

DISCLAIMER: This document contains the Whatcom County Council or Committee minutes, as approved. However, unless an attested signature page is attached, they are not the final approved minutes.

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

4 July 13, 2004
5

6 Committee Chair Sam Crawford called the meeting to order at 11:05 a.m. in
7 the Council Chambers, 311 Grand Avenue, Bellingham, Washington.
8

9 Present:

10 Sharon Roy
11 Dan McShane
12

Absent:

None

13 Also Present:

14 Laurie Caskey-Schreiber
15 Seth Fleetwood
16 Barbara Brenner
17

18 **COMMITTEE DISCUSSION AND RECOMMENDATION TO COUNCIL**
19

20 **1. ORDINANCE AMENDING THE 2004 WHATCOM COUNTY BUDGET, 9TH**
21 **REQUEST (AB2004-262)**
22

23 Dewey Desler, Deputy Administrator, stated there are three elements to the
24 request, which include funding for a temporary accountant position in Superior
25 Court, Economic Development Council (EDC) website development, and the Blaine
26 boardwalk project.
27

28 **Roy moved** to recommend approval to the full Council. She supports the
29 approach to problem solving to collect the fines for Superior Court. The documents
30 in the Council packet were good information and answered her questions.
31

32 Desler stated that with this population, the County has to be assertive in
33 collecting the monies it's owed.
34

35 Roy asked if the Chamber of Commerce already has a website that promotes
36 the county, and asked how many they need. Desler stated the EDC says the
37 County needs a major presence on the internet. It takes some effort to plan and
38 construct websites. This is a one-time expense. The Executive supports it.
39

40 Roy asked if there is an overlap of services between the EDC, Chamber, and
41 Convention and Visitor's Bureau (CVB). Desler stated they can't avoid an overlap.
42 The Chamber will not contract with the County much longer. It wants to be more
43 independent. Later this year, the County will evaluate its relationship with the EDC
44 and the CVB.
45

46 Caskey-Schreiber stated the EDC will link to the CVB website and is working
47 to not duplicate information and work. The EDC applied for a grant for this work,

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1 but was turned down. The amount requested is a fraction of what they hoped to
2 get. She has a lot of confidence in the new director. He's working very hard for the
3 dollars the County provides. He's being very frugal.

4
5 ***Motion carried 2-0 with McShane absent.***

6
7 **2. RESOLUTION PROVIDING FOR SUBMISSION TO THE QUALIFIED**
8 **VOTERS OF THE COUNTY A PROPOSITION AUTHORIZING A LOCAL**
9 **SALES AND USE TAX OF ONE TENTH OF ONE PERCENT FOR THE**
10 **PURPOSE OF PROVIDING FUNDS FOR COSTS ASSOCIATED WITH**
11 **FINANCING, DESIGN, ACQUISITION, CONSTRUCTION, EQUIPPING,**
12 **OPERATING, MAINTAINING, REMODELING, REPAIRING, RE-**
13 **EQUIPPING, AND IMPROVEMENT OF JAIL FACILITIES (AB2004-263)**
14

15 Dewey Desler, Deputy Administrator, stated the tax would generate about
16 \$2.7 million per year beginning in 2005. The money will only be used for the cost
17 associated with the building, operation, and maintenance of the jail. They will focus
18 on the minimum-security jail to begin with, then a new main jail. There is enough
19 to do both. They will get the site on Division Street up and running, and then
20 construct a new main jail in the next six to eight years. This item would authorize
21 an election in November.

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

24
25 Caskey-Schreiber asked if the County has hired a project manager that will
26 work with existing staff. Desler stated the County solicited applications for a design
27 and construction coordinator, but hasn't been able to recruit anyone to meet its
28 needs. The administration will continue to recruit someone who will work closely
29 with staff and represent the County's needs and requirements. He needs expertise
30 to coordinate design, bidding, and monitoring of this effort. He will have to readjust
31 the job description for a project manager. The pay scale they proposed isn't
32 adequate for the expertise they need, but they can't afford to do this on a contract.
33 He'd rather develop the expertise in-house, anyway. The County will re-advertise
34 the position in a week or two.

35
36 Roy asked if the project manager's skills would lay with managing large
37 construction projects, not in law enforcement. Desler stated that's correct. The
38 project manager would focus on other projects as well, but those other projects
39 would not be funded from this source.

40
41 Crawford stated the County administration made a presentation about the
42 sales tax increase to the local Republican Party, which voted to endorse this tax
43 increase. The administration, sheriff, and prosecutor are doing a good job making
44 this case to the public.

45
46 ***Motion carried 2-0 with McShane absent.***
47

1
2 **COUNCIL "CONSENT AGENDA" ITEM**
3

- 4 **1. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO AWARD**
5 **CONTRACT FOR DESIGN, PLANNING AND CONSTRUCTION**
6 **ADMINISTRATION FOR THE WHATCOM COUNTY MINIMUM SECURITY**
7 **JAIL, COMMUNITY CORRECTION CENTER, TRIAGE CENTER, ELECTION**
8 **CENTER AND STORAGE FACILITY TO HDR, INC., AND AUTHORIZE THE**
9 **EXECUTIVE TO NEGOTIATE AND SIGN AN AGREEMENT WITH HDR,**
10 **INC. IN THE AMOUNT OF \$925,800 (AB2004-267)**

11
12 *Roy moved* to recommend approval to the full Council.
13

14 Dewey Desler, Deputy Administrator, stated this authorizes the Executive to
15 sign the agreement with HDR. The proposed scope-of-work is in the Council packet.
16 At times, it will be modified to focus on the jail first. They still have to reconfirm
17 programming around the election warehouse.
18

19 *Motion carried 2-0 with McShane absent.*
20

- 21 **2. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**
22 **CONTRACT FOR SERVICES AGREEMENT BETWEEN WHATCOM COUNTY**
23 **AND HDR ENGINEERING, INC. TO REVIEW POSSIBLE SITES FOR A**
24 **REGIONAL JUSTICE CENTER IN THE CITY OF BELLINGHAM OR THE**
25 **URBAN GROWTH AREA OF THE CITY OF BELLINGHAM IN THE AMOUNT**
26 **OF \$24,426 (AB2004-268)**
27

28 Dewey Desler, Deputy Administrator, stated the Council wanted to look at
29 possible sites before finalizing the master facilities plan. The administration worked
30 with HDR and the City of Bellingham to do that. He asked the Council to meet next
31 Tuesday to talk about it. This project may cost less than this amount. He wants to
32 make sure the administration fully responds to the needs of the Council.
33

34 *Roy moved* to recommend approval to the full Council. She is concerned
35 about this. The councilmembers all want the ability to look at other sites in
36 Bellingham. She is concerned about how far this is going. She imagined they
37 would find general locations before evaluating what the building will look like. The
38 scope-of-work seems to go beyond what she imagined. It jumps too far ahead.
39

40 Brenner stated the agreement is to identify sites. However, the documents in
41 the packet is to review sites. The Council wanted to identify sites. She's disturbed
42 to hear that the administration has already met with HDR and the City of
43 Bellingham, which all want the site to be out of the city. They needed a neutral
44 party present. She's concerned about a prejudiced report of the sites. She only
45 wants to see what sites area available, not to hear which sites are better than
46 others.
47

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1 Caskey-Schreiber stated she recalls the conversation and remembers they
2 talked specifically about being within the city limits of Bellingham, not the urban
3 growth area (UGA). She asked if the administration could do that.
4

5 Crawford stated the councilmembers were at an impasse regarding the future
6 law and justice facility. The idea came up that councilmembers wanted to know
7 about possible locations other than the current jail footprint. He doesn't recall the
8 Council putting constraints on where it might be.
9

10 Fleetwood stated he recalls a number of councilmembers stating they hoped
11 to know the footprints that exist that are closer to the downtown core rather than
12 further away. He believed they would be presented with some of those sites.
13

14 Desler stated this provides a number of pieces of information about the sites.
15 He urged the councilmembers to meet with the administration next Tuesday and
16 see the information they've developed to-date. If the Council doesn't want any
17 more information, then it should tell the administration at that point. Approve this
18 item now. The administration will present basic, preliminary information about
19 sites, the zoning ordinance, the essential public facilities comprehensive plan, and
20 other relevant information. Once the Council sees and discusses the information,
21 the administration can stop if the Council chooses.
22

23 *(Clerk's Note: Councilmember McShane arrived at 11:35 a.m.)*
24

25 Brenner stated that a committee member should amend the agenda bill on
26 Council packet page 30 to say it will identify sites, not review sites.
27

28 **Roy moved** to have HDR only identify sites, not review those sites. Amend
29 Council packet pages 30, 31, and 32 to remove all references to reviewing sites.
30

31 ***The committee concurred.***
32

33 Caskey-Schreiber suggested that the committee make an amendment that
34 site identification is only for sites within the city limits.
35

36 McShane asked why the Council would not want HDR to do any review at all.
37 He would want to hear their expertise on these sites.
38

39 Crawford stated the concern is about presentation. The presentation may not
40 be objective.
41

42 McShane stated that without review, he would be predisposed toward a site
43 that might be harmful.
44

45 Roy stated they would have to trust at some level. The concern is that the
46 information will be slanted toward a certain decision. She will want that review at
47 some point. Some councilmembers feel this item goes beyond the Council's original

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1 request for just finding out if there are available sites. The review comes later.

2
3 Caskey-Schreiber stated they could remove the distrust if the committee
4 removes the allowance for identifying sites outside of the city limits.

5
6 Brenner stated the review should come later, when the Council decides on
7 identified sites that look interesting. It's a question of cost in addition to a question
8 of trust. If there are ten sites identified, but the Council is only interested in five
9 sites, then only five sites are reviewed.

10
11 Caskey-Schreiber stated HDR should engage in a slight review to determine
12 whether a site is even feasible and can handle the load geologically.

13
14 McShane stated there are a lot of other things that might make a site not
15 feasible.

16
17 Desler stated it's disconcerting to hear there is a lack of trust in the
18 administration. The administration has not tried to steer the Council in a particular
19 direction. They're not talking about laying out the buildings, but the characteristics
20 of sites based on transportation, wetlands, zoning, siting criteria, and many other
21 issues. Review the information the administration generated so far, and provide
22 direction to the administration to make the appropriate decision on their next steps.

23
24 Brenner stated the councilmembers are not elected to trust the
25 administration, but to balance the administration. She likes getting information
26 when she wants it from the administration. She's very uncomfortable with anyone
27 implying the councilmembers don't understand enough about the issue. They need
28 to go slow with this issue.

29
30 Caskey-Schreiber stated she agreed. It's not a matter of trust, but the
31 administration's perspective versus a multitude of perspectives. It's better for the
32 Council to exert its position now rather than later, after the administration spends
33 money.

34
35 **Roy moved** to remove reference to identifying sites within the urban growth
36 areas.

37
38 Fleetwood stated that limits their options. The Council is just looking at
39 options. He asked if this is Councilmember Caskey-Schreiber's position to stay in
40 Bellingham.

41
42 Caskey-Schreiber stated it is not. There was consensus at the last meeting
43 on this issue to look downtown first. That doesn't mean they won't consider the
44 UGA, but explore downtown first.

45
46 Roy stated that was her idea as well. That was the sense of the Council at its
47 last meeting on this issue. There are two options at the opposite ends of the

1 spectrum. She supports looking at other parcels in Bellingham. If there aren't,
2 they may have to move to the UGA's.
3

4 Desler stated the administration would be happy to limit identifying sites to
5 the city of Bellingham. He referenced the scope-of-work and asked what the
6 Council does and does not want to see.
7

8 *(Clerk's Note: End of tape one, side A.)*
9

10 Brenner stated she wants to look first at the sites that are physically
11 available, then decide which she's interested in, then have the review. Each
12 councilmember will have to do that individually. That should save the County some
13 money.
14

15 McShane stated the scope already reflects specific areas within the city the
16 contractor will work on.
17

18 ***Motion failed 1-2 with Roy in favor.***
19

20 ***Motion to approve carried unanimously.***
21

22 **3. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**
23 **PROFESSIONAL SERVICE CONTRACT BETWEEN WHATCOM COUNTY**
24 **AND WESTCOAST COUNSELING & TREATMENT CENTER FOR**
25 **OUTPATIENT SUBSTANCE ABUSE SERVICES (AB2004-269)**
26

27 ***Roy moved*** to recommend approval to the full Council.
28

29 ***Motion carried unanimously.***
30

31 **4. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**
32 **COLLECTIVE BARGAINING AGREEMENT BETWEEN WHATCOM COUNTY**
33 **AND GENERAL TEAMSTERS LOCAL UNION NO. 231, SHERIFF'S**
34 **SUPPORT STAFF BARGAINING UNIT, FOR THE PERIOD OF JANUARY 1,**
35 **2004 THROUGH DECEMBER 31, 2006 (AB2004-270)**
36

37 ***McShane moved*** to recommend approval to the full Council.
38

39 ***Motion carried unanimously.***
40

41 **5. REQUEST AUTHORIZATION FOR THE EXECUTIVE TO ENTER INTO A**
42 **RESIDENTIAL LEASE AGREEMENT BETWEEN WHATCOM COUNTY AND**
43 **THE WHATCOM COUNTY SHERIFF TO LEASE THE APARTMENT**
44 **LOCATED AT SILVER LAKE PARK AT 9006 SILVER LAKE ROAD, MAPLE**
45 **FALLS, WA FOR A TOTAL OF \$650 PER MONTH (AB2004-271)**
46

47 ***Roy moved*** to recommend approval to the full Council.

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1
2 Crawford asked what this is for.

3
4 Dewey Desler, Deputy Administrator, stated the County owns a home
5 through the Parks Department at Silver Lake Park. This is an accounting measure
6 to show there is a cost to the Sheriff's Office and a benefit to the Parks Department.
7 There is no change to the general fund.

8
9 Crawford asked if the deputy has to report this benefit as income. It's a form
10 of compensation.

11
12 Marvette Gwinner, Accountant, stated the deputies don't report their housing
13 as income. That is the same for Point Roberts and Baker Lake.

14
15 Brad Bennett, Finance Division Manager, stated the Internal Revenue Service
16 (IRS) regulations say the housing compensation is not taxable when it's for the
17 employer's convenience.

18
19 ***Motion carried unanimously.***

20
21
22 **OTHER BUSINESS**

23
24 There was no other business.

25
26
27 **ADJOURN**

28
29 The meeting adjourned at 12:00 p.m.

30
31
32
33 _____
34 Jill Nixon, Minutes Transcription

35
36 ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

37
38
39
40
41
42 _____
Dana Brown-Davis, Council Clerk

Sam Crawford, Committee Chair