

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

Tuesday, September 7, 1993

- 8:30 a.m. - 9:00 a.m. Work Session - Operations Superintendent and Road Supervisors.
- 9:00 a.m. - 10:00 a.m. Department of Planning and Community Development - Dave Hough,
Director:
- 1) Contract Signatures - Padilla Bay Watershed Action Plan.
 - 2) Work Session on County-Wide Urban Growth Areas.
 - 3) Review and Comments on GMA/Comprehensive Plan Newsletter.
 - 4) Code Enforcement Report.
 - 5) Miscellaneous.
- 10:00 a.m. - 11:00 a.m. Public Works Department - Rich Medved, Director:
- 1) Introduction New Employees - Regional Transportation Planner, Eric Irelan, and Solid Waste Project Engineer, David Rubio.
 - 2) Discussion - Appointment of Address Advisory Committee.
 - 3) Signature - Letter to U.S. Army Corps of Engineers Regarding 205 Project - Log Jam Removal - Lake Cavanaugh.
 - 4) Signature - Resolution Closing Gas Pump Fund No. 502.
 - 5) Miscellaneous.
- 11:00 a.m. - 11:30 a.m. Report on National Security Exercise - Emergency Management Department.
- CONSENT AGENDA.
- MISCELLANEOUS ITEMS.
- 1:30 p.m. - 3:00 p.m. Work Session - Solid Waste Disposal Rates.
- 3:00 p.m. - 3:30 p.m. Presentation of Preliminary Budget.
- 3:30 p.m. - 4:30 p.m. Executive Session - Personnel.

The Skagit County Board of Commissioners met in regular session on Tuesday, September 7, 1993, with Commissioners Robert Hart, Robby Robinson, and Harvey Wolden present.

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

- 1) Contract Signatures - Padilla Bay Watershed Action Plan.

Jim Freeman, Watershed Planner, introduced two contracts for signature which provide water quality sampling and laboratory analysis for the Padilla Bay/Bay View Watershed grant. Both contracts would be funded from grant monies, and are required to complete a watershed action plan. The first was for sample collection, delivery and interpretation of the laboratory results. The second was for the lab review work. Mr. Freeman compared last year's costs with the bids received this year. independent contractors have submitted the lowest bids for both bid items, although the State Department of Fisheries did submit a bid which was substantially greater than the recommended recipient. Mr. Freeman stated that the successful bidders are Laucks Testing Laboratory, which has been used before with good results, and Michael Cochrane.

RECORD OF THE PROCEEDINGS
Tuesday, September 7, 1993
Page #2

The contracts carry amounts of \$12,920 for the sample collection function, and \$25,634 for the laboratory analysis function, and are to be completed by March, 1993.

Chairman Hart motioned to approve the contracts with Lauks Laboratory, and Commissioner Robinson seconded the motion. The motion passed unanimously. (Contract #001758) and (Contract #001759)

3) Review and Comments on GMA/Comprehensive Plan Newsletter.

This item was taken out of order, as item #2 was anticipated to be of greater duration.

The Board had no suggestions regarding the draft newsletter, and it was approved for mailing.

2) Work Session on County-Wide Urban Growth Areas.

Mr. Hough reminded the Board that under the Growth Management Act (GMA), Skagit County is required to adopt interim urban growth boundaries (UGB's) in conjunction with each city in the County by October 1 of 1993. He stated that Skagit County does have sphere of influence agreements with each city that are several years old. Mr. Hough stated that it has been his policy that the UGB's would be a part of the final Comprehensive Plan. Recently, however, the State Department of Community Development has presented Skagit County with a letter which interprets what they feel interim urban growth boundaries mean.

Today, Mr. Hough wished to use the Cities of Burlington and Mount Vernon to illustrate how he will recommend we approach UGB's. He stated that before the end of the month, the county must initiate an environmental review of the proposed boundaries, and the Board must hold a public hearing to accept testimony on the proposals.

A map provided by Mr. Hough reflected the current Mount Vernon and Burlington City Limits, an adjacent sewer district, and the interim urban growth boundaries proposed by the two cities. An overlay map showed commercially viable agricultural and timber lands. Some of those resource lands took up a substantial portion of the proposed urban growth boundaries. Mr. Hough stated that the County would be remiss if it did not undergo a careful environmental review with respect to this issue, and that mitigation should be discussed.

Additionally, Mr. Hough remarked on the following other issues:

- Should Big Lake be under a single UGB?
- What happens to those clustered, dense developments outside the UGB's?

Mr. Hough then provided an overlay which indicated "special study areas" where the County wishes to make a special effort at review. Those areas generally followed the agriculture and timber resource locations identified on the previous overlay. This would give the cities notice of what areas are of special concern to the County, and which pose lesser concern. Mr. Hough stated that a similar approach was taken in Snohomish County.

The Board discussed with Mr. Hough the effects of recent requests for annexations on the plans for negotiating interim urban growth boundaries. Chairman Hart was also concerned that many of the boundary lines conform to roads, which permits one side of the road to be provided with urban services, while the other remains unserved. He suggested that the UGB's should take into account service to both sides of the road.

RECORD OF THE PROCEEDINGS
Tuesday, September 7, 1993
Page #3

After discussing several ideas and areas, including Big Lake, effects of development on adjacent land and on services, and open space and sales tax investment in the Hickox Road area, the Board agreed with Mr. Hough's scheme for reviewing the proposed interim urban growth boundaries. Mr. Hough stated that his department will be conducting environmental review this week, and will be preparing a smaller version of the map that was provided to the Board today showing the overlays, and will begin meeting with the cities to explain the "special study areas" concept. Mr. Hough did not feel that any of the cities would be surprised by the County's position.

4) Code Enforcement Report.

This report was provided for review.

5) Miscellaneous.

- A. Kraig Olesen, Assistant Director, reported that a contract amendment will be presented next week to the Board which amends the County's Coastal Zone Management Grant to include studying a change in legislation on hydroelectric projects. The Department of Ecology has agreed to provide these additional funds, and will be submitting a contract amendment in the near future.
- B. Commissioner Robinson discussed with staff the Planning Commission's impending review of the County's consideration of gun clubs as special use permits.

PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR:

1) Introduction of New Employees - Regional Transportation Planner, Eric Irelan, and Solid Waste Project Engineer, David Rubio.

Don King, Incinerator Manager, introduced David Rubio, Waste Project Engineer, and gave information on his qualifications. David Baltz, Transportation Planner, introduced Eric Irelan, Regional Transportation Planner, and gave information on his qualifications.

2) Discussion - Appointment of Address Advisory Committee.

Doug Barnett, County Engineer, introduced Rodney Vandersypen to the Board. Mr. Vandersypen provided a list of possible candidates to comprise an Address Advisory Committee. Mr. Vandersypen stated that all those indicated on the list have agreed to serve with the exception of the City of Burlington.

The Board briefly discussed inconsistencies in addressing within the County with the Board.

Mr. Vandersypen stated that the committee will attempt to correlate their activities with the E-911 planning being undertaken by emergency services agencies.

Mr. Barnett brought to the Board's attention a time table for the committee's work. He recommended that the Board formally adopt the committee and their work program, asking for specific recommendations of the committee with respect to policy changes and changes in addresses.

The Board concurred with Mr. Barnett and Mr. Vandersypen's presentation.

RECORD OF THE PROCEEDINGS
Tuesday, September 7, 1993
Page #4

3) Signature - Letter to U.S. Army Corps of Engineers Regarding 205 Project - Log Jam Removal - Lake Cavanaugh.

In accordance with last week's discussion, Dave Brookings, Flood Control Engineer, presented a letter to Colonel Cunningham of the U.S. Army Corps of Engineers asking that the Corps instigate a 205 Project on Lake Cavanaugh.

Commissioner Robinson motioned for the Board to sign the letter. Commissioner Wolden seconded the motion, which passed unanimously.

4) Signature - Resolution Closing Gas Pump Fund No. 502.

Robin LaRue, Assistant Director, presented a resolution which, if adopted, would close the Courthouse gas pump fund. This is in accordance with a decision to consolidate the Equipment Rental Revolving Fund and gas fund.

Commissioner Robinson motioned to adopt the resolution closing gas pump fund #502. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15003)

5) Miscellaneous.

There were no miscellaneous items from the Public Works Department at this time.

REPORT ON NATIONAL SECURITY EXERCISE - EMERGENCY MANAGEMENT DEPARTMENT.

Due to an emergency, Tom Sheahan, Emergency Management Department Director, was unavailable for this item, and it was postponed until the following week.

CONSENT AGENDA.

Commissioner Robinson motioned to approve the Consent Agenda for Tuesday, September 7, 1993, as presented. Commissioner Wolden seconded the motion, which passed unanimously.

• Senior Services:

1. Signature - Letters to Dewey Dessler containing information for the 1994 Contract Negotiations providing Senior Information and Assistance/Case Management and Senior Nutrition Services.

* Parks, Recreation and Fair:

2. Out-of-State Travel Request for Jon Aarstad to travel to San Jose, California to attend the National Playground Safety Institute and National Recreation and Parks Conference, from October 20, 1993, through October 24, 1993.
3. Personal Services Agreement with JC Draggoo and Associates to provide consultant services for the completion of the open space and non-motorized transportation comprehensive plan from September 7, 1993, through June 15, 1994. The cost is not to exceed \$43,970 for the Park, Recreation and Open Space Plan and \$20,000 for the Non-motorized Transportation Plan. (Contract #001760)

RECORD OF THE PROCEEDINGS

Tuesday, September 7, 1993

Page #5

4. Project Agreement with the Washington State Interagency Committee for Outdoor Recreation to acquire 721 acres of park land in the Northern State Recreation Area effective August 12, 1993, through June 30, 1994, not to exceed \$364,585 or 50% of the total project cost. (Contract #001761)
5. Personal Services Agreement with Janicki Logging and Construction to remove debris from the old RR bridge east of State Route 9 starting September 30, 1993, and continuing through November 30, 1993, at a cost of \$24,725. (Contract #001762)
- Health Department:
 6. Rules for Use Agreement with the Sedro-Woolley Community Center for use of their facility on Thursday, October 14, 1993, to conduct a Citizens Public Health Forum, at no charge. (Contract #001763)
 7. Assurances to permit the health department to apply for Federal Consolidated Contracts. (Contract #001764)
 8. Interagency Agreement with the State of Washington, Department of Health, to provide Title XIX Aids Case Management Services commencing September 2, 1993, until terminated, with 30 days written notification. (Contract #001765)
 9. Rental Agreement/Banquet-Meeting Room Usage Policy with the Anacortes Chamber of Commerce for use of their facility to hold a Citizens Health Forum on Thursday, September 30, 1993, at a cost of \$50.00 with a \$100 damage deposit required. (Contract #001766)
- Department of Planning and Community Development:
 10. Resolution granting a Shoreline Permit Exemption to Jim and Kenneth Renner and their appeal #APP 93-011 . (Resolution #15004)
- * Human Services:
 11. Contract amendment #RSN-93-02-03(01) amending the amount of \$22,700.00, adding \$16,435.00 from the biennial unspent funds to the monitoring and development mental health services contract. (Contract #001730)
- * Public Works:
 12. Signature - Resolution calling for bid - new 1993 rubber tired excavator. (Resolution #15005)
 13. Signature - Resolution establishing County road project - North Marie Street. (Resolution #15006)
 14. Signature - Out-of-State travel request for Peni Ramsey and Margo Frydenlund to go to the A.M.S. Government Education System Users Conference.
 15. Signature - Out-of-State travel request for Andy Shaw and Jim Hedblom to attend the Western Snow/Ice Conference and Rodeo.

* Commissioners' Office

16. Record of the proceedings from August 30, 1993.

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, September 8, 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) Warrants #96975A through #97110 (Vouchers #96975A through #97100) in the amount of \$1,144,539.51. Transmittal #R-19-93.
- 2) Manual Warrant #101666-21 in the total amount of \$3,264.27. Transmittal #C-43-93.
- 3) Warrants #38392 through #38392 (Vouchers #123521 through #123521) in the amount of \$1,562.44. Transmittal #P-18-93.
- 4) Warrants #37286 through #38375 (Vouchers #PW9300005362 through #PW9300005690 and #122441 through #123520) in the amount of \$1,216,640.99. Transmittal #P-17-93.
- 5) Warrants #101633 through #101665 (Vouchers #PI-129001, PI-130001, P57019 through #PI-129033, PI-130004) in the amount of \$992,291.36. Transmittal #C-42-93.

PRESENTATION OF PRELIMINARY BUDGET.

Jerry McInturff, Skagit County Auditor, provided each member of the Board, the Administrative Officer and the Budget Director, with a copy of the 1994 Preliminary Budget.

This year's budget requests, Mr. McInturff stated, total \$67,000,000, an increase of approximately \$5.2 million over last year's requests. This would create a \$4 million shortfall, if adopted as requested.

The Solid Waste Operating Fund, Mr. McInturff said, is the largest budget request. Those with increases in excess of \$70,000 were the Administrative Services Office, the Planning Department, the Sheriff's Office, and Contributions to Active Funds.

The total number of new positions requested this year is 11.26, at an approximate cost of \$415,000. Those departments requesting new positions are the Clerk, Cooperative Extension, County Roads, Solid Waste, and the Prosecuting Attorney.

Operating Reserves have traditionally been well managed in Skagit County, stated Mr. McInturff. Total reserves have ranged between \$16 and \$22 million in previous years.

Mr. McInturff stated that he has advocated a Fiscal Policy Plan for many years. He stated that while we do not have an immediate need for one, this may be the best time to implement one, while it is not needed.

A Financial Indicator Report for Skagit County compiled and produced by the Auditor's Office was also provided by Mr. McInturff, and he reviewed it with the Board.

MISCELLANEOUS ITEMS.

- A. Mike Woodmansee, Budget/Finance Director, provided a contract with Gateway Telecommunications Services for a previously bid inmate telephone system for the Skagit County Jail.

In accordance with action previously taken, Commissioner Robinson motioned to approve the Personal Services Agreement with Gateway Technologies. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001768)

Letters were also approved to two vendors who had disputed the results of the bid opening.

- B. Mr. Woodmansee presented a Purchase Authorization for a computerized electrostatic plotter for the Mapping Services Department.

In accordance with action previously taken, the Board approved the Purchase Authorization for signature. (Contract #001769)

- C. Bob Taylor, Administrative Officer, presented a Lease Agreement for the Atkins Tire property. As a condition of the purchase of this property by Skagit County, the property must be leased to the Atkins' until October 31, 1993. The Board approved this agreement for signature. (Contract #001770)

- D. Mr. Taylor presented a Professional Services Agreement with Duane Knapp for a limited customer services strategy for the Public Works Department. The agreement was approved for signature. (Contract #001771)

- E. Chairman Hart motioned to adopt the resolution reappointing Bill Thrasher to the Skagit County Planning Commission, with a term expiration of September 1, 1997. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #15007)

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





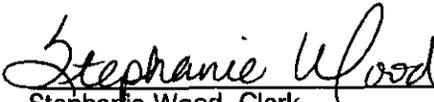
Robert Hart, Chairman

Robby Robinson, Commissioner



Harvey Wolden, Commissioner

ATTEST:



Stephanie Wood, Clerk
Skagit County Board of Commissioners