

**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, October 11, 2022  
10:30 AM  
Hybrid Meeting**

HYBRID MEETING - ADJOURNS BY 11:30 A.M. (PARTICIPATE IN-PERSON,  
SEE REMOTE JOIN INSTRUCTIONS AT [www.whatcomcounty.us/joinvirtualcouncil](http://www.whatcomcounty.us/joinvirtualcouncil),  
OR CALL 360.778.5010)

**COUNCILMEMBERS**

Tyler Byrd  
Carol Frazey  
Kathy Kershner

**CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

## **Call To Order**

Committee Chair Tyler Byrd called the meeting to order at 10:35 a.m. in a hybrid meeting.

## **Roll Call**

**Present:** 3 - Tyler Byrd, Carol Frazey, and Kathy Kershner

**Absent:** None

Also Present: Barry Buchanan, Todd Donovan, Ben Elenbaas, and Kaylee Galloway

## **Announcements**

### **Special Presentation**

1. [AB2022-552](#) Report from the Assessor's Office

Rebecca Xczar, County Assessor, reported and answered whether there is still a pending appeal on one of the commercial property appraisals at Cherry Point or whether that has been resolved, whether the Petro Gas appeal is a multi-year process to resolve, whether all of those appeals go to court, whether a property that is in the appeal process is only required to pay tax on the value of what they say the property is worth but then any additional value will accrue interest if the appeal is settled in the County's favor, whether it is fair that regular people in the district are paying extra to make up the difference for what the industry is not paying and whether the process can be moved along faster, whether the interest being paid works out in the County's favor, and whether Petro Gas can modify their appeal to a different amount.

Frazey thanked Xczar for the presentation and stated she appreciated the insert describing the inspection process that was included this year in the change of value notices that went out.

**This agenda item was REPORTED.**

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

Byrd asked if there were any Consent Agenda items that Councilmembers would like to vote on separately but there were none.

*Frazey moved* that the Consent Agenda items be Recommended for Authorization by Consent.

Consent Agenda item numbers two, four, five, and six regarding senior

activity centers

The following people answered questions:

- Tyler Schroeder, Director of Administrative Services
- Bennett Knox, Parks and Recreation Department Director

They answered whether the agreements for the senior activity centers are four separate contracts for \$127,000 each or whether it is one \$127,000 contract for all four, how much the cities are contributing since they are County-run programs in the cities, why there is a set amount of funding if there are disparities in usage levels of the facilities, whether there will be additional contracts coming for the other county facilities (Point Roberts, Sumas, and Everson), and whether they will spend the same \$127,000 for the Everson center as they are for the Bellingham center.

Consent Agenda item number eight (AB2022-557)

Brad Bennett, Administrative Services Department Finance, answered whether the reason they did not do a Request for Proposal (RFP) or bid for this vendor is because the amount is under a certain threshold, and whether the County generally puts a request out for bids before they extend a contract.

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

1. [AB2022-524](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and the Camp Horizon Foundation for use of the buildings at Bay Horizon Park to operate a residential camp serving disabled teens and adults

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

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

**Nay:** 0

**Absent:** 0

2. [AB2022-528](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Blaine for staffing and operation of the Blaine Senior Activity Center, in the amount \$127,460 over two years

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

**vote:**

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

**Nay:** 0

**Absent:** 0

3. [AB2022-539](#) 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, 2023

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

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

**Nay:** 0

**Absent:** 0

4. [AB2022-540](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Lynden for staffing and operation of the Lynden Senior Activity Center, in the amount \$127,460 over two years

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

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

**Nay:** 0

**Absent:** 0

5. [AB2022-542](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and the Whatcom Council on Aging for staffing and operation of the Bellingham Senior Activity Center, in the amount \$127,460 over two years

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

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

**Nay:** 0

**Absent:** 0

6. [AB2022-543](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and the Jet Oldsters Association of Ferndale for staffing and

operation of the Ferndale Senior Activity Center, in the amount \$127,460 over two years

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

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

**Nay:** 0

**Absent:** 0

7. [AB2022-544](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and the Jet Oldsters Association of Ferndale to provide custodial services and supervision when the Ferndale Senior Activity Center is reserved after program hours, in exchange for 75% of the revenue generated from the facility reservation

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

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

**Nay:** 0

**Absent:** 0

8. [AB2022-557](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and The Master's Touch, LLC to provide printing and mailing services for real and personal property revaluation notices and personal property renditions in the amount of \$22,600 for a total amended contract amount of \$67,800

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

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

**Nay:** 0

**Absent:** 0

9. [AB2022-561](#) Request authorization for the County Executive to enter into a contract between Whatcom County and United Way of Whatcom County to coordinate Help Me Grow planning and implementation, in the amount of \$59,400

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

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

**Aye:** 3 - Byrd, Frazey, 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 11:08 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

**Tyler Byrd-via email 10/31/2022**

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

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Tyler Byrd, Committee Chair

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Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE