County is providing to citizens as far as a simplified road map for them to work out what funding is available, the range of elevations that people will need to raise their houses, whether people can use flood insurance toward a new house as opposed to repairing a damaged home even if there is no other intervention involved, how the County is getting the message out to people who are eligible for the available assistance programs, whether people are eligible for support who were not in the river flood area, setting up information on the County website and not relying on mail to get messages to people that may not be currently living at their mail address, whether DSHS is making some cash assistance available, whether there is a calculation of the actual volume of water that caused the damage, and whether there has been that much rainfall in that amount of time in the last 50 years.

**This agenda item was REPORTED.**

2. [AB2021-672](#) Presentation from the Sheriff's Office Division of Emergency Management regarding the Whatcom County Multi-Jurisdictional Natural Hazards Mitigation Plan Update

John Gargett, Division of Emergency Management, presented and he and Paula Harris, Public Works Department, answered whether the County is gathering information from the recent flood events and including them in

the "Public Outreach and Education" and the "Public-Private Partnership initiatives addressing disaster-related issues" sections, whether there is one individual who would be bringing the implementation items to the Council as budget items or whether they would come from each department.

**This agenda item was PRESENTED.**

### **Special Order of Business**

1. [AB2021-616](#) Resolution adopting the Whatcom County Natural Hazards Mitigation Plan

**Frazezy moved that the Resolution be RECOMMENDED FOR APPROVAL.  
The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

2. [AB2021-675](#) Resolution adopting the Whatcom County Multi-jurisdictional Natural Hazards Mitigation Plan (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

**Frazezy moved that the Resolution (FCZDBS) be RECOMMENDED FOR APPROVAL. The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

### **Committee Discussion**

1. [AB2021-693](#) Discussion with Council regarding development of new EDI funded Workforce Housing program

The following people briefed the Councilmembers

- Tyler Schroeder, Executive's Office
- Michael Jones, City of Blaine

They answered who the debt of the loan component would be associated with, whether it is the usual loan to grant ratio, how Blaine will fund the repayment of the Blaine Economic Development Investment (EDI) loan and how it is secured, whether there is a way to make sure people are getting at least some grants, whether people would be applying for this just for loans and not for grants causing a lower percentage of housing that would not be

market rate, and who would qualify for the below-market-rate housing and whether there is a way to make sure they are from Whatcom County.

*Frazezy moved* to recommend approval of the guidelines to the full Council.

The motion carried by the following vote:

**Aye:** 2 - Frazey and Browne

**Nay:** 0

**Absent:** 1 - Byrd

**This agenda item was DISCUSSED AND MOTION(S) APPROVED.**

### **Committee Discussion and Recommendation to Council**

1. [AB2021-671](#) Ordinance Closing Sheriff's Records Management System Project Fund 344

**Frazezy moved that the Ordinance be RECOMMENDED FOR ADOPTION.**

**The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

2. [AB2021-673](#) Ordinance Establishing the Northwest Annex Redevelopment Fund and Establishing a Project Based Budget for the Northwest Annex Redevelopment Project

**Frazezy moved that the Ordinance be RECOMMENDED FOR ADOPTION.**

**The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

3. [AB2021-679](#) Ordinance amending the 2021 Whatcom County Budget, request no. 18, in the amount of \$7,038,925

**Frazezy moved that the Ordinance be RECOMMENDED FOR ADOPTION.**

**The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

4. [AB2021-681](#) Ordinance amending the 2022 Whatcom County Budget, request no. 3, in the amount of \$1,144,763

**Frazezy moved that the Ordinance be RECOMMENDED FOR ADOPTION.**

**The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

5. [AB2021-683](#) 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 \$527,316 for a total amended contract amount of \$790,974

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

6. [AB2021-716](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Department of Commerce for less-than-lethal equipment, in the amount of \$69,884.00

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

7. [AB2021-719](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Whatcom Conservation District for PIC Program support, in the amount of \$826,182 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

**Frazezy moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

8. [AB2021-721](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Whatcom Conservation District for farm planning

services and financial assistance, in the amount of \$115,021 (Council acting as the Whatcom County Flood Control Zone district Board of Supervisors)

**Frazezy moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

9. [AB2021-724](#) Request authorization for the County Executive to enter into an interlocal agreement with the Department of Natural Resources for Nooksack River lidar topographic and bathymetric mapping (Council acting as the Flood Control Zone District Board of Supervisors)

**Frazezy moved** that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION.

Paula Harris, Public Works Department, answered whether this is the item which uses fly-over imaging instead of satellite imaging, whether the pictometry contract was released, and whether it was done before the flood waters receded.

**Frazezy's motion that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

10. [AB2021-725](#) Request authorization for the County Executive to accept Midwest Employer Casualty renewal option 2 for insurance protection for the self-insured workers' compensation program in 2022

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

11. [AB2021-727](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham operating through the Bellingham Fire Department for administering a paramedic training program in the amount of \$865,478

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

12. [AB2021-728](#) Ordinance requesting that the Whatcom County Auditor include the question of establishing a Birch Bay Library Capital Facility Area to finance a new library facility in Birch Bay on the ballot at the February special election

**Frazezy moved that the Ordinance be RECOMMENDED FOR ADOPTION. The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

13. [AB2021-729](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Fire Protection District No. 7 for reimbursement of wages and benefits for 3 paramedic students in an amount of \$375,033

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

14. [AB2021-730](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and North Whatcom Fire and Rescue to reimburse the wages and benefits of 1 paramedic student in the amount of \$120,275

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

15. [AB2021-731](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham working through the Bellingham Fire Department for reimbursement of personnel costs associated with the

hiring of up to six department lateral employees in the amount of \$364,116

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

16. [AB2021-734](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Opportunity Council for providing a 5,000 square foot child care facility located in a qualified census tract in the amount of \$1,000,000

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

17. [AB2021-735](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Opportunity Council for the development of affordable housing for low-income households in Whatcom County in the amount of \$3,000,000

**Frazezy moved that the SUBSTITUTE Contract be RECOMMENDED FOR AUTHORIZATION.**

Tyler Schroeder, Executive's Office, stated this is a substitute version for consideration and explained the difference between the two. He answered when the substitute was entered.

Frazezy stated she would like to have a presentation from the Opportunity Council to explain how there are LLC's under them.

Schroeder answered whether there is more than one equity partner in the project besides the Opportunity Council.

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

18. [AB2021-736](#) Request authorization for the County Executive to enter into an interlocal agreement



between Whatcom County and Fire Protection District No. 7 to reimburse the District for training costs associated with lateral hires in the amount of \$121,372

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

19. [AB2021-737](#) Request authorization for the County Executive to enter into a 9-year agreement between Whatcom County and Pictometry International Corporation for three oblique and orthogonal aerial imagery flights of western Whatcom County, in the amount of \$489,600

**Frazey moved** that the Contract be RECOMMENDED FOR AUTHORIZATION.

Perry Rice, Administrative Services Department Information Technology Manager, answered why we use aerial imagery instead of just satellite imagery.

Councilmembers discussed Tyler Byrd's absence from the meeting.

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

20. [AB2021-738](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Allison Hunt, M.D. for fulfilling the duties of Whatcom County Medical Examiner in the amount of \$1,838,739  
NOTE: A substitute contract was authorized by Councilmembers with a revised amount of \$2,463,153 for an additional year of service.

**Frazey moved** that the SUBSTITUTE Contract be RECOMMENDED FOR AUTHORIZATION.

Tyler Schroeder, Executive's Office, stated this is a substitute version and briefed the Councilmembers on the item.

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

21. [AB2021-740](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Northwest Regional Council for nursing services in the jail in the amended amount of \$85,816.00 for a total contract amount of \$1,500,790.00

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

### **Council "Consent Agenda" Items**

*Frazey moved* that they consider all consent agenda items under the Consent Agenda at one time.

The motion carried by the following vote:

**Aye:** 2 - Frazey and Browne

**Nay:** 0

**Absent:** 1 - Byrd

The motion to accept the consent agenda items carried by the following vote (see motion and votes on individual items below):

**Aye:** 2 - Frazey and Browne

**Nay:** 0

**Absent:** 1 - Byrd

1. [AB2021-685](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Catholic Community Services to provide housing case management services in the amount of \$336,678 for a total amended contract amount of \$505,017

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

2. [AB2021-687](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lydia Place to provide housing case management services in the amount of \$377,158 for a total amended contract amount of \$600,839

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

3. [AB2021-688](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Northwest Youth Services to provide housing case management services in the amount of \$357,542 for a total amended contract amount of \$565,310

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

4. [AB2021-690](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and YWCA Bellingham to provide housing case management services in the amount of \$78,565 for a total amended contract amount of \$117,498

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

5. [AB2021-691](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lydia Place to provide emergency housing for families in the amount of \$493,074 for a total amended contract amount of \$847,996

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

6. [AB2021-698](#) Request authorization to amend and extend the Master Collective Bargaining Agreement for the period January 1, 2022 - December 31, 2022

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

7. [AB2021-701](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to operate the Whatcom Homeless Service Center in the amount of \$1,650,248 for a total amended contract amount of \$4,158,271

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

8. [AB2021-702](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Mount Baker Foothills Chamber and Visitor Center for operations and tourism, in the amount of \$110,000

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

9. [AB2021-705](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Tune-Up Events, LLC to promote Whatcom County tourism in the amount of \$50,000

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

10. [AB2021-706](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington Traffic Safety Commission for high visibility enforcement patrols, in the amount of \$7,800.00

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

11. [AB2021-707](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington Traffic Safety Commission for high visibility enforcement patrols, in the amount of \$15,000.00.

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

12. [AB2021-710](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Bellingham Whatcom County Tourism for operational and tourism related activities in the amount of \$290,000

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

13. [AB2021-711](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Birch Bay Chamber of Commerce for operational costs associated with the visitor center in the amount of \$110,000

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

14. [AB2021-739](#) 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 the NeoGov Insight online recruitment software, in the amount of \$47,610.25

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

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

### **Items Added by Revision**

1. [AB2021-747](#) Resolution to amend Resolution 2021-046 changing the dates of the CEDS report to 2022-2026

**Frazezy moved that the Resolution be RECOMMENDED FOR APPROVAL. The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazey

**Nay:** 0

**Absent:** 1 - Byrd

2. [AB2021-748](#) Request approval for the County Executive to award Bid #21-05 and enter into a contract between Whatcom County and Andgar Corporation for the 3rd Floor Judges' Chambers HVAC project, in the amount \$112,281.60

**Frazezy moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:**

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

3. [AB2021-749](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Department of Social and Health Services for DSHS to reimburse for Court Commissioner's Service

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

**Aye:** 2 - Browne, and Frazezy

**Nay:** 0

**Absent:** 1 - Byrd

### **Other Business**

There was no other business.

### **Adjournment**

The meeting adjourned at 12:04 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

**Rud Browne-via email 12/9/2021**

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Rud Browne, Committee Chair

\_\_\_\_\_  
Kristi Felbinger, Minutes Transcription

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