

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

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
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**Committee Minutes - Final**

VIRTUAL MEETING - VIEW ONLINE; ENDS NO LATER THAN NOON  
(AGENDA REVISED 12.8.2020)

**Tuesday, December 8, 2020**

**9:45 AM**

**Virtual Meeting**

**COUNCILMEMBERS**

Rud Browne  
Tyler Byrd  
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 9:53 a.m. in a virtual meeting.

## **Roll Call**

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

**Absent:** None

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

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

1. [AB2020-535](#) Ordinance amending the project budget for the E. Smith/Hannegan Road Intersection Improvements Fund, request no. 1

***Browne moved*** that the Ordinance be recommended for adoption.

Jim Karcher, Public Works Department, stated he was available for questions but there were no questions.

**Browne'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. [AB2020-536](#) Ordinance amending the project budget for the Marine Drive, Locust Ave to Alderwood Ave, Reconstruction Fund, request no. 1

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

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

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

**Nay:** 0

**Absent:** 0

3. [AB2020-542](#) Ordinance amending Silver Lake Park Improvement Fund, request no. 2

***Kershner moved*** that the Ordinance be recommended for adoption.

The following staff briefed the Councilmembers:

- Rod Lamb, Parks and Recreation Department

- Mike McFarlane, Parks and Recreation Department Director

They answered what the County is getting for the increased amount, how much it will affect maintenance costs, how many trees will need to be cut down, why the septic system will be so expensive and whether it is being used for more than the eight bathrooms, whether the proposal is for the area where beaver dams are causing flooding, whether the item requires approval today, whether there is any associated grant funding, and when the work would be complete.

Browne stated he would be happy to reconsider this this evening if more detail could be provided.

**Browne moved that the Ordinance be FORWARDED TO COUNCIL WITHOUT A RECOMMENDATION. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

4. [AB2020-543](#) Ordinance amending the 2021 Whatcom County Budget, request no. 1, in the amount of \$14,781,015

***Browne moved*** that the Ordinance be recommended for adoption.

Tyler Schroeder, Executive's Office discussed with Councilmembers whether this item should be recommended for adoption since the previous item was forwarded without a recommendation.

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

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

**Nay:** 0

**Absent:** 0

5. [AB2020-556](#) Ordinance amending the 2020 Whatcom County Budget, request no. 22, in the amount of \$3,524,769

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

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

**Nay:** 0

**Absent:** 0

6. [AB2020-561](#) Request authorization for the County Executive to enter into an interlocal agreement amendment 1 of Whatcom County contract 201909004 between Whatcom County and the City of Bellingham for the Lake Whatcom Homeowner Incentive Program, in the amount of \$200,000

**Browne moved** that the Interlocal be recommended for authorization.

Ingrid Enschede, Public Works, stated she did not have a report.

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

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

**Nay:** 0

**Absent:** 0

7. [AB2020-562](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Whatcom Conservation District for the Lake Whatcom Homeowner Incentive Program assistance, in the amount of \$92,095

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

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

**Nay:** 0

**Absent:** 0

8. [AB2020-563](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Whatcom Conservation District for Pollution Identification and Correction Program Non-Dairy Agricultural Best Management Practices Outreach and Cost Share, in the amount of \$57,000 (Council acting as the Whatcom County Flood Control District Board of Supervisors)

**Kershner moved** that the Contract (FCZDBS) be recommended for authorization.

Erika Douglas, Public Works Department, answered how this is different than other Pollution Identification and Correction (PIC) Program items in the past.

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

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

Nay: 0

Absent: 0

9. [AB2020-564](#) Request authorization for the County Executive to enter into a contract between Whatcom County and GSI Water Solutions, Inc. to conduct a peer review of the Lynden-Everson-Nooksack-Sumas numerical groundwater model, provide recommendations for improvements and additional work, in the amount of \$103,700 (Council acting as the Whatcom Flood Control District Board of Supervisors)

***Kershner moved*** that the Contract (FCZDBS) be recommended for authorization.

Gary Stoyka, Public Works Department, answered why a peer review is needed, what will happen if the review finds that this is not best practice, and whether there will be travel time costs since the contractor is based out of Oregon.

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

10. [AB2020-584](#) Resolution approving the 2021 recommended Convention Center allocations for tourism-related facilities and activities as defined through RCW 67.28.1816

***Browne moved*** that the Resolution be recommended for approval.

Tyler Schroeder, Executive's Office, answered questions about whether the 5% contingency amount has usually been used each year, and why the fund is called the Convention Center Fund.

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

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

1. [AB2020-551](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Action Cleaning for providing custodial services to Whatcom County's satellite buildings, also to include Sheriff Laurel Street station,

WUECC, and extra Covid-19 sanitization, in the amount of \$50,667.80

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

The following staff answered questions:

- Doug Chadwick, Undersheriff
- Rob Ney, Administrative Services Department

They answered where the Laurel Street Facility is, how many buildings this contract includes and for how many years.

**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

2. [AB2020-554](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Pioneer Human Services to operate the City Gate Permanent Supportive Housing Program, in the amount of \$490,948

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

Kathleen Roy, Health Department, answered questions about the indirect costs, benefits, and administrative costs as it relates to this and other contracts for housing, and whether Whatcom County should charge a standard rate.

Chris D'Onofrio, Health Department, answered whether there is a separate contract for maintenance and damage repairs and where the units associated with this contract are located.

**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

3. [AB2020-557](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Pacific Security to continue security services at the

COVID-19 Temporary Housing Facility, in the amount of \$41,000 for a total amended contract amount of \$156,000

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

Kathleen Roy, Health Department, briefed the Councilmembers and answered what funds are being used to pay for this, why there is an increase in contract funding and what it provides, and whether the Byron Street facility has begun to be used for temporary housing.

Councilmembers discussed the item and a desire to get more detail on contracts from all County departments, making sure contracts do not unnecessarily exclude people from getting the job, whether the County could reduce costs by doing a combination of remote monitoring at a central monitoring station and a roving security officer, and whether they could combine such a service with the City of Bellingham.

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

**Aye:** 1 - Browne

**Nay:** 1 - Kershner

**Absent:** 0

**Abstain:** 1 - Byrd

4. [AB2020-558](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lydia Place to provide emergency housing for families experiencing unsheltered homelessness, in the amount of \$114,172

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

Chris D'Onofrio, Health Department, answered where the funding is coming from and whether there is any extra money in this grant, whether there are any additional funds to bump the indirect rate to 20%, and data on hotel usage and number of families served.

**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. [AB2020-559](#) Request authorization for the County Executive to enter into a contract between Whatcom County and YWCA Bellingham to provide additional shelter beds for women aged 55 or older, in the amount of \$122,020

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

The following staff answered questions:

- Chris D'Onofrio, Health Department
- Anne Deacon, Health Department
- Satpal Sidhu, County Executive

They answered questions about whether this is the same funding source as Lydia Place, the amount of the indirect costs and how they are different than for Lydia Place, the populations that this will be serving, whether the YWCA will be receiving Medicaid funding, how much the HB 2060 funds bring in a year, whether the Lydia Place motel rooms are at the Byron Street facility and why a different facility is being used, and why the County still has the Byron Street facility.

**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

6. [AB2020-560](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Meridian School District for reimbursement of eligible COVID-related technology expenses, in the amount of \$79,560

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

Kathleen Roy, Health Department, answered questions about the process for receipts and whether details about the schools' spending will be public.

**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

7. [AB2020-568](#) Request authorization for the County Executive to enter into a contract 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

***Browne moved*** that the Agreement be recommended for authorization by consent.

Mike McFarlane, Parks and Recreation Department Director, answered whether this and the following related contracts are all for the same amount.

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

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

**Nay:** 0

**Absent:** 0

8. [AB2020-570](#) 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 of \$123,748

***Browne moved*** that the Agreement be recommended for authorization by consent.

Mike McFarlane, Parks and Recreation Department Director, answered a question about finding another way of funding these items based on the number of events or the number of people they see.

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

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

**Nay:** 0

**Absent:** 0

9. [AB2020-571](#) 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 of \$123,748

**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

10. [AB2020-572](#) 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 of \$123,748

**Kershner 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

11. [AB2020-573](#) 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 of \$123,748

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

12. [AB2020-574](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Pioneer Human Services to lease a portion of the Crisis Stabilization Center, in the amount of \$24,500

***Kershner moved*** that the Agreement be recommended for authorization by consent.

The following staff discussed the item with Councilmembers:

- Perry Mowery, Health Department
- Anne Deacon, Health Department

Staff pointed out a scrivener's error on page four of the contract and stated the rent period should be December 15, 2020 to December 31, 2021 as noted on page two of the contract. Mowery stated they will correct the error for Council. They answered what is being leased and whether Compass

Health is leasing the other side.

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

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

**Nay:** 0

**Absent:** 0

13. [AB2020-575](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Compass Health to lease a portion of the Crisis Stabilization Center, in the amount of \$24,000 annually

***Kershner moved*** that the Agreement be recommended for authorization by consent.

Perry Mowery, Health Department pointed out a scrivener's error on page four of the document and stated the lease agreement will commence with Compass Health on January 2, 2021 through the last day of December 2021. He stated they will correct the error for Council.

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

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

**Nay:** 0

**Absent:** 0

14. [AB2020-576](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Opportunity Council to operate the Whatcom Homeless Service Center, in the amount of \$796,701

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

Anne Deacon, Health Department, answered what The Whatcom Homeless Service Center (WHSC) is and whether the Lydia Place case manager is working with the case manager from the Opportunity Council to help people find housing.

**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

15. [AB2020-577](#) Request approval for the County Executive to authorize the purchase of body worn cameras, and enter into a contract for associated services with Axon Enterprise, Inc., using the Washington State Contract #06316, in an amount not to exceed \$381,437.85

*Kershner moved* that the Bid Award be recommended for authorization by consent.

Doug Chadwick, Undersheriff, answered whether the County already owns all the camera equipment, whether all County officers will be wearing them, and how soon that will be the case.

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

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

**Nay:** 0

**Absent:** 0

16. [AB2020-578](#) Request authorization for the County Executive to renew a Collective Bargaining Agreement between Whatcom County and General Teamsters' Local Union 231 Master Collective Bargaining Unit for the period January 1, 2021 through December 31, 2021

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

Melissa Keeley, Administrative Services Human Resources, answered whether the bargaining group was otherwise going to get a cost-of-living adjustment (COLA) and whether there were any other changes to the agreement.

**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

17. [AB2020-579](#) Request authorization for the County Executive to accept Midwest Employer Casualty renewal option 1 for insurance protection for the self-insured workers' compensation program in 2021

**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

18. [AB2020-581](#) Request authorization for the County Executive to enter into a residential lease agreement between Whatcom County and Wayne and Michelle Moses and Barbara Jackson to reside at 7981 Blaine Road, Blaine, for monthly rent of \$1,639.00

**Browne moved** that the Agreement be recommended for authorization by consent.

Mike McFarlane, Parks and Recreation Department Director answered why the County owns the property and what it is used for.

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

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

**Nay:** 0

**Absent:** 0

19. [AB2020-582](#) Request authorization for the County Executive to renew a Collective Bargaining Agreement between Whatcom County and PROTEC17 for the period January 1, 2021 through December 31, 2021

**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

20. [AB2020-583](#) Request authorization for the County Executive to enter into a two year agreement between Whatcom County and Whatcom Humane Society to provide animal control and shelter services, in an amount not to exceed \$796,260

**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

21. [AB2020-585](#) Request authorization for the County to Executive to enter into a 10 year lease agreement between Whatcom County and Stryker for the acquisition of capital equipment including gurneys, powerlifts, LifePaks and more to outfit EMS Advanced Life Support Units in an amount of 10 equal payments of \$468,316.48 over 10 years totaling \$4,683,164.80

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

Mike Hilley, Emergency Medical Services (EMS) Manager answered how the amount is figured, what it is purchasing, how many total gurneys it will purchase, how much of the equipment the County would be purchasing anyway, which medic units will get the new equipment, whether other facilities could be upgraded by using the old equipment, what the equivalent cost will be over the next 40 years, what model of gurney they will be purchasing, the cost breakdown for each unit, and whether this was a competitive bid.

Councilmembers discussed whether they should forward this to the Council without a recommendation so they can get more information on the breakdown of the cost and discussed how to proceed with the item.

**Browne moved that the Contract be FORWARDED TO COUNCIL WITHOUT A RECOMMENDATION. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

22. [AB2020-586](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Service Master Cleaning to continue providing cleaning services at the COVID-19 Temporary Housing Facility, in the amount of \$40,000 for a total amended contract amount of \$150,000

**Browne moved** that the Contract be authorized by consent.

Anne Deacon, Health Department, briefed the Councilmembers.

Councilmembers discussed the motion, which facility this is, the time

period that the contract amendment amount of \$40,000 covers, whether the amount is *up to* \$40,000 based on usage, the hourly rate, how much time it takes to clean a room, how much the company is paying staff to clean, what benefits are included for the cleaning staff, and how far back this amendment amount applies for work already done.

**Kershner moved that the Contract be FORWARDED TO COUNCIL WITHOUT A RECOMMENDATION. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

23. [AB2020-587](#) Request authorization for the County Executive to enter into a three-year agreement, using the National Association of State Procurement Officials ValuePoint Master Agreement #AR2474 and State of Washington Participating Addendum #05116, between Whatcom County and CenturyLink Communications, LLC for telecommunications trunk line services, in the amount of \$106,127.17

***Kershner moved*** that the Contract be authorized by consent.

Perry Rice, Administrative Services Department, answered questions about whether people can dial from the Courthouse to Lynden without long distance charges, whether there are provisions in this contract to make sure that people in the County Courthouse can call every location in the county without incurring long distance charges, how many simultaneous calls you can do on each trunk line, the time urgency on this item and whether it could be dealt with in January, and removing the access code requirements for long distance calls.

Councilmembers and Rice discussed not using land lines and instead using a voice service or a cloud-hosted service.

**Browne moved that the Contract be HELD IN COMMITTEE. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

Kershner moved that the next two items be forwarded to Council without a recommendation. See motion and votes on each individual item below.

24. [AB2020-589](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Bellingham Fire Department to increase the reimbursement for costs associated with the support of two Community Paramedics in the amount of \$383,494 for a total amended amount of \$704,549

**Kershner moved that the Contract be FORWARDED TO COUNCIL WITHOUT A RECOMMENDATION. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

### **Items Added by Revision**

1. [AB2020-594](#) Request authorization to award Bid #20-55, and enter into a contract for the supply and installation of interior carpet and paint at the Whatcom County Central Plaza Building, with CCI, Inc, (CCI, Inc. is located in Sultan, WA) in the amount of \$113,945

**Kershner moved that the Bid Award be FORWARDED TO COUNCIL WITHOUT A RECOMMENDATION. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

### **Other Business**

Councilmembers, Council Office staff, and Erika Lautenbach, Health Department Director, discussed a starting time for the next meeting.

### **Adjournment**

The meeting adjourned at 12:50 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

**Tyler Byrd-via email 1/7/2021**

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

\_\_\_\_\_  
Tyler Byrd, Committee Chair

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

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