

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

Tuesday, April 18, 1995

- 7:30 a.m. - 8:30 a.m. Commissioners' Staff Meeting.
- 9:00 a.m. - 10:00 a.m. Planning Department - Dave Hough, Director.
- 1) Discussion - City of Burlington Annexation - National Foods.
 - 2) Discussion - City of Mount Vernon Annexation - Holt.
 - 3) Discussion - Town of Hamilton.
 - 4) Discussion - Citizen Advisory Committee/Critical Areas Ordinance.
 - 5) Signature - Samish Watershed Storm Event Sampling Grant.
 - 6) Code Enforcement Report.
 - 7) Miscellaneous.
- 10:00 a.m. - 11:00 a.m. Skagit Conservation District Proposal for Watershed Reorganization.
- 1:30 p.m. - 2:00 p.m. Bid Openings -
- 1) MV/Guemes Ferry Haul-Out & Dry Docking.
 - 2) Concrete-Sauk Valley Road Fishway Replacement.
 - 3) Hooper Creek Fish Passage Project.
 - 4) Hoehn Road Fish Passage Project.
- 2:00 p.m. - 2:30 p.m. Discussion - Interlocal Agreement with Town of LaConner regarding Building and Construction Codes.
- 2:30 p.m. - 3:00 p.m. Presentation - Customer Service Strategy for Data Processing and Mapping

The Skagit County Board of Commissioners met in regular session on Tuesday, April 10, 1995, with Commissioners Robert Hart, Harvey Wolden and ted W. Anderson present.

PLANNING DEPARTMENT - Dave Hough, Director.

1. Discussion - City of Burlington - National Foods.

Dave Hough, Planning Department Director, reviewed the proposed annexation received from the City of Burlington and commonly called "National Foods." The City has indicated that the financial responsibility to upgrade Whitmarsh Road should offset the loss of revenue to the County. Planning believes that the condition of Whitmarsh Road will not impact the City and should therefore not offset the reimbursement due the County.

Chairman Hart stated that there are still basic services that are to be provided to the area, and that there is no justification to improve Whitmarsh Road at this time or in the immediate future.

Commissioner Anderson noted that the City is not asking for repairs to the road for 5 years, so the road is obviously in satisfactory condition and will remain in satisfactory condition for some time.

Mr. Hough expressed his reluctance to set a precedence for other jurisdictions.

Commissioner Wolden noted that the County cannot continue to run with a lesser tax base and that perhaps mitigation measures should be instituted. He further stated that the repairs to the road should be assumed by the City of Burlington and that the County cannot give up property without compensation for loss of

revenue. Commissioner Anderson concurred with Commissioner Wolden that concessions should not be made.

2. Discussion - City of Mount Vernon Annexation - Holt.

Mr. Hough reviewed a map of the proposed annexation area which consists of approximately 20 acres. The specific boundaries of the property were reviewed in detail. The entire area is located within the Interim Urban Growth Boundaries. Issues relating to the proposal are limited to drainage and impact on the Drainage District.

Chairman Hart indicated that the drainage on Mattox Creek needs to be addressed and that the City of Mount Vernon has not been providing assistance in this regard.

Residential developments proposed in this area were briefly discussed, together with anticipated drainage problems. Commissioner Wolden noted that a tremendous amount of development is being done that contributes to the water in Mattox Creek. Mr. Hough confirmed that perhaps 100 homes would be built within this 20 acre annexation.

Commissioner Anderson noted the importance of recognizing and addressing downstream impacts.

The Board indicated that the Boundary Review Board should be in contact with the tribes and the affected drainage districts in the area. Mr. Hough stated that he would include these recommendations in a comment letter to the City of Mount Vernon.

Ryan Lapossa, Public Works Staff, suggested that perhaps an agreement with the City of Mount Vernon for the review of development plans and the possible effect on County drainage could be discussed at this time.

Commissioner Wolden queried staff on the efforts made toward joint planning within the Urban Growth Areas.

Commissioner Anderson stated that he would like to see joint planning prior to annexation.

Commissioner Wolden noted the need to have a county representative on the Boundary Review Board.

3. Discussion - Town of Hamilton.

Mr. Hough advised that the Town of Hamilton has proposed an annexation of 20 acres owned by Ronald Kaaland for municipal purposes. This would be a non-contiguous annexation and is beyond the proposed urban growth areas proposed by the Town and the County. The Town has indicated that this would use an existing well on site to change the municipal water system for Hamilton, but the property would be retained in private ownership by the existing owner. Mr. Kaaland would like to develop 4-5 homes on the site. It is the Planning Department's understanding that non-contiguous annexations are for municipal purposes only. There is also an issue of access for fire protection in a rather remote situation. Developing a water source outside of the City boundaries is not an unusual situation. Therefore, annexation may not be appropriate.

Commissioner Anderson stated that he does not feel that fire protection would be a concern.

Chairman Hart said that he sees no problem allowing the City to utilize the well, but queried Staff on the

RECORD OF THE PROCEEDINGS
Tuesday, April 18, 1995
Page #3

reasons to annex the property.

Mr. Hough stated that development of a water system on the site is not a problem, and that similar situations exist both with the City of Anacortes and Town of LaConner.

Commissioner Anderson stated that if this area is annexed, the property owner would be able to receive fire protection from the Town of Hamilton and that such fire protection has been denied by District 8. Chairman Hart indicated that perhaps the entire area north of the Town of Hamilton toward the non-contiguous piece of property should be annexed.

An unidentified citizen stated that restrictions have been imposed on the property to limit development to 3 buildable lots.

Chairman Hart stated that he has no problem with the Town owning a wellhead site, the question is whether there should be private property annexed that is not contiguous with existing Town boundary lines.

Pat Hayden, representing Hamilton, acknowledged that the concerns of Hamilton include contamination of the water source and protection of well sites. Mr. Kaaland has agreed to create only 3 homes on the site and fire protection is a necessity. Mr. Hayden noted that the primary purpose for annexation of the subject property is to provide water to the Town and control development around the wellhead. Mr. Hayden indicated that the Town would be willing to enter into an Interlocal Agreement with the County to control development at this site.

Commissioner Wolden stated that perhaps the Town of Hamilton would better off to enter into an Interlocal Agreement with Mr. Kaaland, agreeing to provide fire protection services in exchange for establishment of a wellhead site.

Chairman Hart indicated that rather than annex the entire site, an Interlocal Agreement could be worked out as stated by Commissioner Wolden, the County would be willing to cooperate in obtaining the necessary building permits for the three homesites proposed on Mr. Kaaland's property.

Commissioner Anderson noted the importance for the Town of Hamilton to obtain their water from Mr. Kaaland's property.

Mr. Hough indicated his willingness to work with Mr. Hayden and the Town of Hamilton in this regard. Commissioner Anderson stated that no grant will be obtained if the Town does not own the site where the wellhead is located.

Commissioner Anderson stated that this site is not merely as remote as the map shows, and that the parties involved need to meet for a fact-finding session.

Mr. Hayden said he would look at the alternative of an Interlocal Agreement as discussed and, if that is not possible, asked the Board to consider the annexation of the 20 acre parcel as requested.

4. Discussion - Citizen Advisory Committee/Critical Areas Ordinance.

Oscar Graham, Senior Planner, reviewed the past procedure of developing a Citizens Advisory Committee (CAC) and Technical Advisory Committee (TAC) for the Environmental Element of the Comprehensive Plan. Consequently, the citizen involvement included in this element was very comprehensive and was included

RECORD OF THE PROCEEDINGS

Tuesday, April 18, 1995

Page #4

in the entire process. Mr. Graham indicated that there is a need to follow through and utilize the momentum created during this process through the policy document and development of the critical areas ordinance. Citizens recognize that the real "nuts and bolts" of critical areas management will come out in the resulting ordinance, and needs to be developed in conjunction with those drafting the regulatory language. Mr. Graham urged the Board to consider carefully how to utilize these two groups of citizens.

Edwyna Fong, Planning Staff, reviewed how the Technical Advisory Committee and Citizens Advisory committee were selected. Ms. Fong also reviewed the initial meetings of the TAC and CAC, and the proposed missions of each group. The use of a facilitator in this regard was also discussed. Based on the success of the Environmental Element's processing, Staff is proposing that a facilitator be utilized in the development of the Critical Areas Ordinance. Staff believes that this framework will again succeed. It is proposed that CAC subcommittee members will work with TAC members to bring a document back for the review of the entire group.

Carol Ehlers, Planning Commission Member, stated that it is a good idea to use this process, and requested that the CAC have at least 2 members that understand geological terminology so that weaknesses can be identified. The composition of the CAC and TAC were briefly discussed. Ms. Ehlers made several suggestions for specific individuals to be included.

Commissioner Hart noted that the TAC has no voting authority.

Ms. Ehlers clarified that it would be desirable if there were 1 or 2 more people added to the CAC who do not represent special interests but understand the technology involved.

Commissioner Anderson asked for clarification of the composition of the Technical Advisory Committee. Mr. Graham clarified for the Board the composition of the Technical Advisory Committee and the selection process.

Commissioner Anderson expressed his concern that the focus of the CAC not be too narrow or restricted.

It was stated that additional members should be added to the Technical Advisory Committee who would like to participate in the process and who may want to devote their time to this process.

Kraig Olason, Assistant Planning Director, noted the possible difficulty getting the TAC and CAC reconvened for this lengthy process.

The Board indicated their desire to move forward with this procedure.

5. Signature - Samish Watershed Storm Event Sampling Grant.

This item was delayed for discussion until next week.

6. Code Enforcement Report.

The Code Enforcement Report was reviewed.

7. Miscellaneous.

There were no miscellaneous items for review.

SKAGIT CONSERVATION DISTRICT PROPOSAL FOR WATERSHED REORGANIZATION.

Chairman Hart reviewed the history of the request for a proposal from the Skagit Conservation District. Chairman Hart noted that the document submitted by the Conservation District has not been reviewed by County legal counsel or for economic ramifications.

Carolyn Kelly, Skagit Conservation District, stated that this proposal was developed after reviewing other counties' programs. The specific scope of work for services was reviewed by Ms. Kelly. This includes Clean Water District Management coordination, Watershed Implementation Committee coordination, implementation of county-wide information, maintenance of current inventories and assessments of water quality pertaining to agricultural lands, development and implementation of a program to provide for agricultural BMP planning, development and implementation of information and technical assistance, and continuing to pursue additional local, state and federal funding. A suggested breakdown of major responsibilities per agency/organization within the Skagit County Clean Water District was also reviewed.

Ms. Kelly reviewed budgetary considerations with a program total with current staff levels of \$109,071 with a grant match subtotal of \$90,571. In-kind volunteers and interns are being proposed to reduce the amount of cash being expended. This budget does not include administration time of Kraig Olason and Dave Hough of the County Planning Department.

Chairman Hart noted that an Interlocal Agreement with the Conservation District currently exists, and this would be an amendment to that agreement.

Commissioner Anderson stated that the objective is to have one agency in charge of these types of programs.

Chairman Hart noted the county-wide need to maintain water quality and continue educational efforts.

The Board expressed their gratitude to Ms. Kelly for her presentation and proposal.

BID OPENINGS -

Chairman Hart waived the reading of the Call for Bids for each of the following items as published in The Skagit Argus:

1. MV/Guemes Ferry Haul-Out & Dry Docking.

The following bid was opened:

Dakota Creek
Anacortes, WA
\$158,477

2. Concrete-Sauk Valley Road Fishway Replacement.

The following bids were opened:

RECORD OF THE PROCEEDINGS
Tuesday, April 18, 1995
Page #6

Callen Const Co.
Custer, WA
\$146,168.58

SRV Construction, Inc.
Oak Harbor, WA
\$117,162.77

Friberg Construction Co.
Ferndale, WA
\$170,777.42

Diamond "B" Constructors, Inc.
Bellingham, WA
\$148,656.51

Hyatt Construction
Bellingham, WA
\$139,339.52

Thomco Construction, Inc.
Everett, WA
\$124,175.71

Brad Mason Trucking & Excavating, Inc.
Mukilteo, WA
\$156,881.91

The Engineer's Estimate was \$133....

3. Hooper Creek Fish Passage Project.

The following bids were opened:

SRV Construction, Inc.
Oak Harbor, WA
\$102,559.50

Callen Construction, Inc.
Custer, WA
\$89,578.36

Brad Mason Trucking & Excavating, Inc.
Mukilteo, WA
\$76,787.83

Thomco Construction, Inc.
Everett, WA
\$90,775.25

RECORD OF THE PROCEEDINGS

Tuesday, April 18, 1995

Page #7

Diobsud Creek Construction
Marblemount, WA
\$112,073.99

Friberg Construction Co., Inc.
Ferndale, WA
\$137,906.92

Tomasko Bros., Inc.
Anacortes, WA
\$65,218.59

The Engineer's Estimate was \$78,892.94.

4. Hoehn Road Fish Passage Project.

The following bids were opened:

Clifton's Construction & Excavating Co.
Stanwood, WA
\$80,348.04

Kemper Construction Corp.
Redmond, WA
\$103,990.70

Challenger Corporation
Everett, WA
\$79,312.09

Friberg Construction Co., Inc.
Ferndale, WA
\$140,698.50

Diobsud Creek Construction
Marblemount, WA
\$107,881.09

Thomco Construction, Inc.
Everett, WA
\$95,569.50

Tomasko Bros., Inc.
Anacortes, WA
\$69,767.19

Brad Mason Trucking & Excavating, Inc.
Mukilteo, WA
\$88,261.25

Callen Construction Co., Inc.
Custer, WA
\$92,290.00

The Engineer's Estimate is \$77,545.94.

Staff advised that the bids will be awarded within the next two weeks.

Commissioner Anderson was absent for the remainder of the proceedings.

DISCUSSION - INTERLOCAL AGREEMENT WITH TOWN OF LACONNER REGARDING BUILDING AND CONSTRUCTION CODES.

Barbara Vibbert, LaConner Town Planner, advised the Board that the Town of LaConner does not have the resources to have full-time engineers, fire department administrators or building officials. Consequently, an Interlocal Agreement is needed to help facilitate these services with the Town of LaConner. After a brief discussion on the specifics of this agreement, Commissioner Wolden moved to approve the Interlocal Agreement as presented. The motion was seconded by Chairman Hart.

Fire Marshal Dan Cain suggested a change to section 3(c) of the document to add the phrase "fire code inspections and fire flow requirements" after the sentence "The Town's stamp of approval must be on all plans, ..."

After a brief discussion, the question was called for and the motion passed unanimously. After corrections are made to the Agreement, it will be placed on the Consent Agenda for the Board's signature.

PRESENTATION - CUSTOMER SERVICE STRATEGY FOR DATA PROCESSING AND MAPPING DEPARTMENTS.

Bob Taylor, Chief Administrative Officer, reviewed with the Board a composite summary of the customer satisfaction survey done for the Mapping Services Department. Mr. Taylor advised that the Mapping Department scores consistently above a 3 point average, with an overall arithmetic average of 3.24. The comments received from their customer service strategy were distributed to the Board for review.

Geoff Almvig, Mapping Services, reviewed specific strategies for improving customer service with the Board.

Mr. Taylor reviewed with the Board a composite summary of the customer satisfaction survey done for the Data Processing Department. Their overall arithmetic average is 3.43. Mr. Taylor noted that these are outstanding scores for a department that has many demands placed upon it. Verbatim customer comments were also reviewed.

Mike Almvig, Data Processing Manager, noted that the department has improved almost an entire point in the past year. Specific strategies for improving customer service were reviewed with the Board.

Mr. Taylor and the Board thanked the members of the Data Processing and Mapping Services departments for their input and participation.

ADJOURNMENT

Chairman Hart made a motion to adjourn the proceedings. Commissioner Wolden seconded the motion. The motion was carried unanimously.

BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON



Robert Hart, Chairman


Harvey Wolden, Commissioner



Ted W. Anderson, Commissioner



ATTEST:



Debby Sims, Clerk
Skagit County Commissioners