

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

**Monday, December 6, 1993:**

10:00 a.m. - 11:30 a.m. Public Works Department - Rich Medved, Director:

- 1) Resolution - Adoption of the 1994 Annual Road Program.
- 2) Agreement - Samish Farms Water Association, Incorporation.
- 3) Discussion - Request for Proposals - Boiler and Cooling Tower Chemical Treatment Services for the Skagit County Resource Recovery Facility.
- 4) Bid Opening - West State Street Reconstruction.
- 5) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS ITEMS.

1:30 p.m. - 3:00 p.m. Public Hearing - 1994 Budget Adoption.

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

The Skagit County Board of Commissioners met in regular session on Monday, December 6, 1993, with Commissioners Robert Hart, Harvey Wolden and Robby Robinson present.

**PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR:**

- 1) Resolution - Adoption of the 1994 Annual Road Program.

Doug Barnet, County Engineer, presented the annual Skagit County Road Program, which lists all of the planned road maintenance and construction projects for Skagit County for 1994. Mr. Barnet stated that the County is required by law to adopt this document prior to the adoption of the County's annual budget. He reminded the Board that the Annual Road Program has been crafted following work sessions held over the last two months with the Board.

Seeing no public comment, Commissioner Robinson motioned to adopt the 1994 Annual Road Program, as presented. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15139)

- 2) Agreement - Samish Farms Water Association, Incorporation.

Don King, Incinerator Manager, presented an interlocal agreement between the Samish Farms Water Association and Skagit County for approval. He explained that all parties have been involved in refining the language of the agreement. The contract is for the construction of upgrades of an existing water system located in the vicinity of Hillwood Drive, which is near the County's Inman Landfill. The maximum reimbursable amount of the agreement shall not exceed \$446,392.54, but one clause states that if costs have changed during the negotiation period, Samish Farms may approach the Board for a change in their contract amount. The following properties will receive service hook-ups under the agreement:

- Louis Bell, 1222 Hillwood Road
- Larry Forsythe, 1206 Hillwood Drive
- Richard F. Grimstead, 976 Windy Ridge Road
- Michael Tamman, 1210 Hillwood Drive
- William Wibbens, 977 Windy Ridge Road

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Mr. Medved remarked that Samish Farms is represented today, and the Samish Farms representative indicated her approval of the agreement.

Commissioner Robinson motioned to approve the contract between Skagit County and Samish Farms Water Association, Incorporated. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001831)

- 3) Discussion - Request for Proposals - Boiler and Cooling Tower Chemical Treatment Services for the Skagit County Resource Recovery Facility.

Mr. King submitted a Request for Qualifications and Proposals for a contractor to provide chemical treatment services for the boiler and cooling tower at the Resource Recovery Facility. He stated that the County has traditionally contracted with Calgon for chemical treatment, but this contract has now expired. He recommended that the request be advertised immediately.

Commissioner Robinson motioned to approve the advertisement of a Request for Qualifications and Proposals for boiler and cooling tower chemical treatment services for the Resource Recovery Facility.

- 4) Bid Opening - West State Street Reconstruction.

Stephanie Wood, Administrative Coordinator, explained that staff of the Commissioners' Office missed three bids last week during the bid opening for the West State Street Reconstruction. A consultation with legal counsel revealed that the bids could be opened at a subsequent session and added to the other bids received, if the opening were listed on the Board's agenda. Ms. Wood then opened the following bids:

- A) Hilltop Construction Co.  
12420 88th Place N.E.  
Kirkland, WA

Bid Schedule Total: \$284,676.35  
1 addendum received

- B) Friberg Construction Company, Inc.  
2628 Thornton Road  
Ferndale, WA 98248

Bid Schedule Total: \$335,249.50  
1 addendum received

- C) Comm-Exco Construction, Inc.  
953 Green Road  
Burlington, WA 98233

Bid Schedule Total: \$299,560.20  
1 addendum received

- 5) Miscellaneous.

- A. Don King presented an emergency resolution which authorizes the diversion of wastes from the Resource Recovery Facility to Inman Landfill, and waives competitive bidding requirements for

equipment purchased to repair the #2 combustion system. Mr. King stated that last Wednesday morning at 7:00 a.m., major damage occurred to one of the incinerator lines because an engine block, which is a non-combustible item that is hazardous to the incinerator equipment, was run through the incinerator with the garbage for that morning. Garbage was diverted to the Inman Landfill to facilitate repair, and special refractory equipment was purchased to facilitate emergency repairs. The purchases will total up to \$10,000 in equipment, which is greater than the amount contained in the County's policy for purchasing without the permission of the Board and without competitive bids. The resolution would permit the purchase, as well as the emergency diversion of wastes.

Mr. Medved remarked that the Health Department had been made aware of the diversion of garbage. Mr. King stated that the engine block will be turned over to the Washington State Patrol to research ownership.

Commissioner Wolden motioned to adopt the resolution authorizing the diversion of wastes, and authorizing the expenditure of funds to repair the damaged line. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #15140)

- B. Mr. Medved reported that Walt Parker, an employee of the Public Works Road Crew, was injured on Friday when a vactor hose escaped control and hit him in the face.

**CONSENT AGENDA.**

Commissioner Wolden motioned to approve the Consent Agenda of December 6, 1993, as presented. Commissioner Robinson seconded the motion, which passed unanimously.

\* Facilities:

1. Agreement with Quantum Construction, Incorporated, to remodel the restroom and install a hollow metal door/frame and automatic door at the Senior Services Center in Mount Vernon at a cost not to exceed \$23,091.96 with work to be completed by December 15, 1993. (Contract #001832)

\* Planning and Community Development:

2. Resolution upholding the Hearing Examiner's decision to deny the setback variance of Scott Oglesbee. (Resolution #15141)
3. Resolution approving a variance request by Scott and Angela Oglesbee to allow a variance/waiver from the State of Washington guidelines for the use of fill or mound systems. (Resolution #15142)

\* Senior Services:

4. Contracts with the Cities of Anacortes, Burlington, Mount Vernon, Sedro-Woolley, and the Town of Concrete whereby the County will furnish Senior Services to the Cities, effective January 1, 1994 and continue through December 31, 1994. (Contract #001833, Contract #001834, Contract #001835, Contract #001836, Contract #001837)

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\* **Treasurer:**

5. Resolution awarding a Contract with Moore Business Communication Services to provide the 1994 tax statement mailing in its entirety. (Resolution #15143)

\* **Commissioners:**

6. Record of the proceedings from Tuesday, November 23, 1993.
7. Record of the proceedings from Monday, November 29, 1993.
8. Record of the proceedings from Tuesday, November 30, 1993.
9. Resolution establishing Skagit County Law and Justice Council and setting the number of representatives and appointment of members. (Resolution #15144)
10. Resolution to lease/sell the Atkins Tire property at 1202 South Second, Mount Vernon, to Skagit County Search and Rescue. (Resolution #15145)

\* **Health:**

11. Annual Contract with the State of Washington, Department of Health, to consolidate Public Health Service Contracts between the Department Of Health and Skagit County to provide Federal and State Funds to support numerous health programs at a cost of \$430,982, beginning January 1, 1994, and continuing through December 31, 1994. (Contract #001838)

\* **Parks, Recreation and Fair:**

12. Application and Agreement for use of Bayview school gym on Mondays and Tuesdays from 7:00 to 9:00 p.m. for girls and boys basketball at a cost of \$15.00 per session. (Contract #001292)

\* **Public Defender:**

13. Personal Services Agreement with Jack M. Reiter, M.D., to provide evaluation services for clients at a rate of \$331.00 beginning July 13, 1993, and continuing through December 31, 1993. (Contract #001839)

\* **Public Works:**

14. Call for public hearing to vacate the Sauk River Park Road to the Parks Department as it lies within the boundaries of the County park known as Sauk River Park. (Resolution #15146)
15. Call for public hearing to vacate Park View Drive to the Parks Department as it lies within the boundaries of the County park known as Sharpe Park. (Resolution #15147)
16. Resolution awarding the bid for the purchase of one new 1993 full size cargo van(CG31605) to Blade Chevrolet in the amount of \$19,097.19. (Resolution #15148)

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17. Resolution awarding the bid to purchase one service body and components to be installed on a County one-ton cab and chassis to Northend Truck Equipment at the cost of \$28,618.90. (Resolution #15148)
18. Resolution authorizing the funding for preliminary engineering for a seismic retrofit improvement on the North Fork Bridge project at a cost of \$100,000. (Resolution #15150)
19. Signature of a contract with Ric Hansen Entertainment to co-sponsor the promotion of the 1993-1994 KUBE Dance Jam Campaign which is intended to reach teenagers with a waste reduction and recycling message at a cost to the County of \$1,084.74. (Contract #001840)
20. Supplemental Agreement with Leonard, Boudinot and Skodje, Incorporated, to modify the legal survey to include a 20' strip of land for access into the landfill property at a cost not to exceed \$4,000.00 and work to be completed by December 31, 1993. (Contract #01678)
21. Real Estate Purchase and Sale Agreement with Earl Morgan in the amount of \$56,900.00 to purchase 5.69 acres of property at the Gibraltar Landfill which will allow the County to perform State required monitoring. (Contract #01841)
22. Personal Services Agreement with Northwest Pump and Equipment Company to install a new County fueling system for three fueling sites: Mount Vernon, Burlington, and Concrete at a cost not to exceed \$20,000, terminating on March 31, 1994. (Contract #001842)
23. Personal Services Agreement with Skagit Surveyors, Incorporated to perform a required survey to determine the final sales price for the acquisition of the County's new rock quarry at a cost of \$8,200.00 beginning December 6, 1993, and continuing through January 31, 1994. (Contract #001843)
24. Personal Services Agreement with McLucas and Associates, Incorporated to provide a complete mineral land appraisal on a potential quarry site for the purpose of replacing the current rock source at a cost not to exceed \$24,999.99 beginning December 13, 1993 and continuing through February 21, 1994. (Contract #001844)

\* ARIS:

25. Personal Services Agreement with Diaz Karate to provide karate lessons for two months at a total cost of \$99.00 beginning November 1, 1993, and continuing through December 31, 1993. (Contract #001845)

**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, December 6, 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 #104955 through #104995 (Vouchers #P160001, P161001, P1140001, 3017415-3017417) in the total amount of \$1,016,422.95. Transmittal #C60-93.

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- 2) Warrants #104996 through #105550 (Vouchers #3017305 through #3018001) in the total amount of \$615,763.65. Transmittal #C61-93.
- 3) Warrants #42164 through #42172 (Vouchers #E30652 through #E30660) in the total amount of \$493.75. Transmittal #P-27-93.
- 4) Warrants #41111 through #42147 (Vouchers #E30391 through #30651, #125157 through #125863 and PW9300006299 through #PW9300006610) in the total amount of \$1,048,042.84. Transmittal #P-26-93.

B. Chairman Hart motioned to approve the resolution honoring Donald J. Maloy, a retiring fire commissioner for Skagit County Fire Protection District #13. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15151)

C. Mike Woodmansee, Budget/Finance Director, explained that the Skagit County Humane Society has raised approximately \$90,000.00 for repairs and new construction to the Humane Society facility. Sandy Nelson, Director, of the Humane Society, has asked that the county provide approximately \$9,700 to assist with those repairs. Mr. Woodmansee recommended that this item be included in the 1993 annual contract with the Humane Society for providing animal control services for Skagit County. In addition, \$4,000 that was included in the 1993 contract for the purchase of a new computer will not be expended in 1993, but will be carried over to the 1994 budget. Mr. Woodmansee stated that these two items have resulted in a change to the 1993 agreement in an amount up to \$5,800.

Commissioner Wolden motioned to approve the contract amendment to the 1993 Humane Society contract at \$4,700 per month, plus \$4,000 for copier acquisition and \$9,800 for building repair costs. Commissioner Robinson seconded the motion, which passed unanimously. (Contract #01594)

**PUBLIC HEARING - 1994 BUDGET ADOPTION.**

Chairman Hart opened the public hearing. The reading of the Notice of Public Hearing, as published in The Skagit Argus was waived.

Mike Woodmansee, Budget/Finance Director, explained that the County's budget process began in June with the budget call. In September, the requests of each of the County departments were prepared and presented to the Board. Following the presentation, the Board met in work sessions with each of the departments, and amendments to the requests were made. From these work sessions, the final proposed budget was created.

Mr. Woodmansee explained that the proposed budget reflects \$65,385,640.00 total appropriations in all funds. This amount is 4.43% higher than in 1993. Of the total amount, \$21,769,889.00 is for the Current Expense Fund, a 4.19% increase over 1993. There will be \$22,000,000 cash-on-hand to start 1993 spread across approximately 30 funds, Mr. Woodmansee stated. At the end of the year \$15,000,000 in cash-on-hand will remain, if all budgets are depleted as predicted. Mr. Woodmansee stated that there will be a \$7,000,000 draw down of reserves over the year 1994. Over half of the draw-down, \$3.8 million, would be due to the construction of a new floor added to the Administration Building and the remodel of the Juvenile Probation facility. Over the year, Mr. Woodmansee stated, the Road Fund will draw down \$1.7 million, representing two factors, one is that the Board is foregoing \$357,000 in tax revenues for 1994 which would normally go to the road fund, and the other is an aggressive construction schedule contemplated for 1994. In past years it has been difficult for the Public Works Department to complete all projects, but if all goes

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well, Mr. Woodmansee stated, the Road Fund would be drawn down by \$1.7 million. Fund 503, Insurance Services, budgeted to be drawn down by \$967,000, would only occur if each of the claims currently pending against the County are adjudicated in 1994. Mr. Woodmansee stated that Fund 357 will be drawn down a little over \$500,000 for the construction of a new shop in Burlington. Mr. Woodmansee stated that day-to-day operating funds will not appreciably draw upon reserves. The Current Expense Fund will have no appreciable effect on the balance. The Public Health Fund, Emergency Management, Parks, and Senior Services Funds will also have no effect on the balance. Mr. Woodmansee stated that if the County anticipated draw downs in those funds, it would be to provide day-to-day services in excess of those currently planned.

Mr. Woodmansee stated that under State Law, property tax for the Current Expense Fund is restricted to an increase in tax levy amounts of no greater than 6% in one year, plus new construction can be added at the current rate. Mr. Woodmansee stated that the Board has chosen to increase the general fund property tax levy by only 4% instead of the 6% it is allowed in 1994. This will be a reduction of nearly \$500,000 in the General Fund. In the road fund, Mr. Woodmansee stated, the Board has chosen to make no increase, and to forego any credit for new construction, resulting in a decrease in the road levy of \$350,000 to \$400,000.

Mr. Woodmansee stated that the number of new employees contemplated for this year, nearly all of which are in the criminal justice system, include three deputy sheriffs specializing in traffic enforcement, a 0.5 FTE public defender position, a 0.5 FTE deputy prosecutor and a .35 FTE clerk to collect support enforcement money, a civil litigator plus a secretary to defend the many claims brought against the County, a 0.5 FTE clerk in District Court Probation partially defrayed by new fees collected from defendants, and two part-time volunteer coordinators for W.S.U. Cooperative Extension Office.

Mr. Woodmansee stated that there is no cost of living salary increase for any department included in the proposed budget. Most of the functions in the General Fund were held at a 2% increase or below, except where a policy choice by the Board permitted a greater increase.

Mr. Woodmansee stated that resolutions have been prepared which would enable the adoption of the budget. The resolutions have prepared with two options. One option is to adopt a budget at the "department level". This permits department heads to administer their budgets up to the total amount of their entire budget without coming before the Board for line item changes. A second option permits the budget to be adopted as it has been in the past, where if funds are moved between line items, the department must receive the permission of the Board.

Chairman Hart then opened the public hearing for comment.

Ted Parrish, Anacortes City Councilman, was accompanied by Bill Jackson and Jean Robinette, also members of the Anacortes City Council and Dean Maxwell, Mayor-Elect. He commended the Board for foregoing salary increases for 1994, and for deciding to expand county facilities. Councilman Parrish stated that Anacortes is trying to increase its police force, but is aware that increases in the police force increase the burden on the City's prosecutor. Mr. Parrish stated that at his count, the County has 99 positions in the legal end of the criminal justice service. He asked if Mr. Mansfield, the City Prosecutor, could speak with the County's legal departments to see if the County could assume more of Anacortes' legal burden.

Chairman Hart responded that the County is mandated to provide Superior and District Court services for a variety of purposes from the County's budget, which the City residents use, but City funds do not support. This accounts for a number of employees included in Mr. Parrish's count.

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Mr. Parrish stated that the County will soon received State vehicle registration fees for the boating safety program. Both the Sheriff and the City of Anacortes have approved boating programs. This year, the County received \$14,000 to \$15,000, and the funds are expected to increase in 1994. The Sheriff is proposing a split of 90% to the County and 10% to the City. Mr. Parrish encouraged that the Board consider an even division of the money.

Mr. Parrish provided a copy of an agreement between Snohomish County and the City of Everett to serve as an example of an even division of funds.

Mr. Parrish questioned the Forest Board Yield amount listed in the budget.

Commissioner Wolden explained that the County always budgets this amount low because it fluctuates greatly throughout the year and is unpredictable.

Mr. Bill Jackson stated that he appreciated the County making personnel available to the City, but is concerned about the 9+% increase for the City of Anacortes, while the Health budget is increasing by only 2%. Mr. Jackson stated that taxpayers were hit very hard by revaluations of property last year, causing the taxes per capita in Anacortes to be far greater than some; however, many funds are allocated on a per capita basis, which penalizes Anacortes. Mr. Jackson objected to tipping fee increases which were supposed to go toward the closure of the Inman Landfill; however, the Public Works Director has indicated that reserves are very low at this time. Mr. Jackson also felt that department level budget responsibility is appropriate.

Chairman Hart remarked that the State is in the process of changing the role of Health Departments, probably removing them entirely from responsibility for direct patient care. Chairman Hart also felt that costs within the Solid Waste Fund are to a great degree driven by regulatory costs. Chairman Hart felt that a budget should reflect the amount the taxpayer is actually paying for solid waste, and what percentage is going toward regulatory efforts. Chairman Hart suggested that perhaps the regulatory measures should be funded by a County-Wide LID, while ratepayers pay only for disposal costs.

Robert Brown, a private citizen of Burlington, took exception to a statement in the Budget Message which states that "these two self-imposed levy limitations represent a true savings of nearly \$500,000 to the taxpayers of Skagit County. Mr. Brown disputed that these measure will result in decreased taxes, and suggested instead other measures for cost savings.

Mr. Brown interpreted budget materials provided as indicating that several departments had asked for lower budgets, but the Board had recommended adoption at increased levels as follows:

- Public Defender budget requests totaled \$808,000, but \$863,000 was recommended by the Board.
- Non-departmental contingencies submitted a budget request of \$250,000, but \$310,000 was recommended.
- Emergency Management requested \$12,000, but \$24,000 was recommended.
- Data Processing wage increases were requested at \$306,000, but \$313,000 was recommended.

Mr. Brown suggested that had the original requests been adopted the budget would have been reduced by \$103,000.

Finally, Mr. Brown stated that the Sheriff had requested \$205,000 for one item in his budget, but \$428,000 was the sum recommended by the Board.



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Mr. Brown read from the recently adopted Initiative 601, which limits governmental tax increases to inflation plus population increase. Mr. Brown had other future savings to recommend. He suggested that employee health benefits be reduced. He compared the County's costs with public school health benefits, stating that "they" were \$600,000 less. He did not indicate the source of his information.

Jack Crawford, a member of the Skagit County Fair Board, commended the Board on the budget preparation and presentation. Mr. Crawford encouraged the Board to pay more attention to the Fair.

Chairman Hart asked for further comments, and none were forthcoming.

Chairman Hart explained to Mr. Brown that the Washington State Patrol has indicated that it plans to reduce the number of troopers it has stationed in Skagit County to provide traffic enforcement. This will place a greater burden on the County Sheriff to provide traffic enforcement and will therefore require more manpower. Chairman Hart remarked that it would appear that police services are one service that the citizens of the County are very willing to support.

Mr. Woodmansee commented on "unfunded mandates" from the State of Washington to local governments. He remarked that Initiative 62, passed some 10 years ago, outlaws unfunded mandates; however, this has not kept State legislators from passing unfunded mandates, and Counties must be in a position of power in order to successfully object to these expensive regulations.

Mr. Woodmansee explained that those budgets which Mr. Brown has stated appear to have been inflated by the Board appear so because the original number is the amount of the budget with a 2% lid on increases. The second number provided by Mr. Brown reflects those discretionary budget increases that the Board felt could go beyond the 2% limit by request of the department in a separate submittal.

Commissioner Robinson commented to Mr. Parrish that the Board has formed a Criminal Justice Council which will study ways to eliminate duplication of services. Commissioner Robinson stated that Mayor-Elect Maxwell is a member of that Council.

Chairman Hart supported the concept of specialized task forces or teams comprised of County and City law enforcement officials as a cost-saving method.

Mr. Parrish asked if at some point the County would consider privatizing the courts systems.

Mr. Woodmansee stated that some courts functions such as judges and prosecutors cannot be privatized. He stated that the County used to contract for public defense, but found that by creating its own government office, a cost savings was realized. Mr. Woodmansee stated that the County still contracts for the Guardian Ad Litem service. Mr. Woodmansee conceded that it is an issue that should be revisited often.

Hearing no further testimony, Commissioner Robinson motioned to close the public hearing. Commissioner Wolden seconded the motion, which passed unanimously.

Chairman Hart stated that he is interested in looking at the notion of adopting the policy of departmental budgets, at this time or in the future. He questioned whether it should be done after receiving comment from the department heads.

Mr. Woodmansee further explained how the departmental level budget would work. He stated that the resolution ties the budget level responsibility to fund numbers and agencies. Some departments have multiple agency codes within their funds. The detail of the budget would not be eliminated, but vouchers

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would no longer be rejected, and responsibility for administering budgets would lie at the department level instead of with the Auditor's Office.

Bob Taylor, Administrative Officer, stated that he has spoken to three or four department heads and they are generally approving of this step.

Jerry McInturff, County Auditor, supported this concept.

Chairman Hart and Commissioner Robinson both indicated an interest in garnering the opinion of department heads.

Mr. Woodmansee stated that the Board has the option of adopting the 1994 budget and a later resolution could be considered to implement a department level budget policy. Mr. Woodmansee suggested that the notion of departmental level budgets be discussed at the next department head/elected officials meeting.

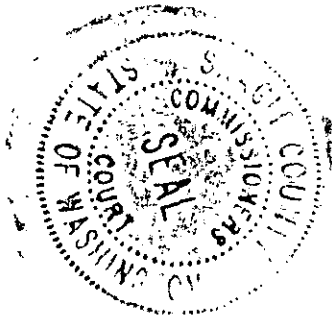
Mr. Woodmansee presented a resolution adopting the 1994 budget, at the object category level.

Commissioner Robinson then motioned to approve the resolution adopting the 1994 budget as presented. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15152)

**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

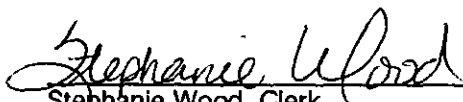


  
Robert Hart, Chairman

  
Robby Robinson, Commissioner

  
Harvey Wolden, Commissioner

ATTEST:

  
Stephanie Wood, Clerk  
Skagit County Board of Commissioners