

**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, November 23, 2021

10:10 AM

Virtual Meeting

VIRTUAL MEETING - ADJOURNS BY 12:15 P.M. (TO PARTICIPATE, SEE INSTRUCTIONS AT www.whatcomcounty.us/joinvirtualcouncil OR CALL 360.778.5010); AGENDA REVISED 11.22.2021

COUNCILMEMBERS

Rud Browne
Tyler Byrd
Carol Frazey

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

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

Roll Call

Present: 3 - Rud Browne, Tyler Byrd, and Carol Frazey

Absent: None

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

Announcements

Special Presentation

1. [AB2021-692](#) Report from the Auditor's Office
Diana Bradrick, County Auditor, presented and answered which districts would not be set until 2023, whether those are boundaries done by the State, whether the Council Districts also have to wait until 2023, whether the Auditor's Office will have a need for more FTE, what public records requests the Auditor's Office has been receiving, and whether there is automated technology available for the re-precincting process.
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
Tyler Schroeder, Executive's Office, stated this item was withdrawn.
This agenda item was WITHDRAWN.

Committee Discussion and Recommendation to Council

1. [AB2021-616](#) Resolution adopting the Whatcom County Natural Hazards Mitigation Plan
This agenda item was WITHDRAWN.
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)
This agenda item was WITHDRAWN.
3. [AB2021-653](#) Request authorization for the County Executive to enter into a three year interlocal agreement among Whatcom County and the Port of Bellingham and City of Bellingham to provide economic development services and complete special projects

that promote beneficial outcomes for the parties, in the amount of \$2,084,322
Don Goldberg, Port of Bellingham, briefed the Councilmembers on the urgency of this agreement, and Councilmembers discussed whether a presentation is needed.

Goldberg and Tyler Schroeder, Executive's Office, answered questions about the contract amount, why there is an increase, whether it is because the term is longer, what "ACF Support" (as listed on the interlocal agreement) stands for, the various sections listed under "2022 Economic Development Budget" on the agreement, whether the Small Business Development Center (SBDC) is funded through Western Washington University, the businesses listed on the presentation slide titled, "Companies That Wouldn't Be Here Without Us," whether quarterly reporting was in the previous contract and how that will be presented to the Council, whether the local unemployment rate and average wage could be added to the key performance indicators (KPI) list, whether the line about reporting on the interlocal agreement needs to be changed, and the Strategic Reserve Fund.

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

4. [AB2021-627](#) Ordinance Amending the Project Budget for the E. Smith/Hannegan Road Intersection Improvements Fund, Request No. 2

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

5. [AB2021-636](#) Ordinance Establishing the Birch Bay Lynden Rd & Blaine Rd Intersection Improvements Fund and Establishing a Project Based Budget for the Birch Bay Lynden Rd & Blaine Rd Intersection Improvements Fund; CRP #906001

Byrd moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Jim Karcher, Public Works Department, answered whether the recent flooding impacted any of these projects and whether these supplemental

budget requests will incorporate any additional costs being spent.

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

6. [AB2021-637](#) Ordinance Establishing the Goshen Road/Anderson Creek Bridge No. 248 Replacement Fund and Establishing a Project Based Budget for the Goshen Road/Anderson Creek Bridge No. 248 Replacement Fund; CRP #920003

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

7. [AB2021-638](#) Ordinance Establishing the North Fork Road/Kenney Creek Fish Passage Fund and Establishing a Project Based Budget for the North Fork Road/Kenney Creek Fish Passage Fund; CRP #919007

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

8. [AB2021-640](#) Ordinance amending the 2022 Whatcom County Budget, request no. 2, in the amount of \$12,007,450

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

Jim Karcher, Public Works Department, answered a question about what the notation of "PBB" means in Exhibit B of the attachment titled "Annual Road Program Request."

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

9. [AB2021-641](#) Ordinance Establishing the Jackson Road/Terrell Creek Bridge No. 81 Replacement Fund and Establishing a Project Based Budget for the Jackson Road/Terrell Creek Bridge No. 81 Replacement Fund; CRP #917004

Byrd moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Jim Karcher, Public Works Department, gave an update on the project.

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

10. [AB2021-650](#) Ordinance amending Whatcom County Code (WCC) 3.08.060 (Purchasing System) to update the small public works roster process to award public works contracts under WCC 3.08.095 and to establish consulting services roster award process for architectural, engineering, and other professional services

Frazey moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Brad Bennett, Administrative Services Department Finance, briefed the Councilmembers and he and Tyler Schroeder, Executive's Office, answered whether we are notifying people on our own roster that they need to move to the MRSC roster, whether there is an exception that states that if someone is on the roster and has been pre-approved they can be selected by the Executive for a project without coming to the Council even if the project is over the \$40,000 threshold, and how the shift to a project-based budget approval has worked in terms of providing a more efficient process.

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

11. [AB2021-667](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Whatcom Conservation District for Lake Whatcom Homeowner Incentive Program assistance in the amount of \$97,275.61

Elenbaas stated that the homeowner incentive program does not have an enforcement arm.

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

12. [AB2021-680](#) Request approval for the County Executive to award Bid #21-68 for the purchase of 80 each FN303 Mark 2 Less-Lethal Launchers, associated equipment, and related accessories to Arms Unlimited Incorporated, in an amount not to exceed \$86,062.98

Byrd moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION.

Donovan thanked Doug Chadwick, Undersheriff, and the Executive for answering questions earlier.

Chadwick answered whether the County will be billing this cost to the State along with any other expenses because of the \$86,000 expense being incurred because of new State legislation. The funding is already there and has already been allocated from the State to support any changes or impacts.

Byrd's motion that the Bid Award be RECOMMENDED FOR AUTHORIZATION carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

Council "Consent Agenda" Items

Browne read item number one on the Consent Agenda (AB2021-662) into the record.

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT.

Byrd asked if Frazey could withdraw her motion so he could make a motion on the Consent Agenda.

Frazey withdrew her motion.

Byrd moved to pull AB2021-689 (number nine on the Consent Agenda) from the Consent Agenda.

Byrd withdrew his motion *and moved* to approve Consent Agenda items 1-8 by consent.

Councilmembers voted on Byrd's motion then considered AB2021-689 separately (see motions and votes on individual items below).

1. [AB2021-662](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Northwest Workforce Council to provide reimbursement of wages and benefits for eligible temporary employees working in various COVID-related positions, in the estimated amount of \$165,000 for a total estimated contract amount of \$495,000

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

2. [AB2021-663](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lifeline Connections to provide jail behavioral health services, in the amount of \$64,440

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

3. [AB2021-669](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Whatcom Conservation District for Domestic-Municipal Water Use Efficiency Project assistance in the amount of \$39,942 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

4. [AB2021-670](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Julota to provide tracking and monitoring of services and care provided to individuals frequently seen by the GRACE and LEAD Programs, in the amount of \$61,350

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

5. [AB2021-677](#) Request authorization for the County Executive to enter into a contract between Whatcom County and US Imaging, Inc., in the amount of \$70,656.11

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

6. [AB2021-682](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and US Imaging, Inc. to complete the digital image enhancement project in the amount of \$28,966.05 for a total amended contract amount of \$156,966.05

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

7. [AB2021-684](#) Resolution ordering the cancellation of unredeemed checks (warrants) more than one year old

Byrd moved that the Resolution be RECOMMENDED FOR APPROVAL.

The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

8. [AB2021-686](#) Resolution ordering the cancellation of accounts receivable incurred prior to 2020

Byrd moved that the Resolution be RECOMMENDED FOR APPROVAL.

The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

9. [AB2021-689](#) Request approval for the County Executive to enter into an interlocal cooperative purchasing agreement with Stevens County which will allow utilization of reciprocal competitively bid contracts, pursuant to RCW Chapter 39.34 Interlocal Cooperation Act

Byrd moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Brad Bennett, Administrative Services Department Finance, answered whether this list is specific to Stevens County.

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

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

Items Added by Revision

There were no agenda items added by revision.

Other Business

Tyler Schroeder, Executive's Office, answered whether there is a list of the different non-profits and funds available so community members have a place to go to see what help they can apply for due to the recent flood event, and looking at approving funding to cover costs to the small cities for disposal of garbage caused by the flood.

Byrd stated he would like to move to approve \$250,000 to be dedicated to

waste disposal for the community (related to the flood).

Councilmembers and Schroeder discussed whether the committee has authority to make such a motion, whether it might be better to discuss this and make a motion in Committee of the Whole, adding organizations - government partnerships to the rubrics in the Natural Hazards Mitigation Plan, making sure they are thinking about areas such as Deming that do not have representation other than the County, when they will hear more about the flood response and the agenda items associated with the Natural Hazards Mitigation Plan, and whether people can move back into their houses without going through a full permitting process.

Adjournment

The meeting adjourned at 11:44 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Rud Browne-via email 11/29/2021

Dana Brown-Davis, Council Clerk

Rud Browne, Committee Chair

Kristi Felbinger, Minutes Transcription

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