

City of Blaine
Request for Council Action
Meeting Date: September 25, 2023

Subject: Draft interlocal agreement with Whatcom County, WCOG and the Cities of Whatcom County

Department: Community Development Services

Prepared By: _____
(Digital Signature)

Agenda Location: Consent Agenda Council Action Unfinished Business

Action Needed:

Requesting Council authorization for the City Manager to enter into a contract with Whatcom County, Whatcom Council of Governments and the cities within Whatcom County for cost sharing of professional planning services for planning studies associated with the Comprehensive Plan Update and Urban Growth Area review.

Attachments:

1. Draft interlocal agreement.

Background/Summary:

The draft interlocal agreement with Whatcom County and the Cities of Bellingham, Blaine, Everson, Ferndale, Lynden, Nooksack, and Sumas and the Whatcom Council of Governments is to support and help fund mandatory planning studies to assist in updating the City's Comprehensive Plan by 2025.

The County plans to take the draft cost sharing Interlocal Agreement to the County Council for approval (e.g. authorizing the Executive to sign) on September 26. Participating cities are encouraged to take the draft Interlocal Agreement to their city councils for approval as soon as possible. County staff has requested that we take the Interlocal Agreement to our city council for approval at the next available meeting.

The terms of the agreement commit Blaine to contribute \$18,915 or 3.15% of the total cost spread over 2024 and 2025. 75-percent of Blaine's portion would be due in 2024, and the remaining 25-percent would be due in 2025. The funding would come from Community Development Services Department's professional services budget so no additional funding is requested.

Budget Implications: Current Budget New Budget Request Non-Budgetary

Funding for 2024 budget is included in the draft 2024 budget (CDS professional planning services) and anticipated for approval as part of the 2025 budget for CDS.

Recommendation:

Option 1: Council approves the City Manager to sign the draft interlocal agreement.

Option 2: Council takes no action or denies the request. City staff determines how to complete the mandatory tasks of updating the Comprehensive Plan without support from Whatcom County, WCOG and the other Cities of Whatcom County.

Staff recommends option 1.

Reviewed By:

City Manager _____ Finance Director _____ City Clerk _____
(Digital Signature) (Digital Signature) (Digital Signature)

DRAFT INTERLOCAL AGREEMENT
BETWEEN
WHATCOM COUNTY, WCOG, AND THE CITIES OF BELLINGHAM,
BLAINE, EVERSON, FERNDALE, LYNDEN, NOOKSACK, SUMAS
CONCERNING COST SHARING FOR PLANNING STUDIES
ASSOCIATED WITH THE COMPREHENSIVE PLAN UPDATE AND UGA REVIEW

This agreement is made by and between Whatcom County (herein after referred to as the “County”) and the Cities of Bellingham, Blaine, Everson, Ferndale, Lynden, Nooksack, and Sumas (herein after referred to as the “Cities”) and the Whatcom Council of Governments (hereinafter referred to as “WCOG”).

WHEREAS, the Growth Management Act (GMA) requires the County and Cities to update their respective comprehensive plans and review and, if necessary, revise urban growth areas by June 30, 2025 (RCW 36.70A.130); and

WHEREAS, cooperative relationships, joint review of growth management planning issues, and coordination between the County and Cities are mutually beneficial; and

WHEREAS, the Cities, WCOG, and County desire to share costs for planning, transportation analysis, and environmental studies associated with the comprehensive plan urban growth area review that is due by 2025;

NOW, THEREFORE, subject to the terms and conditions contained herein, the Cities, WCOG and County agree as follows:

Section 1. Cost Sharing for Planning Studies

The Cities, WCOG and the County agree to provide a total of \$600,000 for:

- * County-wide population and housing projections and allocations to urban growth areas;
- * County-wide employment projections and allocations to urban growth areas;
- * Allocation of housing, households, population and employment to other geographic units;
- * Land Capacity Analysis;
- * Environmental review under the State Environmental Policy Act;
- * Transportation model analysis support;
- * Housing element work products;
- * Tribal participation in planning;
- * Climate planning – resiliency sub-element (GMA amendments in House Bill 1181);
- * The 40 year planning strategy; and
- * Project management, periodic update checklist, and expenses.

The WCOG will provide \$40,000 for technical allocations of population, dwelling units, households, group quarter population, and employment and transportation model analysis tasks.

The remaining \$560,000 will be apportioned as shown in the chart below. The County and each city will contribute a flat amount of \$5,000 and the remaining costs will be distributed based upon the percentage of population in the respective jurisdiction relative to the total population of Whatcom County in 2023.

	2023 OFM Population	% of Total Pop.	Equal Allocation Shares	Population Allocation Shares	Total Share for 2025 Update	% of Total Cost
Whatcom County (Unincorporated)	94,175	39.94%	\$5,000	\$207,680	\$212,680	35.45%
Bellingham	95,960	40.70%	\$5,000	\$211,617	\$216,617	36.10%
Blaine	6,310	2.68%	\$5,000	\$13,915	\$18,915	3.15%
Everson	3,135	1.33%	\$5,000	\$6,913	\$11,913	1.99%
Ferndale	16,330	6.93%	\$5,000	\$36,012	\$41,012	6.84%
Lynden	16,520	7.01%	\$5,000	\$36,431	\$41,431	6.91%
Nooksack	1,560	0.66%	\$5,000	\$3,440	\$8,440	1.41%
Sumas	1,810	0.77%	\$5,000	\$3,992	\$8,992	1.50%
WCOG					\$40,000	6.67%
TOTAL	235,800	100%	\$40,000	\$520,000	\$600,000	100.00%

Section 2. Invoicing and Reimbursements

The County agrees to invoice the Cities and WCOG for their respective portions of the costs every three months. The Cities and WCOG agree to reimburse the County for their respective portions of the costs within 30 days of receiving an invoice.

Section 3. Budgeting

In order to facilitate budgeting by the Cities and the County, it is agreed that:

- The cities and WCOG will plan to pay the County 50% of their total funding share by June 30, 2024.
- The cities and WCOG will plan to pay the County 25% of their total funding share between July 1, 2024 and December 31, 2024.
- The cities and WCOG will plan to pay the County 25% of their total funding share between January 1, 2025 and June 30, 2025.

The percentages in Section 3 of this agreement may be modified by written agreement of all of the County and city planning directors (or designees), without the need to amend this Interlocal Agreement. The County will invoice the cities at least 30 days prior to when payment is due.

Section 4. Effective Date, Duration and Termination

This agreement shall be effective upon signature by the Mayor and/or City Manager of each of the seven Cities, the Executive Director of WCOG and the Whatcom County Executive. This agreement shall remain in effect until June 30, 2026 unless modified or terminated by written agreement of the parties.

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF BELLINGHAM

By _____
Seth Fleetwood, Mayor

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF BLAINE

By _____
Michael Harmon, City Manager

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF EVERSON

By _____
John Perry, Mayor

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF FERNDALE

By _____
Greg Hansen, Mayor

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF LYNDEN

By _____
Scott Korthuis, Mayor

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF NOOKSACK

By _____
Kevin Hester, Mayor

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

CITY OF SUMAS

By _____
Bruce Bosch, Mayor

Date _____

Approved as to form:
Office of the City Attorney

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

WHATCOM COUNCIL OF GOVERNMENTS

By _____
Hugh Conroy, Executive Director

Date _____

Each signatory below to this agreement warrants that they are the authorized agent of the respective party; and that they have the authority to enter into the agreement and bind the party thereto.

WHATCOM COUNTY

By _____
Satpal Sidhu, County Executive

Date _____

Approved as to form:
Whatcom County Prosecutor
