



## Meeting of the Board of the Whatcom Council of Governments

**Wednesday, October 11, 2023, 3:00 p.m.**

Gordon W. Rogers Conference Room

314 East Champion Street, Bellingham, Washington

Join using Zoom <https://us06web.zoom.us/j/84855668403>

Or phone: (253) 215-8782

### Agenda

Pages

**A. Call to Order**

**B. Public Comment**

Citizens may speak informally to the Board on matters pertinent to its statutory responsibilities and which are not the subject of a public hearing. Each speaker is allowed a maximum of three minutes.

**C. Additions to the Agenda (if any)**

**D. Consent Agenda\***

- 3-5 1. Minutes of the meeting of May 31, 2023
- 6-11 2. May-September 2023 claims

**E. Old Business (if any)**

**F. New Business**

- 12-16 1. Draft 2024 WCOG budget – Hugh Conroy and Ron Cubellis
- 12-16 2. Board approval to proceed with contracting with Transpo Group for ABIS project – Hugh Conroy\*
- 17-21 3. Draft 2024 legislative transportation priorities – Hugh Conroy
- 17-21 4. Other new business (if any)

**G. Director’s Report – Hugh Conroy**

**H. Correspondence (if any)**

**I. Board Open Forum**

\* Action item



## **Notice to the Public Regarding Title VI of the Civil Rights Act of 1964**

WCOG hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WCOG receives federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WCOG. Any such complaint must be in writing and filed with the WCOG Title VI Coordinator within one-hundred eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the WCOG at no cost and are available on WCOG's website.

## **Aviso al Público Sobre Título VI de la Ley de Derechos Civiles de 1964**

Por medio de la presente, el WCOG notifica de manera pública que la política del organismo es garantizar el pleno cumplimiento del Título VI de la Ley de Derechos Civiles de 1964, la Ley de Recuperación de Derechos Civiles de 1987, el Decreto Presidencial 12898 sobre Justicia Ambiental, el Decreto Presidencial 13166 sobre Dominio Limitado del Idioma Inglés, así como los estatutos y reglamentos relacionados en todos los programas y actividades. De acuerdo con lo estipulado en el Título VI, ningún individuo de los Estados Unidos de América deberá, con fundamento en su raza, color, sexo o nacionalidad, ser excluido de participar en, que se le nieguen los beneficios de, o ser víctima de discriminación en virtud de cualquier programa o actividad por el cual el WCOG reciba fondos federales.

Toda persona que se considere agraviada por una práctica discriminatoria e ilícita en virtud del Título VI tiene derecho a presentar una denuncia formal ante el WCOG. Cualquier denuncia de este tipo debe presentarse por escrito ante el coordinador del Título VI del WCOG en un periodo de 180 días naturales a partir de la fecha de la presunta discriminación. El WCOG pone a disposición del público los formularios de denuncia del Título VI de manera gratuita en su página web.

WHATCOM COUNCIL OF GOVERNMENTS  
BOARD MINUTES – **DRAFT**  
MAY 31, 2023

IN ATTENDANCE (IN PERSON OR VIA ZOOM):

MEMBERS     VOTING: **Bellingham:** Seth Fleetwood, Michael Lilliquist (Vice-Chair), Edwin “Skip” Williams; **Blaine:** Richard May; **Everson:** John Perry; **Ferndale:** Greg Hansen (Secretary/Treasurer); **Lynden:** Scott Korthuis (Chair); **Nooksack:** Kevin Hester; **Sumas:** Bruce Bosch  
*EX OFFICIO:* None

GUESTS       None

STAFF         Ron Cubellis, Hugh Conroy, Melissa Fanucci

A.     CALL TO ORDER

Ms. Fanucci determined that a quorum was present, and Chairman Korthuis called the meeting to order at 3:03 p.m.

B.     PUBLIC COMMENT

None

C.     AGENDA ADDITIONS

None

D.     CONSENT AGENDA

Minutes of May 10, 2023

The consent agenda included the minutes of the meeting of May 10, 2023.

**APPROVED AS PRESENTED BY UNANIMOUS CONSENT**

E.     BUDGET REPORT

Mr. Cubellis presented the budget report for March 2023.

F.     OLD BUSINESS

Executive Director selection process update

Mr. Korthuis reported that the selection sub-committee had interviewed the current Planning Director, Hugh Conroy. The sub-committee unanimously recommended offering the position of Executive Director to Mr. Conroy.

**MOTION:** Mr. May moved, second by Mr. Hansen, to offer the position of WCOG Executive Director to Mr. Conroy effective June 1, 2023.

**MOTION PASSED**

At 3:08 p.m. Mr. Conroy joined the meeting.

G. NEW BUSINESS

1. Updating the authorized signers on WCOG bank accounts

Mr. Cubellis referred the board to the memo in the packet outlining the need to update the authorized signers on the WCOG's two accounts at KeyBank when there is a change in the board chair or executive director.

**MOTION:** Mr. Hester moved, second by Mr. Williams, to authorize the following individuals to sign on KeyBank account numbers 479681254393 and 479681254401:

Scott Korthuis, Board Chair  
Hugh Conroy, Executive Director

**MOTION PASSED**

2. Budget amendment 2023-1

Mr. Cubellis described the proposed budget amendment, as follows:

The International Mobility & Trade Corridor program received a \$458,000 grant from the Office of the Secretary of the U.S. Department of Transportation. The purpose of the grant is to evaluate technologies to replace and improve the aging border wait time systems. Staff estimates the consultant contract will be \$350,000. The remainder is for staff wages. The staff time is currently budgeted. The consultant expense is not. Fiscal impact: revenue +\$350,000; expense +\$350,000

**MOTION:** Mr. Lilliquist moved, second by Mr. Williams, to adopt WCOG Budget Amendment No. 2023-1, as presented.

**MOTION PASSED**

3. Executive Director Conroy's starting salary

Mr. Korthuis reminded the board of former Executive Director Wilson's recommendation for Mr. Conroy's starting salary should he be hired for the position. The recommendation of \$143,375 is Grade 32, Step E on the WCOG 2023 salary matrix.

**MOTION:** Mr. Williams moved, second by Mr. Bosch, to offer Mr. Conroy \$143,375 as a starting salary.

**MOTION PASSED**

Mr. Conroy agreed to the starting salary.

I. ACTING EXECUTIVE DIRECTOR'S REPORT

Mr. Cubellis informed the board that the annual Financial statement and federal grant compliance audits for 2022 would be beginning June 12<sup>th</sup>.

J. CORRESPONDENCE

None

K. BOARD OPEN FORUM

No discussion or announcements

L. ADJOURN

There being no further business, the meeting adjourned at 3:15 p.m.

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Greg Hansen  
Secretary-Treasurer

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Hugh Conroy  
Director

Approval scheduled for October 11, 2023

**Whatcom Council of Governments**  
**CLAIMS LISTING**  
**May through September 2023**

Date	Num	Source Name	Memo	Paid Amount
<b>May - Sep 23</b>				
05/01/2023	LC 041123	American Planning Association	Professional Development	668.00
05/01/2023	MF 032923	The Bagelry	Supplies	53.28
05/01/2023	MF 032923	Haggen	Supplies	25.71
05/01/2023	MF 032923	Woods Coffee	Supplies	68.54
05/01/2023	MF 040223	Mailgun Technologies	Office Equipment & Software	9.41
05/01/2023	MF 040223	Amazon Web Services	Communication Services	531.78
05/01/2023	MF 041023	iStockPhoto.com	Supplies	60.00
05/01/2023	RW 032923	Old World Deli	Supplies	630.05
05/01/2023	RW 040423	ADT Inc.	Utilities	84.80
05/01/2023	RW 041223	American Planning Association	Miscellaneous	785.00
05/01/2023	MG 032823	Kona Bike Shop	Repair & Maintenance	217.43
05/01/2023	MG 040323	Tiffany Brooks Photography	Consultants & Contracted Services	217.60
05/01/2023	MG 040623	Whatcom Kid Insider	Communication Services	340.00
05/01/2023	BB 042323	Amazon.com, Inc.	Supplies	16.31
05/01/2023	JM 042123	Pendragon Software Corporation	Office Equipment & Software	40.00
05/01/2023	RC 032923	Amazon.com, Inc.	Supplies	559.23
05/01/2023	RC 040123	Google LLC	Communication Services	84.86
05/01/2023	RC 040123	Intuit Inc.	Office Equipment & Software	48.96
05/01/2023	RC 040323	Bellingham Herald (subscription)	Supplies	18.44
05/01/2023	RC 040323	Amazon.com, Inc.	Repair & Maintenance	30.45
05/01/2023	RC 040523	Comcast Corporation	Communication Services	222.44
05/01/2023	RC 040523	Amazon.com, Inc.	Supplies	278.31
05/01/2023	RC 040723	RemotePC	Office Equipment & Software	325.86
05/01/2023	RC 040923	Amazon.com, Inc.	Supplies	121.18
05/01/2023	RC 041023	Heroku Inc.	Communication Services	136.01
05/01/2023	RC 041323	T-Mobile US, Inc.	Communication Services	10.00
05/01/2023	RC 041423	Washington Finance Officers Association	Professional Development	75.00
05/01/2023	RC 041523	Amazon.com, Inc.	Supplies	49.37
05/01/2023	RC 041723	Intermedia.net Inc	Communication Services	344.29
05/01/2023	RC 041723	Sanitary Service Corporation	Utilities	93.14
05/01/2023	RC 041823	WA Dept of Revenue	Miscellaneous	676.00
05/01/2023	RC 041823	WA Dept of Revenue	Miscellaneous	18.18
05/01/2023	RC 041823	Big Red Consulting	Office Equipment & Software	158.40
05/02/2023	1150	Pickens, Joan	Incentives	1,000.00
05/05/2023	ach	HSA Bank	HSA Fees	1,650.00
05/10/2023	3562	AES Inc.	Temp Agency	929.17
05/10/2023	3563	Applied Digital Imaging	Printing	385.15
05/10/2023	3564	Avenue Bakery LLC	Incentives	115.00
05/10/2023	3565	Bay City Supply	Supplies	64.27
05/10/2023	3566	Bruce's Janitor Service	Janitorial	625.00
05/10/2023	3567	Cascade Natural Gas	Utilities	262.61
05/10/2023	3568	Champion Building LLC	Office Lease	6,066.97
05/10/2023	3569	Good Eye Design	Professional Services	791.24
05/10/2023	3570	Arcadis Professional Services Inc.	Professional Services	1,652.00
05/10/2023	3571	Mallard Ice Cream	Incentives	170.00
05/10/2023	3572	McBride Public Affairs LLC	Professional Services	4,070.00
05/10/2023	3573	Puget Sound Energy	Utilities	199.58
05/10/2023	3574	US Bank	Purchase Cards	5,985.59
05/10/2023	1151	Verbrugghe, Joilen	Incentives	250.00
05/11/2023		Robert Wilson	Expense Reimbursement	118.20
05/11/2023		Lethal Coe III	Expense Reimbursement	1,910.73
05/26/2023	ach	QuickBooks Payroll Service	Payroll	52,343.88
05/26/2023	ach	HSA Bank	HSA Fees	11.25
05/30/2023	ach	QuickBooks Payroll Service	Payroll	4,602.73
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	11,015.00
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	1,128.01
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	1,128.01
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	0.00
05/30/2023	3575	United Way	Employee Contributions	451.00
05/30/2023	ach	AWC via Vimly	Benefits	62.85
05/30/2023	ach	AWC via Vimly	Benefits	5,978.17
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	1,092.00
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	84.28
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	84.28
05/30/2023	E-pay	Internal Revenue Service	Payroll taxes	0.00
05/30/2023	ach	Empower Retirement	Retirement	574.00
05/30/2023	ach	Empower Retirement	Retirement	691.75

**Whatcom Council of Governments**  
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**May through September 2023**

<u>Date</u>	<u>Num</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
05/30/2023	ach	Empower Retirement	Retirement	300.00
05/30/2023	ach	HSA Bank	HSA Fees	721.00
05/30/2023	EFT	WCOG Petty Cash	Petty Cash Refill	1,250.00
05/31/2023	ach	AFLAC	Employee Paid Coverage	129.56
05/31/2023	ach	WA Dept of Retirement Systems	PERS Contribution	4,628.60
05/31/2023	ach	WA Dept of Retirement Systems	PERS Contribution	7,561.52
05/31/2023	ach	WA Dept of Retirement Systems	PERS Contribution	2,266.97
05/31/2023	ach	WA Dept of Retirement Systems	PERS Contribution	3,899.49
06/01/2023	LC 052323	AMPO	Travel	595.00
06/01/2023	MF 050223	Mailgun Technologies	Communication Services	9.41
06/01/2023	MF 050223	Amazon Web Services	Communication Services	522.45
06/01/2023	MF 050223	Port of Bellingham (vendor)	Supplies	157.50
06/01/2023	MF 051923	Crave Catering, Inc.	Supplies	465.66
06/01/2023	RW 050423	ADT Inc.	Utilities	84.80
06/01/2023	MG 043023	eBay Inc.	Repair & Maintenance	21.75
06/01/2023	MG 050323	Zoro Tools Inc.	Supplies	75.77
06/01/2023	MG 051223	Kona Bike Shop	Supplies	18.37
06/01/2023	MG 051823	META (Facebook) Inc.	Communication Services	7.83
06/01/2023	BB 050323	Calendly LLC	Office Equipment & Software	156.67
06/01/2023	JM 052123	Pendragon Software Corporation	Office Equipment & Software	40.00
06/01/2023	RC 042623	Right Networks LLC	Office Equipment & Software	174.08
06/01/2023	RC 043023	Bellingham Herald (subscription)	Supplies	18.44
06/01/2023	RC 050123	Google LLC	Communication Services	84.86
06/01/2023	RC 050223	Intuit Inc.	Office Equipment & Software	43.52
06/01/2023	RC 050523	Comcast Corporation	Communication Services	222.44
06/01/2023	RC 051023	Dell Inc.	Supplies	293.75
06/01/2023	RC 051123	Amazon.com, Inc.	Supplies	63.96
06/01/2023	RC 051123	Heroku Inc.	Communication Services	136.01
06/01/2023	RC 051523	T-Mobile US, Inc.	Communication Services	10.00
06/01/2023	RC 051523	Intermedia.net Inc	Communication Services	344.29
06/01/2023	RC 051523	Sanitary Service Corporation	Utilities	93.14
06/01/2023	RC 051723	Dell Inc.	Office Equipment & Software	3,259.14
06/01/2023	RC 051723	Insightly Inc.	Communication Services	2,436.00
06/09/2023	3576	A-1 Shredding, Inc.	Shredding	44.00
06/09/2023	3577	AES Inc.	Temp Agency	967.88
06/09/2023	3578	Amjay Inc.	Incentives	867.68
06/09/2023	3579	Applied Digital Imaging	Printing	299.39
06/09/2023	3580	Arcadis Professional Services Inc.	VOID: Professional Services	0.00
06/09/2023	3581	Bruce's Janitor Service	Janitorial	625.00
06/09/2023	3582	Cascade Natural Gas	Utilities	64.66
06/09/2023	3583	Champion Building LLC	Office Lease	5,864.31
06/09/2023	3584	ESRI Inc.	GIS Software	5,102.72
06/09/2023	3585	Good Eye Design	Professional Services	592.50
06/09/2023	3586	McBride Public Affairs LLC	Professional Services	4,070.00
06/09/2023	3587	Puget Sound Energy	Utilities	194.54
06/09/2023	3588	Saturna Capital Corporation	Incentives	50.00
06/09/2023	3589	Sole Graphics LLC	Professional Services	152.00
06/09/2023	3590	US Bank	Purchase Cards	9,334.84
06/13/2023	ach	Purchase Power	Postage	1,200.10
06/13/2023	eft	WCOG Petty Cash	Petty Cash Refill	250.00
06/13/2023		Michelle Grandy	Expense Reimbursement	62.36
06/13/2023	1152	Robinson, Luinda	Incentives	250.00
06/26/2023	EFT	HSA Bank	HSA Fees	9.00
06/27/2023	EFT	HSA Bank	HSA Fees	11.25
06/29/2023		QuickBooks Payroll Service	Payroll	44,733.54
06/29/2023	3591	United Way	Employee Contributions	401.00
06/29/2023	eft	AWC via Vimly	Benefits	62.85
06/29/2023	E-pay	Internal Revenue Service	Payroll taxes	8,971.00
06/29/2023	E-pay	Internal Revenue Service	Payroll taxes	948.40
06/29/2023	E-pay	Internal Revenue Service	Payroll taxes	948.40
06/29/2023	E-pay	Internal Revenue Service	Payroll taxes	0.00
06/29/2023	ach	AWC via Vimly	Benefits	6,594.47
06/30/2023	EFT	AFLAC	Employee Paid Coverage	129.56
06/30/2023	ach	HSA Bank	HSA Fees	1,350.00
06/30/2023	ach	HSA Bank	HSA Fees	721.00
06/30/2023	ach	Empower Retirement	Retirement	90.00
06/30/2023	ach	Empower Retirement	Retirement	318.03
06/30/2023	ach	Empower Retirement	Retirement	300.00

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Date	Num	Source Name	Memo	Paid Amount
06/30/2023	ach	WA Dept of Retirement Systems	PERS Contribution	3,886.94
06/30/2023	ach	WA Dept of Retirement Systems	PERS Contribution	6,349.89
06/30/2023	ach	WA Dept of Retirement Systems	PERS Contribution	1,782.97
06/30/2023	ach	WA Dept of Retirement Systems	PERS Contribution	3,550.19
07/01/2023	HC 062123	Harbour Air	Travel	103.26
07/01/2023	HC 062123	Harbour Air	Travel	103.26
07/01/2023	MF 053123	The Bagelry	Supplies	61.31
07/01/2023	MF 060223	Mailgun Technologies	Communication Services	9.37
07/01/2023	MF 053123	Starbucks	Supplies	43.52
07/01/2023	MF 060223	Amazon Web Services	Communication Services	531.78
07/01/2023	MF 062223	Pacific Northwest Economic Region	Professional Development	300.00
07/01/2023	MF 062223	Days Inn	Travel	314.59
07/01/2023	MG 053023	WA Ridesharing Organization	Professional Development	300.00
07/01/2023	MG 061423	Survey Monkey	Communication Services	326.40
07/01/2023	MG 061823	META (Facebook) Inc.	Communication Services	17.17
07/01/2023	BB 053023	Bellingham Bay Running	Incentives	50.00
07/01/2023	JM 062123	Pendragon Software Corporation	Office Equipment & Software	40.00
07/01/2023	RC 052823	Bellingham Herald (subscription)	Supplies	18.44
07/01/2023	RC 052623	Right Networks LLC	Office Equipment & Software	174.08
07/01/2023	RC 052623	GoDaddy	Communication Services	25.21
07/01/2023	RC 053123	Amazon.com, Inc.	Supplies	89.47
07/01/2023	RC 053123	Doodle	Office Equipment & Software	83.40
07/01/2023	RC 060123	Google LLC	Communication Services	84.86
07/01/2023	RC 060123	SmugMug	Office Equipment & Software	81.60
07/01/2023	RC 060123	Pitney Bowes	Office Equipment & Software	177.33
07/01/2023	RC 060223	Intuit Inc.	Office Equipment & Software	43.52
07/01/2023	RC 060423	ADT Inc.	Utilities	84.80
07/01/2023	RC 060523	Comcast Corporation	Communication Services	222.44
07/01/2023	RC 060623	Microsoft Corporation	Communication Services	27.54
07/01/2023	RC 060723	Heroku Inc.	Communication Services	136.01
07/01/2023	RC 061423	T-Mobile US, Inc.	Communication Services	10.00
07/01/2023	RC 061523	Intermedia.net Inc	Communication Services	344.30
07/01/2023	RC 061623	Amazon.com, Inc.	Supplies	194.75
07/01/2023	RC 061523	Sanitary Service Corporation	Utilities	93.14
07/01/2023	RC 061623	Ricoh USA Inc.	Supplies	134.53
07/01/2023	RC 061923	WP Engine	Office Equipment & Software	1,150.00
07/01/2023	RC 062023	Amazon.com, Inc.	Supplies	33.70
07/01/2023	RC 062323	Pitney Bowes	Supplies	99.32
07/01/2023	RC 062223	Nest Labs	Office Equipment & Software	108.70
07/01/2023	RC 062523	Amazon.com, Inc.	Supplies	92.98
07/01/2023	RC 062523	Bellingham Herald (subscription)	Supplies	18.44
07/01/2023	RC 062323	Sunset Postal	Communication Services	71.31
07/07/2023	3592	AMPO	Membership	1,000.00
07/07/2023	3593	Applied Digital Imaging	Printing	24.35
07/07/2023	3594	Arcadis Professional Services Inc.		826.00
07/07/2023	3595	Bruce's Janitor Service	Janitorial	625.00
07/07/2023	3596	Cascade Natural Gas	Utilities	21.86
07/07/2023	3597	Champion Building LLC	Office Lease	5,864.31
07/07/2023	3598	IDAX Data Solutions	Traffic Counts	36,750.00
07/07/2023	3599	Mama Colophon Inc.	Incentives	476.00
07/07/2023	3600	McBride Public Affairs LLC	Professional Services	4,070.00
07/07/2023	3601	McClatchy Company LLC	Public Hearing Notices	191.07
07/07/2023	3602	Puget Sound Energy	Utilities	219.13
07/07/2023	3603	US Bank	Purchase Cards	5,800.53
07/07/2023	EFT	WCOG Petty Cash	Petty Cash Refill	250.00
07/13/2023	1153	Lindquist, Angie	Incentives	250.00
07/13/2023	1154	Stipe, Jeffrey	Incentives	1,000.00
07/14/2023	ach	WA Dept of Employment Security	Payroll Taxes	1,257.24
07/14/2023	ach	WA Dept of L&I	Payroll Taxes	778.42
07/27/2023	E-pay	Internal Revenue Service	Payroll taxes	9,268.00
07/27/2023	E-pay	Internal Revenue Service	Payroll taxes	1,021.88
07/27/2023	E-pay	Internal Revenue Service	Payroll taxes	1,021.88
07/27/2023	E-pay	Internal Revenue Service	Payroll taxes	0.00
07/27/2023	3604	United Way	Employee Contributions	401.00
07/27/2023	eft	AFLAC	Employee Paid Coverage	129.56
07/27/2023	ACH	AWC via Vimly	Benefits	8,392.61
07/27/2023	ACH	AWC via Vimly	Benefits	62.85
07/27/2023	ACH	WA Dept of Retirement Systems	PERS Contribution	1,782.97

**Whatcom Council of Governments**  
**CLAIMS LISTING**  
**May through September 2023**

<u>Date</u>	<u>Num</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
07/27/2023	ACH	WA Dept of Retirement Systems	PERS Contribution	3,550.19
07/27/2023	ach	Empower Retirement	Retirement	90.00
07/27/2023	ach	Empower Retirement	Retirement	318.03
07/27/2023	ach	Empower Retirement	Retirement	300.00
07/27/2023	ACH	HSA Bank	HSA Fees	1,350.00
07/27/2023	ACH	HSA Bank	HSA Fees	721.00
07/28/2023		QuickBooks Payroll Service	Payroll	48,342.73
08/01/2023	HC 070623	Harbour Air	Travel	6.11
08/01/2023	HC 070723	Harbour Air	Travel	5.33
08/01/2023	HC 071123	Flix Bus	Travel	55.98
08/01/2023	HC 071123	Amtrak	Travel	52.00
08/01/2023	MF 070223	Mailgun Technologies	Communication Services	9.40
08/01/2023	MF 070223	Amazon Web Services	Communication Services	522.88
08/01/2023	MF 070923	Apple Inc.	Office Equipment & Software	38.07
08/01/2023	MF 071923	The Grove Hotel	Travel	674.61
08/01/2023	MG 062823	Skamania Lodge	Travel	166.74
08/01/2023	MG 062823	WA Ridesharing Organization	Professional Development	200.00
08/01/2023	MG 072123	Tiffany Brooks Photography	Consultants & Contracted Services	217.60
08/01/2023	MG 072123	Community Food Co-op	Supplies	4.12
08/01/2023	MG 072023	Bay Trophies and Engraving	Supplies	23.94
08/01/2023	JM 072123	Pendragon Software Corporation	Office Equipment & Software	40.00
08/01/2023	JM 071123	Amazon.com, Inc.	Supplies	35.89
08/01/2023	RC 062623	Right Networks LLC	Office Equipment & Software	174.08
08/01/2023	RC 070123	Google LLC	Communication Services	84.86
08/01/2023	RC 070123	Google LLC	Communication Services	24.03
08/01/2023	RC 070223	Intuit Inc.	Office Equipment & Software	38.08
08/01/2023	RC 070423	GoDaddy	Communication Services	149.08
08/01/2023	RC 070423	GoDaddy	Communication Services	98.66
08/01/2023	RC 070423	ADT Inc.	Utilities	84.80
08/01/2023	RC 070523	Comcast Corporation	Communication Services	222.44
08/01/2023	RC 071023	Heroku Inc.	Communication Services	136.01
08/01/2023	RC 071323	Amazon.com, Inc.	Supplies	70.71
08/01/2023	RC 071323	T-Mobile US, Inc.	Communication Services	10.00
08/01/2023	RC 071423	Amazon.com, Inc.	Supplies	94.93
08/01/2023	RC 071423	WSP Background Checks	Miscellaneous	11.00
08/01/2023	RC 071623	Amazon.com, Inc.	Supplies	47.85
08/01/2023	RC 071723	Intermedia.net Inc	Communication Services	344.31
08/01/2023	RC 071723	Sanitary Service Corporation	Utilities	92.78
08/01/2023	RC 072323	Bellingham Herald (subscription)	Supplies	18.44
08/02/2023	eft	WA Dept of Retirement Systems	PERS Contribution	4,190.33
08/02/2023	eft	WA Dept of Retirement Systems	PERS Contribution	6,186.66
08/08/2023	3605	Arcadis Professional Services Inc.	VOID: Professional Services	0.00
08/08/2023	3606	Bay City Supply	Supplies	151.92
08/08/2023	3607	Bellingham Business Machines	Repair & Maintenance	222.49
08/08/2023	3608	Bruce's Janitor Service	Janitorial	625.00
08/08/2023	3609	Cascade Natural Gas	Utilities	13.83
08/08/2023	3610	Champion Building LLC	Office Lease	5,864.31
08/08/2023	3611	Enduris	Property & Liability Insurance	11,236.00
08/08/2023	3612	McBride Public Affairs LLC	Professional Services	4,070.00
08/08/2023	3613	NP Information Systems Inc.	Office Equipment/Software	310.00
08/08/2023	3614	Pitney Bowes	Postage	174.83
08/08/2023	3615	Puget Sound Energy	Utilities	229.63
08/08/2023	3616	US Bank	Purchase Cards	3,754.73
08/08/2023	3617	WA State Auditor's Office	Professional Services	9,466.59
08/08/2023	EFT	WCOG Petty Cash	Petty Cash Refill	1,250.00
08/09/2023		Melissa Fanucci	Expense Reimbursement	989.26
08/18/2023	3618	Arcadis Professional Services Inc.	Professional Services	2,478.00
08/22/2023	1155	Fredrikson, Keith	Incentives	250.00
08/28/2023	EFT	HSA Bank	HSA Fees	9.00
08/30/2023		QuickBooks Payroll Service	Payroll	48,256.17
08/31/2023	3619	United Way	Employee Contributions	401.00
08/31/2023	E-pay	Internal Revenue Service	Payroll taxes	9,256.00
08/31/2023	E-pay	Internal Revenue Service	Payroll taxes	1,020.44
08/31/2023	E-pay	Internal Revenue Service	Payroll taxes	1,020.44
08/31/2023	E-pay	Internal Revenue Service	Payroll taxes	0.00
08/31/2023	EFT	HSA Bank	HSA Fees	1,650.00
08/31/2023	EFT	HSA Bank	HSA Fees	821.00
08/31/2023	ACH	AWC via Vimly	Benefits	62.85

**Whatcom Council of Governments**  
**CLAIMS LISTING**  
**May through September 2023**

<u>Date</u>	<u>Num</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
08/31/2023	ACH	AWC via Vimly	Benefits	8,392.61
08/31/2023	ACH	Empower Retirement	Retirement	90.00
08/31/2023	ACH	Empower Retirement	Retirement	318.03
08/31/2023	ACH	Empower Retirement	Retirement	300.00
08/31/2023	ACH	AFLAC	Employee Paid Coverage	129.56
09/01/2023	LC 080723	Office Depot	Supplies	13.70
09/01/2023	HC 080823	Hilton Hotels & Resorts	Travel	236.00
09/01/2023	HC 080823	Hilton Hotels & Resorts	Travel	170.94
09/01/2023	HC 081523	Alaska Airlines	Travel	318.01
09/01/2023	HC 082325	Grand Pacific Hotel	Travel	253.17
09/01/2023	MF 080223	Mailgun Technologies	Office Equipment & Software	9.43
09/01/2023	MF 080223	Amazon Web Services	Communication Services	531.57
09/01/2023	MF 080423	GAPPS Experts Inc.	Communication Services	17.45
09/01/2023	MF 080623	GitHub.com	Office Equipment & Software	300.00
09/01/2023	MF 081523	Alaska Airlines	Travel	318.00
09/01/2023	MF 081523	Bellair Airporter Shuttle	Travel	101.00
09/01/2023	MF 081823	Survey Monkey	Communication Services	404.74
09/01/2023	MF 081623	Port of Bellingham	Supplies	100.00
09/01/2023	MF 081623	Port of Bellingham	Supplies	87.50
09/01/2023	MF 082423	Mailmeteor	Communication Services	49.99
09/01/2023	MF 082423	Mailmeteor	Communication Services	49.99
09/01/2023	MG 072823	Office Depot	Supplies	47.51
09/01/2023	MG 080423	Evantide Photography	Consultants & Contracted Services	2,000.00
09/01/2023	LB 080123	Calendly LLC	Communication Services	118.18
09/01/2023	LB 080123	Calendly LLC	Communication Services	78.78
09/01/2023	LB 081823	League of American Bicyclists	Professional Development	500.00
09/01/2023	EC 080423	League of American Bicyclists	Professional Development	45.00
09/01/2023	EC 081823	League of American Bicyclists	Professional Development	500.00
09/01/2023	EC 081723	Airbnb	Travel	1,493.63
09/01/2023	JM 082123	Pendragon Software Corporation	Office Equipment & Software	40.00
09/01/2023	RC 072623	Right Networks LLC	Office Equipment & Software	174.08
09/01/2023	RC 073023	Amazon.com, Inc.	Supplies	16.27
09/01/2023	RC 080123	Google LLC	Office Equipment & Software	47.00
09/01/2023	RC 080123	Google LLC	Communication Services	84.86
09/01/2023	RC 080223	Intuit Inc.	Office Equipment & Software	43.52
09/01/2023	RC 080223	ADT Inc.	Utilities	42.39
09/01/2023	RC 080323	Federal Grants Training	Professional Development	499.00
09/01/2023	RC 080523	Comcast Corporation	Communication Services	208.44
09/01/2023	RC 080723	Heroku Inc.	Communication Services	136.01
09/01/2023	RC 081523	Sanitary Service Corporation	Utilities	92.78
09/01/2023	RC 081823	Intermedia.net Inc	Communication Services	344.31
09/01/2023	RC 082423	Amazon.com, Inc.	Supplies	15.66
09/01/2023	RC 082523	Dell Inc.	Supplies	585.55
09/01/2023	RC 082423	Intuit Inc.	Supplies	225.19
09/05/2023	eft	WA Dept of Retirement Systems	PERS Contribution	2,260.01
09/05/2023	eft	WA Dept of Retirement Systems	PERS Contribution	4,141.71
09/08/2023	eft	WA Dept of Retirement Systems	PERS Contribution	4,190.33
09/08/2023	eft	WA Dept of Retirement Systems	PERS Contribution	6,186.66
09/19/2023	3620	A-1 Shredding, Inc.	Shredding	44.00
09/19/2023	3621	Applied Digital Imaging	Printing	134.71
09/19/2023	3622	Bruce's Janitor Service	Janitorial	625.00
09/19/2023	3623	Cascade Natural Gas	Utilities	16.51
09/19/2023	3624	Champion Building LLC	Office Lease	5,864.31
09/19/2023	3625	Cute But Crazy, LLC	Incentives	1,120.00
09/19/2023	3626	Daily Journal of Commerce	Advertising	979.20
09/19/2023	3627	Express Services Inc.	Temp Staff	4,068.73
09/19/2023	3628	Mallard Ice Cream	Incentives	515.00
09/19/2023	3629	McBride Public Affairs LLC	Professional Services	4,070.00
09/19/2023	3630	McClatchy Company LLC	Public Hearing Notices	677.04
09/19/2023	3631	NP Information Systems Inc.	Office Equipment/Software	1,281.88
09/19/2023	3632	Puget Sound Energy	Utilities	240.12
09/19/2023	3633	US Bank	Purchase Cards	10,299.65
09/19/2023	3634	WA State Auditor's Office	Professional Services	5,636.40
09/19/2023	EFT	WCOG Petty Cash	Petty Cash Refill	250.00
09/20/2023		Melissa Fanucci	Expense Reimbursement	97.60
09/20/2023		L. Blanche Bybee	Employee Reimbursement	80.00
09/26/2023	EFT	HSA Bank	HSA Fees	11.25
09/28/2023		QuickBooks Payroll Service	Payroll	48,738.20

**Whatcom Council of Governments**  
**CLAIMS LISTING**  
**May through September 2023**

<u>Date</u>	<u>Num</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
09/28/2023	E-pay	Internal Revenue Service	Payroll taxes	8,574.00
09/28/2023	E-pay	Internal Revenue Service	Payroll taxes	1,020.41
09/28/2023	E-pay	Internal Revenue Service	Payroll taxes	1,020.41
09/28/2023	E-pay	Internal Revenue Service	Payroll taxes	0.00
09/28/2023	ach	Empower Retirement	Retirement	90.00
09/28/2023	ach	Empower Retirement	Retirement	318.03
09/28/2023	ach	Empower Retirement	Retirement	300.00
09/28/2023	ach	AWC via Vimly	Benefits	62.85
09/28/2023	ach	AWC via Vimly	Benefits	8,392.61
09/28/2023	ach	AFLAC	Employee Paid Coverage	129.56
09/28/2023	ach	HSA Bank	HSA Fees	1,650.00
09/28/2023	ach	HSA Bank	HSA Fees	821.00
<b>May - Sep 23</b>				<b>656,842.58</b>

**The Council Board retroactively approves the payments made during May through September 2023, for the above listed claims in the total amount of \$656,842.58\***

**Secretary/Treasurer**

**Board Officer**

**Title**

**Date**



whatcom council of governments

## Memo

**To:** The WCOG Council Board  
**From:** Hugh Conroy, Director *HC*  
**Date:** October 3, 2023  
**Subject:** Proposed 2024 Budget – First Draft

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Attached to this memo please find the first draft of the proposed 2023 Budget for your review prior to the Council Board meeting next week. I draw your attention to the following:

### Dues

Dues are determined using both population and the average cost-of-living adjustment (COLA) of the member jurisdictions, as is WCOG's adopted practice. Annual population change is drawn from Office of Financial Management estimates for Whatcom County, the seven cities and the Lummi Nation. For the purposes of this draft budget, the 6.31 percent COLA staff received this year is used as an estimate for 2024, in accordance with the Council Board's budget guidance of September 17, 2008. The Port's dues increase is the average increase of the nine jurisdictions. When the members determine their COLAs later in the fall they will be averaged and incorporated into the final draft of the budget that will be presented to the Council Board for its adoption in December.

### Salaries

As discussed in previous Board meetings, WCOG will be proceeding with hiring an entry-level planner in early 2024. Two members of the staff are receiving grade increases along the salary matrix in recognition of increasing project and program management responsibilities. All members of the staff will receive the approved COLA. One staff member will receive a one percent longevity increase. WCOG's expected salary expense will increase by 4.1 percent over 2023.

### Notable Other Expenses

2024 will again see large consulting services costs. This is primarily a function of the IMTC-endorsed project to plan and design replacement border wait time systems. (Contract approval also on the October 11 Board agenda.)

Large increases in printing and supplies are anticipated as part of a robust public engagement effort as part of the Safe Streets and Roads for All (SS4A) Safety Action Planning project.

Ron and I look forward to discussing the draft 2023 Budget with you next week.

Whatcom Council of Governments  
2024 Budget DRAFT #1 10-04-2023

	2023	2024
	Amended 05/31/2023	Draft #1 10/4/2023
<i>CONSOLIDATED</i>		
<b>Beginning Net Cash and Investments</b>	\$ 400,000	\$ 400,000
<b>REVENUE</b>		
<b>Programs &amp; Projects</b>		
Local	\$ 176,914	\$ 115,270
State	203,510	189,185
Federal	1,478,143	1,653,477
Canadian	0	0
Miscellaneous (foundations, classes, rebates)	0	3,000
Total Programs & Projects	\$ 1,858,567	\$ 1,960,931
<b>Dues</b>		
Bellingham	\$ 63,389	\$ 69,091
Blaine	4,138	4,543
Everson	2,066	2,257
Ferndale	10,780	11,758
Lummi Nation	3,902	4,162
Lynden	10,901	11,894
Nooksack	1,053	1,123
Sumas	1,175	1,303
Whatcom County (unincorporated)	58,961	63,644
Port of Bellingham	27,865	30,255
Lake Whatcom Water & Sewer	230	230
Birch Bay Water & Sewer	150	150
Opportunity Council	150	150
Public Utilities District #1	150	150
Sudden Valley Association	150	150
Western Washington University	150	150
Total Dues	\$ 185,210	\$ 201,010
<b>Other Revenue</b>		
Interest Income	3,000	5,000
Total Other Revenue	\$ 3,000	\$ 5,000
<b>Total Revenue</b>	<b>\$ 2,046,777</b>	<b>\$ 2,166,941</b>
<b>EXPENSES</b>		
<b>Salaries &amp; Benefits</b>		
Salaries	\$ 876,049	\$ 912,393
Dental Insurance	12,637	13,378
Disability Insurance	3,706	3,859
Health Insurance	151,619	152,796
Life Insurance	725	810
Retirement Contribution	91,021	94,798
Social Security Equivalent	66,738	69,571
Vision Insurance	2,213	2,318
Workers Compensation Insurance	3,364	3,679
Total Benefits	\$ 332,023	\$ 341,209
Total Salaries & Benefits	\$ 1,208,072	\$ 1,253,602

Whatcom Council of Governments  
 2024 Budget DRAFT #1 10-04-2023

<i>CONSOLIDATED</i>		2023	2024
		Amended 05/31/2023	Draft #1 10/4/2023
<b>Other Expenses</b>			
Communication Services		\$ 34,600	\$ 59,600
Consultants & Contracted Services		604,718	577,922
Incentives		13,000	18,000
Insurance - Property & Liability		11,900	12,360
Office Equipment & Software		23,010	29,560
Pass Through to Partners		20,000	45,000
Printing		15,700	36,000
Professional Development		9,050	8,000
Rent		73,400	74,967
Repair & Maintenance		3,000	3,000
Supplies		8,800	26,700
Travel		5,600	12,000
Utilities		15,000	16,000
Total Other Expenses		\$ 837,778	\$ 919,109
<b>Total Expenses</b>		<b>\$ 2,045,850</b>	<b>\$ 2,172,711</b>
<b>Ending Net Cash and Investments</b>		<b>\$ 400,926</b>	<b>\$ 394,231</b>

## Capital Expenditures by Category

	<u>Quantity</u>	<u>Total Cost</u>
<b>Office Equipment</b>		
Postage Meter Lease	1	\$ 700
Workstation/Laptop additions/replacements	1	3,200
Monitor additions/replacements	2	800
Contingency		<u>1,000</u>
		\$ 5,700
<b>Software</b>		
Accounting & Payroll updates	2	\$ 2,000
Adobe licenses & updates	10	4,560
Cloud computing & storage	1	4,000
GIS licences & updates	2	4,500
Microsoft licenses & updates	10	1,300
TransCAD Transportation Modeling licenses & updates	2	3,000
Website & web-based applications		2,500
Contingency		<u>2,000</u>
		\$ 23,860



whatcom council of governments

## Memo

**To:** WCOG Council Board  
**Date:** October 3, 2023  
**From:** Hugh Conroy, Director *HC*  
**Subject:** Seeking Council Board approval to enter a consulting contract with Transpo Group

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### Background

As supported by International Mobility and Trade Corridor (IMTC) Program partner agencies, WCOG staff submitted a grant application to the USDOT's Strengthening Mobility and Revolutionizing Transportation (SMART) Grants program in 2022 seeking a \$458,000 planning grant to work with state, provincial, and federal agency partners to plan and design a replacement, regional border wait-time system.

The application was successful. The now-funded project is known as the Advanced Border Information System (ABIS).

Over the last two months, WCOG has worked with partner agencies to solicit consultant proposals and conduct a selection process. From three proposals, the selection committee (WCOG, WSDOT, and B.C. Ministry of Transportation and Infrastructure) has selected the Transpo Group. Transpo Group's estimate for this 13-month project is \$349,967.

### Need for Approval

Because the consultant services for the ABIS project work will cost more than \$100,000, WCOG's procurement policy requires that entrance into the contract be approved by the Council Board or Executive Board.

### Suggested motion

"Approve WCOG's entrance into a consultant contract for planning and system-design services to complete the Advanced Border Information System project."
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whatcom council of governments

MEMO

October 4, 2023

To: WCOG Council Board
From: Hugh Conroy, Director
Re: DRAFT Transportation Priorities of Whatcom County, 2024

Based on the transportation funding request list that was submitted to the legislature last year, the following is a draft list for modify and refine for advancing requests in the 2024 session.

TOP THREE REGIONAL PRIORITIES

The Council Board has determined that three projects are the Region's highest priorities, with one from the City of Bellingham, one from among the Region's six small cities and one from Whatcom County.

CITY OF BELLINGHAM PRIORITY: Meridian Street/Birchwood Avenue Roundabout

The existing signalized intersections at Meridian/Birchwood and Meridian/ Squalicum Parkway serve as a critical freight route and multimodal transportation link between the industrial Bellingham waterfront and the U.S.- Canada border via Interstate 5 and State Route 539. With the completion of the Orchard Street-Birchwood extension, traffic volume, as well as the volume of bicyclists and pedestrians, will increase, further congesting these corridors' closely spaced intersections.



Bellingham's Pedestrian and Bicycle Master Plan calls for sidewalks and bicycle facilities, while the Park and Recreation Plan calls for a multi-use trail on the vacated railroad bed.

Additionally, the Whatcom Transportation Authority has indicated that Meridian Street-SR 539 is a candidate corridor for future high-frequency GO Line transit service.

This project must be completed in two distinct but interrelated phases. Phase 1 – which is funded – would merge the Squalicum Parkway truck-freight route with Birchwood Avenue on the west side of Meridian while decommissioning the Meridian/Squalicum traffic signal. Phase 2 would reconstruct the Meridian/Birchwood intersection as a multimodal roundabout. The City seeks funding for Phase 2. Request: **\$7-million (Reduce to \$5 million after recent STBG award of \$2 million?)**

**SMALL CITIES' PRIORITY: Sumas Emergency Evacuation Route** – In response to the catastrophic flooding that took place in Sumas in November 2021, the City has identified the need for a flood-resistant travel route that would allow emergency evacuation of its residents and others from the City and surrounding area when all current transportation routes are unavailable during a major flood event. In the November 2021 flood, flood waters cut off access to all routes out of the city except the international border crossing, which was also closed. Citizens were trapped in an area near the northwest corner of downtown Sumas and could not travel west to higher ground elsewhere in Whatcom County. The City is proposing to elevate and reconstruct an approximately 1.5-mile emergency evacuation route that would include Kneuman Road from Garfield Street (near the BNSF rail crossing) to Barbo Road, and Barbo Road from Kneuman Road to West Front Street (near Halverstick Road). These roadways would be elevated to the height of the 100-year flood to allow evacuation and safe passage out of the City, including evacuation of federal employees at the Sumas Port of Entry. This route would also provide an access route into the City for emergency services during and immediately following a major flood event. Request: **\$2.2-million**

**WHATCOM COUNTY PRIORITY: Pavement Rehabilitation for Major Collector and Arterial Roads** – This project would replace aged road surfaces on sections of four major collectors/arterials (Birch Bay-Lynden Road, Birch Bay Drive, Everson-Goshen Road and Northwest Drive) with heavy volumes of commercial and commuter traffic that also experienced extensive damage during winter storms and floods in the winter of 2021-22. Work will include repaving, minor safety upgrades and updates to ADA facilities. Pavement rehabilitation projects require only minor environmental permitting, straightforward engineering design and minimal or no land acquisitions. Request: **\$6.5-million**

**Lummi Island Ferry System Modernization and Preservation** (Whatcom County) – The *M/V Whatcom Chief* (built in 1962) and its terminal facilities exceeded their design lives long ago. The system often experiences unplanned service disruptions and faces growing maintenance costs and major facility replacements, including a complete and unavoidable repower by 2029 to comply with EPA Tier 3 emissions requirements for marine diesel engines. This repower would require substantial and expensive reconfigurations belowdecks and puts at risk the vessel's "grandfathered" status, especially because it also does not meet present-day safety, ADA or service standards. Replacement of the vessel will avoid those costs and prevent months of service disruption that would result during the repowering process.

The Whatcom County Council conducted a systematic, publicly-informed design process for a hybrid diesel-electric replacement that meets all current standards and will meet the needs of residents, emergency services, taxpayers, crew members and the environment for decades to come. This project must be advanced immediately, since construction of the vessel requires two years, followed by another two years to upgrade the terminal.

The County was recently awarded a federal RAISE (Rebuild American Infrastructure with Sustainability and Equity) grant for ferry modernization for \$25-million. Unfortunately, this in *only half* of the required total project cost of \$50.3-million. The County still requires the remaining half to

complete the project. The County Roads Administration Board (CRAB) has recommended \$10-million in County Ferry Capital Improvement Program (CFICP) grant funding for this project; it requires the approval of the State Legislature. If that grant is awarded, there would still be a need *for an additional \$11-million* to fully fund the project.

**Request: Legislative approval of \$10-million in CFCIP grant funding recommended by CRAB, and an additional appropriation of \$11-million to complete the project**

**Benson Road Complete Street Improvements (Lynden)** Benson Road between Sunrise and Badger Road (SR-546) is only 20-22 feet wide with narrow shoulders, a deep fish-bearing ditch on one side and no bike or pedestrian facilities. A new PeaceHealth North County Medical Facility is being constructed in the southeast corner of Benson and Badger. To the south is Isom elementary school which uses Benson Road as its primary access. The properties to the west are currently being annexed into the City for residential and multi-family development. There is also a small commercial overlay zone in this area. Finally, this area includes 40 acres of Public Use zoned land to be used as a multi-faceted regional park facility. All these managed growth requirements will greatly increase traffic on Benson Road, an old rural county road badly needing to be upgraded to a “complete” street. The proposed project will construct an all-weather arterial street, 36 feet in width with bike lanes, curb, gutter, and sidewalk where none exists. This project will create a true Complete Street providing for multi-modal travel. This widened cross-section will occur to the west to avoid impacting the fish-bearing roadside ditch on the east. The State Department of Transportation is currently scheduled to improve the intersection of Badger Road (SR-546) with Benson Rd to a compact roundabout in 2024.

Lynden has used local funds to complete survey and preliminary design. Based on this work, the City has obtained \$1,866,000 in federal Surface Transportation Block Grant (STBG) funding which requires a match of \$291,225 in City funds. Current estimates have the total project cost at \$3.22 million dollars, leaving a funding shortfall of \$1,063,775 million dollars. This difference requires the City to seek additional funding which can be matched with local traffic impact fees. **Request: \$850,000 (Still needed after STBG award of \$1.45 million)**

**Birch Bay-Lynden Road Arterial Preservation (Lynden)** – Birch Bay-Lynden Road is a primary all-weather road that provides access to Lynden from I-5 and State Route 539 (Guide Meridian Road), the latter being the primary freight connection to the Lynden-Aldergrove border crossing as well as to the Sumas-Huntingdon port-of-entry via SR 546. Most west Lynden commercial and industrial businesses – including Lynden Door, Scholten Equipment, Preferred Freezer and Oxbo International – use Birch Bay-Lynden Road as their primary access to I-5. Despite the City’s diligence in maintaining the roadway (chip sealing, asphalt patching, etc.), this critical corridor is reaching the end of its useful life and requires a structural grind and overlay to restore it to a state of good repair. **Request: \$750,000**

**Birch Bay-Lynden Road/Blaine Road Roundabout (Whatcom County)** – This project involves the construction of a roundabout to ensure that this intersection, which is projected to experience a significant increase in traffic volume, will operate at an acceptable level of service. The design incorporates safe-pedestrian paths that meet ADA requirements, provide bike lanes, upgrade lighting and improve site drainage as required by the Department of Ecology. (Click [here](#) for current information on this project.)

**Request: \$3.5-million**

**Marine Drive Improvements, Phase Two** (Whatcom County) – Marine Drive is an important regional corridor for commuters and recreational bicyclists. The roadway parallels the bluff



on the north shore of Bellingham Bay from Bellingham and crosses the Nooksack River delta on its way to the Lummi Nation. This project between Locust Avenue and Alderwood Drive is the second of a three-phase project to improve bicycle and pedestrian safety from the Bellingham city limits across the BNSF railway. (Additional information can be found [here](#).) Request: **\$2.5-million**

*The lack of bike lanes and sidewalks – as well as inadequate or non-existent shoulders – makes bicycling and walking hazardous in many locations along Marine Drive.*

**Portal Way Entry Roundabout and Corridor Improvements** (Ferndale) – Provide missing multi-modal access along one of Whatcom County’s fastest-growing multifamily/ mixed-use areas by reconstructing and widening critical transportation infrastructure along approximately 3,500 feet of the approximately 7,500 feet of the Portal Way corridor. Improvements will include two 11-foot travel lanes, a 12-foot center turn-lane, bicycle lanes, and sidewalks. Improvements to an existing compact roundabout at the northbound Portal Way exit (Exit 263) to include a slip lane or other improvements are also anticipated.

Portal Way is the primary north-south surface street in Ferndale and is the only arterial street serving one of the fastest-growing mixed-use areas in Whatcom County, including several residential neighborhoods, commercial and medical uses, and job-producing industries.

Growth in the area is expected to triple the number of employees and double the number of households by 2036. Approximately 750 residential units have been constructed within the last two years or are proposed to be constructed within the next three years, and about 500,000





square feet of commercial/industrial space have been constructed within the last five years or is proposed to be constructed within the next three.

The existing corridor has lacked improvement since the inception of Interstate 5 and does not include non-motorized transportation options.

Increased development along the corridor will continue to exacerbate conflicts between

motorized and non-motorized transportation. Piecemeal reconstruction of the corridor by private development will not yield a coordinated transportation corridor. Request: **\$11 million**

**Blaine Marine Drive (Blaine)**- The City of Blaine's economic vitality is supported by maritime trades, border traffic and recreational tourism. The Wharf District within the City is a key driver of these industries, offering breathtaking views, water recreation, bird watching, marine wildlife viewing and serving as a major hub for commercial fishing in the region.

The City, in partnership with the Port of Bellingham, has undertaken several efforts to improve the vitality of the Wharf District, culminating in a new Wharf District Master Plan completed in 2020. One of the key initiatives identified in the plan is the restoration and improvement of Marine Drive and Jorgensen Pier, both of which serve the activities and businesses in the Wharf District. The wharf area and Jorgensen Pier are also historic, having been in commercial use before Washington became a state in 1889. The access to Jorgensen Pier has been severely limited due to failure of the roadway leading up to the pier; since 2015, this section of Marine Drive has not been usable for vehicle traffic. The southern half of the roadway is structurally unstable (and is now fenced off) and the northern half is open for pedestrian access only.



Significant road and pedestrian improvements are needed to Marine Drive to improve access and mobility; as well as enhance the safety and security of this important transportation linkage between downtown Blaine and waterfront, particularly for those with mobility challenges and for maritime businesses operating at the pier. These improvements will improve the quality of life in the City, promote community health providing active recreational opportunities, and assist with economic recovery, which has been significantly impacted by the closure of the border that resulted from the COVID-19 pandemic. The City has invested \$2.4-million for Phases 1 and 2 and is seeking \$4.0-million for the final phase of the project.

Request: **\$4.0-million**

**Bell Road and Peace Portal Road Grade Separation Project (Blaine)** – For many years, traffic congestion and safety concerns at the intersection of Bell Road and Peace Portal Road caused by the at-grade BNSF crossing, U.S. Customs and Border Protection's VACIS train inspection system and the four-way stop at the intersection has resulted in long backups and long wait times (sometimes exceeding 45 minutes). Several projects and redesigns of the intersection have been proposed and rejected over

the years. Most recently, in 2019, WSDOT determined that the proposed grade-separation project (without replacement Dakota Creek bridge) was too large and expensive to design and construct. That project was replaced by an electronic signal and lane improvement project. In late 2022, City of Blaine and BNSF leadership staff met and learned about BNSF's strong interest in the previously proposed grade-separation project, including a new Dakota Creek bridge. It is BNSF's position that the highest level of safety is attained when vehicles and trains are separated and is the best way to eliminate train and vehicle collisions.



The funds for the design and construction of the grade-separation project, including a new Dakota Creek bridge, would be acquired from federal grants (requiring a 20 percent non-federal match) that are designed to improve railroad crossings and vehicle safety. The City has contracted with David Evans and Associates to develop the grant applications with support from BNSF and WSDOT. The first application, due February 2023, is for the design, engineering, and permitting of the project. The construction grant application grant will follow.

BNSF has offered to match WSDOT funding support for the project on a dollar-for-dollar basis. This is a very generous offer which the City of Blaine wishes to maximize. Request: **Legislative support in a manner and amount to be determined**

For more information on any of these requests, please call **Tom McBride** of McBride Public Affairs, at (360) 481-1824, or **Intisar Surur** at (206) 387-8368. On behalf of the Whatcom Council of Governments, thank you again for your ongoing support and consideration.