

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 30, 2002**

8:30 a.m. – 9:30 a.m.	Work Session – County Administrator
9:30 a.m. – 10:00 a.m.	Discussion – Geographical Information Services Priorities
*T 10:00 a.m. – 11:00 a.m.	Presentation and Discussion of Draft 2003 – 2008 Capital Facilities Plan Update
11:00 a.m. – 11:30 a.m.	Consent Agenda and Miscellaneous Items
11:30 a.m. – 11:45 a.m.	Public Comment Period
2:00 p.m. – 4:15 p.m.	Executive Session – Personnel, Litigation and Land Acquisition

The Skagit County Board of Commissioners met in regular session on Monday, September 30, 2002 with Commissioners Don Munks, Kenneth A. Dahlstedt and Ted W. Anderson present.

DISCUSSION – GEOGRAPHICAL INFORMATION SERVICES PRIORITIES.

Geoff Almvig, Geographical Information Services Director, spoke about the concerns he had previously raised with Commissioner Ken Dahlstedt and Commissioner Ted Anderson. The concerns expressed related to setting project priorities and the overall heavy workload of the GIS department. The goal is to inform the Commissioners of all the “known” projects that are currently being worked on in addition to all future projects. Mr. Almvig asked the Board to prioritize their top three choices, which will give the department a direct focus. These projects include:

- 1. No Harm BMP approach for the CAO (Overtime funding from salmon recovery funds) – **MANDATORY**
- 2. Mapping work in conjunction with SEPA/EIS on the new CAO – **MANDATORY**
- 3. Instream Flow Rule (Water Resource Assessment task) – **DISCRETIONARY**
- 4. Shoreline Master Program – DOE Coastal Zone Map Grant (June 2003 due date with a \$40,000 grant) – **MANDATORY**
- 5. Flood by-pass related projects – **DISCRETIONARY**
- 6. On-going Comprehensive Plan/GMA projects – **MANDATORY**
- 7. Growth Management Indicators – **MANDATORY**
- 8. Bayview Ridge Subarea Plan – **MANDATORY**
- 9. Capital Facilities Updates for Dike and Drainage Districts – **DISCRETIONARY**
- 10. FEMA Community Rating System GIS Testing – **DISCRETIONARY**
- 11. Litigation Support for the Agriculture Ordinance (Present and on-going) – **MANDATORY**

The first project listed is mandatory and will have a significant impact on GIS staff. Currently, they spend approximately 60% to 75% of their time on maintenance related items, which support the daily operations of several departments. The rest of their time is occupied with project work. Mr. Almvig feels there will be occasions when their workload will exceed their resources.

Commissioner Anderson feels projects number 1, 2 and 8 are of the most importance to him today. That could certainly change three months down the road.

Discussion ensued about freeing up staff time by spreading out the routine work over a period of time and also using part-time in-house staff to do some of the day-to-day work.

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Chairman Munks listed projects 1, 2 and 11 as his top priorities. He also felt the Bayview Ridge Subarea Plan and the Instream Flow Rule were important, as well.

Commissioner Dahlstedt agreed with the choices made by Commissioner Munks and added that the Bayview Ridge Subarea Plan should move forward.

The Commissioners agreed that every project is extremely important. Some are less time sensitive than others, but nevertheless, all of them need to eventually be completed. They asked if the addition of another staff member would help accomplish all of the tasks.

Gary Christensen, Assistant Planning Director, advised that their department has a work session scheduled for October 15, 2002 and as a result of that discussion, they will also have to prioritize tasks. He indicated that there may be some Growth Management Act money that could be transferred to the GIS department.

PRESENTATION AND DISCUSSION OF DRAFT 2003 – 2008 CAPITAL FACILITIES PLAN UPDATE.

Guy McNally, Planner, presented the Board with a draft 2003-2008 Capital Facilities Plan update. The draft document consists of: an executive summary of capital facilities, costs, funding and revenue sources; goals and policies; and a detailed list of capital improvements, among other things.

Bill Henderson, Henderson, Young & Company, then acquainted the Board with the draft document. He indicated that during the next two weeks, his firm and the Planning Department will be improving and editing the draft Plan's narratives, incorporating any additional statistical information that may be gathered on non-County owned capital facilities, and preparing the draft Plan for SEPA and public review.

Tom Karsh, Director of the Planning & Permit Center, commended Mr. McNally and the consultants for all of the hard work and long hours they have devoted in order to produce the draft Capital Facilities Plan for 2003-2008.

CONSENT AGENDA.

Commissioner Dahlstedt motioned to approve the Consent Agenda for Monday, September 30, 2002, items 1 through 12. Commissioner Anderson seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, September 23, 2002.
2. Record of the Proceedings for Tuesday, September 24, 2002.
3. Re-Appointment of James Corbin to the Housing Authority of Skagit County Board for the term October 22, 2002 through October 22, 2007. **(Resolution No. R20020343)**
4. Employment Agreement between Skagit County and Gary Rowe for the Skagit County Administrator position. The Agreement shall commence on October 14, 2002 and continue through October 13, 2006. Compensation shall be paid at \$85,000 for the first year in accordance with the payroll practices of the County. Thereafter, Mr. Rowe shall receive the same cost of living allowances, if any, as provided to non-union employees of the County. In addition to cost of living allowances, Mr. Rowe shall receive step increases commensurate with those provided to non-union employees. **(Contract No. C20020357)**

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BEST PLACE:

5. Out-of-State Travel Request for Karen Rose to attend the National Association for the Education of Children validator training in Portland, Oregon, October 9 - 10, 2002 for an approximate cost of \$394.76. **(Approved)**

BUDGET & FINANCE:

6. Interlocal Cooperative Agreement with Burlington-Edison School District to provide partial funding in the amount of \$20,000 for the construction of one softball field and one baseball field in the playground area adjacent to the Edison Elementary School, per Resolution No. R20020190. **(Contract No. C20020358)**

SENIOR SERVICES:

7. Interlocal Cooperative Agreement with the City of Anacortes, per Resolution No. 18436, for the provision of senior services for calendar year 2003. The total amount of the Agreement shall be \$24,587. **(Contract No. C20020359)**
8. Interlocal Cooperative Agreement with the City of Sedro-Woolley, per Resolution No. 18440, for the provision of senior services for calendar year 2003. The total amount of the Agreement shall be \$16,520. **(Contract No. C20020360)**

TREASURER'S OFFICE:

9. Personal Services Agreement with Herk Hancock Auction Co. to conduct a surplus equipment auction scheduled for October 12, 2002 for 10% of the rolling stock gross proceeds and 25% of all other items gross proceeds, including \$1,500 for advertising charges. The Agreement shall commence and end on October 12, 2002. **(Contract No. C20020361)**

PUBLIC WORKS DEPARTMENT:

10. Resolution to Call for a Public Hearing for the Vacation of a County Road Known as Debay's Isle Road #79100. Skagit County is initiating this vacation. The Washington Department of Fish and Wildlife wishes to gate the road near the intersection with Francis Road and can do so if the road is vacated. There is no access to the river and the road accesses only WDFW property. The Public Hearing will take place on October 29, 2002 at 9:00 a.m. **(Resolution No. R20020344)**
11. Letter to the City of Sedro-Woolley expressing appreciation for their financial support for the Skagit River Flood Reduction Feasibility Project. **(Approved)**
12. Vendor Services Agreement with Fairbanks Scales, Inc. to provide repairs to the Sauk Transfer Station Scale. The repairs were made on an emergency basis, because the scale was inoperable until repairs were made. The Agreement shall commence on August 20, 2002 and continue until August 28, 2002. Compensation shall total \$2,186.11. **(Contract No. C20020362)**

MISCELLANEOUS.

1. 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.

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As of this date, September 30, 2002, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrants numbered 129082 through 129249 from Clearing Fund 696 in the total dollar amount of \$884,942.90 (Transmittal No. C-81-02); and

Warrant numbered 129250 from Clearing Fund 696 in the total dollar amount of \$116.96 (Transmittal No. C-82-02); and

Warrants numbered 129251 through 129569 from Clearing Fund 696 in the total dollar amount of \$789,795.35 (Transmittal No. C-83-02); and

Payroll warrants numbered 957886 through 957997 in the total dollar amount of \$95,368.84 (Transmittal No. P-35-02); and

Payroll warrants numbered 108901 through 109787 in the total dollar amount of \$910,079.16 (Transmittal No. P-36-01).

2. Staff presented a Resolution to issue a Request for Proposals for a Ferry Ticketing System for the Guemes Island Ferry. Commissioner Dahlstedt made a motion to approve the Resolution and Commissioner Anderson seconded the motion. The motion passed with a unanimous vote. **(Resolution No. R20020345)**
3. The Board approved filling a vacant custodial position.

PUBLIC COMMENT PERIOD.

Mike Jones, 23404 Prairie Road, Sedro Woolley, spoke about the \$1,000,000 liability insurance requirements written into the recently passed animal ordinance. He used the Internet to inquire about insurance requirements throughout the United States. He discovered that in Clark County, Las Vegas, Nevada, they have a fifteen page ordinance that specifically addresses exotic animals. He presented a copy of that ordinance to the Board with the hope that Skagit County's ordinance could be amended to make it more in line with other exotic animal ordinances.

Jim Vogelsang, 1404 Second Street, Mount Vernon, made a request for two resolutions. They will be made available to him by Wednesday, October 2, 2002.

Gene Willet, Bow, stated that on September 25, 2002, the Hearing Examiner reviewed the proposed shooting range at Frailey Mountain. Mr. Willett asked the Board to file an appeal on the decision or request reconsideration.

Chairman Munks informed Mr. Willett that there is a natural process that occurs after the Hearing Examiner has made his ruling. He will discuss the matter with Robert Vaux, Parks Director, to see what steps need to be taken.

Commissioner Anderson agreed and said the Board has three options available to them after a decision is rendered. However, there is also a legal process that necessary to follow.

Jamie Lanning, 13012 Highway 9, Mount Vernon, thanked the Commissioners for the 1,000 feet of blacktop that was recently applied to Old Day Creek Road. He officially put in the same request for next year.

ADJOURNMENT.

Commissioner Dahlstedt made a motion to adjourn the proceedings. Commissioner Anderson seconded the motion, which passed unanimously.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

Ted W. Anderson, Commissioner

ATTEST:

JoAnne Giesbrecht, Clerk of the Board
Skagit County Board of Commissioners