

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 25, 2006**

- *T 8:00 a.m. – 9:00 a.m.** Planning & Development Services – Gary Christensen, Director
1. Consideration of Expanding the Annexation Area if the City of Burlington Moves Forward with the Proposed Annexation at North Skagit Street and Peacock Lane
 2. Consideration of Recommendations for the Hamilton Subarea Plan Citizens Advisory Committee
 3. Overview and Docketing Recommendations – 2006-Submitted Comprehensive Plan Amendment Applications and Set Date(s) for Further Review and Docketing Decision
 4. Miscellaneous
- 9:00 a.m. – 9:30 a.m. Consent Agenda and Miscellaneous Items
- *T 9:30 a.m. – 9:45 a.m.** Recognition – Skagit County Facility Management Director Roger Howard's Retirement
- *T 9:45 a.m. – 10:00 a.m.** Public Meeting for the Review and Signature on Long "CaRD" Land Division Application #PL05-0818 (E.T. Estates)

The Skagit County Commissioners met in regular session on Monday, September 25, 2006, with Commissioners Kenneth A. Dahlstedt, Ted W. Anderson and Don Munks present.

PLANNING & DEVELOPMENT SERVICES – GARY CHRISTENSEN, DIRECTOR

1. Consideration of Expanding the Annexation Area if the City of Burlington Moves Forward with the Proposed Annexation at North Skagit Street and Peacock Lane.

Senior Planner Kirk Johnson stated that the City of Burlington has asked the Commissioners for potential assistance in a proposed annexation located east of Burlington Hill, north of SR 20, and west of Peacock Lane. The annexation has been initiated by the Burlington-Edison School District, in partnership with Landmark Homes, in order to provide a site for a new school.

The area included in the formal annexation proposal is identified as "Area 1." If the Burlington City Council chooses to move forward with the annexations, Burlington would like the Commissioners to invoke the Boundary Review Board's (BRB) jurisdiction to expand the annexation area to include "Area 2," immediately east of North Skagit Street.

According to Mr. Johnson, the third option would be to invoke the BRB's jurisdiction to also include the entire area between North Skagit Street and Peacock Lane ("Area 3"). Doing so would completely square off the annexation area and result in the most logical boundaries; however, there is substantial opposition from residents of this area to annex.

Including Area 2 in the annexation is the preferred option of the Burlington City Council. Invoking the BRB's jurisdiction to include Areas 2 and 3 would be consistent with the Commissioner's expressed desire that residential annexations proceed as rapidly as possible.

Margaret Fleek, Planning Director for the City of Burlington, spoke briefly on the proposal. She said the Burlington City Council will hold a hearing on September 28, 2006, to decide formally whether to move forward with the annexation.

2. Consideration of Recommendations for the Hamilton Subarea Plan Citizens Advisory Committee.

Mr. Johnson next discussed efforts to solicit citizens interested in serving on the Citizens Advisory Committee for the Hamilton Relocation Subarea Plan. Statements of interest were submitted by the ten finalists approved by the Town of Hamilton.

Following a short discussion, Commissioner Munks motioned to appoint to the Citizens Advisory Committee for the Hamilton Relocation Subarea Plan the 10 individuals as recommended in Town of Hamilton Resolution No. 306. Chairman Dahlstedt seconded the motion, which carried. Commissioner Anderson abstained from the vote as he is Chairman of the Hamilton PDA.

3. Overview and Docketing Recommendations – 2006-Submitted Comprehensive Plan Amendment Applications and Set Date(s) for Further Review and Docketing Decision.

Guy McNally, Senior Planner, stated that by the last business day of July of each year, any citizen, group or agency may submit an application to amend Comprehensive Plan policies or amend the Comprehensive Plan/Zoning Map designation of one or more parcels of land.

At the close of the annual Comprehensive Plan Amendment (CPA) application deadline, the Department begins processing the applications by first assessing whether the proposed amendment can reasonably and completely be reviewed. In this year's CPA cycle, six applications were received to amend the Comprehensive Plan/Zoning Map. No applications were submitted proposing policy amendments.

Mr. McNally gave a brief summary and recommendation for each of the six Comprehensive Plan/Zoning Map amendment requests as follows:

- Richard Johnson – PL06-0318
- Thomas Hseuh – PL06-0689
- Vans Properties – PL06-0695
- Silver Lake Holdings – PL06-0705
- Stephen Burgess – PL06-0710
- Janell Studebaker – PL06-0711

A motion was made by Commissioner Anderson to set the date to review and discuss docketing of the 2006 proposed amendments for Tuesday, October 17, 2006, at 10:00 a.m. and to schedule a public hearing regarding the same on Monday, November 6, 2006, at 10:00 a.m. Commissioner Munks seconded the motion, which passed with a unanimous vote.

4. Miscellaneous.

- a) Gary Christensen, Director, indicated that a letter would be sent to the South Fidalgo Island Subarea Plan Citizen Advisory Committee and Technical Advisory Committee. The purpose of the letter would be to solicit interest as to what each member thinks their role should be and whether or not they would like to continue serving in their capacity, committing further to the process.
- b) Mr. Christensen provided a 2005 Growth Management Act Update schedule and reported that the Department is right on target with the update process.

CONSENT AGENDA.

Commissioner Anderson motioned to approve the Consent Agenda for Monday, September 25, 2006, items 1 through 21. Commissioner Munks seconded the motion, which passed unanimously.

**RECORD OF THE PROCEEDINGS
MONDAY, SEPTEMBER 25, 2006
PAGE NO. 3**

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, September 11, 2006. **(Approved)**
2. Record of the Proceedings for Tuesday, September 12, 2006. **(Approved)**

BUDGET & FINANCE:

3. Personal Services Agreement with Susan D. Musselman, Inc. to develop and execute a financing plan, to include refunding of outstanding bonds and funding for capital facilities, as the need arises. The agreement commenced on July 5, 2006, and shall continue through December 31, 2007. Compensation shall vary depending on the services being provided. **(Contract No. C20060)**
4. Interlocal Cooperative Agreement, per Resolution No. R20050039, between Skagit County and the City of Burlington to provide \$5,817 to assist in providing library services to citizens of the County. The agreement commenced on January 1, 2006, and shall continue until December 31, 2006. **(Contract No. C20060)**

HEALTH DEPARTMENT:

5. Nurse-Family Partnership Implementation Agreement with Skagit County, which provides \$44,817 for staff and supervisor training, clinical information systems, program manuals and technical assistance. The contract commenced on March 1, 2006, and shall continue through April 30, 2009. **(Contract No. C20060)**
6. Interagency Agreement between Skagit County, through the Skagit County Health Department, and Skagit/Islands Head Start, which provides for the continuation of Nursing Consultation services from September 1, 2006, through August 31, 2007. Compensation is not to exceed \$1,000. **(Contract No. C20060)**

HUMAN SERVICES:

7. Amendment No. 1 to Interlocal Cooperative Agreement **No. C20040456** between Skagit County and the City of Sedro-Woolley, which allows the County to collect an additional 3% from the City's share of revenues from liquor profits and taxes. The monies will continue to be used toward substance abuse treatment and prevention programs. All other terms and conditions of the original agreement shall remain in effect.

INFORMATION SERVICES:

8. Personal Services Agreement with Datec Inc. to provide troubleshooting and repair of networking components, including architecture, design and installation of the County network as well as servicing other contract customers. The agreement commenced on September 1, 2006, and shall continue through September 30, 2007. Compensation is not to exceed \$25,000 for the duration of the contract. **(Contract No. C20060)**

PARKS & RECREATION:

9. Resolution authorizing a change fund in the sum of \$1,000, to be drawn from the Skagit County Parks and Recreation Fund #114 550. This will be used for the new Swinomish Boat Launch Pay Station. **(Resolution No. R20060)**

PLANNING & DEVELOPMENT SERVICES:

10. Amendment No. 10 to Personal Services Agreement **No. 04771** with Reid Middleton, Inc., which authorizes use of the remaining balance of \$1,580.75 for minor edits to the final version of the Bayview Ridge Subarea Plan document. It also includes an updated fee schedule. All other terms and conditions of the original contract including amendments shall remain in effect. **(Amendment No. A20060)**

PROSECUTOR'S OFFICE:

11. Grant Award to Skagit County from the Department of Justice, Office on Violence Against Women, in the amount of \$399,602. This is a continuation of a grant awarded in 2004 in the amount of \$704,187. **(Contract No. C20060)**

RISK MANAGEMENT:

12. Amendment No. 1 to Personal Services Agreement **No. C20060084** with Kelly Services to provide personnel for temporary office assistance as requested by the Human Resource Director on an as-needed basis. The amendment adds an additional \$3,000 in compensation for a new contract total of \$6,000. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20060)**

SENIOR SERVICES:

13. Amendment No. 2 to Contract **No. C20060012** between Skagit County and Northwest Regional Council Area Agency on Aging, which provides congregate/home-delivered meal services. The amendment decreases the total estimated cost of the project by \$1,444, increases by \$8,996 the "other available resources" and decreases the NSIP Cash by \$10,440. Exhibit A is revised to reflect the budget revision. All other terms and conditions of the original contract, including Amendment No. 1, shall remain in full force and effect. **(Amendment No. A20060)**

SHERIFF'S OFFICE:

14. Resolution AND Interlocal Cooperative Agreement between Skagit County and the State of Washington Office of Financial Management to provide funding to help purchase a Cross Match ID500 Livescan System, which replaces the end-of-life Livescan System in the Skagit County Jail. The grant requires a \$4,500 match. **(Resolution No. R20060 AND Contract No. C20060)**

TREASURER:

15. Resolution authorizing the cancellation of warrants, per RCW 36.22.100. **(Resolution No. R20060)**

YOUTH & FAMILY SERVICES:

16. County Program Agreement – Juvenile Accountability Block Grant between Skagit County and the Washington State Department of Social and Health Services, which supports Skagit Intensive Diversion Programming to divert low-risk youth from Juvenile Court. The agreement commenced on September 1, 2006, and shall continue through August 31, 2007. Compensation is not to exceed \$10,000. **(Contract No. C20060)**

PUBLIC WORKS DEPARTMENT:

17. Personal Services Agreement with the Skagit Watershed Council, which will provide support to the County's efforts to improve the health of Skagit County's watersheds through public education, the implementation of watershed action plan recommendations, and the protection

**RECORD OF THE PROCEEDINGS
MONDAY, SEPTEMBER 25, 2006
PAGE NO. 5**

and restoration of riparian habitat. The agreement shall commence upon the date of execution and continue through December 31, 2006. Compensation is not to exceed a total of \$12,000. **(Contract No. C20060)**

18. Personal Services Agreement with Skagit Business & Staffing, LLC for on-call general office, clerical, and accounting services and also includes in-house business services. The agreement shall commence on October 1, 2006, and continue through September 30, 2007. Compensation is not to exceed a total of \$10,000. **(Contract No. C20060)**
19. Remote Site Hauling Services Agreement with Waste Management of Washington, Inc., which will be responsible for hauling containers from the Sauk Transfer Station and the Clear Lake Compactor Site to the Recycling and Transfer Station on Ovenell Road. The Contractor will return empty containers to the two sites. The agreement commenced on September 5, 2006, and will terminate on September 30, 2013; however, the County has the right to request renewal for two (2) five-year terms. Compensation is based on a per load basis – Sauk \$256.20/load and Clear Lake - \$120.38/load with an estimated contract total through 2013 of \$700,000. **(Contract No. C20060)**
20. Personal Services Agreement with The Language Exchange to provide interpreting services for the Skagit County's Victim Impact Panel Program. The agreement commenced on September 12, 2006, and shall continue through September 30, 2008. Compensation is not to exceed \$5,000 for the duration of the contract. **(Contract No. C20060)**
21. Amendment No. 1 to Vendor Services Agreement **No. C20060125** with Dakota Creek Industries for the overhaul of Model 370 DF out-drive unit for the M/V Guemes Island Ferry in the amount of \$27,788.40 for a new contract total of \$70,500.40. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20060)**

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, September 25, 2006, 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 \$71,199.18 (Transmittal No. C-108-06); and

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$31,388.45 (Transmittal No. C-109-06); and

Warrants numbered 232250 through 232743 from Clearing Fund 696 in the total dollar amount of \$1,832,928.07 (Transmittal No. C-110-06); and

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$183,288.83 (Transmittal No. C-111-06); and

Warrants numbered 232744 through 233198 from Clearing Fund 696 in the total dollar amount of \$1,894,764.51 (Transmittal No. C-114-06); and

Payroll warrants numbered 193228 through 194054 in the total dollar amount of \$1,079,666.01 (Transmittal No. P-35-06); and

**RECORD OF THE PROCEEDINGS
MONDAY, SEPTEMBER 25, 2006
PAGE NO. 6**

Payroll warrants numbered 971814 through 972006 in the total dollar amount of \$225,997.05 (Transmittal No. P-36-06).

2. A Resolution was brought forth awarding the bid to Recycle Systems, LLC for on-call compactor repairs and maintenance at the Solid Waste Transfer Station and outlying sites. The contract commenced on March 17, 2006, and ends on March 18, 2008 for a maximum contract amount of \$100,000.

Commissioner Anderson motioned to approve the resolution as outlined, which was seconded by Commissioner Munks and passed with a unanimous vote. **(Resolution No. R20060)**

3. A motion was made by Commissioner Anderson and seconded by Commissioner Munks to approve a Vendor Services Agreement between Skagit County and McMillan Bros. Auction to provide auctioneering services for the Skagit County Surplus Auction, which will be held on September 29, 2006, at the County Road Shop in Burlington. The agreement commenced on September 1, 2006, and will continue until September 1, 2007. The Contractor shall be compensated a 2% commission. **(Contract No. C20060)**

RECOGNITION – SKAGIT COUNTY FACILITY MANAGEMENT DIRECTOR ROGER HOWARD’S RETIREMENT.

Each of the Commissioners thanked retiring Facility Management Director Roger Howard for his 30 years of dedicated public service. Commissioner Anderson said it is hard to imagine the challenges the Board has heaped on Mr. Howard over the years, including trying to keep everyone happy. Commissioner Munks said Mr. Howard’s shoes would be hard to fill. Chairman Dahlstedt mentioned how proud Roger’s parents are of his successes.

Mr. Howard introduced his daughter Sandy Johnson and his partner Kathy Brown. He expressed his gratitude with having such a long career with Skagit County. He said he’s seen a lot of changes and is happy to be handing over his duties to Suzanne Gilbert.

PUBLIC MEETING FOR THE REVIEW AND SIGNATURE ON LONG “CaRD” LAND DIVISION APPLICATION #PL05-0818 (E.T. ESTATES).

Brandon Black, Senior Planner, stated that on November 30, 2005, Blake Stones filed a Long “CaRD” Land Division application (#PL05-0818) for the Plat of E.T. Estates to develop 10 acres into three lots through the CaRD land division process. The previous parent parcel had been originally subdivided into two 10-acre size lots. This project proposes to further subdivide Lot #1 of the previous land division resulting in the creation of more than four lots within a five year time frame, due primarily to the fact that Lot #2 has applied to create two additional lots.

The project is located along the northeast corner of the intersection of Gibraltar and Satterlee Roads to the south and east of the City of Anacortes.

Mr. Black said the application has been processed in accordance with the requirements of Skagit County Code and it has been determined that the proposal is consistent with the requirements outlined within that Code. Therefore, Planning and Development Services recommends that the Board approve the Final Plat of E.T. Estates.

A motion was made and seconded by Commissioners Anderson and Munks to approve the Final Plat of E.T. Estates (PL05-0818) as outlined by Mr. Black. The Final Plat Mylar was signed accordingly.

**RECORD OF THE PROCEEDINGS
MONDAY, SEPTEMBER 25, 2006
PAGE NO. 7**

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

ATTEST:

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