

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

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



Committee Minutes - Draft Minutes

Tuesday, December 3, 2024

9:15 AM

Hybrid Meeting - Council Chambers

HYBRID MEETING (PARTICIPATE IN-PERSON, SEE REMOTE JOIN
INSTRUCTIONS AT www.whatcomcounty.us/joinvirtualcouncil, OR CALL
360.778.5010)

COUNCILMEMBERS

Tyler Byrd
Todd Donovan
Kaylee Galloway

CLERK OF THE COUNCIL

Cathy Halka, AICP, CMC

Call To Order

Committee Chair Todd Donovan called the meeting to order at 9:16 a.m. in a hybrid meeting.

Roll Call

Present: 3 - Tyler Byrd, Kaylee Galloway, and Todd Donovan

Also Present: Barry Buchanan, Ben Elenbaas, Jon Scanlon, and Mark Stremmer

Announcements

Council "Consent Agenda" Items

Donovan moved to recommend approval of Consent Agenda items one through 44.

Byrd moved to consider items 24, 31, and 33 separately.

The motion carried by the following vote:

Aye: 3 - Galloway, Byrd, and Donovan

Nay: 0

Donovan moved to reconsider the motion just approved.

The motion carried by the following vote:

Aye: 3 - Byrd, Donovan, and Galloway

Nay: 0

Councilmembers asked questions on several items as follows:

Consent Agenda Item #1 (AB2024-788)

The following people answered questions:

- Kari Holley, Health and Community Services
- Kayla Schott-Bresler, Executive's Office
- Erika Lautenbach, Health and Community Services Director
- Ann Beck, Health and Community Services

They discussed how much of the funds and efforts are going toward prevention as opposed to treatment and whether there could be more for prevention.

Consent Agenda Item #6 (AB2024-806) (and same question for #35)

Robert Greene, Sheriff's Office, answered if this is coming to Council because it is for professional services since is below the \$40,000 threshold for a contract to come to Council, and stated it is a property lease so it has to come to Council for that reason.

Consent Agenda Item #11 (AB2024-815)

Chris D'Onofrio, Health and Community Services, answered whether they are spending \$1.6 million on serving up to nine people and described how the facility works. He answered whether the 1.5 FTE is for Sun Community Services or County staff, and stated it is Sun Community Services. He answered how this program looks compared to others in terms of getting people into permanent housing, and stated they had ten successful exits to permanent housing over the first three quarters of this year. He spoke about what is considered a successful exit, challenges with "unit utilization" of the program, how they are working with the referral agency to get intakes better aligned with what they are looking for, and that the additional FTE rate is about \$80,000 per year.

Satpal Sidhu, County Executive, stated this speaks to how much money it takes to serve people with special needs.

Councilmembers discussed that there is room for improvement since only half the units are being used, concerns with adding the 1.5 FTE with the budget as it is and with the facility not being fully utilized, and a request to bring back an updated contract without the increased staffing.

Consent Agenda Item #24 (AB2024-831)

The following people answered questions:

- Kayla Schott-Bresler, Executive's Office
- Erika Lautenbach, Health and Community Services Director

Schott-Bresler answered why they are using American Rescue Plan Act (ARPA) funds and whether those funds are even still available. She stated that Meridian School District was awarded \$2 million of ARPA funds that were part of the \$13 million set aside for childcare. In addition, they applied for more funding through the County's second ARPA request for proposal (RFP) and were not awarded that money. However, the County made a staff determination that it would be appropriate to consider them for up to a million dollars of Healthy Children's Fund money in addition to the

ARPA money that has been allocated.

Councilmembers and the speakers discussed that it seems like the district is re-terming their project as a hub in order to qualify for the additional funding, whether a new RFP should go out for a hub (which the district could then apply for), the trade-off between speed in allocation of funds and a competitive process, whether it is consistent with the implementation plan that money allocated to each school district will be done by administrative decisions brought to Council rather than RFPs, the resolution on the agenda today regarding the urgency with which Council would like Health and Community Services to be deploying more early learning and care-related Healthy Children's Fund projects, and that this contract is for ARPA funds and is the result of an RFP, but that they are flagging the use of Healthy Children's funds for the future.

Consent Agenda Item #31 (AB2024-840)

Byrd asked whether a new SUV is necessary, but staff was not available. The Sheriff's Office answered the question after **AB2024-860** at the end of the meeting.

Consent Agenda Item #32 (AB2024-841)

Kayla Schott-Bresler, Executive's Office, answered what they are approving with the letter of understanding, whether the bargaining is done, and whether the three percent cost of living adjustment increase is already in the budget they approved, and she stated it is.

Consent Agenda Item #33 (AB2024-842)

Rebecca Xczar, County Assessor, spoke about the software and stated this is a contract for the senior exemption online portal. She answered why it cannot also be used for Board of Equalization (BOE) applicants, and stated the BOE software is not a portal in that you cannot download from or upload to it. She described how citizens and the Assessor's Office will use this software and stated it is software that exists in other states but is being customized for Washington state.

Consent Agenda Item #34 (AB2024-846 Substitute)

Rob Ney, Administrative Services Department Facilities, answered whether the tenant was already there when the County bought the building, and

indicated that they were.

Consent Agenda Item #40 (AB2024-861)

The following people answered questions:

- Chris D’Onofrio, Health and Community Services
- Ann Beck, Health and Community Services

They answered how many veterans are using this facility and whether a certain number of beds is set aside for veterans.

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

1. [AB2024-788](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Washington State Department of Health to provide funding for various public health programs in the amount of \$166,856, for a total amended contract amount of \$19,158,215

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

2. [AB2024-797](#) Request authorization for the County Executive to enter into a contract to bind coverage with Midwest Employer Casualty for renewal of insurance protection for the self-insured workers compensation program in the amount of \$119,569 for calendar year 2025

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

3. [AB2024-798](#) Request authorization for the County Executive to enter into a two year agreement between Whatcom County and Birch Bay Chamber for visitor center operations and tourism services in the amount of \$460,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

4. [AB2024-799](#) Request authorization for the County Executive to enter into a two-year agreement between Whatcom County and Mount Baker Foothills Chamber for Visitor Center operations and tourism services in the amount of \$452,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

5. [AB2024-804](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Associated Earth Sciences, Inc. to conduct Phase I of an investigation into the impacts of agricultural tile drains on stream flows, in the amount of \$108,863 (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 - Byrd, Galloway, and Donovan

Nay: 0

6. [AB2024-806](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Whidbey Telephone Company to add additional equipment to a radio tower and increase the rent in the amount of \$667 per month for a total amended contract amount of \$15,148.08

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

7. [AB2024-807](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Whatcom Conservation District for Pollution Identification and Correction (PIC) Program technical assistance and cost share, in the amount of \$77,627.98 (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 - Byrd, Galloway, and Donovan

Nay: 0

8. [AB2024-811](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Whatcom County Library System for inmate library services in the amount of \$12,000 per year

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

9. [AB2024-812](#) Request authorization for the County Executive to enter into a six month contract amendment/reassignment between Whatcom County and Ideal Option/MXD PLLC for jail physician services in the amount of \$138,921

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

10. [AB2024-814](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Shawna Bosman for jail nurse practitioner services in the amount of \$32,730

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

11. [AB2024-815](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Sun Community Services to operate an emergency shelter in the amount of \$640,070, for a total amended contract amount of \$1,631,861

Donovan moved that the Contract be RECOMMENDED FOR

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

12. [AB2024-816](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and SpectraSite Communications LLC to add additional equipment to a radio tower and increase the rent in the amount of \$225.88 per month for a total amended contract amount of \$201,079.88

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

13. [AB2024-817](#) Request authorization for the County Executive to enter into a grant agreement between Whatcom County and the Washington State Recreation and Conservation Office (RCO) for reimbursement of property acquisition costs to the Whatcom County Conservation Futures Fund, in the amount of \$2,900,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

14. [AB2024-818](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham to provide administrative oversight of the City's Domestic Violence Perpetrator Opportunity for Treatment Services (DVPOTS) funds for a total amount of \$50,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

15. [AB2024-820](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Black and Veatch Corporation to provide engineering and technical consulting services in the implementation and administration of current Hazard Mitigation Grant Program (HMGP) elevation and acquisition grants awarded

under Federal Emergency Management Agency's (FEMA) Hazard Mitigation Assistance Grant Programs, in the amount of \$302,038 (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 - Byrd, Galloway, and Donovan

Nay: 0

16. [AB2024-822](#) Request authorization for the County Executive to enter into a contract between Whatcom County and the Washington State Office of Public Defense for the purpose of improving the quality of the public defense services in the amount of \$213,104

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

17. [AB2024-824](#) Request authorization for the County Executive to enter into a two-year agreement between Whatcom County and Bellingham Whatcom County Tourism for regional tourism promotion in the amount of \$500,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

18. [AB2024-825](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Bruce Harris & Associates, Inc. for professional services to assist with the upgrade of the enterprise geographic information systems (GIS) infrastructure in the amount of \$78,933.51

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

19. [AB2024-826](#) Request authorization for the County Executive to enter into a contract between

Whatcom County and Sustainable Connections for Agritourism promotion throughout Whatcom County in the amount of \$45,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

20. [AB2024-827](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Whatcom Events for tourism promotion and marketing of the Ski to Sea and other events in the amount of \$40,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

21. [AB2024-828](#) Request authorization for the County Executive to enter into a two year contract with Whatcom Humane Society for the provision of animal control and shelter services in the amount of \$932,318

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

22. [AB2024-829](#) Request authorization for the County Executive to enter into an interlocal agreement with the City of Bellingham for cost sharing on the 5-year parking lot lease at the Bellingham Senior Activity Center in the amount of \$91,476

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

23. [AB2024-830](#) Request authorization for the County Executive to enter into a contact between Whatcom County and Phoenix Counseling Service, LLC, to provide domestic violence assessment and treatment services for defendants processed through

Whatcom County District Court and Bellingham Municipal Court, in the amount of \$70,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

24. [AB2024-831](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Meridian School District to construct a child care facility, in the amount of \$2,000,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

25. [AB2024-832](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Chuckanut Health Foundation for facilitation of the Whatcom Racial Equity Commission in the amount of \$200,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

26. [AB2024-834](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Dr. Marvin Wayne, M.D. to provide services as an Emeritus (Delegate) Physician supporting the transition to the newly appointed Whatcom County Medical Program Director from January 1, 2025 to December 31, 2025, in the amount of \$5,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

27. [AB2024-835](#) Request authorization for the County Executive to enter into a contract amendment

between Whatcom County and Tetra Tech, Inc., to provide final surface water planning and design services, public outreach, and development of a drainage management plan related to stormwater problems in the Point Roberts area, in the amount of \$86,783, for a total amended contract amount of \$215,528

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

28. [AB2024-837](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and FSi Engineers for professional design and engineering services for building improvements at the Parks Headquarters facility in the amount of \$28,634, for a total contract value of \$187,717

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

29. [AB2024-838](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Ralph Weiche, M.D. for Medical Program Director (MPD) services as the State Appointed Whatcom County Emergency Medical Services MPD, in the amount of \$265,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

30. [AB2024-839](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Helmsman Management Services, LLC to provide administration of the County's self-insured Worker's Compensation program in the amount of \$67,500 annually in 2025, \$70,200 in 2026, and \$73,008 in 2027 for a total amount of \$210,708 through December 31, 2027

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

31. [AB2024-840](#) Request approval for the County Executive to authorize the purchase one (1) new sport utility vehicle, using the Washington State Contract #05916, from Alan Webb Auto Group, located in Vancouver, Washington, in an amount not to exceed \$51,050.14

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

32. [AB2024-841](#) Request authorization for a Letter of Understanding between Whatcom County and AFSCME to amend the collective bargaining agreement for the period January 1, 2025 - December 31, 2025

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

33. [AB2024-842](#) Request authorization for the County Assessor to enter into a contract between Whatcom County and Just Appraised Inc to create an online portal for the Senior Citizen and People with Disabilities Exemption, in the amount of \$60,285

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

34. [AB2024-846](#) Request authorization for the County Executive to enter into a lease agreement between Whatcom County and The Society of Photo-Optical Instrumentation Engineers (SPIE) for SPIE to lease 104B Unity Street, Bellingham WA in the amount of \$143,352

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

35. [AB2024-848](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Code Publishing LLC, a General Code Company, for legal code publishing services, in the amount of \$15,000, for a total amended contract amount of \$45,000

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

36. [AB2024-851](#) Request authorization for the County Executive to enter into a six-month contract amendment between Whatcom County and Northwest Regional Council for jail and juvenile detention nursing services in the amount \$1,172,489.50 for a total amended contract amount of \$9,655,025.67

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

37. [AB2024-855](#) Request authorization for the County Executive to enter into a contract between Whatcom County and YWCA Bellingham to provide housing case management services and shelter operational support, in the amount of \$425,012

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

38. [AB2024-857](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lydia Place to operate an emergency shelter program, in the amount of \$358,426

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

39. [AB2024-859](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Bellingham to provide funding for the Ground-Level Response and Coordinated Engagement (GRACE) Program, in the amount of \$819,056

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

40. [AB2024-861](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Pioneer Human Services to operate a permanent supportive housing facility known as City Gate, in the amount of \$670,010

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

41. [AB2024-862](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Ferndale Community Services to provide housing engagement and stability services, in the amount of \$500,643

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

42. [AB2024-863](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Mercy Housing Northwest to provide resident coordination services, in the amount of \$240,870

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

43. [AB2024-864](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lydia Place to operate a rapid rehousing program and provide housing stability services, in the amount of \$249,080

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

44. [AB2024-865](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lydia Place to operate a permanent supportive housing program, in the amount of \$129,487

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

Committee Discussion

1. [AB2024-800](#) Discussion regarding a proposed resolution to declare Whatcom County Real Property as surplus and approve sale
- Andrew Hester, Public Works Department, briefed the Councilmembers and answered questions about the property.

This agenda item was DISCUSSED.

Committee Discussion and Recommendation to Council

1. [AB2024-753](#) Ordinance establishing the project based budget and an initial budget for the courtroom audio visual systems upgrade
- Perry Rice, Administrative Services Department Information Technology Manager, gave a background of the request and the plan for what they felt was necessary for the upgrade. He noted that this is separate from the chambers upgrades and gave an update on that.

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

Aye: 2 - Byrd, and Donovan

Nay: 0

Temp Absent: 1 - Galloway

2. [AB2024-766](#) Ordinance establishing a project based budget for the Central Shop Underground Storage Tank Removal project

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

Aye: 2 - Byrd, and Donovan

Nay: 0

Temp Absent: 1 - Galloway

3. [AB2024-768](#) Ordinance amending the project based budget for the North Fork Road/Kenney Creek Fish Passage Project Fund, request no. 1

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

4. [AB2024-770](#) Resolution amending the 2024 Flood Control Zone District and Subzones Budget, request no. 7, in the amount of \$20,695 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

5. [AB2024-772](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Opportunity Council to provide housing case management services, in the amount of \$1,003,932

Greg Winter, Opportunity Council, read from a presentation (on file), for this and the next two agenda items (**AB2024-847** and **AB2024-852**), on the continuum of housing services they provide, the related contracts on the agenda today, and outcomes of the programs.

He answered what their organization's outreach looks like with those in the Housing Pool wait list in light of the presentation's statistic of 434 households being removed from it due to inactivity, and stated much of it is done by phone. He spoke about coordination with other organizations to

help improve the system and to help those who need it, and stated the best thing they could do for the system is to create more housing opportunities.

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

6. [AB2024-847](#) 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 \$2,355,352

See presentation on **AB2024-772**.

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

Aye: 2 - Galloway, and Donovan

Nay: 1 - Byrd

7. [AB2024-852](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to provide on-site supportive services to residents of the permanent supportive housing facility known as 22 North in the amount of \$648,568, for a total amended contract amount of \$2,135,238

See presentation on **AB2024-772**.

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Greg Winter, Opportunity Council, discussed with Councilmembers how they define permanent supportive housing and why fewer deaths have occurred at 22 North in the last six months.

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

Aye: 2 - Galloway, and Donovan

Nay: 1 - Byrd

8. [AB2024-775](#) Ordinance amending the 2024 Whatcom County Budget, request no. 15, in the amount of \$12,651,067

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

Aye: 2 - Galloway, and Donovan

Nay: 1 - Byrd

9. [AB2024-776](#) Ordinance amending Ordinance 2013-022, to allow the Road Fund to issue cash-flow loans to capital project budgets from \$1 million to \$2 million for a term not to exceed two years

Donovan moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Elizabeth Kosa, Public Works Department Director, spoke about why they are having to do this, and stated they anticipate it happening more frequently.

Randy Rydel, Administrative Services Department Finance, answered whether the “rainy day fund” is actually the Road Fund balance, and stated it is a fund of \$1 million that the Treasurer’s Office holds for some revolving cash flow-type issues, so it would not be the Road Fund.

Kosa answered why it requires amending the ordinance, and stated the old ordinance allows for \$1 million so they are just changing the amount but not the mechanism.

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

10. [AB2024-780](#) Ordinance amending the 2025 Whatcom County Budget, request no. 1, in the amount of \$16,292,701

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

11. [AB2024-791](#) Request authorization for the County Executive to enter into a three year interlocal agreement between Whatcom County, the Port of Bellingham and the City of Bellingham for a coordinated approach to funding and contracting with economic service providers through a Regional Economic Partnership in the amount of \$2,648,084

Galloway moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Scanlon asked about getting a report about how things are going with the Western Washington Small Business Development Center.

Tyler Schroeder, Port of Bellingham, stated he would be happy to come and present in January or February. They will also focus more on metrics and deliverables for economic development for the future.

Kayla Schott-Bresler, Executive's Office, stated this is a multi-year contract. They are renewing it for a period of three years.

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

12. [AB2024-836](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Emily Welch, M.D. for supervising physician services as appointed by the Whatcom County Medical Program Director to support basic life support (BLS) operations, training, continuous quality improvement, and other BLS support activities, in the amount of \$110,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Mike Hilley, Emergency Medical Services (EMS) Manager, gave an overview of the role of the Whatcom County Medical Program Director and why the medical program lives under EMS administration. He stated that Dr. Marvin Wayne is leaving the position of director after 50 years of service to the County.

Dr. Marvin Wayne, Medical Program Director, addressed the Council to say goodbye and stated he will be staying on as the associate director for innovation, research, and quality management.

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

13. [AB2024-858](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Northwest Youth Services to provide housing case management services, in the amount of \$252,000

Galloway moved that the Contract be RECOMMENDED FOR

AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 0

14. [AB2024-860](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Northwest Youth Services to provide funding for an outreach and engagement program for vulnerable young people experiencing a housing crisis, in the amount of \$75,000

Galloway moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Councilmembers voted on this item (see below). Then the Sheriff's Office answered a question from **AB2024-840**.

Caleb Erickson, Sheriff's Office, spoke about the use of the requested vehicle (in AB2024-840), and stated the intent is to use the vehicle full time to transport the canine to and from each facility and to the handler's home. They do not have another vehicle that can be used for that purpose.

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

Aye: 3 - Byrd, Galloway, and Donovan

Nay: 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 11:07 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Cathy Halka, Council Clerk

Todd Donovan, Committee Chair

Meeting Minutes prepared by Kristi Felbinger