

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSINERS
TUESDAY, JULY 12, 2005**

11:00 a.m. – 11:15 a.m.

Consideration of the Hearing Examiner's Recommendation for Approval For the Following Timber Open Space Application:

1. John DeVries For Property Located in the West ½ of the West ½ of Section 23, Township 34 North, Range 4 East, W.M. (C/U OST #93-006)

Consideration of the Hearing Examiner's Recommendation for Approval For the Following Open Space Applications:

1. Robert and Jill Hill For Property Located on Guemes Island, Within Section 1, Township 35 North, Range 1 East, W.M. (C/U PL #98-0479)
2. Eugene and Grace Ekblad For Property Located South of Best Road, North of Skagit River, Within Section 9, Township 33 North, Range 3 East, W.M. (C/U #2-2004)
3. Gabriel and Holly Gregory For Property Located Within the Southwest ¼ of the Southwest ¼ of Section 8, Township 35 North, Range 6 East, W.M. (C/U TROS #8-2004)
4. Robert and Jill Hill For Property Located on Guemes Island, Within Section 1, Township 35 North, Range 1 East, W.M. (C/U OS #9-2004)

11:15 a.m. – 11:30 a.m.

Bid Opening – One Used Three-Axle Bin Roll-Off Truck

*T 2:00 p.m. – 3:00 p.m.

2006 Budget Briefing

The Skagit County Board of Commissioners met in regular session with Commissioners Kenneth A. Dahlstedt and Ted W. Anderson present. Commissioner Don Munks' absence was excused.

CONSIDERATION OF THE HEARING EXAMINER'S RECOMMENDATION FOR APPROVAL FOR THE FOLLOWING TIMBER OPEN SPACE APPLICATION:

Linda White of the Assessor's Office was present and available to answer questions.

Commissioner Anderson motioned to approve the Timber Open Space application for John DeVries for property located in the West ½ of the West ½ of Section 23, Township 34 North, Range 4 East, W.M. (C/U OST #93-006). Commissioner Dahlstedt seconded the motion, which was carried. **(Resolution No. R20050249)**

CONSIDERATION OF THE HEARING EXAMINER'S RECOMMENDATION FOR APPROVAL FOR THE FOLLOWING OPEN SPACE APPLICATIONS:

Commissioner Anderson made a motion to approve the following open space applications:

1. Robert and Jill Hill for property located on Guemes Island, within Section 1, Township 35 North, Range 1 East, W.M. (C/U PL #98-0479). **(Resolution No. R20050250)**
2. Eugene and Grace Ekblad for property located South of Best Road, North of Skagit River, within Section 9, Township 33 North, Range 3 East, W.M. (C/U #2-2004). **(Resolution No. R20050251)**

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3. Gabriel and Holly Gregory for property located within the Southwest ¼ of the Southwest ¼ of Section 8, Township 35 North, Range 6 East, W.M. (C/U TROS #8-2004). **(Resolution No. R20050252)**
4. Robert and Jill Hill for property located on Guemes Island, within Section 1, Township 35 North, Range 1 East, W.M. (C/U OS #9-2004). **(Resolution No. R20050253)**

Commissioner Dahlstedt seconded the motion, which passed unanimously.

BID OPENING – ONE USED THREE-AXEL BIN ROLL-OFF TRUCK.

Dub Queen, Equipment Maintenance Supervisor of Public Works, opened the following bid for one used three-axle bin roll-off truck:

Motor Trucks, Inc.
2501 Henson Road
Mount Vernon, WA 98273
Bid Bond Enclosed
Total Bid Amount: \$57,346.00

Mr. Queen said the bid would be reviewed and a recommendation would be forthcoming.

2006 BUDGET BRIEFING.

Gary Rowe, County Administrator discussed and presented the 2006 budget guidelines and expectations. Mr. Rowe advised departments that they need to prepare preliminary budgets that anticipate program needs in the most cost-effective manner that meet current objectives while considering long-term needs. He also said that the County Budget shall be balanced within available resources and that in addition to annual fiscal objectives; efforts need to be made to consider future long-term service needs.

Mr. Rowe stated that a minimum reserve balance of 10% shall be maintained for the County General Fund. For other funds, reserve balances should be set to meet the cash flow needs of those funds and when appropriate the long-term needs for capital outlays. The growth in General Fund property taxes and Road Fund property taxes shall not exceed 101% of the prior year tax levy plus taxes collected on new construction. He also mentioned that the maximum allowed property tax in excess of 101% referred to as "banked capacity" shall be preserved for emergency situations such as flood or earthquake relief, and shall not be directed toward on-going County operations.

Mr. Rowe called attention to the fact that where programs are dependent upon the continued availability of grant support, departments need to consider the sustainability of the grant source and the implications of grant funds being reduced or eliminated. Departments with programs that are primarily funded with permit and service fees shall analyze these fees during the course of the year to ensure that all costs are being captured within the fee structures established and shall recommend adjustments as appropriate. The departments that provide services to other agencies shall analyze the costs for providing these services including direct and indirect overhead to ensure that reimbursement rates for these services cover all appropriate costs.

As Mr. Rowe explained, benefit costs have increased significantly over the past several budget years and that these changes in benefit packages are warranted to control costs.

The Criminal Justice related programs are the largest users of County General Fund resources, according to Mr. Rowe. Criminal Justice departments need to identify and prioritize initiatives that would increase the efficiency of these programs and help mitigate ever-increasing costs. Mr. Rowe went on to say that jail overcrowding is a significant issue for Skagit County and its cities. Evaluation of expansion of the county jail should continue along with alternatives to mitigate the cost of expansion. Until expansion can be

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funded, housing of prisoners in other county jail facilities will be required. Provision for a jail contract with another county along with the administration and transportation of prisoners to another jail needs to be included in the 2006 budget.

Mr. Rowe stated that Capital Improvement Programs should be reviewed and updated to meet needs outlined in six-year plans for county parks, and public works. Improvements to county buildings shall be budgeted to meet the long-term program needs. Issuance of bonds to meet these needs should be considered subject to ability to meet debt service requirements.

According to Mr. Rowe the revenue and expenditure projections indicate a continued budget shortfall. Departments will need to be prepared to reduce programs to help balance the budget. He also stated that along with the preliminary budget submittal, General Fund supported departments are being requested to prepare a narrative statement outlining the impact to their programs based on a reduction of 5% of their budgets. The narrative statement should include enough detail to identify the service provided and the impact to the public if the service is reduced or eliminated.

Trisha Logue, Budget and Finance Administrator, discussed and answered questions regarding the budget forms and figures that will be used for the preliminary budget. She advised departments of the following deadlines for the 2006 budget:

August 8, 2005	Budget estimates to be filed with the County Auditor.
September 9, 2005	Preliminary budget submitted by the County Auditor to the Board of County Commissioners.
November 21, 2005	Board of County Commissioners adopts their preliminary budget and copies of the preliminary budget made available to the public.
December 5, 2005	Public Hearing to adopt the final 2006 budget.

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.

As of this date, July 12, 2005, 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 \$786.00 (Transmittal No. C-90-05).

ADJOURNMENT.

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

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Don Munks, Chairman

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Kenneth A. Dahlstedt, Commissioner

Ted W. Anderson, Commissioner

ATTEST:

Melissa Collins, Assistant Clerk of the Board
Skagit County Board of Commissioners