

**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

VIRTUAL MEETING - ENDS NO LATER THAN 1 P.M.; AGENDA
REVISED 2.8.2021 (TO PARTICIPATE, SEE INSTRUCTIONS AT
www.whatcomcounty.us/joinvirtualcouncil OR CALL 360.778.5010)

Tuesday, February 9, 2021

11:15 AM

Virtual Meeting

COUNCILMEMBERS

Rud Browne
Tyler Byrd
Carol Frazey

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

Committee Chair Rud Browne called the meeting to order at 11:15 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

Special Presentation

1. [AB2021-098](#) Presentation from RMC Architects regarding Northwest Annex Feasibility Study

The following people briefed the Councilmembers and answered questions:

- Rob Ney, Administrative Services Facilities
- Brad Cornwell, RMC Architects
- Tyler Schroeder, Executive's Office
- Steve Oliver, Whatcom County Treasurer

The Councilmembers and speakers discussed how this fits in to the capital facilities plan, what would happen to existing facilities, the total cost of the project and what funds will be used, how working remotely might figure in to the plans, whether long term master plans are in place to forecast capacity needs, creating a campus with amenities such as food service, why this property is proposed as opposed to the downtown area, and two options presented in the staff memo.

Byrd moved that the committee approve moving forward with option #1 from the staff memo.

Councilmembers and Dana Brown-Davis, Clerk of the Council, discussed how the motion should be worded.

Byrd amended his motion and moved to recommend moving forward with option # 1 to the full Council: Bring forward for Council approval consideration of budget authority to further refine the design, including some tenant improvement development and further civil engineering design and feasibility. Roughly \$30,000.

The motion carried by the following vote:

Aye: 3 - Frazey, Byrd and Browne

Nay: 0

This agenda item was DISCUSSED AND MOTION(S) APPROVED.

Committee Discussion and Recommendation to Council

1. [AB2021-049](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Henry Hollander to provide facilities management and support services at the COVID Temporary Housing Facility in the amount of \$20,000 for a total amended contract amount of \$60,000

The following staff briefed the Councilmembers and answered questions:

- Anne Deacon, Health Department
- Erika Lautenbach, Health Department Director

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

2. [AB2021-052](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lighthouse Mission Ministries to provide oversight and assistance at the COVID-19 Temporary Housing Facility in the amount of \$103,088 for a total amended contract amount of \$476,302

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

Anne Deacon, Health Department, answered questions about an amendment to the contract terms and conditions to add a standard clause regarding a requirement for adherence to fair and anti-discrimination hiring practices.

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

3. [AB2021-053](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Pacific Security to provide security services at the COVID-19 Temporary Housing Facility in the amount of \$79,425 for a total

amended contract amount of \$278,972

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

4. [AB2021-067](#) Resolution cancelling uncollectible personal property taxes

Frazey 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

5. [AB2021-074](#) Ordinance adopting amendments to Whatcom County Code 2.66 County-Owned Vehicles

Browne moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Councilmembers discussed the item.

Byrd moved to recommend that the item be held in Committee to get a presentation.

Councilmembers discussed the motion to hold.

The motion failed by the following vote:

Aye: 1 - Byrd

Nay: 2 - Frazey and Browne

Councilmembers discussed the main motion.

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

7. [AB2021-080](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the United States Department of the Treasury for

rental and utility assistance and other housing expenses, in the amount of \$6,911,585

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Anne Deacon, Health Department, briefed the Councilmembers and answered questions.

Browne thanked the Health Department and County staff for their efforts in getting federal and state funding.

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

6. [AB2021-079](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and SeaMar Community Health Centers to provide oversight and assistance at the COVID-19 Temporary Housing Facility in the amount of \$95,460 for a total amended contract amount of \$357,976

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

8. [AB2021-087](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Brown & Caldwell to conduct Phase 2 of the Lake Whatcom Total Maximum Daily Load (TMDL) Reassessment in the amount of \$303,935

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Cathy Craver, Public Works Department, briefed the Councilmembers.

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

9. [AB2021-091](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Washington State Department of Transportation in the amount of \$2,047,063 for a total amended contract amount of \$2,197,063

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Jim Karcher, Public Works Department, stated he did not have a staff report.

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

10. [AB2021-094](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Crossroads Consulting to provide consulting and facilitation services for the COVID Employer Support Task Force, for a total amended contract amount of \$130,000

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Erika Lautenbach, Health Department Director, stated she provided more details to them via email last week.

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

11. [AB2021-095](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Elizabeth Boyle Consulting to provide strategic coordination of the COVID Safer Stronger Together Campaign, in the amount of \$25,000 for a total amended contract amount of \$45,000

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

Aye: 2 - Browne and Frazey

Nay: 1 - Byrd

Absent: 0

Council "Consent Agenda" Items

1. [AB2021-066](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and US Imaging, Inc. to extend the original contract from 12/31/2020 to 12/31/2021 (original contract amount was \$128,000 previously approved by Council)

Browne moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT and expressed his support for the imaging work. The motion carried by the following vote:

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

2. [AB2021-076](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Status Electrical Corporation for the purpose of Security Electronics and DVMS System Support & Maintenance Agreement

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

Rob Ney, Administrative Services Facilities, briefed the Councilmembers.

Frazey's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

3. [AB2021-077](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Conservation District to provide a Community Wildfire Risk Reduction Program in the amount of \$50,000

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

Tyler Schroeder, Executive's Office, answered questions.

Frazey's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

4. [AB2021-078](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Oak Harbor for Mini-Chain Services in the amount of \$2,138

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT.

Doug Chadwick, Undersheriff, stated he did not have a staff report.

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

5. [AB2021-081](#) Request authorization for the County Executive to enter into a 2-year interlocal agreement between Whatcom County and the City of Bellingham for Work Crew Services in the amount of \$89,000.00 per year

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

6. [AB2021-085](#) Request authorization for the County Executive to enter into a two year interlocal agreement between Whatcom County and South Whatcom Fire Authority for Work Crew Services in the amount of \$1,700.00 per year

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

Councilmembers and Dana Brown-Davis, Clerk of the Council, discussed

how the dollar amount is written in the title of AB2021-085.

7. [AB2021-090](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Seattle, in the amount of \$3,000 for a geodetic grade GPS antenna

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

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

8. [AB2021-099](#) Request authorization for the County Executive to renew a Collective Bargaining Agreement between Whatcom County and General Teamsters' Local Union 231 Corrections Deputies and Sergeants for the period January 1, 2021 through December 31, 2021

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

Melissa Keeley, Administrative Services Human Resources, did not have a report but stated she was available for questions.

Frazezy's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

9. [AB2021-100](#) Request authorization for the County Executive to enter into a Collective Bargaining Agreement between Whatcom County and the Washington State Nurses Association for the period January 1, 2021 through December 31, 2022

Frazezy 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

Items Added by Revision

1. [AB2021-112](#) Discussion and request for Council motion to assist Facilities Management in selection of in-house or contracted custodial services for outlier buildings

The following people briefed the Councilmembers and answered questions:

- Rob Ney, Administrative Services Facilities
- Tyler Schroeder, Executive's Office

Browne stated he would like to have a forecast of what the contract would be in a normalized environment as opposed to a COVID-19 environment and Councilmembers and staff discussed the request.

Browne moved to recommend that this item be held in Committee.

Browne's motion that the Request for Motion be FORWARDED TO COUNCIL WITH A RECOMMENDED MOTION TO HOLD IN COMMITTEE carried by the following vote:

Aye: 3 - Browne, Byrd and Frazey

Nay: 0

Absent: 0

Other Business

There was no other business.

Adjournment

The meeting adjourned at 1:12 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Dana Brown-Davis, Council Clerk

Rud Browne, Committee Chair

Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE

