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

4 June 3, 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 L. Ward Nelson

11 Sharon Roy  
12

Absent:

None

13 Also Present:

14 Dan McShane

15 Seth Fleetwood

16 Laurie Caskey-Schreiber

17 Barbara Brenner  
18

19 **SPECIAL PRESENTATIONS, 11:00 A.M. – 12:00 P.M.**  
20

21 **1. SPECIAL PRESENTATIONS BY VARIOUS WA-CERT PROJECT**  
22 **APPLICANTS (AB2003-223A)**  
23

24 Regional Wastewater Treatment Plant and Cultural Memorial  
25

26 Gary Tomsic, Blaine City Manager, stated the treatment plant project has  
27 been number one on the list for the last two years. It is the most important and  
28 pressing issue in Blaine. The new plant replaces the existing wastewater treatment  
29 facility. They have been trying to identify a site and plan for treatment. If they  
30 are not successful in the next couple of years, they will have problems  
31 accommodating future growth. They have been doing a wastewater treatment  
32 plan update. By the end of this summer, the options will be clearer and they will  
33 make decisions on where to go. He asked the Council to continue ranking the  
34 project high.  
35

36 Crawford asked if the \$3 million they've received is from WA-CERT, or if any  
37 has come from WA-CERT. Tomsic stated the WA-CERT program gives them a  
38 technical advisory team from federal and state agencies that grant and loan  
39 monies. Those people work with Blaine to make the project happen. The group  
40 has been meeting regularly for 1-½ years. There is no money in the bank. When  
41 they identify program costs, the group will be there to assist in putting a package  
42 of money together.  
43

44 Roy asked about the Heritage Center. Tomsic stated the intent is to move  
45 away from the existing wastewater treatment plant site, upon which the Lummi  
46 Nation will construct a memorial and a replica of a fishing village that used to be at  
47 that location. Also, they will construct a park that has story poles and a heritage

1 center that allows for arts and crafts exhibits that celebrates the Coast Salish  
2 heritage of the Northwest U.S. and Canada.

3  
4 Nelson asked when implementation begins. Tomsic stated the only source  
5 of money is from Rural Development, which has a grant and loan package that  
6 they've committed. However, the package was stopped in August 1999. Those  
7 funds are still committed when they move forward. They will still have to raise a  
8 lot of money to get the project done in the future. He is not sure what the project  
9 costs will be. Depending on the option they choose, the cost could range from \$37  
10 million to something much less than that, about \$16 million. Those are decisions  
11 they will make before this October.

12  
13 City of Lynden West Main Street Improvements and West Front  
14 Street/Tromp Road Improvements

15  
16 Bill Verwolf, Lynden City Administrator, stated they are trying to get some  
17 infrastructure improvements into that area. The zoning is either commercial or  
18 industrial. There is also a West Front-Tromp Road project. Both projects are in  
19 the same area and are to accomplish the same thing. They will make Lynden  
20 competitive in offering an area for businesses to locate and grow.

21  
22 Storm Water Program, City of Nooksack

23  
24 No one spoke

25  
26 Kendall Community Resource Center

27  
28 Georgina Head, Kendall Community Resource Center Association Member,  
29 stated the goal is to build a multi-agency facility to serve the communities of  
30 Glacier, Maple Falls, and Kendall. They hope to provide job training and education,  
31 family services, and youth services to the community. They have received two  
32 planning grants that will allow them to determine the size and budget for the  
33 facility.

34  
35 Nelson asked why not the application says the project is not Growth  
36 Management Act (GMA) compliant. Head stated Paul Schissler filled out the  
37 application. She did not know the reason.

38  
39 Crawford stated there was discussion of co-location of County services at  
40 that location. Head stated they are working with the County Executive's office  
41 about that option. They are talking about a satellite for County services.

42  
43 Dewey Desler, Deputy Administrator, stated they have received a couple of  
44 grants for this project. The administration will start a process with the community  
45 and County about determining the appropriate programs that would be a part of  
46 that facility. During that process, they will make recommendations on what goes  
47 in that location and when.

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Point Roberts Wellness Clinic

Dewey Desler, Deputy Administrator, stated this project has been approved.

Port of Bellingham Wood Stone Business expansion

Dodd Snodgrass, Port of Bellingham, stated the Wood Stone Corporation is a very successful, homegrown manufacturing company that is also a tenant of the Port of Bellingham. The company produces stone hearth cooking equipment. The project will provide infrastructure for the company to expand into a 45,000 square foot facility that the Port of Bellingham will build. There are two phases of the project. The infrastructure for and construction of the new facility is the project. This request is to help fund the infrastructure. The Port and Community Economic Revitalization Board will fund the facility.

Wood Stone is an incredible corporation that pays above average wages in the county. It employs about 45 employees, and will double that number. The project is important now because of the Intalco situation and to create and maintain family wage jobs.

Crawford asked if the Port builds a bigger building for a tenant. Snodgrass stated there are build-to-suit facilities, and the Port just leases the land. In this instance, the Port will own the building.

Crawford asked how the Port benefits. It is spending public money for a private enterprise. Snodgrass stated the tenants pay a lease to pay for the building costs. There are loan costs. The overall benefits to the public are job creation in the County. The tenants will pay a rental rate that will pay the cost of the facility.

Crawford asked how WA-CERT fits into this picture. Snodgrass stated this is a classic economic development project to generate employment. The public role is to provide the infrastructure. There may be other incidences in the county where the public pays for infrastructure.

Nelson stated the grants were originally to help economically deprived counties from lagging forestry practices. They are trying to find jobs for out-of-work people in the community. That is what this project would accomplish.

Brenner asked what the wages are. Snodgrass stated the current average annual wage of the payroll jobs in the county is \$27,000. The average wage for the new positions that will be created is \$38,000.

Roy stated she understood that there is no specific amount of money tied to these projects. It is simply a prioritizing of programs to provide access to many different funds.

1  
2 Caskey-Schreiber stated the project is excellent, but she was hesitant about  
3 directing something in Bellingham.  
4

5 Roy stated the WA-CERT process was originally set up as a response to the  
6 loss of jobs in the forest and fisheries industries. Snodgrass stated the definition  
7 of a rural county is less than 100 persons per square mile.  
8

9 Nelson stated Bellingham is still part of the county.

10 Whatcom Open Network PUD #1  
11

12  
13 No one spoke.  
14

15 Industrial Land Development and Water Facilities Manganese Treatment  
16

17 Rick Holt, City of Everson Public Works Supervisor, stated the Industrial  
18 Land Development project is high on the City's list of projects. It involves an  
19 industrial area on the east side of Everson. They can't currently serve the area  
20 with water and sewer. In past years, they have had an inquiry about that piece of  
21 land from a plastics industry that would have provided 900 jobs. This property is  
22 partially in the flood plain. Rural sales tax would be well spent on this project. It  
23 is in the rural area. Five hundred to nine hundred jobs would be a real boost for  
24 the east side of Whatcom County. There are several potential funding sources.  
25

26 He would like to add another project to the list regarding the water  
27 treatment. The City of Everson doesn't have a quantity problem. It has a quality  
28 problem. The deep well is loaded with manganese. They are looking for funding to  
29 treat it. Manganese is a secondary contaminant, so it is an aesthetic problem. If  
30 the City can use that water, it will take pressure off other wells. With the nitrate  
31 problems in the county, that aquifer is a more protected aquifer than the shallow  
32 wells.  
33

34 Crawford asked if there are other resources for the well project. Holt said  
35 there are other sources. They are initiating a pilot test this week to quantify the  
36 concentration. It is money that already has been set aside. From that point, they  
37 should have an idea about how much manganese is in the water and what it would  
38 take to treat it.  
39

40 Crawford asked if the plastics business is no longer interested in the Everson  
41 property. Holt said they have not heard from that company in 2 ½ years. The  
42 electricity was at the location. There was good rail and road access.  
43

44 Nelson asked if this is just north of the crossroads at Highway 9 and South  
45 Pass Road. Holt stated it is. It is zoned light industrial.  
46

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1 Caskey-Schreiber asked if the Council wants to encourage industrial  
2 development in the flood zone. That is a factor they have to consider.

3  
4 Crawford stated that would have to be mitigated.

5  
6 Roy stated many of these factors have influence on her decision.

7  
8 McShane asked if the City of Everson has a comprehensive flood  
9 management plan that is coordinated with Whatcom County. Holt stated the City  
10 doesn't have a plan separate from Whatcom County's plan.

11  
12 McShane asked if the two shallow wells have manganese. Holt stated they  
13 do, but the amounts are below the maximum contaminant level (MCL). There is  
14 plenty of water in the deep well, as long as they can treat it. They didn't have any  
15 manganese in the two shallow wells when they punched the deep well. The  
16 manganese seems to be migrating.

17  
18 Brenner asked if there is a different standard for water for industrial use.

19  
20 McShane stated it depends on the industry. If heating the water, the  
21 manganese will really cause problems.

22  
23 Holt stated the wastewater treatment plant can wait longer than the water  
24 treatment project. He would like the Council to prioritize it higher.

25  
26 Downtown Boardwalk Construction

27  
28 Terry Galvin, City of Blaine Community Development Director, stated this  
29 project has been on the WA-CERT list for a few years. They've been using it as the  
30 base for the economic development plan for the downtown area. The boardwalk is  
31 one block long, on the west side of Peace Portal Way. Taking advantage of the  
32 water is an advantage to the community. The boardwalk will encourage and  
33 stimulate tourist and commercial activity. There is stakeholder commitment. The  
34 City has committed \$100,000. The City committed \$500,000 from hotel/motel tax  
35 for construction. Anvil was hired to do pre-construction work. They've done  
36 preliminary work on grants to supplement needed funds. This project has already  
37 stimulated economic development. There are a lot of sales and interest in that  
38 area.

39  
40 Nooksack Parks and Trails System

41  
42 No one spoke.

43  
44 Water Transmission Main Installation

45  
46 No one spoke.

47

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1           Water System Improvements Georgia Manor

2  
3           Linnea Smith, Georgia Manor Water Association Secretary/Treasurer, asked  
4 to stay on the list. Since they are in the middle of lawsuit with the federal  
5 government, Lummi Tribe, and State Department of Ecology, WA-CERT won't  
6 consider the application until the lawsuit is over. She doesn't want to be removed  
7 from the list, but they can't do a lot until the lawsuit is over.

8  
9           Point Roberts Wastewater Treatment Project

10  
11           David Niles, Point Roberts Planning and Economic Development Committee,  
12 stated this project is co-sponsored with the Port of Bellingham and Point Roberts  
13 Chamber of Commerce. The County Planning Department participates at their  
14 meetings. The community needs proper community infrastructure to have growth  
15 and development. This will lead to expanding the local economy. A clean source  
16 of water was their first major hurdle, which was achieved. A wastewater treatment  
17 system is the second step. Two years ago, the committee applied for the WA-  
18 CERT list so it could apply for US Forest Service grant money, which it received.  
19 The result is the update of the Point Roberts Sewer Comprehensive Plan. They are  
20 in the final phases of that plan. They are ready to move forward on phase two. It  
21 will determine individual property assessments so the property owners can make a  
22 decision. If necessary, there could be an update and revision of the environmental  
23 land impact study. The comprehensive sewer plan provides a general idea of what  
24 sewers could look like in the future. They need the technical assistance now to  
25 customize a system for the community. The first phase did not cost the taxpayers  
26 anything. He would like that to continue for phase two.

27  
28           Crawford stated this amount is for the treatment plant, not the sewer lines.  
29 Niles stated they don't know yet. There is a new pressurized system similar to  
30 what they think will be useful in Point Roberts. The estimated cost for that system  
31 is the estimate for the plant and the pipes. The new pressurized systems offer  
32 great potential for rural communities. A similar system is even used by the City of  
33 Baltimore. It cuts down on construction costs.

34  
35           Roy asked if this work has to be passed by the voters to actually install the  
36 system. Niles stated it has to be approved by property owners.

37  
38           Roy asked if there is a scenario that the property owners will not approve.  
39 Niles stated it is a possibility, but the project will sell itself once accurate costs are  
40 known. The committee first considered forming a utility local improvement district  
41 (ULID) that would cover half of the Point. However, if new projects coming into  
42 the community are going to put money into individual systems anyway, the  
43 community could time it so that this new system could be developed for the entire  
44 community.

45  
46           Small Business Roundtable Program

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1 Tom Dorr, Small Business Development Center, stated this project started in  
2 2002. Round table discussions focus on industry sectors. They bring non-  
3 competing businesses together once per month with a professional facilitator.  
4 There are two purposes for the meetings. First, it increases the participants'  
5 technical skills and knowledge about running a business. Second, it creates a  
6 peer-to-peer support system. Initial funding came from a grant from the Small  
7 Business Administration. Western Washington University has matched the money  
8 from the initial cost for the start of the program.

9  
10 They are looking to continue and expand the program. Currently, there are  
11 five round tables in four sectors, including manufacturing, business-to-business  
12 services, business-to-consumer services, construction, and the downtown retailers.  
13 He has requests for three new round tables, but he is not able to fund them right  
14 now. One request is for a round table in the foothills area.

15  
16 *(Clerk's Note: End of tape one, side A.)*  
17

18 Dorr continued to state that they want to put one together for agricultural  
19 producers and one at the Lummi Reservation. The funding for the project is  
20 \$40,000. He is requesting \$20,000. He has \$5,000 committed from a local bank,  
21 and also from the Bellingham Business Journal. Western Washington University  
22 will provide the rest.

23  
24 Nelson stated this is a big bang for the County's buck. It is a good idea.

25  
26 Evergreen Water and Sewer District 19 Water System Project Report

27  
28 No one spoke.

29  
30 Economic Development Name Branding and Marketing Campaign and  
31 Corporate Jet Park.  
32

33 Steve Jilk, Port of Bellingham Economic Development Director, spoke  
34 regarding the Economic Development Name Branding and Marketing Campaign. It  
35 came out of Community Economic Development Strategy (CEDS) process. It was  
36 one of the top 25 recommended projects and initiatives.

37  
38 There are two phases of the project. The first phase is to look at the county  
39 in terms of all facets of marketing of the county to those outside of the county.  
40 Phase two is for the Convention and Visitors Bureau to look at the tourism  
41 element.

42  
43 The reason behind the recommendation from CEDS to complete this project  
44 was, after visiting with other areas in the state, the advisory committee saw a gap  
45 in terms of how this county markets itself to the outside world. There seemed to  
46 be a fragmented approach at how they did that. They looked at how different local  
47 industries market themselves. The Port of Bellingham sponsors this project

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1 because the recommendation came from the CEDS Committee to the Partnership  
2 for Sustainable Economy, which is not a legal entity. The Port took it on.  
3

4 Nelson asked how Economic Development Council (EDC) would play a role.  
5 Jilk stated that at this point, the EDC needs to play a key role in terms of the  
6 economic development element. The issue they are trying to resolve is how to  
7 create a multi-faceted marketing program that includes economic development,  
8 tourism, transportation, land use, and other elements. This is a team approach  
9 that includes the EDC, Port of Bellingham, CVB, and other agencies.

10  
11 Roy asked if the marketing portion of the program was included at the  
12 beginning of this project. Jilk stated it was always in two parts. The first is to  
13 determine a theme, or brand. The second part is to develop an implementation  
14 strategy that is ongoing.  
15

16 Regarding the Corporate Jet Park, this is an important project. There are  
17 issues regarding land acquisition. This is a lower priority for Port right now.  
18

#### 19 Monument Transportation Connector

20

21 Unidentified Speaker, stated this is the most important project for Point  
22 Roberts. It will connect Point Roberts to the Coast Millennium Trail and Canadian  
23 trails. It will connect to the Point Roberts business district and Monument Park.  
24 Trail development has been cited as the number one economic development  
25 priority in the Port of Bellingham study. It is environmentally beneficial economic  
26 development. It will preserve and enhance the character of Point Roberts. It will  
27 enhance public safety for bicyclers, pedestrians, and others that will move off the  
28 road and onto the trails. It is included in the County bicycle and pedestrian plan.  
29 There has been a one-cent per gallon of gas tax in Point Roberts for 30 years that  
30 is to go toward projects like this. Additionally, the Tye Drive widening project was  
31 cancelled at their request, and the money put forward to this project. They could  
32 say the residents of Point Roberts have already paid for this project.  
33

34 They will seek wetland enhancement funds. Overall, it would be a reduced  
35 cost for capital improvements to the County. The project will provide rights of way  
36 for future utilities, such as sewers. They would look to the rural sales tax for  
37 money. The project is compliant with the Growth Management Act (GMA).  
38

#### 39 Business and Workforce Center Feasibility

40

41 No one spoke.  
42

43 Brenner stated some of the projects are asking only for a small amount.  
44 She asked if more projects would be funded because they are asking for smaller  
45 amounts. Desler stated the top priority projects that have a likelihood of being  
46 funded are assigned someone to scope the project, which will help facilitate the  
47 financing of a project.

1  
2 Crawford stated this would have a public hearing in two weeks.  
3  
4

5 **COMMITTEE DISCUSSION AND RECOMMENDATION TO COUNCIL**  
6

7 **1. ORDINANCE INCREASING THE PARKS AND RECREATION**  
8 **DEPARTMENT'S PETTY CASH REVOLVING FUND (AB2003-212)**  
9

10 *Nelson moved* to recommend approval to the full Council.  
11

12 *Motion carried unanimously.*  
13  
14

15 **COUNCIL "CONSENT AGENDA" ITEM**  
16

17 **1. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO AWARD BID**  
18 **#03-40 TO THE LOWEST RESPONSIVE BIDDER, SAHLBERG**  
19 **EQUIPMENT, FOR A REPLACEMENT VIBRATORY ROLLER FOR USE BY**  
20 **MAINTENANCE AND OPERATIONS IN THE AMOUNT OF \$82,758.56**  
21 **(AB2003-214)**  
22

23 *Nelson moved* to recommend approval to the full Council.  
24

25 Brenner asked how old the current machine is.  
26

27 Mike Roberts, Assistant County Road Engineer, stated the current roller is a  
28 1973 model. He is not sure if it has the original hour meter on it. The controls  
29 don't work anymore. It is worn out.  
30

31 *Motion carried unanimously.*  
32

33 **2. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
34 **COLLECTIVE BARGAINING AGREEMENT BETWEEN WHATCOM**  
35 **COUNTY AND WHATCOM COUNTY DEPUTY SHERIFF'S GUILD FOR THE**  
36 **PERIOD OF JANUARY 1, 2000, THROUGH DECEMBER 31, 2002**  
37 **(AB2003-215)**  
38

39 Dewey Desler, Deputy Administrator, stated Guild members unanimously  
40 approved this. It brings their efforts to conclusion.  
41

42 *Roy moved* to recommend approval to the full Council.  
43

44 *Motion carried unanimously.*  
45

46 Roy asked when the agreement terminates. Desler stated it brings finality  
47 to a series of negotiations and arbitration with the Guild. Now, they can finish the

1 next agreement that covers January 1, 2003 to whenever they decide. If the  
2 Council approves this agreement, the administration will use it to operate during  
3 2003.  
4

5 **3. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
6 **FLOOD WORKS AGREEMENT BETWEEN WHATCOM COUNTY AND**  
7 **DIKING DISTRICT NO. 1 FOR LEVEE BACK SLOPING WORK ON THE**  
8 **NOOKSACK RIVER NORTH OF SLATER ROAD, IN THE AMOUNT OF**  
9 **\$42,143.90 (AB2003-216)**

10  
11 *Nelson moved* to recommend approval. He asked what they are doing to  
12 prevent this situation from happening again. The work was done before the  
13 request came in.  
14

15 Paula Cooper, River and Flood Division Manager, stated she sent a letter to  
16 the commissioners stating this is not the way the process is to work. There is an  
17 administrative policy that the County does not approve funding for a completed  
18 project. She will make the committee aware of the County's policy.  
19

20 McShane asked what the diking district would do if there weren't countywide  
21 flood funds.  
22

23 Wayne Barney, Diking District 1 Commissioner, stated the district needed to  
24 get this work done. A contractor brought too much fill onto someone's property.  
25 He's still learning the process. When they get a contractor with extra material,  
26 they back slope the dikes at a 6-to-1 slope. It helps maintain the integrity of the  
27 dikes. There was a contractor who was bringing in too much material, and they  
28 had to have it cleaned up from a property owner's property.  
29

30 McShane stated fill was stored on a property, and they had to move it off  
31 that property because that property owner wasn't happy with it sitting there.  
32 Cooper stated the contractor brought out too much fill. They were supposed to  
33 back slope it, but the contractor went overboard and ended up widening it.  
34

35 McShane asked if the dike was encroaching on the person's property.  
36 Cooper stated that is correct.  
37

38 McShane stated the property owner told the diking district to fix it. That is  
39 what they are paying for. The diking district was responsible. Barney stated the  
40 diking district was responsible. He got another contractor to avoid legal problems  
41 with the property owner.  
42

43 Roy stated work was performed beyond the authorization of the permits.  
44 The project was shut down. Now, the Council is being asked to pay for something  
45 after it has been completed. It is a terrible precedent to set.  
46

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1 Brenner stated it is helpful to vote for it if it is important to happen, and  
2 have Ms. Cooper follow up with the parties involved.

3  
4 ***Motion carried 2-0 with Roy opposed.***

5  
6 **4. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
7 **PROFESSIONAL SERVICES CONTRACT BETWEEN THE WHATCOM**  
8 **COUNTY HEALTH DEPARTMENT AND THE FRONT STREET**  
9 **PARTNERSHIP TO DEVELOP A LOCAL "COALITION AGAINST**  
10 **TOBACCO USE" (CATU) FOR A TERM OF JUNE 1, 2003, THROUGH**  
11 **DECEMBER 31, 2003, IN THE AMOUNT OF \$65,000 (AB2003-217)**  
12

13 Andy Byrne, Human Services Division Manager, stated this project is funding  
14 from the Department of Health. There is a contract requirement from the State  
15 Department of Health to mobilize local coalitions against tobacco. This is timely in  
16 Whatcom County. The amount of money the County receives has gradually  
17 increased over the years. The County ends up doing a lot of tobacco prevention.  
18 The Health Department and a small group of committed individuals have  
19 historically done this work. This contract is to provide organization and  
20 development to the individuals, called COMMIT. It will create a strategic plan for  
21 Whatcom County for addressing the impacts of smoke and secondhand smoke.  
22

23 Dr. Chris Covert-Bowlds, COMMIT President, stated this contract will build  
24 infrastructure to lobby others for money. The organization will step up its tobacco  
25 control efforts.  
26

27 Roy asked if there are direct services to addicted people that would be  
28 provided. Byrne stated the County does the direct services for prevention.  
29 Physicians do cessation services. This contract is to increase local capacity so  
30 there are more providers out there. The local groups will band together and create  
31 a strategic plan. It will provide more results.  
32

33 Covert-Bowlds stated he originally wanted this money to be for direct  
34 services, but that's not what this pot of money is for. It is to build the  
35 infrastructure.  
36

37 Brenner stated she hasn't heard much from COMMIT in the last year or two.  
38 She would like a presentation from the organization at some point.  
39

40 Nelson stated people have done a lot of work on this issue in this part of  
41 country. Peer pressure got people into smoking. Peer pressure will get people off  
42 of smoking. The more they do that, the more people will want to quit.  
43

44 Caskey-Schreiber asked what happened with the State ordinance to ban  
45 smoking in indoor public places. She asked if they could do that locally. Covert-  
46 Bowlds stated that one of the biggest projects is reducing acceptability by reducing  
47 smoking in public places. It works better legally at the city level.

1  
2 Caskey-Schreiber stated she would support a County ordinance.

3  
4 **Roy moved** to recommend approval to the full Council.

5  
6 **Motion carried unanimously.**

7  
8 **5. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**  
9 **CONTRACT EXTENSION FOR TEMPORARY PASSENGER FERRY**  
10 **SERVICE TO LUMMI ISLAND FROM AUGUST 1, 2003, THROUGH JULY**  
11 **31, 2004, IN THE AMOUNT OF \$30,000, FOR A TOTAL AMENDED**  
12 **CONTRACT AMOUNT OF \$60,000 (AB2003-218)**

13  
14 **Nelson moved** to recommend approval to the full Council.

15  
16 Jeff Monsen, Public Works Director, stated this is a continuation of a  
17 contract. It only relates to dry dock, but it allows access to a passenger vessel in  
18 the case the ferry goes down at other times of the year.

19  
20 **Motion carried unanimously.**

21  
22 **6. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO AN**  
23 **AMENDMENT TO CONTRACT NO. 200209003 BETWEEN WHATCOM**  
24 **COUNTY AND HDR ENGINEERING, INC. TO EXPAND THE SCOPE OF**  
25 **WORK TO PROVIDE AN ASSESSMENT FOR FEASIBILITY OF REUSING**  
26 **AN EXISTING BUILDING AS A TEMPORARY MINIMUM-SECURITY**  
27 **FACILITY, IN THE AMOUNT OF \$25,000, FOR A TOTAL AMENDED**  
28 **CONTRACT IN THE AMOUNT OF \$127,357 (AB2003-219)**

29  
30 Dewey Desler, Deputy Administrator, stated the fiscal requirements of a jail  
31 are something they don't think about in their daily lives. They are complicated,  
32 difficult facilities. Using an existing building requires a fair amount of care. It has  
33 to match with the zoning, facility, and building requirements. The administration  
34 has talked with the Sheriff's Office staff about the possibility of developing a new  
35 minimum-security facility. It's important to examine many issues that are related  
36 to fiscal and operational infrastructures before they know whether this will be  
37 successful for Whatcom County.

38  
39 The current provider is working on a master facilities plan. The  
40 administration asked the provider to focus on a side project that would examine an  
41 existing facility. The contractor has experience with people who have taken  
42 existing facilities and converted them to a minimum-security jail. They will bring a  
43 team in to work with County jail staff and look at key sites. The contractor will  
44 come back with a series of recommendations and cost estimates.

45  
46 Crawford stated the County has engaged in a total of over \$300,000 for this  
47 facilities planning process. Now they want to expand it. He asked how this fits

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1 into the overall planning process and whether this was always a part of the project.  
2 Desler stated it was not originally part of the project. The detailed work associated  
3 with that is not associated with any plan. It is a new proposal.  
4

5 Crawford stated the numbers were worked out by the Sheriff's Office and  
6 taken to administration for review. He asked how \$25,000 in planning entered the  
7 scene.  
8

9 Lt. Wendy Jones, Chief of Corrections, stated this may be a good interim  
10 solution to a chronic crisis situation at the jail. This was not part of the original  
11 master planning process because no one thought of it until a program sergeant  
12 brought it forward recently as a way to alleviate stress on the jail. When they  
13 brought forward a proposal, the Executive decided to get a more conclusive  
14 estimate. They want to bring in some folks who have done this before to make  
15 sure they don't violate codes, come in at budget, and not increase the liability to  
16 the County. This is a lot of money, especially if they decide it is not a feasible  
17 solution. However, it makes sense to get an accurate estimate.  
18

19 *(Clerk's Note: End of tape one, side B.)*  
20

21 Jones continued to state it makes sense to spend the money up front to do  
22 the pre-planning instead of finding out later on that will cost the County too much  
23 as is not feasible.  
24

25 Crawford asked if the contractor has provided at timeframe. Desler stated it  
26 would take four or five weeks.  
27

28 Caskey-Schreiber stated she would like to approach the consultants with an  
29 attitude of doing what they can to make this work. She supports the project. She  
30 doesn't want to approach it negatively.  
31

32 Jones stated the preliminary conversations with the consultant have been  
33 very positive. The consultant wants to try and make this work. There haven't  
34 been any red flags so far. However, it makes sense to get an accurate estimate  
35 before asking the Council and community for more money.  
36

37 Brenner stated she wanted to go out for bid for this work. It shouldn't take  
38 \$25,000 to figure out if it is feasible. Use local contractors to figure this out. She  
39 doesn't support doing this. Just go ahead with the project and make it work.  
40

41 Desler stated the County is able use professional services like architects  
42 through an RFP once a year. They've gone through that process and are entirely  
43 legal. The technical team is a combination of HDR, who teamed up with Stewart  
44 and David King, who have expertise in criminal justice.  
45

46 Nelson asked how they would meet security and manpower needs. Jones  
47 stated they would have to hire 11 additional officers. They shouldn't have much

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1 difficulty in hiring the staff. The new officers would go to the existing facility. The  
2 staff for the new facility will be comprised of senior officers and officers who have  
3 been on staff for a while. She's already worked out the staffing schedules. This is  
4 a temporary solution.

5  
6 Roy stated she has reservations, but she doesn't want to delay this. If the  
7 \$25,000 is an issue, she will be willing to look at places to reduce something else  
8 in the budget.

9  
10 Fleetwood asked if this level of analysis is necessary. Jones stated it is, in  
11 terms of meeting codes. She is comfortable with the remodeling ideas for the  
12 interior. HDR has some additional ideas that might save remodeling costs.  
13 They've come up with some different methods of accomplishing the same thing.  
14 The County needs to make sure that it complies with all codes. This study will help  
15 guarantee that happens. An issue with the old jail is that there were no code  
16 requirements. That's the reason the County has the problem it does right now.  
17 this study will also reduce the County's exposure to liability.

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

20  
21 ***Motion carried unanimously.***

22  
23 **7. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO AN**  
24 **AMENDMENT TO CONTRACT NO. 200301025 BETWEEN WHATCOM**  
25 **COUNTY AND THE BELLINGHAM/WHATCOM COUNTY ECONOMIC**  
26 **DEVELOPMENT COUNCIL, TO EXPAND THE SCOPE OF WORK TO**  
27 **PROVIDE TECHNICAL ASSISTANCE TO THE COUNTY'S ECONOMIC**  
28 **DEVELOPMENT INVESTMENT PROGRAM, IN THE AMOUNT OF**  
29 **\$58,000, FOR A TOTAL AMENDED CONTRACT IN THE AMOUNT OF**  
30 **\$73,000 (AB2003-220)**

31  
32 Dewey Desler, Deputy Administrator, stated the request is consistent with  
33 information from the Economic Development Investment (EDI) program. The  
34 Council appropriated the funding for this at the previous Council meeting in the  
35 supplemental budget request. The scope of work and reimbursement schedule  
36 would be a part of the EDI program. The administration would retain \$15,000  
37 annually for Economic Development Council (EDC) funding and \$43,000 over 19  
38 months from EDI funds to support implementation of the program.

39  
40 Nelson stated the scope of work is great. It's what they've been trying to  
41 get for years. He asked if the City of Bellingham is participating. Desler stated the  
42 City contributes to the EDC independently. He hasn't seen the City's scope of  
43 work, but he's heard that it's similar. The City is not partnering with the County on  
44 this particular scope of work.

45  
46 Caskey-Schreiber asked what happens to smaller projects that come  
47 forward and request funds. Desler stated the EDI program might not be

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1 appropriate for smaller projects. This fund has to be focused on public facilities.  
2 Grant monies are available. The County could amend the EDI program guidelines  
3 if it is appropriate and wants to fund smaller projects.  
4

5 Brenner stated she wanted to emphasize nourishing local businesses before  
6 bringing in outside businesses. Desler stated the Executive agrees, but they need  
7 both. Any successful effort will involve a combination of both. There are  
8 references to that in the scope of work.  
9

10 Brenner stated she's opposed to non-local businesses that displace local  
11 businesses. Desler stated one item addresses that concern. A representative on  
12 the EDC board, Councilmember Crawford, can represent that opinion.  
13

14 ***Nelson moved*** to recommend approval to the full Council.  
15

16 ***Motion carried unanimously.***  
17

18 **8. RESOLUTION AMENDING WHATCOM COUNTY VANTAGECARE**  
19 **RETIREMENT HEALTH SAVINGS (RHS) PLAN TO PROVIDE TO**  
20 **BARGAINING UNIT EMPLOYEES WHEN SPECIFIED IN WHATCOM**  
21 **COUNTY COLLECTIVE BARGAINING AGREEMENTS, AND REVISE**  
22 **EXISTING NON-HEALTH DISTRIBUTION FEATURES OF THE RHS PLAN**  
23 **IN ACCORDANCE WITH GUIDANCE ICMA-RC HAS RECEIVED FROM**  
24 **THE INTERNAL REVENUE SERVICE (AB2003-210)**  
25

26 ***Nelson moved*** to recommend approval to the full Council.  
27

28 Dewey Desler, Deputy Administrator, stated Whatcom County is the first  
29 county to take advantage of this type of program. This applies to all un-  
30 represented employees and the master bargaining unit. It's an employee paid  
31 benefit.  
32

33 ***Motion carried unanimously.***  
34

35 **OTHER BUSINESS**  
36

37  
38 Crawford stated councilmembers has received feedback from contractors  
39 that they can't get permits in a timely way. They've allocated money for extra  
40 help.  
41

42 Sam Ryan, Building and Codes Division Manager, stated they do need more  
43 help. Two weeks to wait for an appointment is acceptable, but three weeks is not.  
44 They are now at seven weeks to get an appointment. It's taking four to five weeks  
45 once someone gets the appointment.  
46

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1 Crawford stated one contractor is doing over 30 homes. He asked if that  
2 contractor's appointment could be expedited. It was suggested that the problem  
3 might be better if they did a little overtime on Saturdays. Ryan stated there are  
4 280 applications for residential use only.  
5

6 Crawford asked if they could take one applicant with multiple applications  
7 and pull it out of the mix. Ryan stated she pulled mobile homes out of the mix  
8 right now, and set them up with a different appointment schedule. Carey Brothers  
9 and other developers have master plans. Any one of those homes that have public  
10 water and sewer can be done in 40 minutes to an hour for each building permit.  
11 They have put together some ideas. County staff is willing to work some overtime.  
12 A combination of additional clerical help and overtime is what she is asking for. To  
13 make the backlog work in the long run, they need a temporary natural resource  
14 person and a temporary zoning person to help review the applications.  
15

16 Crawford asked if they could take the major developers out and handle them  
17 in a way so that the individual builders don't have to wait for seven weeks. Ryan  
18 stated there is a timeline on construction loans. Most people plan on being able to  
19 get into an appointment right away.  
20

21 Crawford asked what they can do right now. Ryan stated extra help and  
22 overtime could be approved.  
23

24 Desler stated the administration has put forward an amended request for  
25 \$72,000 for short-term capacity for the Building Services Division, funded by  
26 permit revenues. In the meantime, the administration authorizes the department  
27 to do whatever is necessary within the existing budget to help out.  
28

29 Caskey-Schreiber stated she thought the increase in fees was supposed to  
30 pay for the services that the Planning Department provides. She asked why they  
31 have to have this additional money. Ryan stated the volume was exceeded last  
32 year and the year before. It was more than they anticipated.  
33

34 Desler stated there has been a 20 percent increase in permits each of the  
35 last two years. This year alone, the increase will be even more. The  
36 administration projected certain volumes for 2003. They are going to far exceed  
37 that. The administration is going to budget the additional revenue from permit  
38 revenue through a supplemental budget.  
39

40 Caskey-Schreiber asked if they have identified an ideal window for permit  
41 turn-around. Ryan stated the contractors have lived with the four-week  
42 turnaround once they made an application. They have never had to wait more  
43 than two weeks to get an appointment and make an application.  
44

45 Roy stated she is concerned about what they can do before the  
46 supplemental request goes through. Ryan stated she is ready now to hire another

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1 plans examiner and the clerical staff they need to make the appointments, if there  
2 is support.

3  
4 Crawford stated the Council supports the administration's implementation by  
5 all direct means to get this going as soon as possible.

6  
7

8 **ADJOURN**

9

10 The meeting adjourned at 1:09 p.m.

11

12

13

14 \_\_\_\_\_  
Jill Nixon, Minutes Transcription

15

16

17 ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

18

19

20

21

22

23 \_\_\_\_\_  
Dana Brown-Davis, Council Clerk

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