

WHATCOM COUNCIL OF GOVERNMENTS  
EXECUTIVE COMMITTEE MINUTES  
MARCH 14, 2018

ATTENDANCE

COMMITTEE MEMBERS: Jon Mutchler (Chairman), Ferndale; Tom Jones (Vice Chairman), Nooksack; Jack Louws (Secretary-Treasurer), Whatcom County; Pinky Vargas (for Kelli Linville) and Terry Bornemann, Bellingham; Michael Shepard (for Bobby Briscoe), Port of Bellingham

BOARD MEMBERS: Scott Korthuis, Lynden; Kyle Christensen, Sumas

GUESTS: Kirk Vinish, Lummi Nation; Greg Young, Ferndale

STAFF: Bob Wilson, Hugh Conroy

A. CALL TO ORDER

Chairman Mutchler called the meeting to order at 3:02 p.m. with a quorum present.

B. PUBLIC COMMENT

No members of the public were in attendance.

C. AGENDA APPROVAL

**ADOPTED BY UNANIMOUS CONSENT**

D. CONSENT AGENDA

**ADOPTED BY UNANIMOUS CONSENT**

E. OLD BUSINESS

No old business was discussed.

F. NEW BUSINESS

F.1 Amend WCOG Personnel Manual

Mr. Wilson explained the need for the amendments to the Personnel Manual that staff was proposing.

**MOTION:** Mr. Louws moved, Mr. Jones seconded, to approve the amendments to the Personnel Manual, as presented.

**MOTION PASSED**

F.2 Approval of Professional Services Contract

Mr. Conroy explained that WCOG had received funding through the Surface Transportation Block Grant program to update the Household Travel Survey, which generates data that are essential to the regional travel-demand model. He also described the process used to select the consultant and answered questions.

**MOTION:** Mr. Bornemann moved, Ms. Vargas seconded, to authorize the Executive Director to enter into a professional services contract with RSG Consulting in the amount of \$249,146.

**MOTION PASSED**

F.3 Cancellation of May 9, 2018 Executive Committee Meeting and Call for Council Board Meeting

Mr. Wilson explained his belief that the long gap between the first and second meetings of the Council Board – from January to October – was too long and probably left those WCOG members who only serve on the Council Board feeling disconnected with WCOG. He recommended revising the 2018 meeting schedule to replace the May 9<sup>th</sup> Executive Committee meeting with a Council Board meeting, and making that the practice for the future.

**MOTION:** Mr. Jones moved, Mr. Bornemann seconded, to cancel the Executive Committee meeting scheduled for May 9, 2018, and replace it with a Council Board meeting.

**MOTION PASSED**

F.4 Budget Report as of February 28, 2018

Mr. Wilson presented the report.

F.5 Public Utility District No. 1 Expression of Intent to Join WCOG

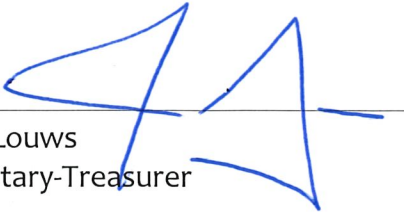
Mr. Wilson explained that PUD General Manager Steve Jilk had recently informed him that the PUD Board of Commissioners has expressed its desire to join WCOG as a voting member. Because of the need to establish a methodology to assess dues for the PUD as a voting member, Mr. Jilk informed Mr. Wilson that it would be acceptable to the PUD's Board to join as an associate (non-voting) member for 2018 while the PUD and WCOG staffs develop a proposed dues structure for presentation to, and adoption by, both boards.

G. CORRESPONDENCE


Mr. Wilson directed the members' attention to a copy of a letter he had sent to the Joint Transportation Committee in support of Blaine's request for funding to update the Interchange Justification Report for Exit 274.

H. ADJOURN

There being no further business, the meeting adjourned at 3:21 p.m.



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Jack Louws  
Secretary-Treasurer



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Robert H. Wilson, AICP  
Executive Director

Approved July 11, 2018

