



MEETING OF THE BOARD OF THE
WHATCOM COUNCIL OF GOVERNMENTS
Wednesday, December 8, 2021, 3:30-5:00 p.m.
Click [here](#) to join using Zoom
Or join by phone: (253) 215-8782

REVISED AGENDA

PAGES

- A. CALL TO ORDER – Chairman Korthuis
- 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. AGENDA APPROVAL*
- 3-9 D. CONSENT AGENDA*
 - 1. Minutes of the Meeting of October 13, 2021
 - 2. October – November 2021 Claims
 - 3. Proposed 2022 Meeting Schedule
- 10 E. BUDGET REPORT
Budget Report for the Period Ending November 30, 2021 – Mr. Cubellis
- F. OLD BUSINESS (if any)
- G. NEW BUSINESS
 - 11-13 1. Adoption of 2022 WCOG Budget – Messrs. Cubellis and Wilson*
 - 14-21 2. Prioritize 2022 Legislative Transportation Requests – Mr. Wilson*
 - 3. Other new business (if any)
- H. EXECUTIVE DIRECTOR’S REPORT – Mr. Wilson
- 22 I. CORRESPONDENCE
- J. BOARD OPEN FORUM
- K. ADJOURN

* Action item

Persons with disabilities needing a special accommodation for this meeting, please contact the WCOG office at (360) 676-6974, at least six (6) days prior to this meeting to receive assistance. Para asistencia en español, por favor enviar un correo electrónico a espanol@wcog.org.



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**
OCTOBER 13, 2021

IN ATTENDANCE (IN PERSON OR VIA ZOOM):

MEMBERS VOTING: **Bellingham:** Seth Fleetwood, Michael Lilliquist; **Blaine:** Bonnie Onyon;
Ferndale: Greg Hansen (Secretary-Treasurer); **Lynden:** Scott Korthuis
(Chairman); **Nooksack:** Tom Jones; **Port of Bellingham:** Ken Bell; **Whatcom
County:** Satpal Sidhu, Carol Frazey, Tyler Byrd *EX-OFFICIO:* Les Reardanz, WTA

GUESTS Reps. Alex Ramel and Sharon Shewmake; Chris Comeau, City of Bellingham;
Chris Damitio, WSDOT; Jon Hutchings, Jim Karcher, Whatcom County; Terry
Terry, CTAG; Tom McBride, Intisar Surur, McBride Public Affairs

STAFF Bob Wilson, Ron Cubellis, Hugh Conroy, Melissa Fanucci, Lethal Coe

A. CALL TO ORDER

Chairman Korthuis called the meeting to order at 3:07 p.m., and Secretary Wilson verified that a quorum was present.

B. PUBLIC COMMENT

No members of the public were present, either in the conference room or online.

C. AGENDA APPROVAL

APPROVED AS PRESENTED BY UNANIMOUS CONSENT

D. CONSENT AGENDA

The consent agenda included the minutes of the meeting of January 20, 2021, and the list of claims from July 1 through September 30, 2020, in the amount of \$381,866.88, which was emailed to the representatives on October 7, 2021, and which was audited and certified by the Executive Director, acting as the Auditing Officer as required by RCW 42.24.090.

APPROVED AS PRESENTED BY UNANIMOUS CONSENT

E. BUDGET REPORT

Mr. Cubellis presented the budget report for January through September 2021.

F. PUBLIC HEARING

WCOG Public Participation Plan

Mr. Wilson explained that the draft Public Participation Plan was released for a 45-day public review and comment period on July 26th, and that no comments had been received from members of the public. As he indicated in his memo in the meeting packet, he reminded the members that WCOG did receive inter-agency comments from the Federal Highway Administration that he had addressed, and which were indicated in the final draft contained in the packet. He also informed the Board that no members of the public had signed up to speak during the public hearing.

PUBLIC HEARING OPENED AT 3:20 P.M.

No members of the public were present either in the conference room or online. Mr. Wilson informed the Board that a Notice of Public Hearing had been published in *The Bellingham Herald* on September 26, 2021, which provided detailed instructions on how to submit comments or register to speak.

PUBLIC HEARING CLOSED AT 3:20 P.M. BY UNANIMOUS CONSENT

MOTION: Mr. Lilliquist moved, Mr. Bell seconded, to adopt the WCOG Public Participation Plan, incorporating the revisions indicated in the document included in the meeting packet.

MOTION PASSED

G. OLD BUSINESS

None

H. NEW BUSINESS

1. Amend the Bylaws of the Whatcom Transportation Policy Board

Mr. Conroy explained that the proposed bylaws amendments merely remove references to CTAG that are now covered in the Public Participation Plan. Mr. Lilliquist suggested changing the wording in the first sentence of Section 3.0, Subsection C from "... also be made available ..." to "... be provided ..."

MOTION: Mr. Bell moved, Mr. Lilliquist seconded, to amend the *Bylaws and Procedures of the Whatcom Metropolitan Planning Area Transportation Planning Process*, with the aforementioned revision, but otherwise as presented.

MOTION PASSED

2. Presentation of the Draft 2022 WCOG Budget

Messrs. Wilson and Cubellis presented the first draft of the 2022 Budget and answered questions from the Board.

3. Adopt 2022 Transportation Priorities of Whatcom County

Following discussion, it was agreed that the Council Board would adopt the proposed *Transportation Priorities of Whatcom County, 2022*, as presented, but would prioritize the list at its meeting on December 8, 2021.

MOTION: Mr. Lilliquist moved, Mr. Byrd seconded, to adopt the *Transportation Priorities of Whatcom County, 2022*, as presented.

MOTION PASSED

I. EXECUTIVE DIRECTOR'S REPORT

In the interest of time, Mr. Wilson declined to make a report.

J. CORRESPONDENCE

No correspondence was included in the packet or distributed at the meeting.

K. BOARD OPEN FORUM

Mr. Bell informed the Board that the Port of Bellingham had recently been designated a part of the Marine Highway System.

L. ADJOURN

There being no further business, the meeting adjourned at 4:08 p.m.

Scott Korthuis
Chairman

Robert H. Wilson, AICP
Executive Director

Whatcom Council of Governments
CLAIMS LISTING
October through November 2021

Date	Num	Source Name	Memo	Paid Amount
Oct - Nov 21				
10/01/2021	ACH	HSA Bank	HSA	1,950.00
10/01/2021	ACH	HSA Bank	HSA	1,097.00
10/01/2021	LC 090121	Amazon.com, Inc.	Supplies	50.70
10/01/2021	LC 090421	Amazon.com, Inc.	Supplies	62.48
10/01/2021	RC 082521	Microsoft Corporation	Office Equipment & Software	13.61
10/01/2021	RC 082821	US Postal Service	Communication Services	33.00
10/01/2021	RC 082921	Adobe Systems Inc.	Office Equipment & Software	348.12
10/01/2021	RC 090221	Intuit Inc.	Office Equipment & Software	17.41
10/01/2021	RC 090221	Google LLC	Communication Services	65.28
10/01/2021	RC 090521	Comcast	Communication Services	185.81
10/01/2021	RC 090721	Attorney & Notary Supply of WA Inc.	Supplies	106.57
10/01/2021	RC 090721	WA Department of Licensing	Miscellaneous	30.00
10/01/2021	RC 091321	Heroku Inc.	Communication Services	136.01
10/01/2021	RC 091421	Amazon.com, Inc.	Supplies	181.14
10/01/2021	RC 091521	Intermedia.net Inc	Communication Services	342.87
10/01/2021	RC 091521	Sanitary Service Corporation	Utilities	74.39
10/01/2021	RC 091621	T-Mobile US, Inc.	Communication Services	25.00
10/01/2021	RC 091921	Amazon.com, Inc.	Supplies	146.93
10/01/2021	RC 092321	Amazon.com, Inc.	Supplies	163.04
10/01/2021	RC 092321	Amazon.com, Inc.	Supplies	72.68
10/01/2021	RC 092521	Microsoft Corporation	Office Equipment & Software	13.61
10/01/2021	RC 092521	Amazon.com, Inc.	Supplies	180.98
10/01/2021	MF 090121	Mailgun Technologies	Communication Services	7.13
10/01/2021	MF 090321	Amazon Web Services	Communication Services	204.16
10/01/2021	KW 083121	WA Ridesharing Organization	Professional Development	200.00
10/01/2021	KW 090821	US Postal Service	Communication Services	8.55
10/01/2021	BW 090421	ADT Inc.	Utilities	76.98
10/01/2021	MG 091821	Facebook Inc.	Communication Services	60.00
10/01/2021	JM 091621	Pendragon Software Corporation	Office Equipment & Software	40.00
10/01/2021	JM 092121	Oregon Chapter APA	Professional Development	150.00
10/07/2021	3262	AES Inc.	Temp Agency	460.35
10/07/2021	3263	Applied Digital Imaging	Printing	24.92
10/07/2021	3264	Bruce's Janitor Service	Janitorial	625.00
10/07/2021	3265	Cascade Natural Gas	Utilities	13.83
10/07/2021	3266	Champion Building LLC	Office Lease	5,971.54
10/07/2021	3267	IBI Group US	Professional Services	826.00
10/07/2021	3268	McBride Public Affairs LLC	Professional Services	3,793.00
10/07/2021	3269	McClatchy Company LLC	Public Hearing Notices	204.58
10/07/2021	3270	Puget Sound Energy	Utilities	207.27
10/07/2021	3271	Pure Bliss Desserts LLC	Smart Trips Incentives	166.00
10/07/2021	3272	Ricoh USA Inc.	Office Equipment/Software	210.45
10/07/2021	3273	US Bank	Purchase Cards	2,996.45
10/07/2021	3274	West Mechanical	Electrical Repairs	618.62
10/08/2021	EFT	WCOG Petty Cash	Petty Cash Refill	250.00
10/22/2021	ACH	WA Dept of Employment Security	Payroll Taxes	0.01
10/22/2021	ACH	WA Dept of Employment Security	Payroll Taxes	493.00
10/22/2021	EFT	WA Dept of Employment Security	Payroll Taxes	0.00
10/22/2021	EFT	WA Dept of Employment Security	Payroll Taxes	0.02
10/22/2021	EFT	WA Dept of Employment Security	Payroll Taxes	19.80
10/22/2021	EFT	WA Dept of Employment Security	Payroll Taxes	3,531.03
10/22/2021	EFT	WA Dept of L&I	Payroll Taxes	687.53
10/26/2021	ACH	HSA Bank	HSA Fees	13.50
10/26/2021	1122	Grant, Simon	Incentives	250.00
10/27/2021	3275	AFLAC	Employee Paid Coverage	129.56
10/27/2021	3276	United Way	Employee Contributions	412.00
10/27/2021	E-pay	Internal Revenue Service	Payroll Taxes	8,321.00
10/27/2021	E-pay	Internal Revenue Service	Payroll Taxes	966.11
10/27/2021	E-pay	Internal Revenue Service	Payroll Taxes	966.11
10/27/2021	E-pay	Internal Revenue Service	Payroll Taxes	0.00
10/27/2021	EFT	Mass Mutual	Retirement	574.00
10/27/2021	EFT	Mass Mutual	Retirement	609.14
10/27/2021	EFT	Mass Mutual	Retirement	1,218.00
10/27/2021	EFT	WA Dept of Retirement Systems	PERS Contribution	3,128.58

Whatcom Council of Governments
CLAIMS LISTING
October through November 2021

<u>Date</u>	<u>Num</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
10/27/2021	EFT	WA Dept of Retirement Systems	PERS Contribution	3,291.32
10/27/2021	EFT	WA Dept of Retirement Systems	PERS Contribution	4,001.12
10/27/2021	EFT	WA Dept of Retirement Systems	PERS Contribution	6,448.34
10/27/2021	EFT	AWC via Vimly	Benefits	26.50
10/27/2021	EFT	AWC via Vimly	Benefits	8,506.74
10/28/2021		QuickBooks Payroll Service	Payroll Service on 10/27/2021	43,919.84
11/01/2021	EFT	HSA Bank	HSA Fees	1,950.00
11/01/2021	EFT	HSA Bank	HSA Fees	1,097.00
11/01/2021	HC 100421	Apple Inc.	Supplies	140.13
11/01/2021	HC 102121	Cascade Innovation Corridor	Professional Development	237.01
11/01/2021	RC 092921	Adobe Systems Inc.	Office Equipment & Software	348.12
11/01/2021	RC 100221	Google LLC	Communication Services	65.28
11/01/2021	RC 100221	Intuit Inc.	Office Equipment & Software	17.41
11/01/2021	RC 100521	Comcast	Communication Services	188.60
11/01/2021	RC 101121	Amazon.com, Inc.	Supplies	28.98
11/01/2021	RC 100821	GoDaddy	Communication Services	87.78
11/01/2021	RC 101121	Heroku Inc.	Communication Services	139.11
11/01/2021	RC 101521	Intermedia.net Inc	Communication Services	344.96
11/01/2021	RC 101721	Amazon.com, Inc.	Supplies	110.33
11/01/2021	RC 101721	Amazon.com, Inc.	Supplies	333.22
11/01/2021	RC 101521	Sanitary Service Corporation	Utilities	74.39
11/01/2021	MF 100121	Mailgun Technologies	Communication Services	7.15
11/01/2021	MF 100221	Zoom.us	Office Equipment & Software	761.39
11/01/2021	MF 101321	Amazon Web Services	Communication Services	203.27
11/01/2021	MF 101321	Amazon.com, Inc.	Supplies	42.40
11/01/2021	BW 100421	ADT Inc.	Utilities	76.98
11/01/2021	BW 101221	Quicksilver Photo Lab	Supplies	2.80
11/01/2021	MG 101821	Facebook Inc.	Communication Services	35.00
11/01/2021	JM 101521	Pendragon Software Corporation	Office Equipment & Software	40.00
11/01/2021	JM 102121	American Planning Association	Professional Development	558.00
11/01/2021	MF 102121	Cascadia Innovation Corridor Conference	Professional Development	237.01
11/05/2021	3277	AES Inc.	Temp Agency	683.10
11/05/2021	3278	Applied Digital Imaging	Printing	54.33
11/05/2021	3279	Avenue Bakery LLC	Incentives	110.00
11/05/2021	3280	Bruce's Janitor Service	Janitorial	625.00
11/05/2021	3281	Capitol City Press	Printing	550.09
11/05/2021	3282	Cascade Natural Gas	Utilities	86.56
11/05/2021	3283	Champion Building LLC	Office Lease	5,971.54
11/05/2021	3284	Good Eye Design	Professional Services	105.00
11/05/2021	3285	IBI Group US	Professional Services	826.00
11/05/2021	3286	McBride Public Affairs LLC	Professional Services	3,793.00
11/05/2021	3287	Puget Sound Energy	Utilities	179.58
11/05/2021	3288	Ricoh USA Inc.	Office Equipment/Software	206.37
11/05/2021	3289	Ron Cubellis	Expense Reimbursement	246.40
11/05/2021	3290	US Bank	Purchase Cards	4,079.32
11/05/2021	1123	Johnsen, Cris	Incentives	1,000.00
11/17/2021	eft	WCOG Petty Cash	Petty Cash Refill	250.00
11/26/2021	eft	HSA Bank	HSA Fees	13.50
11/26/2021	E-pay	Internal Revenue Service	VOID: Payroll Taxes	0.00
11/26/2021	E-pay	Internal Revenue Service	VOID: Payroll Taxes	0.00
11/26/2021	E-pay	Internal Revenue Service	VOID: Payroll Taxes	0.00
11/26/2021	E-pay	Internal Revenue Service	VOID: Payroll Taxes	0.00
11/26/2021	3291	AFLAC	Employee Paid Coverage	129.56
11/26/2021	3292	United Way	Employee Contributions	412.00
11/26/2021	E-pay	Internal Revenue Service	Payroll Taxes	8,383.00
11/26/2021	E-pay	Internal Revenue Service	Payroll Taxes	972.97
11/26/2021	E-pay	Internal Revenue Service	Payroll Taxes	972.97
11/26/2021	E-pay	Internal Revenue Service	Payroll Taxes	0.00
11/27/2021	eft	AWC via Vimly	Benefits	26.50
11/27/2021	eft	AWC via Vimly	Benefits	8,506.74
11/29/2021		QuickBooks Payroll Service	Payroll Service on 11/23/2021	44,255.11
11/30/2021	eft	WA Dept of Retirement Systems	PERS Contribution	4,029.35
11/30/2021	eft	WA Dept of Retirement Systems	PERS Contribution	6,493.84
11/30/2021	eft	WA Dept of Retirement Systems	PERS Contribution	3,138.96

Whatcom Council of Governments
CLAIMS LISTING
 October through November 2021

<u>Date</u>	<u>Num</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
11/30/2021	eft	WA Dept of Retirement Systems	PERS Contribution	3,318.85
11/30/2021	eft	Mass Mutual	Retirement	574.00
11/30/2021	eft	Mass Mutual	Retirement	609.14
11/30/2021	eft	Mass Mutual	Retirement	1,218.00
Oct - Nov 21				218,871.81

The Council Board retroactively approves the payments made during October through November 2021, for the above listed claims in the total amount of \$218,871.81*

<u>Board Officer</u>	<u>Title</u>	<u>Date</u>
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MEMORANDUM

To: The Council Board
From: Bob Wilson, Executive Director
Date: December 2, 2021
Subject: **Proposed 2022 WCOG Meeting Calendar**

The following dates are proposed for the 2021 Whatcom Council of Governments' meeting calendar:

1/19/22	3:00	Council Board
	3:30	Whatcom Transportation Policy Board
3/9/22	3:30	Whatcom Transportation Policy Board
5/11/22	3:00	Council Board
	3:30	Whatcom Transportation Policy Board
7/13/22	3:30	Whatcom Transportation Policy Board
10/12/22	3:00	Council Board
	3:30	Whatcom Transportation Policy Board
12/14/22	3:15	Executive Committee
	3:30	Council Board

Please be aware that Executive Committee meetings may be called in those months when no Council Board meeting is scheduled.

Whatcom Council of Governments
Board Budget Report
 January through September 2021
 (92% of the year)

	<u>Jan - Sep 21</u>	<u>Budget</u>	<u>% of Budget</u>
Income			
333 · Federal Grants	964,264	1,059,010	91%
334 · State Grants	100,568	136,310	74%
337 · Local Grants	87,898	88,146	100%
361 · Interest Income	2,590	4,000	65%
367 · Contributions & Donations	17,572	34,948	50%
368 · Membership Dues	163,442	163,436	100%
369 · Other Income	1,100		
Total Income	<u>1,337,434</u>	<u>1,485,850</u>	<u>90%</u>
Expense			
505 · Communication Services	43,866	25,600	171%
510 · Consultants & Contract Services	131,684	191,173	69%
515 · Incentives	8,177	10,000	82%
520 · Insurance- Property & Liability	9,996	10,500	95%
530 · Office Equipment & Software	43,663	37,960	115%
535 · Pass-Through Funding	0	0	0%
545 · Printing	9,740	15,700	62%
550 · Professional Development	7,971	11,500	69%
555 · Rent	65,219	71,100	92%
560 · Repair & Maintenance	767	3,000	26%
565 · Payroll - Salaries & Wages	690,481	754,306	92%
566 · Payroll - Taxes & Benefits	297,536	308,311	97%
575 · Supplies	4,358	9,800	44%
580 · Travel	375	14,900	3%
585 · Utilities	11,944	13,000	92%
590 · Miscellaneous Expense	805		
Total Expense	<u>1,326,582</u>	<u>1,476,850</u>	<u>90%</u>
Revenue less Expense	<u>\$10,852</u>	<u>\$9,000</u>	

Balance Sheet as of:

	<u>1/1/2021</u>	<u>11/30/2021</u>
Cash on hand	\$ 20,403	\$ 11,788
Investment Account	285,710	303,048
Accounts Receivable	164,401	n/a
Total	\$ 470,514	n/a
Accounts Payable	30,481	n/a
Net Equity	<u>\$ 440,033</u>	<u>n/a</u>

Cash & Investments	
Target (4 mos.)	\$428,559
Available	\$314,836

Prepared 12/1/2021
 To early in the month to know.
 Will be provided at the meeting.



MEMORANDUM

To: The Council Board
From: Bob Wilson, Executive Director
Date: December 1, 2021
Subject: **Proposed 2022 Budget – Final Draft**

Attached to this memo, please find the final draft of the proposed 2022 WCOG Budget for your review prior to the Council Board meeting next week. You will recall that the first draft was presented to the Board at its October meeting. I draw your attention to the following:

Dues. Out of concern for the financial stress our member jurisdictions and agencies were expected to experience this year due to the pandemic, staff presented a 2021 Budget that froze dues at their 2020 levels. Dues are determined using both population and the average cost-of-living adjustment (COLA) of the member jurisdictions, as is our longtime practice. Annual population change is drawn from Office of Financial Management estimates for Whatcom County, the seven cities and the Lummi Nation. The Port's dues increase is the average increase of the nine jurisdictions. We have received the 2022 COLAs from the member jurisdictions, from which we have determined the average to be 3.74 percent, which is incorporated into the final draft.

Salaries. Three members of the staff will receive a three percent step increase, while the other five will receive one percent longevity increases, all in addition to the 3.74 percent COLA. WCOG's salary expense will increase in 2022 by 5.3 percent, to \$794,297.

Employee Benefits. The COG's 2022 expense for all employee benefits – health insurance, retirement, workers' compensation, etc. – is expected to increase by \$2,310, or less than one percent of the amount budgeted in 2021.

Consultants. The 2022 consultant expense is anticipated to decrease by about 41 percent, to \$112,612, as several projects wrap up. It is important to note, however, that that amount could increase in the event WCOG engages in currently unanticipated projects. Consultant expenses are fully reimbursed under the grant programs through which WCOG funds planning activities and studies.

Ron and I look forward to discussing the final draft 2022 Budget with you next week.

Whatcom Council of Governments
2022 Budget (Draft #2 12-01-2021)

	2022	2022	2022
	Draft #1 10/05/2021	Draft #2 12/01/2021 for Adoption	Changes 10/5/21 to 12/1/21
CONSOLIDATED			
Beginning Net Cash and Investments	\$ 414,125	\$ 414,125	\$ (0)
REVENUE			
Programs & Projects			
Local	\$ 116,461	\$ 122,109	\$ 5,648
State	165,260	165,260	-
Federal	864,317	863,692	(624)
Canadian	35,000	35,000	-
Miscellaneous (foundations, classes, rebates)	0	0	-
Total Programs & Projects	\$ 1,181,037	\$ 1,186,061	\$ 5,024
Dues			
Bellingham	\$ 57,000	\$ 57,061	\$ 61
Blaine	3,585	3,823	238
Everson	1,843	1,864	21
Ferndale	9,605	9,887	282
Lummi Nation	3,344	3,376	32
Lynden	9,504	10,116	612
Nooksack	1,069	962	(107)
Sumas	1,107	1,105	(2)
Whatcom County (unincorporated)	56,794	58,884	2,090
Port of Bellingham	25,635	26,210	575
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	\$ 170,466	\$ 174,268	\$ 3,802
Other Revenue			
Interest Income	3,000	3,000	-
Total Other Revenue	\$ 3,000	\$ 3,000	\$ -
Total Revenue	\$ 1,354,503	\$ 1,363,329	\$ 8,826
EXPENSES			
Salaries & Benefits			
Salaries	\$ 787,266	\$ 794,297	\$ 7,031
Dental Insurance	12,068	12,067	(1)
Disability Insurance	3,330	3,360	30
Health Insurance	126,738	126,739	1
Life Insurance	720	720	-
Retirement Contribution	80,695	81,415	720
Social Security Equivalent	60,068	60,606	538
Unemployment Insurance Tax	21,013	21,036	23
Vision Insurance	1,923	1,923	-
Workers Compensation Insurance	2,755	2,755	-
Total Benefits	\$ 309,310	\$ 310,621	\$ 1,311
Total Salaries & Benefits	\$ 1,096,576	\$ 1,104,918	\$ 8,342

Whatcom Council of Governments
2022 Budget (Draft #2 12-01-2021)

	2022	2022	2022
	Draft #1 10/05/2021	Draft #2 12/01/2021 for Adoption	Changes 10/5/21 to 12/1/21
CONSOLIDATED			
Other Expenses			
Communication Services	\$ 37,200	\$ 28,800	(8,400)
Consultants & Contracted Services	112,204	112,612	408
Incentives	10,000	10,000	-
Insurance - Property & Liability	10,500	10,500	-
Office Equipment & Software	30,650	21,350	(9,300)
Pass Through to Partners	30,000	19,000	(11,000)
Printing	15,700	15,700	-
Professional Development	11,500	9,050	(2,450)
Rent	71,100	71,100	-
Repair & Maintenance	3,000	3,000	-
Supplies	9,800	9,800	-
Travel	14,900	6,600	(8,300)
Utilities	13,000	13,000	-
Total Other Expenses	\$ 369,554	\$ 330,512	\$ (39,042)
Total Expenses	\$ 1,466,130	\$ 1,435,430	\$ (30,700)
Ending Net Cash and Investments	\$ 302,499	\$ 342,024	\$ 39,525

Board Officer

Robert Wilson, Executive Director



MEMORANDUM

To: The Council Board
From: Bob Wilson, Executive Director
Date: December 1, 2021
Subject: **Prioritizing 2022 Legislative Funding Requests**

At your meeting on October 13th, the Council Board adopted its annual list of legislative funding requests, *Transportation Priorities of Whatcom County, 2022*. The Board agreed to revisit the list at the meeting next week to establish four priority funding requests: one from Whatcom County, one from the City of Bellingham, one from WTA and one from among the six smaller cities. For your information, the remaining projects will stay on the list.

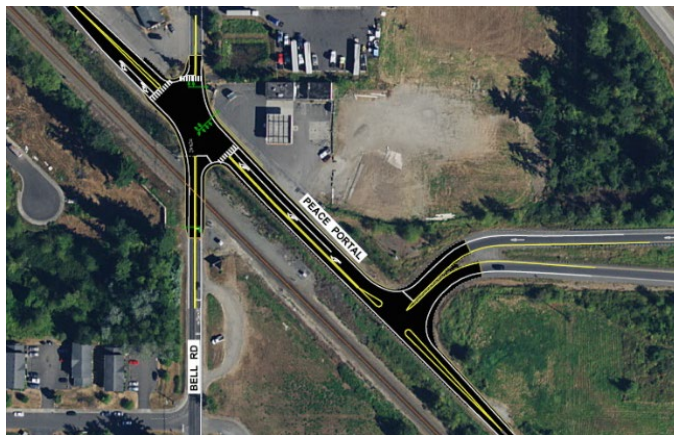
Please review the attached project descriptions of the projects on the list. The six smaller cities may wish to confer prior to the meeting to come to consensus on which project they will nominate as their priority. For your information, Blaine's *Bell Road & Peace Portal Drive Intersection* was the small cities' priority for 2021.

SUGGESTED MOTION: Move to adopt [names of four projects] as the Whatcom Council of Governments' 2022 highest-priority transportation funding requests.

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, first and foremost a complete and unavoidable repower by 2028 to comply with EPA Tier 3 emissions requirements for marine diesel engines. This repower requires substantial and expensive reconfigurations below-decks and puts at risk the vessel’s “grandfathered” status, especially it also does not present-day safety, ADA or service standards. Replacement of the vessel will avoid the cost and associated months of service disruption.

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. Unfortunately, the County’s recent application for a federal BUILD Transportation Discretionary Grant for ferry modernization was denied. (Click here for additional information on this project.) Request: **\$30-million**

Bell Road & Peace Portal Drive Intersection (Blaine) – Bell Road (State Route 548) connects the communities of Birch Bay and Semiahmoo to downtown Blaine and Interstate-5. There



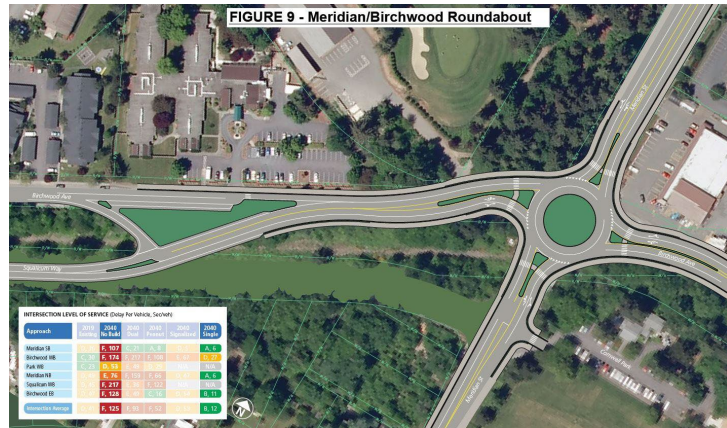
are serious local traffic delays on this roadway caused by the Vehicle and Cargo Inspection System (VACIS) operated by the Department of Homeland Security to scan inbound rail freight. The City of Blaine had previously secured Legislative funding to pursue a grade separation on Bell Road. However, further evaluation has uncovered significant engineering challenges, local access issues and unexpectedly high construction costs.

Based on this, the City is seeking funding for an at-grade, signalized intersection with channelization improvements (bypass lanes) to improve traffic flow and reduce delays caused by the cargo trains.

The project would install additional turn-lanes, which will allow for vehicles directly impacted by the train to safely queue up while enabling vehicles not impacted to utilize the intersection, resulting in improved emergency response and fewer school bus delays to the Blaine School campus. A train pre-emption system would also be established to alert motorists of impending train-related delays to enable them to take an alternative route when feasible.

The City of Blaine requests that the Legislature authorize a total of \$2,294,000 for the project, including a project scope change to utilize the existing \$1,100,000 currently allocated to the grade separation project, plus an additional appropriation of \$1,194,000 (the City applied to the Transportation Improvement Board for those additional funds but was unsuccessful). Request: **\$2,294,000**

Meridian Street/Birchwood Avenue Roundabout (Bellingham) – The existing signalized intersections at Meridian/Birchwood and Meridian/Squalicum Parkway serve 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. When the Orchard Street-Birchwood extension is completed in 2021, 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 multiuse 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 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. Request: **\$12-million**

West Front Street Arterial Improvement (Lynden) – This economic development project would replace the existing 1,900 feet of substandard West Front Street with a 44-foot-wide all-weather surface with two 11-foot-wide travel lanes, a 12-foot center turn-lane and five-foot striped urban shoulders and sidewalks. Improved storm drainage would also result. West Front Street provides direct access to about 100 acres of Lynden's "Commercial Services Regional" and "Industrial" zoned land and will ultimately provide access to another 140 acres of the City's western Urban Growth Area. Businesses that would be served by this improvement include Lynden Door, Oxbo International, Preferred Freezer, Scholten Equipment and the U.S. Postal Service's North County Sorting Facility. It would also provide access to the proposed 124,000 square foot incubator business park known as "Front Street Station." Request: **\$1.72-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**

Bradley Road Safe Routes Pedestrian Improvements (Lynden) – Bradley Road, on which Lynden High School is located, is 24-feet wide with a widened shoulder on the south side, offering limited protection for bicyclists and pedestrians. The City has completed pedestrian improvements on Line Road to the east, but Bradley Road – which carries most of the traffic generated by the last ten years of residential growth – remains substandard. It is served by WTA Route 26, and is also used by thousands of recreational vehicles to visit the nationally-acclaimed Lynden KOA campground. The City has completed 50-percent design-level plans for this project, which would construct the final three-quarters of a mile of bike lane and ADA-compliant sidewalks/pathway to facilitate safe walking and biking for school children. It would also incorporate necessary stormwater treatment facilities to protect water quality in Kamm Creek within the Nooksack Basin. Request: **\$430,000**

Jim Kaemingk, Sr. Trail Alternative Transportation (Lynden) – The Jim Kaemingk, Sr. Trail System is an east-west, multimodal active-transportation system developed and maintained by the City of Lynden. The trail began in 1996, when the City received an Enhancement Grant for the first section, from Depot Road east to Bender Road. Since then the City has continued to expand the trail network. The last section to be completed – the area around Fisher School, from 17th Street to 14th Street – was completed in 2019 using federal Safe Routes to School funding.

This project will connect the recently completed Fisher Safe Routes to School Trail section with pending new section of trail that ends at 8th Street by constructing approximately 0.75 of widened (eight to ten-foot) sidewalk and trail monumentation from B.C. Avenue east on Glenning Street to North 8th Street, and then north to Drayton Street. This will connect the recently acquired five-acre Glenning Street Park and use the existing North 8th Street pedestrian bridge over Fishtrap Creek. Request: **\$650,000**

Pavement Rehabilitation (Whatcom County) – This project would replace aged road surfaces on sections of four main arterials with heavy volumes of commercial and commuter traffic: Birch Bay-Lynden Road, Birch Bay Drive, Lake Louise Boulevard and Northwest Avenue. Work will include upgrading bicycle routes, multi-use lanes and ADA facilities. Pavement rehabilitation projects require no land acquisition, environmental mitigation or engineering design. (Click [here](#) for examples of similar work.) Request: **\$6.5-million**

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**

Northwest Drive/Smith 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.)

Mosquito Lake Road/Hutchinson Creek Tributary Fish Passage (Whatcom County) – The existing 30-inch diameter concrete culvert at this location was damaged in early 2018, with a temporary repair made later that year. This culvert has been designated as a high-priority fish passage improvement. Request: **\$800,000**



Above left: Photo shows scale of fish barrier at the outlet of the culvert. Above right: Photo shows prior damage when the downstream end of the culvert failed and temporary repairs were made to prevent loss of the roadway.

Slater Road and Bridge (Lummi Nation) – Slater Road is a regionally-significant arterial that provides access to the Cherry Point industrial area, the Lummi Nation reservation (including the Silver Reef casino), and also serves as the designated tsunami evacuation route for thousands of residents of western Whatcom County. This project would raise the elevation of Slater Road by 12 feet above its current elevation to minimize the impact of seasonal flooding in the lower Nooksack River basin to keep this critical regional arterial open. Request: **\$19-million**

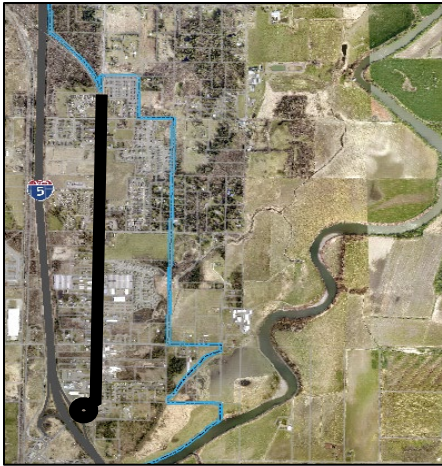
Marine Drive Improvements, Phase Two (Whatcom County) – Marine Drive is an important regional corridor for commuters and recreational bicyclists. The roadway parallels the bluff



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.

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**

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. Approximately 500,000 square feet of

commercial/industrial space has been constructed within the last five years or is proposed to be constructed within the next three years.



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**

Support for Zero Emission Transit Buses (Whatcom Transportation Authority) – The cost of an electric bus and charger is double that of a standard diesel bus. With a fleet of 61 buses – at approximately \$550,000 per unit – the unfunded marginal cost to electrify the fleet would be up to \$40 million over 10 years. Converting from diesel to zero emission buses is by far the most significant action WTA can take to reduce its harmful emissions. Request: **Capital support in an amount to be determined by the Legislature**

Planning and Design to Expand Downtown’s Bellingham Station (WTA) – WTA’s primary transit hub was built in 1980 and has reached capacity at several key time points. Planning and design would address the needs expected to be named in WTA’s long-range transit plan--to be concluded in late 2021. These include additional capacity to serve the new Waterfront District, additional capacity to allow for new high-frequency routes, and on-route chargers to support electric buses. Request: **\$75,000**

Bus Stop Improvements (WTA) – WTA currently has over 450 bus stops that are not fully accessible for people with disabilities. The City of Bellingham has committed to contribute Transportation Benefit District funds for the next several years to help improve access at these stops. To accelerate this, WTA is pursuing additional funding to complete this key equity initiative. Request: **\$75,000**

State Route 547 Pedestrian and Bicycle Safety Trail, Phase 1 (Whatcom County) – State Route 547 is located in rural Whatcom County and ties together the communities of Kendall, Balfour, Paradise Lakes and Peaceful Valley. This route is a vehicle-focused corridor with



narrow shoulders, high vehicle speeds and no sidewalks or lighting. Since 1997, one person walking and three people bicycling on SR 547 have been struck and killed vehicles, including a 14-year-old boy in 2016 (pictured at left). In response to these tragedies, concerned residents established the Kendall-Columbia Valley Connectivity Plan Association (KCVCPA), with participation by the Washington State Department of Transportation, the Mt. Baker School District and WCOG.

The late Jordan Santting since 2013 to plan and advocate for a pedestrian and bike trail to enable people, especially kids, to safely access nearby resources such as the North Fork Community Library, the East Whatcom Regional Resource Center, commercial services, places of worship, bus stops and Kendall Elementary School. In 2019, with funding from the State Legislature, WCOG completed a 30 percent design of a 3.35-mile trail, which would be built in phases. In addition to serving the community, the trail could potentially provide recreational users access to parks and secondary trails. Ultimately, it could also serve as a link in the proposed Bay to Baker Regional Trail.

In the 2020 Legislative Session, \$302,000 of Capital Budget funding was reallocated to the trail for construction at the request of Rep. Shewmake. Whatcom County requests that additional funding in the amount of \$1.3-million be awarded to WSDOT to begin construction of a section of the trail, the precise boundaries of which to be determined in consultation between WSDOT and Whatcom County. It should be noted that, in recognition of the concerns of the community and the importance of this project, Whatcom County has agreed to fund up to 30 percent of the total cost of the full trail in partnership with WSDOT, which would oversee final design, right-of-way acquisition and construction of this state-owned facility. Request: **\$1.3-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**



November 5, 2021

Mr. Thomas Wilson
FTA Office of Program Management
1200 New Jersey Avenue, S.E.
Washington, D.C. 20590

RE: **5339 Grants for Buses and Bus Facilities Program**

Dear Mr. Wilson:

I am writing on behalf of the Whatcom Council of Governments – the MPO for the Bellingham (Washington) Urbanized Area – in support of the Whatcom Transportation Authority’s request to purchase six electric buses and charging facilities through FTA’s *Grants for Buses and Bus Facilities* program.

Transit service provided by WTA is a critical component of Whatcom County’s multi-modal transportation network. In addition to providing affordable mobility to thousands of our region’s residents, WTA’s bus transit service contributes significantly in reducing greenhouse gas emissions in the region. The addition of more electric buses to WTA’s fleet – which is included in the project list of *Whatcom Mobility 2040*, the region’s adopted long-range transportation plan – will further enhance the environmental benefit of WTA’s service.

Thank you for the opportunity to express the Whatcom Council of Governments’ support for this important funding request.

Very truly yours,

A handwritten signature in black ink that reads "R. H. Wilson".

Robert H. Wilson, AICP
Executive Director

Copies: WCOG Council Board
Whatcom Transportation Policy Board