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1 WHATCOM COUNTY COUNCIL  
2 **Finance and Administrative Services Committee**  
3

4 April 8, 2003  
5

6 The meeting was called to order at 11:00 a.m. by Committee Chair Sam  
7 Crawford in the Council Chambers, 311 Grand Avenue, Bellingham, Washington.  
8

9 Present:

10 Sharon Roy

Absent:

L. Ward Nelson

11  
12 Also Present:

13 Dan McShane

14 Barbara Brenner

15 Laurie Caskey-Schreiber  
16  
17

18 **COUNCIL "CONSENT AGENDA" ITEM**  
19

20 **1. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
21 **USE OF PREMISES AGREEMENT WITH LUMMI COMMERCIAL COMPANY**  
22 **FOR LUMMI ISLAND FERRY PARKING AREA AT GOOSEBERRY POINT,**  
23 **IN THE AMOUNT OF \$35,227 (AB2003-144)**  
24

25 Dick Prieve, Temporary Help, stated the casino seems to be operating well.  
26 More people seem to be devoting time to the project. Staff has been successful in  
27 meeting with the Lummi Nation about the project. He submitted amendments to  
28 the contract (*on file*).  
29

30 Crawford asked what improvements would be made, as are referenced in the  
31 new language in section 3. Prieve stated those improvements they will do are to  
32 remove some of the existing fence, relocate and add fencing, move some lighting,  
33 do minor grading work. He anticipates it will cost \$30,000 or less to make those  
34 improvements.  
35

36 Brenner asked for an explanation of the new language to section 3 regarding  
37 termination and the value of the improvements. Prieve stated the language means  
38 that the value of the improvements will not exceed \$30,000. Each side will only be  
39 responsible for a maximum of \$30,000.  
40

41 Crawford asked for an overview of the arrangement. He recalled that the  
42 County has a long-term lease with the Lummi Nation that will end at the end of this  
43 decade. He asked how this fits in with the broader issue of the long-term lease.  
44 Prieve stated the long-term lease is a 25-year lease. It expires in 2010. Hopefully  
45 they will be able to negotiate another 25-year lease. It does not involve this  
46 property. This is a three-year agreement, which they can roll over.  
47

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1 Crawford asked how they arrived at the figure. Prieve stated staff looked at  
2 comparable parking areas and comparable costs.  
3

4 Brenner asked if the termination language added should be reworded so that  
5 neither party is responsible for improvements of more than \$30,000. Prieve stated  
6 this is the language that the Lummi Nation adopted. The County's legal counsel  
7 accepts the language.  
8

9 Crawford stated either party could opt out with 30 days notice.

10 Art Thomas, 2620 Islandview, Lummi Island, stated he represents the Lummi  
11 Island Transportation Committee. The transportation committee has been meeting  
12 with Public Works Department staff for several years on this and other issues. The  
13 transportation committee supports the efforts of the County staff to develop much  
14 needed parking on the mainland. They anticipate that the capital costs for parking  
15 spaces will be financed with the same funds that any other capital facility for  
16 parking is financed in the county.  
17  
18

19 **Roy moved** to recommend approve the amended version of the use-of-  
20 premises agreement.  
21

22 **Motion carried unanimously.**  
23

24 **2. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO AN**  
25 **AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN WHATCOM**  
26 **COUNTY AND PUBLIC UTILITY DISTRICT NO. 1 REGARDING**  
27 **CONTRACT ADMINISTRATION AND PROJECT OVERSIGHT FOR THE**  
28 **WRIA 1 WATERSHED MANAGEMENT PROJECT, IN THE AMOUNT OF**  
29 **\$38,500 (AB2003-145)**  
30

31 Dr. Bruce Roll, Water Resources Division Manager, stated that due to staffing  
32 shortages, he would like to contract with the Public Utility District (PUD) No. 1 for  
33 this service.  
34

35 Brenner asked when John Sproul left the position, and whether the County  
36 will fill the position. Roll stated Dr. Sproul left in July. He decided they might want  
37 to hire new skill sets as water resources inventory area (WRIA) 1 moves into the  
38 implementation phase of the WRIA project.  
39

40 Caskey-Schreiber stated part of the contract would involve monitoring of the  
41 contract with Utah State University (USU). That seems unusual. She asked if the  
42 County needs to make sure that USU is accountable to the County. Roll stated it is  
43 a Joint Board contract, not a County contract. Executive Kremen is a member of  
44 the Joint Board, and is designated as the liaison between the Joint Board and the  
45 contractor. Executive Kremen's designee, he and Dr. Spoul, were serving that  
46 function. It is common practice to hire for this purpose. They need someone with

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1 good familiarity with the project. Dr. Sproul's position has not been filled. This will  
2 fill the gap until he fills that position.

3  
4 Desler stated he is not aware of any other contract for which they hire  
5 someone else to monitor.

6  
7 Caskey-Schreiber asked if there is anyone in-house that could do this. Roll  
8 stated there is not now.

9  
10 Roy asked about the difference in costs between Dr. Sproul's position and  
11 the PUD. She asked if the cost is an additional \$15,000 over what they would have  
12 paid Dr. Sproul. Roll stated he is only paying on an hourly basis, and is paying  
13 about \$52 per hour. Dr. Sproul's per hour rate was a little more than that. He  
14 keeps up on all the activities and communications between this contractor and any  
15 of the WRIA people. In one week, there are anywhere from seven to eight  
16 meetings going on. In addition, there is a need to transmit information between  
17 many people. It is impossible for him to do that by himself.

18  
19 Roy asked if the service is costing the County any more with the PUD than if  
20 the County would have paid Dr. Spoul. Roll stated it is not.

21  
22 Roy asked if this contractor has a fulltime job in addition to doing this  
23 contract. Roll stated the person does not.

24  
25 Brenner stated she is not comfortable with the PUD overseeing these kinds of  
26 contracts. The PUD is an interested party. She asked if this was brought to the  
27 caucuses. Roll stated the caucuses are aware of the contract. The contractor has  
28 been working in this roll for several months already. The work has been  
29 outstanding, and the caucuses will confirm that.

30  
31 ***Roy moved*** to recommend approval to the full Council.

32  
33 ***Motion carried unanimously.***

34  
35 Desler stated he could see this type of process being used in future services,  
36 such as construction management. The County may hire a professional firm or  
37 person to assist in construction monitoring.

38  
39 **3. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
40 **CONTRACT AGREEMENT BETWEEN WHATCOM COUNTY AND REGION 3**  
41 **AIDS SERVICE NETWORK TO PROVIDE HIV/AIDS PREVENTION**  
42 **ACTIVITIES, INCLUDING COUNSELING AND TESTING, OUTREACH,**  
43 **VOLUNTEER SERVICES, CASE MANAGEMENT AND EDUCATION, IN**  
44 **THE AMOUNT OF \$132,940 (AB2003-146)**

45  
46 Terry Hinz, Assistant Director, stated this comes forward every year.  
47 Nothing has changed.

1  
2       **Roy moved** to recommend approval to the full Council.

3  
4       **Motion carried unanimously.**

5  
6   **4.    REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
7   **LEASE AGREEMENT BETWEEN WHATCOM COUNTY AND THE BIRCH**  
8   **BAY LIONS CLUB TO OPERATE A HOSTEL FACILITY AT BAY HORIZON**  
9   **PARK, AS A RESULT OF RFP #03-07 (AB2003-147)**

10  
11       Lynne Givler, Parks Operation Manager, stated the County had an agreement  
12 with American Youth Hostel to run the Birch Bay Youth Hostel. When the second  
13 term expired, the County looked at statistics for how many people were using the  
14 facility, which was low. The Parks Director wanted a more active group in the  
15 facility, and put out a request for proposals (RFP). The only applicant was the Birch  
16 Bay Lions Club. The Parks Department has been working with the Birch Bay Lions  
17 Club to put together a contract similar to the one the Parks Department had with  
18 the Youth Hostel. They hope to enter into that agreement as soon as possible, and  
19 run it through the end of September, when they reevaluate of how things are going  
20 and hopefully enter into an extension.

21  
22       **Roy moved** to recommend approval to the full Council.

23  
24       McShane stated it seems like it would be an appealing place to visit if anyone  
25 knew about it. He asked if the Convention and Visitor's Bureau is involved in  
26 advertising.

27  
28       Patrick Alesse, 4825 Alderson Road, stated he is handling the marketing for  
29 this site. They do have brochures in the Blaine Visitor's Center, Ferndale Visitor's  
30 Center, and a couple of places at Birch Bay. There will be brochures in the  
31 Bellingham Visitor's Center. He is planning for another brochure to be sent to  
32 several places. He also plans to have the hostel on the website for resources within  
33 the area and near British Columbia. He thanked the Council for supporting the  
34 project.

35  
36       McShane stated Mr. Alesse and the Parks Department deserve the credit for  
37 putting the project together. He suggested letting the Audubon Society know so  
38 their birders will stay there.

39  
40       Roy stated Mr. Alesse could also let the Convention and Visitor's Bureau  
41 know, so the information on the hostel is distributed countywide. The facility is  
42 pretty upscale for a hostel. The place used to be officers' quarters.

43  
44       **Motion carried unanimously.**

1 **5. RESOLUTION AMENDING COUNTY ROAD PROJECT (CRP) NO. 900905,**  
2 **"LUMMI VIEW DRIVE" TO INCLUDE CONSTRUCTION FUNDING OF**  
3 **\$1,000,000 (AB2003-148)**  
4

5 Joe Rutan, Assistant Director of Engineering, stated that by authorizing the  
6 million dollars for construction, the Council is also authorizing the Executive to  
7 enter into the interlocal agreement. They are not seeking additional spending  
8 authority at this time. Depending on the outcome of other projects on the road  
9 program, additional funding may be sought.

10 Crawford stated the total budget is \$2.7 million. The County is providing  
11 slightly less than half that amount. He asked if this is being done now because of  
12 matching funds, since this is priority 18 on the annual construction program. Rutan  
13 stated they did not intend for this project to go to construction this year. The  
14 Lummi Nation put a great effort into getting the project ready for construction in  
15 2003.  
16

17  
18 **Roy moved** to recommend approval to the full Council.  
19

20 McShane asked if this is for roadwork alone, and if the shoreline work is  
21 done. Rutan stated this funding is just for roadwork. He will discuss the project in  
22 more detail in the Public Works Committee this afternoon. The project includes  
23 roadwork, improving the base and shoulders, installing sidewalks, and relocating a  
24 section of road back inland where the bluff is eroding along Hale Passage.  
25

26 McShane stated the road will make a turn to head to Gooseberry Point before  
27 it gets to the point. The road will no longer be subject to being at risk for erosion.  
28 Rutan stated that is correct. The bluff is eroding into the roadway prism, and he  
29 has been told the County has no chance to get permits to strengthen that  
30 embankment. They are realizing that nature has some say, and staff will work  
31 around it. There are issues in the engineer's report they need to investigate  
32 further, such as the actual right-of-way in relation to the bluff. Multiple things are  
33 going on at once, including authorizing of the million dollars to be placed in the  
34 County road project (CRP), entering into the interlocal agreement, and working on  
35 the vacation. Hopefully they will all come together and the County can begin  
36 working on the project this summer.  
37

38 Brenner asked if this will be a permanent solution, or there will still be  
39 erosion. Rutan stated the erosion would continue to occur.  
40

41 Brenner asked if they have a long-term understanding of the situation.  
42 Rutan stated the intent is to vacate the County interest so County property won't  
43 erode. They will talk about that process in the Public Works Committee this  
44 afternoon. The underlying land is not owned by the County, which just has a right  
45 of passage. The County will rescind its right of passage. There is still an issue with  
46 utilities and their location. That has not been worked out yet.  
47

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1 Roy stated it makes her uncomfortable when they don't follow the six-year  
2 road plan. She asked if higher priority projects would not be done. Rutan stated  
3 that is not necessarily correct. The staff intends to complete 75 percent of projects  
4 on the annual road program. That provides flexibility in the plan if the staff runs  
5 into issues with the environment, potential right-of-way acquisitions, and the  
6 community. There is built in flexibility in the annual program. Staff will move  
7 projects around based on certain situations. This project was to have been in front  
8 of the Council in a year. However, the Lummi Nation worked really hard to have  
9 this ready for this summer.

10  
11 Roy stated other communities are also waiting for projects. Rutan stated the  
12 Public Works staff is committed to a "worst first" plan. If staff had known that this  
13 project would be ready for construction, it would have been rated higher.

14  
15 ***Motion carried unanimously.***  
16

17  
18 **OTHER BUSINESS**  
19

20 Dewey Desler, Deputy Administrator, stated that during the next meeting,  
21 the County Council will see the retroactive wages from 2002.  
22

23 Administration is working on the City Council's past version of an emergency  
24 medical service (EMS) interlocal agreement, which needs a few more adjustments.  
25 It should be coming forward soon.  
26

27 The administration is working on the Washington Community Economic  
28 Revitalization Team (WA-CERT) applications. The Rural Sales Tax Committee will  
29 work on reviewing and making recommendations about the WA-CERT applications  
30 to the County Council.  
31

32 The administration is preparing a program called the Economic Development  
33 Investments Program, and will work with the Rural Sales Tax Committee. The  
34 administration will bring it before the County Council to work on the rural sales tax  
35 resources.  
36

37 The administration is working on a series of grant applications, which he will  
38 describe in a future memo to the County Council.  
39

40 At a future Council meeting, there will be a supplemental budget request for  
41 the Assessor/Treasurer software computer system.  
42

43 Caskey-Schreiber asked if the Assessor would be able to do geographic  
44 information system (GIS) printouts of any given address. Desler stated that is a  
45 completely different project.  
46

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1 Caskey-Schreiber stated she's been working on expanding the notification  
2 area. The Planning Department used to be able to create a quick list of properties  
3 within a certain distance of a certain property, but it didn't match the Assessor's  
4 maps, so they quit doing it. She asked what it would take to get the Assessor and  
5 Planning Department maps to match. Desler stated a major Council initiative  
6 includes work to put more data and maps on the web, and trying to integrate all  
7 applications into a common system to be used by administration and the public.  
8

9 Caskey-Schreiber asked if a coordinator for GIS has been hired. Desler  
10 stated the administration is recruiting for that position right now. The position will  
11 be in the Administrative Services Division.  
12

13  
14 **ADJOURN**

15  
16 The meeting adjourned at 11:45 a.m.  
17  
18

19 \_\_\_\_\_  
20 Jill Nixon, Minutes Transcription  
21

22  
23 ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

24  
25  
26  
27  
28 \_\_\_\_\_  
29 Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Sam Crawford, Committee Chair