

**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, April 11, 2023  
10:40 AM  
Hybrid Meeting**

**HYBRID MEETING - ADJOURNS BY 11:45 A.M., MAY BEGIN EARLY  
(PARTICIPATE IN-PERSON, SEE REMOTE JOIN INSTRUCTIONS AT  
[www.whatcomcounty.us/joinvirtualcouncil](http://www.whatcomcounty.us/joinvirtualcouncil), OR CALL 360.778.5010); AGENDA  
REVISED 4.6.2023.**

**COUNCILMEMBERS**

Todd Donovan  
Carol Frazey  
Kathy Kershner

**CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

## **Call To Order**

Committee Chair Kathy Kershner called the meeting to order at 10:40 a.m. in a hybrid meeting.

## **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**

*Donovan moved* to approve Consent Agenda items one through sixteen and stated he had a question about Consent Agenda Item number four (AB2023-223).

Paula Harris, Public Works Department, answered whether having a flood gage at the Guide Meridian gives us better predictive power, whether most of the cost here is not for the gage but for the property, and whether it will help with predictability in the future by helping to verify the model after events.

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

1. [AB2023-212](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and North Sound Behavioral Health Administrative Services Organization to acknowledge and fund Whatcom County's participation in the North Sound Integrated Care Network, in the amount of \$449,191.10

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

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

**Nay:** 0

2. [AB2023-218](#) 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 \$75,000 for a total amended contract amount of \$452,157

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

vote:

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

3. [AB2023-220](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and the Administrative Office of the Courts in the increased amount of \$15,000 for a total amended contract amount of \$76,597.00

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

4. [AB2023-223](#) Request authorization for the County Executive to enter into a grant agreement between Whatcom County and the Washington State Department of Commerce to provide funding to improve the Nooksack River gaging network, conduct a water storage study, and purchase and demolish up to four properties located in areas that are subject to inundation during flooding, in the amount of \$1,950,000.00

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

5. [AB2023-227](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Taylor Made TDS Inc. to provide Class-A Commerical Driver's License training to Whatcom County Public Works employees, in the amount of \$100,000

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

6. [AB2023-230](#) Request authorization for the County Executive to enter into an Interlocal Agreement between Whatcom County and the Port of Bellingham to establish procedures that will support the cooperative efforts to plan for a countywide high speed broadband system

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

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

**Nay:** 0

7. [AB2023-232](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Pacific Security to provide Courthouse Security Services, in an amount not to exceed \$200,000

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

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

**Nay:** 0

8. [AB2023-252](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Western Washington University to assess the impact of forest cover on peak flows in the Nooksack River Basin, in the amount of \$30,054.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

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

**Nay:** 0

9. [AB2023-260](#) Request authorization for the County Executive to award bid #23-23 and enter into a contract between Whatcom County and Lake Union DryDock Company for the drydocking, repair, and maintenance of the Whatcom Chief in the amount of \$863,381

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

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

**Nay:** 0

10. [AB2023-261](#) Request authorization for the County Executive to enter into a collective bargaining agreement between Whatcom County and Teamsters Local 231 Corrections Deputies and Sergeants for the period of January 1, 2023 - December 31, 2025

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

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

**Nay:** 0

11. [AB2023-262](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Blaine for FY2021 Operation Stonegarden (OPSG), in the amount of \$7,600.57

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

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

**Nay:** 0

12. [AB2023-263](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Everson for FY2021 Operation Stonegarden (OPSG), in the amount of \$10,448.00

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

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

**Nay:** 0

13. [AB2023-265](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Ferndale for FY2021 Operation Stonegarden (OPSG), in the amount of \$15,830.00

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

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

**Nay:** 0

14. [AB2023-266](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Lynden for FY2021 Operation Stonegarden (OPSG), in the amount of \$15,600.00

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

**vote:**

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

**Nay:** 0

15. [AB2023-267](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Sumas for FY2021 Operation Stonegarden (OPSG), in the amount of \$10,786.80

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

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

**Nay:** 0

16. [AB2023-268](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington Department of Fish and Wildlife for FY2021 Operation Stonegarden (OPSG), in the amount of \$6,527.13

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

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

**Nay:** 0

**Special Presentation**

1. [AB2023-187](#) Update from Don Goldberg, Director of Economic Development, Port of Bellingham, regarding Economic Development

Don Goldberg, Port of Bellingham Director of Economic Development, presented and answered whether there is a place on the Port's website where people can see who received the small business grants, which of the tools he talked about are best suited for the people in this county who do not have living wage jobs, whether new businesses coming here are bringing in their own employees or hiring people from within our county and whether we have data on how much these firms are hiring local people, whether the shortage of industrial buildings is a county or city zoning issue or just a financial disincentive to invest in those sorts of buildings, how many of the businesses that received capital loans to come here are women- or minority-owned, whether they have data on how many people are moving here because of the university as opposed to businesses coming here and hiring from outside the county and how that affects housing availability, what Anacortes is doing for housing as mentioned in the presentation, and

whether there has been any impact on Port operations because of the homeless crisis in the city of Bellingham.

Elenbaas spoke about focusing more on a different sector of agriculture (other than berries) and the lack of local meat processing.

**This agenda item was PRESENTED.**

2. [AB2023-224](#) Report from the Finance Division

Brad Bennett, Administrative Services Department Finance, reported.

Tyler Schroeder, Director of Administrative Services, spoke about the increase in sales tax.

**This agenda item was REPORTED.**

**Committee Discussion and Recommendation to Council**

1. [AB2023-204](#) Ordinance amending the Whatcom County Budget, request no. 5, in the amount of \$631,850

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

Frazey stated she is frustrated with the money being spent on the Plantation Rifle Range HVAC and roof replacement and asked whether there is an option to sell the range or another way to get revenue from it.

Christ Thomsen, Parks and Recreation Department, answered whether this budget request will finish off the project or whether they will see more requests. He stated this should finish off the project and described the two elements that are outstanding. He answered whether there will be another fee for the system certification and stated there would not be.

Galloway spoke about having an economic analysis and a plan that talks about recuperating some of the costs.

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

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

**Nay:** 0

2. [AB2023-205](#) Ordinance amending the project based budget for the Lake Whatcom Park Trail Development Fund, request no. 2

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

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

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

**Nay:** 0

3. [AB2023-155](#) Ordinance amending Whatcom County Code 2.128, Business and Commerce Advisory Committee, to revise membership

Kershner stated this item was pulled from the agenda.

**This agenda item was WITHDRAWN.**

### **Committee Discussion**

1. [AB2023-274](#) Discussion of proposed ordinance amending Whatcom County Code 2.128, Business and Commerce Advisory Committee, to revise membership

Kershner stated that the related Ordinance (AB2023-155) was introduced but the discussion was put back into Committee for further discussion. She spoke about the amendment that was made at the last Committee meeting to include additional positions.

Donovan stated that they ended with having an even number of members, and spoke about giving a chance for all Councilmembers (ones who are not on this Committee) to talk about this.

Kershner stated that the advisory committee decided to ask for just two positions since they are having a hard time getting a quorum, and they did not want to make their committee so big that they would not be able to get a quorum. The advisory committee has not met since the Finance and Administrative Services Committee discussed this three weeks ago. They meet on April 17 and she will take this back to them and see if she can get their feedback. But she wanted to let the Council know that this was thoroughly discussed and there were reasons for just asking for the two positions. They wanted to make sure they could conduct business with a quorum. She talked to Karen Frakes (Legal) and found that they can potentially change their rules of business to decrease their quorum requirement but that would be something they would have to vote on. As a representative of the advisory committee, she would like to represent their interests and not go too far rogue on what they were requesting.

**Donovan moved that the Discussion be HELD IN COMMITTEE and sent to Council Finance and Administrative Services Committee. The motion carried by the following vote:**

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



Nay: 0

**Items Added by Revision**

There were no agenda items added by revision.

**Other Business**

Tyler Schroeder, Director of Administrative Services, stated he wanted to recognize the good work that the Finance Department has been doing. We have many millions of dollars new to Whatcom County over the last many years in the General Fund and other different funding sources, and that burden lands on Finance as we look at contracts, interlocals, grants, and the complexities of everything that comes through. The Administration has been working to add some staff to the Finance Department and that has been helpful, but they are looking at whether it is enough, and will be having more conversations about that moving forward.

Kershner stated she would like to consider having a discussion in the Finance Committee about moving the Medical Examiner's work into a County position, and stated she thinks discussing that sooner rather than later would be a good idea.

**Adjournment**

The meeting adjourned at 11:54 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

**Kathy Kershner-via email 4/24/2023**

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

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Kathy Kershner, Committee Chair

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Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE