

SKAGIT COUNTY BOARD OF COMMISSIONERS
RECORD OF THE PROCEEDINGS

Tuesday, July 11, 1995:

- 7:30 a.m. - 8:30 a.m. Commissioners' Staff Meeting.
- 8:30 a.m. - 9:00 a.m. Work Session - Operations Division Manager/District Maintenance Supervisors.
- 9:00 a.m. - 10:00 a.m. Planning Department - Dave Hough, Director.
1) Discussion - Recorded Motion regarding #REZ-95-001, proposed by Ken Fowler.
2) Code Enforcement Report.
3) Miscellaneous.
- 10:00 a.m. - 11:00 a.m. Consideration of Hearing Examiner's Recommendation for Approval of a Timber Open Space Application of Geraldine Farnsworth, 80 Shaw Road, Bellingham.
- 11:00 a.m. - Noon Work Session - Drainage Utility Advisory Committee.
- 1:30 p.m. - 2:00 p.m. Bid Opening - Higgins Road/Airport Way Overlay Project.
- 2:00 p.m. - 3:00 p.m. Work Session - Draft Comprehensive Plan.
- 3:00 p.m. - 4:00 p.m. 1996 Budget Call.

The Skagit County Board of Commissioners met in regular session on Tuesday, July 11, 1995, with Commissioners Robert Hart and Ted W. Anderson present. Commissioner Harvey Wolden's absence was excused.

PLANNING DEPARTMENT - Dave Hough, Director.

1. Discussion - Recorded Motion regarding #REZ-95-001, proposed by Ken Fowler.

Kraig Olason, Planning Staff, presented an amendment to a contract rezone. Mr. Olason stated that the Planning Commission has reviewed and approved the proposed modification to the conditions of both #R-90-001 and #R-89-013 for a commercial building located at 1531 Cook Road, Bow, WA.

Mr. Olason reviewed the Boards options as follows: 1) summarily approve the Planning Commission's recommendation; 2) remand it back to the Planning Commission for further discussion, or 3) if deem a change in the Planning Commission's recommendation to be in order and it is in the public interest, schedule a public hearing and adopt findings of fact and statement setting forth the factors considered at such hearing.

Mr. Olason outlined the changes, indicating these were basically language changes, indicating the changes would provide for broader usage of the facility.

Commissioner Anderson made a motion to summarily approve the Planning Commission's recommendation. Chairman Hart seconded the motion and it passed unanimously. (Resolution #15823).

2. Code Enforcement Report.

The 1995 Biannual Code Enforcement Report was reviewed. Tim Hoffman, Code Compliance Officer, mentioned the tremendous assistance of Brandon Black, summer intern. Mr. Hoffman reported that only approximately 5% of the complaints received proceed to the Prosecutor's Office.

3. Miscellaneous.

1. Carolyn Kelly, Skagit Conservation District, presented a "draft" copy of an application from the Department of Ecology in regard to a \$300,000 grant for a pollution prevention through sediment control project throughout the Skagit Watershed for the Board's review. Ms. Kelly also presented a letter for signature addressed to the Watershed Restoration Jobs Grant Program extending support to the Department of Ecology, the Skagit Conservation District and the Skagit Fisheries Enhancement Group, for their proposal to receive grant funding to conduct the WRIA 03-04 Forest Road Cooperative project. The Board signed the letter, as presented and reviewed the "draft" application.
2. Ron Knable, Planning Staff, presented to the Board a Padilla Bay/Bay View watershed Nonpoint Action Plan for review. Mr. Knable also presented an Interim Cluster Ordinance Adoption flowchart for the Board's review.
3. Mr. Olason mentioned that the Boundary Review Board meeting on the National Foods annexation project is pending, per a determination on the issue of revenue sharing with the City of Burlington. Mr. Olason presented for review, a letter of response from John Moffat in regard to the legality of a revenue sharing agreement in connection with the proposed annexation.
4. Mr. Olason reviewed the situation regarding the sound system in the Hearing Rooms of the Administration Building. Gary Christenson, Planning Staff, mentioned that he had researched various systems available and presented a Notice of Intent to Obtain Telephone/Written Quotations for Improved Recording System For Hearings. Mr. Christenson stated that Mike Woodmansee, Budget/Finance Director, indicated funds would be available for this purchase. Mr. Christenson added that the selected system is portable, most suitable for our needs and the least expensive of the various options. The Board approved the Notice of Intent as presented.
5. A discussion was held in regard to Draft Comprehensive Plan work sessions. Mr. Christenson suggested that the work session scheduled for this afternoon be cancelled in lieu of next weeks scheduled two-day work session. The Board asked that information be provided to the Board prior to the work sessions on the Comprehensive Plan.

Consideration of Hearing Examiner's Recommendation for Approval of a Timber Open Space Application of Geraldine Farnsworth, 80 Shaw Road, Bellingham.

Staff presented a resolution in regard to the recommendation for approval of a timber open space application of Geraldine Farnsworth. Commissioner Anderson made a motion to approve the recommendation, as presented. Chairman Hart seconded the motion and it passed unanimously. (Resolution #15824).

Commissioner Wolden was present for the remainder of the session.

Bid Opening - Higgins Road/Airport Way Overlay Project.

Dave Sheridan, Public Works Staff, and Ed Hawes, Public Works Staff, opened three bids received for the Higgins Road/Airport Way Overlay project.

- 1) Associated Sand & Gravel
Everett, WA
\$425,118.22
- 2) Wilder Construction
Everett, WA
\$470,009.60
- 3) Lakeside Industries
Anacortes, WA
\$434,987.47

Mr. Sheridan stated that the bids would be reviewed and will return to the Board with the results. Mr. Sheridan stated that the Engineer's Estimate is \$424,166.10.

MISCELLANEOUS.

1. Staff presented an Out-Of-State Travel Request for Ken Tiscornia of the Sheriff's Department to travel to Mexico City regarding a homicide investigation, Case #94-6119, on June 18 through June 20, 1995. The total cost of this request is \$717.82. Commissioner Wolden made a motion to approve the request as presented. Commissioner Anderson seconded the motion and it passed unanimously.

1996 Budget Call.

Kathy Hill, Auditor, reviewed the budget packets which were distributed to the Department Heads and Elected Officials. Ms. Hill mentioned that the Personnel Worksheets are somewhat different this year and reviewed the changes. Ms. Hill mentioned that necessary "forms" are not included in the packets and must be obtained by requesting specifically electronic or manual forms. Ms. Hill encouraged using the electronic forms if possible, which would substantially save paper cost. Ms. Hill indicated the forms will be mailed by tomorrow and the spreadsheets by the end of the week.

Ms. Hill stated that this information must be submitted to the Auditor's Office on or before August 14, 1995, with no extensions.

Mike Woodmansee, Budget/Finance Director, mentioned that the direction of the budget over the last two years has been to remain within fundamental requirements. Mr. Woodmansee stated that continuation in that direction is especially important from the public's perspective.

Mr. Woodmansee reviewed the expenditure limits and stated that Skagit County is well below the statutory limit. Mr. Woodmansee stated that it is the Board's intent to provide the services required by citizens, at the same time keeping property taxes as low as possible. Mr. Woodmansee stated that this requires meeting mandates with the same fundamental resources and expressed the Board's desire of keeping increases at 3% or less.

Mr. Woodmansee stated that budget requests should be sufficiently documented and that requested increases of more than 3% should not be included in budgetary figures, but requested separately.

Mr. Woodmansee mentioned that salary schedules are available for reference only.

Stephanie Wood, Personnel Director, stated that packets of reclassification request forms are available. Ms. Wood mentioned that reclassification requests are only recognized during the budget process. Ms. Wood reviewed the necessary documentation for such requests.

Mr. Woodmansee stated that computer and other technological requests should be submitted to Mike Almvig, Data Processing, before August 1, 1995, who will assimilate and prioritize these requests for submission.

Chairman Hart expressed his appreciation of the acceptance, effort and concern of the meeting the challenge to maintain current expenditures. Chairman Hart stated that if a reduction in departmental budget request is shown, the department would directly benefit by that savings. Chairman Hart encouraged departments to accept the tremendous challenge of maintaining service with a reduction of staff.

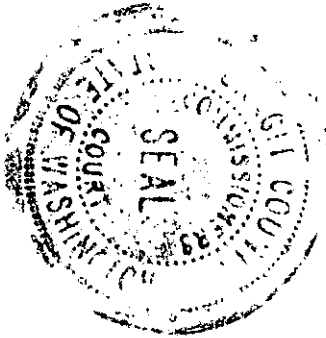
Commissioner Wolden stated his appreciation in the response to the Boards goal of frugality within the County.

A discussion ensued in regard to the strategy of reducing staff.

ADJOURNMENT:

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

BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON



Robert Hart

Robert Hart, Chairman

Harvey Wolden

Harvey Wolden, Commissioner

Ted W Anderson

Ted W. Anderson, Commissioner

ATTEST:

Debby Sims

Debby Sims, Clerk
Skagit County Board of Commissioners