

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 17, 2002**

TUESDAY, DECEMBER 17, 2002:

- 7:00 a.m. – 8:30 a.m. Skagit Conservation District's Annual Partnership Meeting (New Life Lutheran Brethren Church - 123 E. Evergreen St. Mount Vernon)
- 9:00 a.m. – 9:15 a.m. Bid Opening – Guemes Ferry Breakwater Repair Project
- 9:15 a.m. – 10:15 a.m. Work Session – Surface Water Management Projects Update
- *T 2:00 p.m. – 3:00 p.m. Public Works Department – Chal Martin, Director**
1. Submittal – 2001 Annual Bridge Report
 2. Discussion – La Conner-Whitney/Chilberg Road Intersection/Roundabout
 3. Discussion/Possible Signature – Amendment No. 2 to Personal Services Agreement #C20020102 – Reid Middleton, Incorporated (La Conner Whitney/Chilberg Road Intersection Project)
 4. Update: Guemes Island Ferry System
 5. Miscellaneous
- *T 3:30 p.m. – 4:30 p.m.** Consideration/Deliberation – 2003 Budget Adoption
- 4:30 p.m. – 8:00 p.m. Prosecuting Attorney's Recognition of Service Party (404 S. Third Street, Mount Vernon)
- 4:30 p.m. – 8:00 p.m. Roundabout Information Fair Regarding La Conner Whitney-Chilberg Roads Intersection Project (Maple Hall – 108 Commercial Street, La Conner)
- 5:30 p.m. – 7:30 p.m. Skagit Emergency Medical Services Holiday Party (EMS Training Facility - 2911 E. College Way, Mount Vernon)

The Skagit County Board of Commissioners met in regular session on Tuesday, December 17, 2002, with Commissioners Don Munks, Kenneth A. Dahlstedt, and Ted W. Anderson present.

BID OPENING – GUEMES FERRY BREAKWATER REPAIR PROJECT.

Barb Hathaway, Public Works Department, opened the following bids for the Guemes Ferry Breakwater Repair Project:

American Construction Company, Inc.
411 13th Street
Everett, WA 98201
Bid Bond Attached
Addendum 1 Acknowledged
Base Bid: \$136,600

**RECORD OF THE PROCEEDINGS
TUESDAY, DECEMBER 17, 2002
PAGE NO. 2**

Culbertson Marine Construction
1004 7th Street, Suite 201
Anacortes, WA 98221
Bid Bond Attached
Addendum 1 Acknowledged
Base Bid: \$135,806

General Construction Company
3833 W. Marginal Way, SW
Seattle, WA 98108
Bid Bond Attached
Addendum 1 Acknowledged
Base Bid: \$139,100

Ms. Hathaway advised that the bids would be reviewed and a bid award recommendation would be brought forward within the next few weeks.

MISCELLANEOUS.

1. Gary Rowe, County Administrator, presented a Resolution, which would continue a public hearing that took place on Monday, December 16, 2002 at 1:30 until Monday, December 30, 2002 at 2:00 p.m. Commissioner Dahlstedt motioned to approve the Resolution as outlined by Mr. Rowe. Commissioner Anderson seconded the motion, which passed unanimously. **(Resolution No. R20020438)**
2. Kirk Johnson, Senior Planner, requested the Board's approval to issue a call for a public hearing for the adoption of a new interim ordinance, which would reaffirm the provisions of Ordinance No. R20020113. Commissioner Dahlstedt motioned to approve the public hearing and Commissioner Anderson seconded the motion, which passed unanimously. The public hearing will be held on Monday, January 6, 2003 at 9:30 a.m.

PUBLIC WORKS DEPARTMENT – Chal Martin, Director

1. Submittal – 2001 Annual Bridge Report.

Steve Flude, Assistant County Engineer, presented the 2001 Annual Bridge Report as required by WAC 136-20-060. It includes a written resume of the findings of the bridge inspection effort, and recommendations for the replacement, repair, or load restrictions for deficient bridges.

Skagit County has 104 bridges within the County road system. This includes the Guemes Ferry Terminals at Anacortes and Guemes Island, both of which have moveable lift spans and fixed prestressed concrete girder spans.

Mr. Flude indicated that Skagit County bridges are inspected biennially. Skagit County personnel inspect 92 bridges biennially, and two bridges annually. He then gave a brief overview of the contents of the report.

2. Discussion – La Conner-Whitney/Chilberg Road Intersection Roundabout

Mr. Flude next discussed the La Conner-Whitney and Chilberg Road Intersection Project. He said the roundabout design was selected because it is more efficient at moving traffic and safer than other alternatives, enhances the entrance into Town, and preserves the location of the Pioneer Monument. A standard "T" intersection design would not improve capacity and the monument would have to be relocated. There has been tremendous support for the project and by combining the intersection improvements with the Morris Street project, it will save construction costs and reduce impacts to La Conner residents.

**RECORD OF THE PROCEEDINGS
TUESDAY, DECEMBER 17, 2002
PAGE NO. 3**

Due to the relocation of the fire station, concerns have been raised about the issue of emergency vehicle access through the roundabout.

Commissioner Anderson proposed the idea of marking one lane of the roundabout for emergency vehicle use only.

Mr. Flude said if the decision was made to leave the intersection the way it is now, it may cost Public Works money to back out of the contract. Also, to increase the size of the roundabout would require buying more right-of-way, more design work, possible relocation of the monument, to name just a few.

Brian Walsh, Traffic Services Engineer from the Department of Transportation in Olympia said there are currently 28 statewide roundabouts. The volume of traffic through La Conner is approximately 6,000 vehicles per day, which would lend itself to a single lane roundabout. Based upon a calculated 3% growth, the current proposal is appropriately sized that would last for 20 plus years. He feels you lose the safety benefits if the roundabout is too big.

Chairman Munks continued to question the high volumes of traffic during the Tulip Festival, as well as during other events held in La Conner throughout the year, and how that would affect emergency services.

Doug Avery, representing Fire District 13, said it is known that the La Conner residents will get used to the roundabout in no time. However, the problem lies with the tourists, which make up 50% of the traffic volume in town. Typically, they are driving large motor homes in addition to towing a car, and are unfamiliar with the area. He has never seen a roundabout that is both an entrance and an exit to any town. Mr. Avery urged the Board to bank the money being spent on the proposal and review it again after the Morris Street Improvement Project is complete and a new stop sign is installed on Maple.

3. Discussion/Possible Signature – Amendment No. 2 to Personal Services Agreement No. C20020102 with Reid Middleton, Inc. for the La Conner-Whitney/Chilberg Road Intersection Project.

Mr. Flude indicated that this contract amendment is primarily for the roundabout design consultant, Reid Middleton, Inc. to provide public outreach services related to the La Conner-Whitney/Chilberg Road Intersection Project. The services would include work performed for the Roundabout Information Fair scheduled for Tuesday, December 17, 2002, from 4:30 to 8:00 p.m. at Maple Hall in La Conner.

Commissioner Dahlstedt made a motion to approve Amendment No. 2 for Contract No. C20020102 between Skagit County and Reid Middleton, Inc. for \$28,866.80, bringing the total contract amount to \$117,557.28. Commissioner Anderson seconded the motion, and the motion was passed unanimously. **(Amendment No. A20020160)**

4. Update – Guemes Island Ferry System.

An update was given by Mr. Flude on the Guemes Island Ferry System. He said the ferry operation in general is going very smoothly. They now have most of the newly hired on-call staff trained and they are being folded into the existing schedule. They have been fortunate to have found a couple of qualified masters and deckhands, which appear to be conscientious and responsible employees. The ferry is back to its normal schedule and it is anticipated that it will stay that way for the foreseeable future.

Mr. Flude also indicated that we are no closer to tearing down the building in Anacortes to make way for a new Guemes Ferry parking lot than we were two years ago. He discussed a couple of conditions that would need to be met to satisfy the Department of Interior. Even if the federal

**RECORD OF THE PROCEEDINGS
TUESDAY, DECEMBER 17, 2002
PAGE NO. 4**

money is returned or another site is used, the County is still responsible for the building and it will continue to be a money drain. The City of Anacortes has already indicted that the building has no historical value to them.

5. Miscellaneous.

1. Lee First, Lake Management Technician, presented a Resolution authorizing the advertisement for 2003 and 2004 lake treatment services for Big Lake Management District No. 1. Treatment services are needed to control the spread of invasive aquatic vegetation. The current contract for these types of services expires at the end of 2002. Ms. Lee said treatment services are anticipated to be needed for the duration of the newly formed 10-year Lake Management District. The cost of advertising these services will be approximately \$355 and will be paid for from budgeted Lake Management District funds.

Commissioner Dahlstedt motioned to approve the Resolution as outlined by Ms. First. Commissioner Anderson seconded and the motion passed with a unanimous vote.

(Resolution No. R20020439)

2. Don Dixon, Public Works' Surface Water Management Section Manager, presented a letter for the Board's signature addressed to Cathy Katte, President of the Lake Cavanaugh Improvement Association. Ms. Katte had previously submitted a letter regarding concerns about the water level fluctuation that occurs each year at the lake. With the heavy rainfall, there is flooding in the winter with the corresponding drop in water level in the summer. With the flooding comes property damage, erosion and potential septic problems that not only affects the property owners but the integrity of the lake.

Mr. Dixon stated that given the unique rainfall/lake level relationship, Skagit County would like to work with her in establishing a monitoring program where lakeside residents could record both daily rainfall and lake levels. Skagit County is prepared to install several staff gages and provide technical training to aid in the implementation of this program.

Commissioner Dahlstedt motioned to approve the letter as outlined by Mr. Dixon. Commissioner Anderson seconded the motion, which passed unanimously. **(Approved)**

CONSIDERATION/DELIBERATION – 2003 BUDGET ADOPTION.

Gary Rowe, Skagit County Administrator, reviewed the substance of the 2003 Skagit County Budget. He analyzed the following budget considerations:

- Public Works FTE Counts are incorrect for 2003, County Roads is overstated for 2003 and Salmon Recover is understated. These are minor technical corrections.
- The Public Defender made an error and underestimated their operating supply budget by \$2,000. By mid-year if they need to supplement their budget, they may do so.
- The Treasurer is very concerned that we increased \$300,000 in investment interest and \$15,000 for Investment Service fees. Brad Whaley, Budget & Finance Director, recommends leaving it as is with adjustments to be made as needed.
- The Prosecuting Attorney's request to increase the hours for a Domestic Violence Grant employee would be covered by grant dollars. This has been included in the budget.
- The Planning Department suggests revenue line adjustments of \$52,000. During the course of 2003 they can adjust their fee schedules. This will be put into the budget.
- Insurance Services created sub-funds for self-insured Dental and Medical and need to move revenue and expense to the sub-funds. The mechanics of setting up a fund for these areas will occur.

RECORD OF THE PROCEEDINGS
TUESDAY, DECEMBER 17, 2002
PAGE NO. 5

- County Fair line item changes of \$9,300 from part-time salaries to operating supplies, telephone and advertising, with a net change of zero is approved.
- A request from the Clerk's Office to reinstate \$2,479 in salaries, \$190 in FICA, and \$32 retirement to cover an employee working out-of-class will be held off until after the first of the year. If necessary, a budget extension would be approved after consulting with the new Clerk.
- ER&R incorporate adjustment to rates results in a net decrease of approximately \$46,000, which has been put into the budget.

Mr. Rowe next discussed the supplemental budget requests for 2003. He indicated that reclassification requests, as well as merit increases, are being deferred until the Classification/Salary Survey is completed. There is a possibility of looking at out-of-class requests after the final budget adoption takes place.

- Reclassification and new position requests for the Clerk's Office are not recommended until the new Clerk is sworn in. It is recommended that the Chief Deputy Clerk's hours be increased from a 35-hour work week to a 40-hour work week, which would be beneficial for the overall management of the office.
- An additional \$700 to be added to the education budget for the Clerk of the Board to attend various conferences and Clerk Certification was approved.
- A request from Cooperative Extension to pick up lost funding in the amount of \$7,322 for the Home Extension Agent will be decided upon after other CoOperative Extension issues are resolved.
- Mike Almvig, Information Services Manager, reviewed the proposed upgrades to computer software for a total price tag of approximately \$260,000. The recommendation is to move forward.
- District Court requested a new position to keep up with the increased amount of filings that have had a direct impact on District Court and District Court Probation. The recommendation was not to fulfill the request at this time. The Board feels there needs to be a solution to the entire problem instead of hiring new staff.
- Planning & Permit Center's request for \$250,000 for current planning professional services projects, has been reduced to \$150,000 to be used primarily for the subarea planning process.
- The Sheriff's Office request for the replacement of two motorcycles is not recommended at this time.
- Funding for publication of two community reports was not recommended.
- An upgrade to an Emergency Management vehicle will be worked into the ER&R fee schedule.
- The recommendation is not to hire a Fair Manager at this time.
- The Parks and Recreation Department requested \$50,000 in funding to update their comprehensive plan. The recommendation is to allow half of the funding, \$25,000, with the intent to look at other funding mid-year.
- A Salmon Recovery request of \$897,327 from road diversion funds for the Critical Areas Ordinance was denied.
- Land Acquisition requests would be consolidated into a bond issue. There is a possibility for an increase of $\frac{1}{4}\%$ in Real Estate Excise Tax money to fund land acquisitions, as well as other items. This would result in a significant savings in rental payments.

Mr. Rowe discussed the Hotel/Motel requests for 2003. He advised the Board to form a Lodging Tax Advisory Committee so that requests could be turned over to them for funding allocations. The membership committee would be comprised of those who are generators of the tax and those that are users of the tax. This would allow a broad spectrum of input as to how to allocate funding.

**RECORD OF THE PROCEEDINGS
TUESDAY, DECEMBER 17, 2002
PAGE NO. 6**

Commissioner Anderson said he approved Chairman Munks' list of recipients and the amounts allocated, with the addition of \$2,000 to be restored to the Lincoln Theatre. Commissioners Dahlstedt and Munks agreed with the recommendation.

There being no public testimony forthcoming, Commissioner Anderson moved to close the public hearing. The motion was seconded by Commissioner Dahlstedt and passed with a unanimous vote. The public hearing was closed.

Commissioner Anderson moved to approve the Resolution adopting the 2003 Skagit County Budget. The motion was seconded by Commissioner Dahlstedt and passed with a unanimous vote. **(A Resolution will be brought forth at a later date)**

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