

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS**

Tuesday, June 1, 1993

9:00 a.m. - 10:00 a.m. Department of Planning and Community Development - Dave Hough, Director:

- 1) Review Major Project Staff Assignment Report.
- 2) Signature - Call for Public Hearing - Temporary Interim Zoning Map for Unincorporated Skagit County.
- 3) Code Enforcement Report.
- 4) Miscellaneous.

10:00 a.m. - 11:00 a.m. Public Works Department - Rich Medved, Director:

- 1) Discussion - Six-Year Transportation Improvement Program.
- 2) Flood Control Assistance Account Program Grant - Department of Ecology.
- 3) Resolution - Bid Award - 1993 Rock Crushing Project.
- 4) Miscellaneous.

11:00 a.m. - 11:30 a.m. Facilities Department - Roger Howard, Manager:

- 1) Signature - Amendment - Architect Agreement - Juvenile Probation Facility Remodel, John C. Cheney, Jr., Architect.
- 2) Signature - Request for Letters of Interest for Architectural Services for the Remodel of the Courthouse and Administration Building.
- 3) Signature - Amendment - Aiken Appraisal Service Agreement.
- 4) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS ITEMS.

1:30 p.m. - 2:00 p.m. Work Session - Recreational Lake Use.

2:00 p.m. - 2:30 p.m. Update - Best SELF and Middle School Programs.

2:30 p.m. - 3:00 p.m. Senior Services Department - Tim Holloran, Director:

- 1) Introduction of New Employees.
- 2) Signature - Senior Center Rental Agreements:
 - a) 153 Railroad Avenue, Concrete, Washington
 - b) 1401 Cleveland, Mount Vernon, Washington
- 3) Miscellaneous.

3:00 p.m. - 3:30 p.m. Hearing Examiner Recommendations:

- 1) Approval - Timber Open Space Application of Sybil Jenson, North of Intersection of Indian and Reservation Roads.
- 2) Approval - Timber Open Space Application of M. Stanton Group Company, One Mile South of Starbird Road Interchange.

3:00 p.m. - 4:30 p.m. Executive Session - Land Acquisition, Personnel.

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The Skagit County Board of Commissioners met in regular session on Tuesday, June 1, 1993, with Commissioners Bob Hart, Robby Robinson and Harvey Wolden present.

Commissioner Robinson was absent for the following items.

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT - DAVE HOUGH, DIRECTOR:

1) Review Major Project Staff Assignment Report.

Dave Hough provided the Board with a report relating to major project assignments handled by staff of the Planning Department. The report gave project titles, persons responsible, a description and status of each report, as well as the total duration of each project and a brief summary of what is planned next. This was an informational item, and no action was necessary by the Board. The report is updated every six weeks.

2) Signature - Call for Public Hearing - Temporary Interim Zoning Map for Unincorporated Skagit County.

Chairman Hart explained to the audience that last week the Board signed an ordinance adopting an interim zoning map for Skagit County, in anticipation of the completion of the update of the County's Comprehensive Plan. State law requires that a public hearing be held within 60 days of the adoption of any interim zoning measure. Chairman Hart explained that the Board has asked Mr. Hough to select a date for the hearing, and to suggest some exemptions for certain subdivisions that were substantially in progress at the time the ordinance was signed.

Commissioner Wolden motioned to adopt the resolution setting a public hearing for June 21, 1993, at 1:30 p.m., to consider an interim zoning map for unincorporated Skagit County. Chairman Hart seconded the motion, which carried and was so ordered. (Resolution #14875)

Mr. Hough then reported that he has clarified that the ordinance signed last week did not contain an effective date, therefore the Board may wish to adopt an effective date which includes exemptions for substantially complete short plat applications. Mr. Hough stated that the purpose of the interim control is to prevent the work of citizen committees and staff from being undermined by a rush of applications for property divisions in anticipation of stricter zoning as a result of the adoption of an updated Comprehensive Plan.

Mr. Hough stated that he has researched methods of specific exemptions for short plats in process, and was unable to develop criteria which would identify a substantially complete project. He recommended instead an effective date clarification which would permit those who could to submit applications before the effective date. He noted that the Planning Department would not accept any incomplete application between now and the effective date. Mr. Hough suggested that a two week grace period would permit those persons who are close to completing their short plats to do so.

Chairman Hart, noting a number of audience members present, allowed testimony on the notion of invoking a "grace" period.

Louie Requa, a surveyor employed by Skagit Surveyors of Sedro Woolley, stated that he is the Chairman of the Comprehensive Plan Rural Element Citizen Advisory Committee. On Thursday, the committee completed its second draft of a recommendation to the County Planning staff for zoning changes in conjunction with the Comprehensive Plan update. He explained that it takes approximately three months

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for a short plat application to be prepared for submittal. He stated that his firm has about 10 applicants who have paid from \$3,000 to \$5,000 for work on prospective short plat applications.

Chairman Hart interrupted Mr. Requa and asked him to address whether or not the Board should allow a 10 day to two week grace period for short plat applications which are in progress.

Mr. Requa felt that the Board should allow a 30-day grace period.

Allan Olsen, an attorney from LaConner, congratulated the Board on their decisions relating to growth management.

An unidentified man stated that his situation is exactly the kind of event that the Board is trying to address with their grace period. He stated that he is within a few days of completing work on a short plat application. He stated that he has been pacing his work to be completed by July, when the Comprehensive Plan update was due.

Barbara Rudge, Anacortes, supported the notion of having the interim zoning map effective on the date the original ordinance was signed, and that if any changes are to be considered, that they be considered at the public hearing the Board has scheduled for June 21.

Tom Monahan, a Guemes Island property owner, stated that he recently started a subdivision of his property. He stated that he was unable to learn from the County three days prior to the passage of the interim zoning ordinance what the deadline for short plat application would be. He felt that it was unfair that the process has "slammed the door" in the face of people who are trying to use a process that has been in place for some time. He advocated a 30-day grace period.

An unidentified woman who accompanied the previous speaker complained of her inability to short plat her property.

Mr. Hough explained the concept of clustering or Planned Unit Developments to the Guemes Island residents and offered to speak to them following the meeting about this process which could provide relief for their situation.

Elsa Gruber, Box 21, LaConner, commended the Board and Mr. Hough on their step to impose interim zoning. She felt that the County would certainly find a way to assure that persons who are in the process of working to divide their property may do so.

Chairman Hart asked if the Board chose to make the effective date June 11, ten days from now, how many applications might the County expect to received.

Mr. Hough stated that it is impossible to determine how many applications might be received. In addition to Mr. Requa's 10 clients, the other survey companies Mr. Hough contacted had only two each pending. Two other parties Mr. Hough spoke to had applications ready to submit within the next two days.

Mr. Requa stated that he has performed considerable research which indicates that this action by the Board is not justified in that there has not been an appreciable increase in subdivisions lately. He produced records of the Planning Department from 1989 through 1992. He indicated that he will be submitting a letter to this effect to the Board later today.

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Chairman Hart stated that he is not interested in opening a 30-day grace period prior to the public hearing. He stated that he would permit a 10-day period until next Friday, June 11.

Commissioner Wolden also felt that an additional 30-day period would compromise the Board's original position stated in its original interim ordinance. He, too, favored a 10-day grace period at maximum.

Mr. Hough stated that if the Board allows a 10-day grace period before the public hearing, it will be more clear how many applications are near completion. Mr. Hough stated that he is unaware of any pending long plats that may be pending.

Commissioner Wolden motioned to extend the effective date of the interim zoning map ordinance through Friday, June 11, 1993, at 4:30 p.m. Chairman Hart seconded the motion, which carried and was so ordered. (Ordinance #14876)

Mr. Hough stated that a letter will be sent out today to all land surveyors and engineers reporting the Board's decision.

3) Code Enforcement Report.

The report was reviewed with the Board. Staffing of the Planning Department was discussed.

4) Miscellaneous.

- A. Mr. Hough presented a letter for the Board's signature which initiates the jurisdiction of the Boundary Review Board with respect to the application for annexation of property known as the Keith Johnson property by Skagit County Fire Protection District #3.

The Board approved the letter for signature.

PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR:

1) Discussion - Six Year Transportation Improvement Program.

Doug Barnet, County Engineer, made comments on the upcoming process to complete the County's Six-Year Transportation Improvement Program.

Mr. Barnet explained that R.C.W. 36.81.121 makes it a State law that coordinated planning for transportation within counties take place each year, and these plans must be finalized by July 1 of each year. Plans are then forwarded to State and Federal agencies to be included in their Transportation Plans. Only those projects included in the County's Transportation Improvement Program can be considered for State or Federal funding. During the process, the Board has an opportunity to look at the projects proposed by Public Works and decide whether to commit resources toward them. Additionally, other local agencies such as city governments and ports receive an opportunity to review the proposed plans. Utilities are also given an opportunity to discover the County's plans for road repair and maintenance.

Mr. Barnet provided a copy of the previous Skagit County Six-Year Transportation Improvement Program for years 1993-1998. The Bridge Report and Priority Array, two components of the Transportation Improvement Program were submitted recently to the Board in separate sessions. Mr. Barnet stated that four work sessions have been arranged with the Board, with a public hearing scheduled for June 28 to formally adopt the six-year plan.

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Year one of the plan is the "backbone" of the annual construction program, Mr. Barnet explained. Years one and two will be reviewed at the first work session, scheduled for tomorrow. Years three and four will be addressed at the second work session, and years five and six at the third session. A fourth session is scheduled in case discussion continues longer than anticipated.

Division of the County into road districts was discussed. Mr. Medved explained that road districts are configured according to equal road mileage.

Turnback of State roads to County responsibility was discussed, specifically with respect to the expected turnback of Memorial Highway, west of Mount Vernon, which is in increasingly poor repair.

2) Flood Control Assistance Account Program Grant - Department of Ecology.

Mr. Medved presented a grant application to the Department of Ecology's Flood Control Assistance Account Program (FCAAP) on behalf of Dike District #22. The grant will provide funds for mitigation for the Brown Slough dike that was constructed during the 1990 flooding. The grant will pay for 50% of the work related to modifying existing borrow pits which lie adjacent to the salt water side of the Fir Island Levee system. This modification will provide access and passage to juvenile salmon during their migration through the Skagit system. The total project will cost \$10,240, with Dike District #22 providing the 50% local match.

Commissioner Wolden motioned to sign the grant to the Department of Ecology FCAAP program. Chairman Hart seconded the motion, which carried and was so ordered. (Contract #001650)

Commissioner Robinson returned for the following items.

3) Resolution - Bid Award - 1993 Rock Crushing Project.

Mr. Barnet submitted a resolution awarding a bid for rock crushing at the County's Eagle Hill Pit, Upper Samish Pit, and Butler Hill Pit. The single bidder, Wilder Construction Company, submitted a responsive bid at \$450,100. Although the bid is higher than the amount indicated in the Department's annual budget, Mr. Medved stated that it is an appropriate amount given the current climate of the industry.

Chairman Hart motioned to adopt the resolution awarding the bid for a rock crushing project #122-5 to Wilder Construction for the bid amount of \$450,100. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #14877)

4) Miscellaneous.

A. Mr. Medved reported that Senator Karen Frazier, Chairman of the State Environmental Affairs Committee, will be touring our incinerator today at 1:15 p.m.

The following two items were taken at this time for a scheduling convenience.

CONSENT AGENDA.

Commissioner Wolden motioned to adopt the consent agenda for June 1, 1993, as submitted. Commissioner Robinson seconded the motion, which passed unanimously.

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* **ADMINISTRATION:**

1. Signature - Personal Services Agreement with Cass Construction Company, 615 South 2nd Street, Mount Vernon, Washington 98273, to provide written estimates of costs to achieve compliance with the American with Disabilities Act for County owned facilities. Rates as follows: Estimating/Site Review Time \$50.00/hour; Secretarial Time \$20.00/hour; and mileage \$.25/mile. Contract to commence June 9, 1993, and terminate August 27, 1993. (Contract #001654)

* **ARIS:**

2. Signature - Contract for Professional Services with Megan Loe, MA, 321 W. Washington #322, Mount Vernon, Washington 98273, for the provision of individual and family therapy at the rate of \$60.00/hour. Contract commencing May 11, 1993, and terminating December 31, 1993. (Contract #001655)

* **HEALTH:**

3. Signature - Guest Speaker Contract with Camie Loveridge, 15001 35th Avenue W #30-108, Lynnwood, Washington 98037, to present at Personal Perspectives on HIV/AIDS at the rate of \$25.00 per presentation through the 1993 year. (Contract #001656)

* **HUMAN SERVICES:**

4. Signature - Appointment of G. Robert Brown, 1967 West Fiver Place, Oak Harbor, Washington 98277, as Deputy Designated Mental Health Professional at the Skagit Community Mental Health Center. (Resolution #14878)

* **RECORDS MANAGEMENT:**

5. Signature - Microfilm contract amendment increasing the dollar amount from \$7,000.00 to \$10,270.00. The agreement terms are estimated dollar amounts and the County is billed only for actual services requested and performed. The original amount of the contract has been exhausted. (Contract #001657)

* **PARKS, RECREATION, AND FAIR:**

6. Signature - Resolution approving submittal for IAC funding and local assurance for the purchase of the Demopoulos Urban Habitat area on the southwest shoreline of Guemes Island. The Guemes Island Land Trust has requested assistance to submit for this grant to secure the property for an environmental preserve and interpretive area. The Guemes Island Environmental Trust has \$610,000 in donations to be used by the County as the required matched funds for the grant. (Resolution #14879)

* **PLANNING:**

7. Resolution - Pre-annexation Agreement between Skagit County and the City of LaConner. (Resolution #14880)

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8. Resolution - Pre-annexation Agreement between Skagit County and the City of Sedro-Woolley. (Resolution #14881)
9. Resolution - Pre-annexation Agreement between Skagit County and the City of Mount Vernon. (Resolution #14882)

*** PUBLIC WORKS:**

10. Signature - Contract for collection of waste motor oil and antifreeze, with Vintage Oil, Incorporated. Fees are based on a per site delivery basis. County Incinerator Site \$51.13 + \$0.50/gal water; Clear Lake Compactor Site \$51.13 + \$0.50/gal water; Sauk Transfer Station Site \$56.13 + \$0.50/gal water. (Contract #001658)
11. Signature - Contract with Hilltop Construction, 12429 88th Place NE, Kirkland, Washington 98033, for the improvement of 1.78 miles of Lake Cavanaugh Road #0020. Bid amount: \$343,688.68. (Contract #001659)

MISCELLANEOUS ITEMS.

- A. Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080, and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing which has been made available to the Board.

As of this date, June 1, 1993, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

- 1) Vouchers #MW97559-12 (Warrants #MW97559-12) in the amount of \$4,959.82. (Transmittal #C23-93)
- B. Chairman Hart motioned to adopt a resolution which appoints Barbara Meier, Director of Nursing Services with the Skagit County Health Department, as interim Health Department Director until such time as a new Director can be chosen. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #14883)

FACILITIES DEPARTMENT - ROGER HOWARD, MANAGER:

- 1) Signature - Amendment - Architect Agreement - Juvenile Probation Facility Remodel. John C. Cheney, Jr., Architect.

Mr. Howard stated that this Amendment is not yet ready for signature due to continuing discussions on the fee for services of the contractor. Mr. Howard stated that he hoped to have the Amendment ready next week.

- 2) Signature - Request for Letters of Interest for Architectural Services for the Remodel of the Courthouse and Administration Building.

Mr. Howard presented a resolution which authorizes a "Request for Letters of Interest" for architectural services in conjunction with the remodel of Courthouse and Administration Building facilities to comply with standards contained within the Americans with Disabilities Act, as well as to perform projects discussed in previous work sessions to increase usable space within those buildings.

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Commissioner Wolden motioned to approve the resolution. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #14884)

3) Signature - Amendment - Aiken Appraisal Service Agreement.

Mr. Howard stated that he is not yet ready to present this item, but will be in the near future.

4) Miscellaneous.

A. The Board and Mr. Howard discussed a presentation to the Department Heads and Elected Officials regarding new plans to address space needs within the County Courthouse facilities.

UPDATE - BEST S.E.L.F. AND MIDDLE SCHOOL PROGRAMS.

Mike Woodmansee, Budget/Finance Director, reported on the Best S.E.L.F. (Summer Education and Learning Fun) program which the County sponsors, in conjunction with the school districts and other local agencies. The program uses vacant school facilities to offer a summer education experience for children, staffed by certified teachers and student aides. Parents are charged for the program according to their ability to pay.

Mr. Woodmansee stated that about 800 children have been registered for the program. Approximately 150 employees have been hired to staff the program. Mr. Woodmansee also reviewed the budget, which is just under \$400,000. The County contributes \$150,000 to the program.

Mr. Woodmansee presented two additional items which were unscheduled.

The Board approved for signature an agreement with Dr. Robert Fleming to treat a client of the At-Risk Intervention Specialist Program. A motion for signature was made by Commissioner Wolden and seconded by Commissioner Robinson. The motion passed unanimously. The agreement term is from May 20, 1993, through December 31, 1993, and compensates Dr. Fleming at \$100 per hour. (Contract #001651)

A second item concerned a Data Processing progress report on the County's Geographical Information System. Geoff Almvig, Mapping Center Coordinator, reported. A map which had been produced for the Planning Department utilizing 1990 Census block information and the new GIS system was provided for the Board to review. A second product demonstrated for the Board was a computerized index of resource information available through the Mapping Department.

SENIOR SERVICES DEPARTMENT - TIM HOLLORAN, DIRECTOR:

1) Introduction of New Employees.

Tim Holloran introduced new employees Jody Meekins, Nutrition Project Coordinator, replacing Melinda Wade since March; Darren VanEaton, Custodial Aide for the Concrete Senior Center in a part-time, seasonal position; and Deidre Ashmore, who has been job sharing with Sally Hill as Coordinator of the Anacortes Senior Center.

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2) Signature - Senior Center Rental Agreements: a) 153 Railroad Avenue, Concrete, Washington; b) 1401 Cleveland, Mount Vernon, Washington.

Mr. Holloran presented draft forms which he proposed be used to apply for rental of the County's senior center facilities in Concrete and Mount Vernon. Mr. Holloran reviewed the forms with the Board, outlining the policies that the Senior Services Department will be adopting regarding rental of the facilities.

Mr. Holloran explained that organizations with a 501(c)3 status will be allowed to use the facilities free of charge. Private, for-profit ventures will not be allowed to use the facilities and no political activities will be allowed at the senior centers. A 50% discount will be offered to any approved senior activity. An hourly rental rate of from \$10 to \$25 will be assessed for various facilities, and a deposit of \$100 to \$300 will be required depending upon which facilities are used. A \$50 minimum additional charge will be assessed to renters if any cleaning is incomplete by 8:00 a.m. the morning following the event. Only cash or a cashiers check will be accepted for rental fees. Consumption of alcohol is prohibited in all senior center facilities, as is smoking. At the Mount Vernon Center, a "monitor" is required at any time the kitchen is rented.

Commissioner Robinson motioned to approve the use of the forms submitted by Mr. Holloran. Commissioner Wolden seconded the motion, which passed unanimously.

3) Miscellaneous.

Mr. Holloran pointed out that the annual contract with the Skagit Council on Aging has not yet been signed. Annually, the County provides \$10,000 in funding for provision of senior and disabled transportation in exchange for 30,000 trips throughout Skagit County. SCOA also pays \$5,253 (15%) to administer all of the senior transportation in Concrete. Mr. Holloran stated that SCOA is not pursuing the option of administering transportation service in Concrete due to budget restraints this year. A proposed contract was submitted for review with the same \$10,000 contribution for 30,000 one-way trips for senior citizens aged 60 years and older.

Chairman Hart motioned approval of the contract. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001652)

HEARING EXAMINER RECOMMENDATIONS:

1) Approval - Timber Open Space Application of Sybil Jenson, North of Intersection of Indian and Reservation Roads.

Grace Roeder, Associate Planner, explained that the subject property, just north of the intersection of Indian and Reservation Roads on the Swinomish Indian Reservation, is zoned forestry and is approximately 10 acres in size. A timber management plan has been prepared for the property by the Department of Natural Resources. Both the Planning Department and the Hearing Examiner have recommended approval of the application; however, an adjacent property owner who was present at the public hearing was concerned that the property is sloped into a wetland which will be impacted by removal of timber from the site. The neighbor was advised that impacts to the wetland will be mitigated within the forest practices permit process.

Commissioner Robinson motioned approval of the Timber Open Space application of Sybil Jenson. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #14885)

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2) Approval - Timber Open Space Application of M. Stanton Group Company, One Mile South of Starbird Road Interchange.

Ms. Roeder explained that the parcel runs down the hill to Cedardale Road from the Marion Larkin property, where a private airstrip is located. The property is approximately 43 acres in size. A timber management plan is on file for the property, and the Planning Department staff and Hearing Examiner have recommended approval of the application.

Commissioner Robinson motioned to approve the Timber Open Space application of the M. Stanton Group Company. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #14886)

ADJOURNMENT:

Commissioner Robinson motioned to adjourn the proceedings. Commissioner Wolden seconded the motion. The motion was carried unanimously.

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON


Robert Hart, Chairman


Robby Robinson, Commissioner


Harvey Wolden, Commissioner

ATTEST:


Stephanie Wood, Clerk
Skagit County Board of Commissioners

