

**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, September 13, 2022

11 AM

Hybrid Meeting

**HYBRID MEETING - ADJOURNS BY 12:30 P.M. (PARTICIPATE IN-PERSON, SEE
REMOTE JOIN INSTRUCTIONS AT 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 11:07 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. [AB2022-467](#) Report from the Finance Division

Brad Bennett, Administrative Services Department Finance, reported.

He and Tyler Schroeder, Director of Administrative Services, answered what next year's biennium budget looks like for revenue and expenses and whether it will be in good shape like this year, whether we will have enough money to fund our County government with all the increased costs and only slightly increasing revenues, whether there is a schedule yet for presenting the budget to the Council so they have enough time to look at it and ask questions, why traffic infractions are down over 50 percent and what they usually bring in per year, and what the average length of maturity is on interest revenue and whether those are laddered out.

This agenda item was REPORTED.

Committee Discussion and Recommendation to Council

1. [AB2022-434](#) Resolution amending the Flood Control Zone District & Subzones 2022 budget, request no. 5, in the amount of \$78,598 (Council acting as the Flood Control Zone District Board of Supervisors)

Frazey moved that the Resolution (FCZDBS) be RECOMMENDED FOR APPROVAL.

The following people briefed the Councilmembers.

- Gary Stoyka, Public Works Department
- Tyler Schroeder, Director of Administrative Services

Frazey's motion that the Resolution (FCZDBS) be RECOMMENDED FOR

APPROVAL carried by the following vote:

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

2. [AB2022-435](#) Ordinance amending the 2022 Whatcom County Budget, request no. 12, in the amount of \$4,068,703

Frazey moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Doug Chadwick, Undersheriff, answered a question about the request "To fund new program specialist position from general fund transfer," and whether the Emergency Operation Center (EOC) manager would be training staff within County Government so they are ready to go before they get into the EOC.

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

Council "Consent Agenda" Items

Kershner requested they have discussion on Consent Agenda item numbers three (AB2022-458), eight (AB2022-463), eleven (AB2022-470), twelve (AB2022-472), and thirteen (AB2022-475) before voting on them (but not separate them out from the Consent Agenda).

Galloway requested they have discussion on Consent Agenda item numbers thirteen (AB2022-475) and twenty-six (AB2022-495).

Frazey moved approval of the Consent Agenda.

Councilmembers and staff discussed the aforementioned items as follows:

Consent Agenda item number **three** (AB2022-458)

Kershner asked why the contract for services provided under the Whatcom County Volunteer Guardian Ad Litem program was decreased this year.

Tyler Schroeder, Director of Administrative Services, stated he would track down the answer to it (see answer below after discussion on item eleven).

Consent Agenda item number **eight** (AB2022-463)

Cathy Halka, Council Legislative Analyst, answered whether there is any background information about the Hearing Examiner's request for a fifteen percent salary increase, whether we pay any of his expenses through this contract or whether the contract is strictly for professional services, whether we provide computer equipment and other items necessary to complete the Hearing Examiner services, what the last increase was that we gave our Hearing Examiner, how much our Hearing Examiner works for us and whether it is full or part time, and whether the increase would be fifteen percent for both years.

Councilmembers discussed whether a fifteen percent increase per year is a little bit high when we are looking at the increases that we are considering for other staff, if the Hearing Examiner could track his hours so they can tie the compensation directly to the amount of time, and the fact that this is not the only job he performs.

Halka answered what staff did to put the word out for the position and whether anyone else is interested in it. She stated there is some time if they want to make some choices here on how to move forward.

Kershner asked that they remove Consent Agenda item number eight (AB2022-463) from the Consent Agenda and take action on it separately.

Consent Agenda item number **eleven** (AB2022-470)

Kershner asked whether anyone could give information about the program and Schroeder stated he needs to track down Dave Reynolds (Superior Court) to provide the answer she is looking for.

Consent Agenda item number **three** (AB2022-458)

Schroeder stated he found the answer to the question on item number three and stated it is a State reimbursement contract. The State is reimbursing us less than they have in the last couple years for the cost of the program.

Consent Agenda item number **twelve** (AB2022-472)

Ann Beck, Health Department, answered where the apartments are located, whether we are ignoring those with 61 percent or above the median income, and whether we have any programs for them.

Consent Agenda item number **thirteen** (AB2022-475)

Buchanan and Schroeder answered questions and discussed with

Councilmembers whether the Council developed and instituted the New Health, Safety & Justice Facility fund and how is it being funded, whether it is funded with the sales tax increase that was voted on in 2004, whether the additional amount to be added to the Crossroads Consulting contract extends their contract to September 2023 and whether that is when we expect their work to be done, what the differences are between the work and related contracts for the Incarceration Prevention and Reduction Task Force (IPRTF) and the Stakeholder Advisory Committee (SAC) and The Vida Agency, how these contracts will help them achieve an outcome that will be successful, whether the \$800,000 that was going to be paid to HOK included HOK also designing the facility, whether there is any room in this work to revisit the VERA Institute report and any necessary updates that might entail, whether the SAC has been made aware of the letter from the Mayors in Whatcom County asking the Council to take seriously the consideration of funding and getting started on building a new jail, and what measures the Mayors were proposing in that letter.

Consent Agenda item number **twenty-six** (AB2022-495)

Buchanan answered how much of this is new outreach and education versus a repeat of previous efforts, whether this is the same agency we have used before for communication efforts, and whether the public engagement plan is on the website.

The motion to approve the Consent Agenda with the exception of item number eight carried by the following vote (see motion and vote on each individual item below):

Aye: 3 - Kershner, Frazey, and Byrd

Nay: 0

1. [AB2022-455](#) Request authorization for the County Executive to enter into the Allocation Agreement Governing the Allocation of Funds Paid by the Settling Opioid Distributors in Washington State and the Subdivision Settlement Participation Form in the Distributors Washington Settlement

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

2. [AB2022-456](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Everson for use of building space at

Everson City Hall for senior programming, in the amount of \$500

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. [AB2022-458](#) Request authorization for the County Executive to enter into an Interagency Agreement between Whatcom County and the Washington Administrative Office of the Courts for reimbursement of expenses incurred relating to the Volunteer Guardian Ad Litem program, in the amount of \$91,751

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

4. [AB2022-459](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Military Department for FY2021 Operation Stonegarden (OPSG), in the amount of \$156,292.50

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

5. [AB2022-460](#) Request authorization for the County Executive to enter into a Subrecipient Agreement between Whatcom County and City of Bellingham to provide for a pass-through grant for reimbursement of equipment costs to What-Comm Communications Center, in the amount of \$126,251

Frazezy 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

6. [AB2022-461](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Health Care Authority to establish an alternative response team to respond to 911 calls that do not require law enforcement, in the amount of \$2,213,000

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

7. [AB2022-462](#) Request authorization for the County Executive to enter into an Interlocal Agreement between the Whatcom County Flood Control Zone District and Public Utility District No. 1 of Whatcom County (PUD) to provide funding to complete a Regional Water Supply Plan, in the amount of \$16,000.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

8. **AB2022-463** Request authorization for the County Executive to enter into a contract between Whatcom County and Michael Bobbink for hearing examiner services

This item was considered separately. See motion and vote below after the Consent Agenda.

9. [AB2022-464](#) Request authorization for the County Executive to enter into a two year grant contract between Whatcom County and Mt. Baker-Snoqualmie National Forest in the amount \$57,442.00

Frazezy 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

10. [AB2022-466](#) Request authorization for the County Executive to enter into a grant contract amendment between Whatcom County and Washington State Health Care Authority to expand the MOUD (Medication for Opioid Use Disorder) program in the Jail, in the amount of \$180,291.00

Frazezy 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

11. [AB2022-470](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Children’s Home Society of Washington for additional support allocated to the Parent for Parent Program, in the total amended amount of \$94,350.00

Frazezy 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

12. [AB2022-472](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Mercy Housing Northwest to provide funding for permanent supportive housing personnel at Trailview Apartments, in the amount of \$209,250

Frazezy 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

13. [AB2022-475](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Crossroads Consulting to expand the term, scope and compensation of the agreement for a total of \$150,950

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

Aye: 3 - Byrd, Frazezy, and Kershner

Nay: 0

Absent: 0

14. [AB2022-476](#) Request approval for the County Executive to enter into a contract with S. S. Papadopulos & Associates, Inc. for the purpose of making refinements and improvements to the Whatcom County Groundwater Model in the amount of \$286,016 (Council acting as the Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Frazezy, and Kershner

Nay: 0

Absent: 0

15. [AB2022-477](#) Request approval for the County Executive to enter into a contract amendment with Tetra Tech, Inc. to provide ongoing technical consulting services for the preparation of Benefit Cost Analyses (BCA) and grant application submittals in the amount of \$231,551 for a total amended contract amount of \$271,271,551 (Council acting as the Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Frazezy, and Kershner

Nay: 0

Absent: 0

16. [AB2022-478](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and the Office of Crime Victims Advocacy Community Services and Housing Division in the amount of \$60,461.00 for the SFY 2023 Victim/Witness grant

Frazezy 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

17. [AB2022-479](#) Request authorization for the County Executive to enter into a contract between Whatcom County and the United State Department of Interior, U.S. Geological Survey (USGS) to jointly fund continued stream gaging stations in the Nooksack River in the amount of \$199,672.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

18. [AB2022-480](#) Request authorization for the County Executive to enter into a Grant Program Agreement between the Whatcom County Flood Control Zone District and the State of Washington Department of Ecology in the amount of \$ 500,00.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

19. [AB2022-483](#) Request authorization for the County Executive to enter into a Collective Bargaining Agreement between Whatcom County and the Deputy Sheriff's Guild for the period January 1, 2023 - December 31, 2025

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

20. [AB2022-484](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Herrera Environmental Consultants to provide continuing support of the Floodplain Integrated Planning Process (FLIP) in the amount of \$606,500.00 for a total amended contract amount of \$1,199,700.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

21. [AB2022-486](#) Request authorization for the County Executive to enter into a contract amendment between Stryker Corporation and Whatcom County to increase the annual payment for purchase of Advanced Life Support Equipment for the Fifth Paramedic Unit including adding powerload lift equipment to the annual maintenance program in the amount of \$121,545/year for the remaining 8 years of the agreement

Frazezy 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

22. [AB2022-488](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Coastal Geologic Services, Inc., for long-term monitoring of the Birch Bay Drive & Pedestrian Facility in the amount of \$284,800

Frazezy 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

23. [AB2022-491](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lydia Place to provide emergency housing for families experiencing unsheltered homelessness in the amount of \$107,000 for a total

amended contract amount of \$707,074

Frazezy 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

24. [AB2022-492](#) Request authorization for the County Executive to award a contract to Squalicum Mountain Ecological Restoration Inc., and enter into a contract for annual maintenance costs for plantings on the Birch Bay Drive and Pedestrian Facility in the amount of \$64,617

Frazezy 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

25. [AB2022-494](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Bellingham Food Bank for the provision of food purchases in the amount of \$500,000

Frazezy 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

26. [AB2022-495](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and The Vida Agency for phase 2 of the communication efforts for the Justice Project in the amount of \$146,984 for a total amount of \$186,907

Frazezy 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

27. [AB2022-496](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and the Washington State Department of Health for the delivery and funding of various public health services in the amount of \$309,314, for a total amended agreement amount of \$8,377,968

Frazezy 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

28. [AB2022-497](#) Request authorization for the County Executive to enter into an agreement with the US Department of Agriculture Natural Resource Conservation Service to secure matching funds for the Savage Agricultural Conservation Easement through the Conservation Easement Program

Frazezy 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

29. [AB2022-498](#) Request authorization for the County Executive to enter into an agreement with the US Department of Agriculture Natural Resource Conservation Service in order to secure matching funds for the VanderWerff Agricultural Conservation Easement through the Conservation Easement Program

Frazezy 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

30. [AB2022-499](#) Request approval to sign agreement with USDA NRCS in order to secure matching funds for the Vander Veen Agricultural Conservation Easement through the

Conservation Easement Program

Frazezy 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

8. **AB2022-463** Request authorization for the County Executive to enter into a contract between Whatcom County and Michael Bobbink for hearing examiner services

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

Kershner moved to ask our Council staff to go back to Michael Bobbink and propose a six percent increase in the first year and a six percent increase in the second year.

She stated a fifteen percent increase in both years is a little bit too high considering what we are negotiating for our County employees.

Councilmembers discussed the motion.

Byrd stated for clarity that this would also be a motion to hold this item in committee.

The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Byrd

Nay: 0

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

Motion approved to hold in Committee and request that Council staff go back to Michael Bobbink and propose a six percent increase in the first year and six percent in the second year.

Items Added by Revision

There were no agenda items added by revision.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 12:08 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Dana Brown-Davis, Council Clerk

Tyler Byrd, Committee Chair

Kristi Felbinger, Minutes Transcription