

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 17, 2003**

8:00 a.m. – 8:45 a.m.	Work Session – Commissioners
8:45 a.m. – 9:30 a.m.	Work Session – County Administrator
9:30 a.m. – 10:00 a.m.	Adoption – 2004 Preliminary Budget
10:00 a.m. – 11:00 a.m.	Budget/Finance Meeting
11:00 a.m. – 11:30 a.m.	Consent Agenda and Miscellaneous Items
11:30 a.m. – 11:45 a.m.	Public Comment Period
1:30 p.m. – 2:00 p.m.	Consideration/Possible Action – Planning Commission Recorded Motion on Transportation System Plan
2:00 p.m. – 2:30 p.m.	Executive Session – Personnel, Litigation and Land Acquisition
2:30 p.m. – 4:30 p.m.	Budget Work Session

The Skagit County Board of Commissioners met in regular session on Monday, November 17, 2003, with Commissioners Kenneth A. Dahlstedt and Don Munks present. Commissioner Anderson's absence during the budget proceedings and the Consent Agenda was excused.

ADOPTION – 2004 PRELIMINARY BUDGET.

County Administrator, Gary Rowe, stated that earlier this year, goals and objectives for the 2004 budget were presented to the Board. He outlined those goals and objectives with commentary describing how the budget addresses each objective and priority.

Revenue and expenditure growth projections for Skagit County indicate deficit spending for the foreseeable future without additional resources or cuts in expenditures and services.

Law and justice programs are the largest portion of the General Fund budget with expenditure growth expected to continue in excess of revenue growth. In March, voters approved a sales tax increase to support 9-1-1 emergency communications. This allowed the reallocation of about \$350,000 in expenses to other law and justice services. The Board of Commissioners also placed on the November ballot for voter approval an increase in sales tax of one-tenth percent for juvenile and jail facilities, which was not approved.

Skagit County will need to evaluate and prioritize County services for the 2004 budget and beyond. Our highest priority will be to protect and plan for the health, safety and welfare of current and future citizens. Mr. Rowe also said we will need to look at the efficiency and quality of County services. The current budget process does not allow for adequate evaluation of services. He recommended that a continuing process be established for 2004 to analyze programs and make recommendations to the Board for funding of County services. The involvement of elected officials and department heads, along with citizen input, will be the key to the success of this process.

Mr. Rowe asked the Board to delay action on the resolution approving the adoption of the preliminary budget for 2004 until after the budget work sessions are held later today and tomorrow. The Board concurred.

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CONSENT AGENDA.

Commissioner Munks motioned to approve the Consent Agenda for Monday, November 17, 2003, items 1 and items 3 through 21. Chairman Dahlstedt seconded the motion, which passed unanimously. Items 1 and 22 were pulled from the agenda.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, November 10, 2003.

BUDGET & FINANCE:

2. Resolution adopting the preliminary FY 2004 Budget. **(This item was removed and will be adopted on Tuesday, November 18, 2003)**
3. Resolution calling for a public hearing on the proposed 2004 Skagit County Budget. The public hearing will be held on Monday, December 1, 2003 at 9:30 a.m. **(Resolution No. R20030365)**
4. Resolution authorizing a call for a public hearing regarding an increase in property taxes for the 2004 Budget Year. The public hearing will be held on Monday, December 8, 2003 at 10:30 a.m. **(Resolution No. R20030366)**
5. Resolution calling for a public hearing for consideration of a supplemental budget for 2003. The public hearing will be held on Monday, December 1, 2003 at 10:45 a.m. **(Resolution No. R20030367)**

FIRE MARSHAL:

6. Memorandum of Agreement with Northwest Air Pollution Authority (NWAPA), Island County and Skagit County, which allows NWAPA to provide \$43,000 for Fiscal Year 2004 to help offset the costs associated with operating an outdoor burning permit program. **(Contract No. C20030480)**

HEALTH DEPARTMENT:

7. Amendment No. 2 to Interlocal Cooperative Agreement **No. C20030346** between Skagit County and Affiliated Health Services (AHS). Compensation shall be changed as follows: AHS shall receive \$2,500 per month, for the period of October through December 2003, for a total contract increase of \$7,500. The total contract reimbursement shall not exceed \$27,500. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20030160)**

HUMAN SERVICES:

8. Resolution re-appointing Joan Lubbe to the North Sound Mental Health Administration Advisory Board effective January 1, 2004 through December 31, 2006. **(Resolution No. R20030368)**
9. Personal Services Agreement with Youthnet Northwest. Federal grant funds from DSHS/Division of Alcohol & Substance Abuse and agency match funds provide for Life Skills Prevention Training addressing the Favorable Attitudes Towards Substance Use Risk Factor and Opportunities for Pro-social Involvement Protective Factor. A Youthnet staff person will be trained to facilitate 110 Life Skills classes to approximately 50 youth. The agreement shall commence on January 1, 2003 and continue through June 30, 2005. Compensation shall not exceed \$7,740. **(Contract No. C20030481)**

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10. Amendment No. 1 to Personal Services Agreement **No. C20030324** with Chinook Enterprises, which extends the term of the agreement to June 30, 2005 and allows for changes to continue Developmental Disabilities Individual Supported Employment, Supported Employment and Pre-Vocational Services in the community. **(Amendment No. A20030161)**
11. Amendment No. 1 to Personal Services Agreement **No. C20030348** with Washington Vocational Services, which extends the term of the agreement to June 30, 2005 and allows for changes to continue Developmental Disabilities Individual Supported Employment Services in the community. **(Amendment No. A20030162)**

INFORMATION SERVICES:

12. Personal Services Agreement with Breakwater Security Associates, Inc. to provide services for Security/Firewall Upgrades within the Skagit County Network. The agreement shall commence on November 24, 2003 and continue through November 24, 2005. Compensation shall not exceed \$18,000. **(Contract No. C20030482)**
13. Resolution authorizing competitive bidding procedures be waived in the purchase of the Spillman License and Permits software. **(Resolution No. R20030369)**
14. Amendment No. 5 to Computer Software Support Agreement **No. 000484** with Spillman Technologies, Inc., authorizing the procurement, installation and support of the Summit Module. The agreement shall become effective on the date of signing. Compensation shall total \$53,071. **(Amendment No. A20030163)**
15. Resolution authorizing the transfer of surplus computer equipment to the Burlington-Edison School District. **(Resolution No. R20030370)**

YOUTH & FAMILY SERVICES:

16. Amendment No. 5 to Personal Services Agreement **No. C20020146** with Youthnet, which will expand the Scope of Work beginning November 1, 2003 to include a Life Skills Program. The program provides an interactive, comprehensive and scientifically proven class based on an effective method of preventing underage smoking, and alcohol and drug abuse in middle school youth. This amendment shall not exceed \$10,000 annually. **(Amendment No. A20030164)**

PUBLIC WORKS DEPARTMENT:

17. Resolution amending Resolution No. R20030308, regarding the disposal of surplus property. Two vehicles are being excluded from the list of surplus property, as these vehicles will remain in the fleet. **(Resolution No. R20030371)**
18. Resolution authorizing the transfer of a 1998 Ford Expedition, from Equipment Rental & Replacement (ER&R) to the Skagit County Sheriff, to be used by Skagit County Search and Rescue. **(Resolution No. R20030372)**
19. Resolution calling for a public hearing to consider a vacation of County right-of-way known as Front Street and Short Street in the town of Rockport, off of Railroad Avenue. The public hearing will be held on Tuesday, December 9, 2003 at 9:00 a.m. **(Resolution No. R20030373)**
20. Resolution calling for a public hearing to consider a vacation of a portion of unopened County right-of-way known as Coots Cove Lane in Big Lake, off West Big Lake Boulevard. The public hearing is scheduled for Tuesday, December 9, 2003 at 9 a.m. **(Resolution No. R20030374)**

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21. Amendment No. 1 to Personal Services Agreement **No. C20020019** with Timmers Appraisal Services, which will extend the expiration date of the agreement from December 31, 2003 to December 31, 2004. All other terms of the original contract shall remain the same. **(Amendment No. A20030165)**
22. Amendment No. 1 to Personal Services Agreement **No. C20030184** with People for Puget Sound, which amends the Scope of Work as it relates to the Blueprint for Skagit Bays Conservation/Restoration Sites, March's Point Beach Restoration Site Plan, and Spartina Survey and Removal. All other terms and conditions of the original contract shall remain in effect. **(This item has been pulled from the agenda)**

MISCELLANEOUS.

1. Marge Swint, Associate Planner, advised the Board that they need to set a date and time as part of the final plat process for approval of an Administrative Long CaRD for Greg Leonard. This project is the re-division of approximately 20 acres into 4 lots for residential development. Individual septic systems and private wells will service the development, according to Ms. Swint.

Commissioner Munks motioned to approve a public meeting, as outlined by Ms. Swint. Chairman Dahlstedt seconded the motion, which was carried.

2. 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, November 17, 2003, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$103,949.07 (Transmittal No. C-131-03); and

Warrants numbered 156435 through 156958 from Clearing Fund 696 in the total dollar amount of \$1,493,435.02 (Transmittal No. C-132-03); and

Purchase Card Electronic Payment to JP MORGAN CHASE from Clearing Fund 696 in the total dollar amount of \$43,887.13 (Transmittal No. C-133-03).

3. Staff presented an Application to Purchase Tax Title Property from David Parsons & Associates, Inc. The Treasurer's office noted that in researching these accounts, they found that Skagit County had foreclosed on these two parcels in 1987. The parcels are part of a Parker Business Center private road. The Department recommends proceeding with the sale of these parcels and putting them back on the tax rolls as they are of no value to the County.

Commissioner Munks motioned to approve the application from David Parsons & Associations, Inc. Commissioner Anderson seconded the motion, which passed unanimously.

PUBLIC COMMENT PERIOD.

During the public comment period, FEMA representative, Brad Crane, informed the public, via televised session, that if you are a homeowner, business owner or renter and have sustained flood damage to your property, FEMA is ready to help 7 days a week. Fifteen counties have been declared ready for assistance in Washington. When applying for assistance, citizens can call 1-800-621-FEMA. Mr. Crane indicated that a lot of people have suffered an incredible amount of damage. There is \$566,000 in grant money, which will help those who need it to get back on their feet.

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Mr. Crane explained the application process and said disaster recovery centers are now open in several locations.

Ray Tryzenka, Puget Sound Energy (PSE), stated that PSE welcomes open communications with the County during this flood season and will continue to keep the Board informed of events that occur at the Baker River Hydroelectric Project, FERC No. 2150. Mr. Tryzenka presented a letter from Eric M. Markell, Sr. Vice President, Energy Resources, which pointed out several critical issues regarding the project.

CONSIDERATION/POSSIBLE ACTION – PLANNING COMMISSION RECORDED MOTION ON TRANSPORTATION SYSTEM PLAN.

Senior Planner, Kirk Johnson, presented the Planning Commission's Recorded Motion regarding the 2003 Update to the Transportation Systems Plan (TSP). Beyond standard updates to the information contained in the original plan, which was adopted in 1997, the 2003 Update includes:

- Changes in the methodology used to calculate Level of Service on County roads from the Birdsall Method to the Highway Capacity Manual.
- Additional information on state transportation facilities, as required by HB 1487, adopted in 1998.
- A proposed Skagit County Non-Motorized Transportation Plan as Chapter X of the TSP.

Mr. Johnson stated that when the Planning Commission met on October 9, 2003, they made the following recommendations regarding the 2003 TSP Update:

- Adopt Chapters I-IX of the TSP, including related appendices and amendments to the Comprehensive Plan and development regulations implementing the new LOS methodology. **(The Department agrees with this recommendation)**
- Remove all references to the Cascade Trail from the TSP, of which there are three. **(The Department disagrees with this recommendation. All three references to the Cascade Trail merely describe it as an existing facility. Two of the references are contained in information provided by other jurisdictions, namely Concrete and Hamilton. Additionally, County legal counsel has repeatedly advised that all legal issues within the County's jurisdiction have been resolved)**
- Increase information on funding sources for non-motorized transportation in Chapter X of the TSP. **(The Planning Commission could not reach final agreement on whether to recommend approval of Chapter X. Therefore, no Planning Commission recommendation is provided)**

Assistant Director, Kendra Smith, reported that in the fall of 2002, the Board of County Commissioners met to deliberate on a recommendation from the Planning Commission on the 2000 draft version of the Non-motorized Transportation Plan (NMTP). Upon deliberating, the Board requested that staff draft a second version of the NMTP incorporating the recommendations put forth in the Planning Commission's August 14, 2002 Recorded Motion. A second version of the NMTP was drafted incorporating the following recommendations:

1. Delete specific projects; and
2. Coordinate with cities to update new relevant information within the NMTP; and
3. Edit consistencies between other County documents and timeframes; and
4. Increase information on various funding sources; and
5. Incorporate the two SEPA conditions from the mitigated determination of non-significance into the NMTP.

Ms. Smith said that simultaneously, the County is finalizing the TSP. Because there are portions of the TSP that require consistency with the NMTP, Public Works suggested that the two plans be combined. Therefore, the new NMTP has become Chapter X of the TSP.

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A public hearing was held on September 16, 2003, with deliberations on September 30 and October 9, 2003. The Planning Commission was unable to forward a recommendation on Chapter X, but had several motions on the table in hopes of reflecting their points of view. They recommended restoring references to non-motorized funding sources that were included in the 2000 version of the plan in addition to adding more based on what is currently available, as well as discussing the requirements or "strings" that go along with those funding sources. The consultant felt that by removing the sections as requested by the Planning Commission, additional funding sources (as well as the ones listed in the 2000 Plan) would not be available. Ms. Smith said a motion to add the list of projects back to the non-motorized plan failed. She indicated that the public hearing produced two themes:

1. Some who testified felt that the new 2003 version had been gutted to the point that it is no longer a Plan. They stated this would jeopardize the ability to gain any grant-funded assistance for NMTP projects in the future and it is not consistent with the requirements of the County's Comprehensive Plan, thus subject to appeal.
2. The inclusion of the Cascade Trail Rail to Trail corridor. Those in favor and opposed presented their arguments.

A lengthy discussion ensued. At the conclusion of the conversation, Ms. Smith explained to the Board the following options:

1. Adopt the 2003 version as it is; or
2. Remand the 2003 version back to the Planning Commission with some additional guidance; or
3. Remand the 2000 version back to the Planning Commission with some guidance; or
4. Remand both back to the Planning Commission with some guidance.

Commissioner Munks motioned to approve Chapters I through IX of the Transportation Systems Plan and remand Chapter X back to the Planning Commission to revise and create a structure to review and prioritize all projects in a similar manner to a Transportation Improvement Plan (TIP), as used by the Public Works Department for their proposals. Commissioner Anderson seconded the motion, which passed with a unanimous vote.

ADJOURNMENT.

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

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chairman

Ted W. Anderson, Commissioner

Don Munks, Commissioner

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ATTEST:

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