

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
TUESDAY, JUNE 3, 2008**

I. AGENDA:

- A. 8:00 a.m. - 8:30 a.m. Consent Agenda and Miscellaneous Items
- B. 8:30 a.m. - 9:30 a.m. Public Works Department - James Voetberg, Director
 - 1. Review - Projected Road Fund Projects for 2009-2014

Public Works Director Jim Voetberg stated that in preparation of beginning the 2009 Public Works budget, and with news of a projected revenue shortfall in the County's General Fund, staff thought it would be useful to update the Commissioners on some their strategies and thought process' of managing the Public Works Department.

Unlike the projected revenue shortfall of the General Fund, revenues for the Public Works Fund are projected to be flat, yet steady. This is because much of the revenues for Public Works come from property tax and fuel tax that as mentioned are projected to be flat, yet steady. Public Works has also over the last nine months adjusted some of its use fees to keep up with inflation and has been frugal and have carefully watched their expenses.

For example, on the revenue side, Public Works has implemented a Summer Ferry Surcharge, increased their Permit Review fees, increased their Drainage Utility fees and worked with other jurisdictions to cost share on some expenses. On the expense side, Public Works has performed work in-house rather than contract out, carefully reviewed what the Department wants to accomplish and spent resources accordingly, and have tweaked the organization to better utilize their employees.

Also, during the 2008 budget process, the Public Works Department recognized the potential reduction in some revenue sources and budgeted accordingly.

While the Department feels comfortable that the proactive changes they have been making have kept them in a good financial position, they are continually looking at ways to improve. Public Works is establishing a means to prioritize the work they perform and are looking at long-term rather than short-term.

Overall, Public Works continues to be moving forward and doing more work, while living within its means. And while they are cautious of the future, Mr. Voetberg said he believes they have and will continue to do a good job in managing their costs and revenues, and also believes the Department is in relatively good shape for the next upcoming years.

Jeff Miller, Assistant Public Works Director, reviewed the proposed Road Improvement Plan (RIP). He also spoke of other funding issues including flood and river improvements, water quality funding, and drainage utility

and sub-flood control zones.

While a good work plan is in place and the Department has come a long way to refine what goals and objectives are, the issue of how to receive funding has not been adequately addressed. Currently, funding comes primarily from the Road Fund, from grants that will expire at the end of this year, and from an assessment that sunsets next year. Over the next month or so, Public Works will be seeking direction for the long-term funding of these services.

2. Miscellaneous

There were no miscellaneous Public Works items to discuss.

- C. 9:30 a.m. - 10:30 a.m. Closed Record Appeal to Review the Hearing Examiner's Decision to Deny Special Use Application No. PL07-0407 for the Redevelopment and Expansion of the Existing Hillside Motel, per Skagit County Code SCC 14.16.150 (4)(d)

Following a brief discussion, all parties agreed to continue the Closed Record Appeal to Tuesday, June 10, 2008, at 1:00 p.m. This will allow Chairman Munks to be in attendance.

- D. 10:30 a.m. - 11:30 a.m. Parks and Recreation - Robert Vaux, Director

1. Miscellaneous

A) Parks Director Bob Vaux introduced new staff members as follows: Skye Dunn, Recreation Specialist; Kyle Peninger, East County Ranger - Maintenance I; Amber Kllogjeri, Staff Assistant I. Mr. Vaux said these positions were not new positions, but vacant ones.

B) Mr. Vaux said the Department is working on Memorial Field at Skagit Playfields. A resolution will be brought forth in the near future regarding a grant opportunity for the Field. A grant presentation will be made in August with a decision expected by October.

C) Glen Veal of Guemes Island invited the Commissioners to the next Guemes Island Ferry Committee meeting, which is being held on Sunday, June 22, 2008, at 2:30 p.m.

The Commissioners accepted the invitation.

2. Public Hearing to Consider Adoption of Proposed Fee Schedule Revisions for Howard Miller Steelhead Park in Rockport and Clear Lake Beach in Clear Lake

Mr. Vaux said the Parks & Recreation Department tries to update their fee schedule every 2 years. They have also worked very hard to raise their level of service to go along with these fees.

Mr. Vaux next explained proposed rate increases for the Clear Lake Swim Beach and Howard Miller Steelhead Park.

Commissioner Dillon opened the public hearing.

Don Bottles, Mount Vernon, commented on the fees collected at Howard Miller Steelhead Park. He belongs to a club that boats all over the Northwest and Howard Miller Park is the only park that charges for hand launched boats. He encouraged the Board to look at the fairness of this practice as a hand launched craft is different than a trailer launched craft.

Sylvia Matterand, Clear Lake, considers Clear Lake Beach to be critical for the safety of their community. She would like to see the charge eliminated for children who are residents of Skagit County.

A motion was made by Commissioner Dahlstedt to approve closing the public hearing. Commissioner Dillon seconded the motion, which passed unanimously.

Commissioner Dahlstedt said part of the charges a park assesses includes providing safe parking and facilities, including the cost for a park manager. He said the County is always trying to find fair and equitable ways to do business.

Commissioner Dillon said she believes no one likes to increase fees; however, Howard Miller Steelhead Park is still a bargain. She agrees with Ms. Matterand that children need a place to go and has an idea about letting Skagit County children swim for free at Clear Lake Beach.

Mr. Vaux said launching fees were not addressed in this proposed, which was intentional. Additional discussions need to take place for that issue.

A motion was made by Commissioner Dahlstedt to approve the proposed fee increases, effective June 10, 2008. Commissioner Dillon seconded the motion, which passed unanimously.

E. 11:30 a.m. - 11:45 a.m. Public Comment Period

No one was present for the public comment period.

F. 11:45 a.m. - 12:00 p.m. Recognition of Carolyn VanderVegt for 30 Years of Service to Skagit County

Skagit County Auditor Jeanne Youngquist introduced new employee Sally Saxton. Ms. Saxton is replacing Sue Brown, Senior Accountant, who is retiring.

Ms. Youngquist next introduced Carolyn VanderVegt, who is marking her 30th year of full-time employment with Skagit County. She said that kind of dedication and commitment is truly a special gift to everyone and Ms. VanderVegt has been steadfast in her work ethic.

II. CONSENT AGENDA

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda for Tuesday, June 3, 2008, items 1 through 6. Commissioner Dillon seconded the motion, which passed unanimously.

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Tuesday, May 27, 2008. **(Approved)**

b) FACILITY MANAGEMENT:

2. Maintenance Services Contract with Magnitude 9 Communications to provide periodic repair and maintenance on the County phone system located at the Skagit County Administration Building. The agreement shall commence upon the date of execution and continue for one year. Compensation is not to exceed a total of \$10,478. **(Contract No. C20080362)**

c) HUMAN SERVICES:

3. Amendment No. 1 to Personal Services Agreement No. C20080009 with Sunrise Services, Inc. to provide a Supported Employment Specialist to serve clients in the Mental Health Court, Jail Transition, Family Treatment Court, and Adult Drug Court programs. The amendment redefines reimbursable direct services, which does not change the contract amount of \$100,000. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20080108)**

d) PARKS & RECREATION:

4. Contract Agreement with Lakeside Industries to perform work associated with the Howard Miller Steelhead Park Improvement Project for the low bid amount of \$67,432. The agreement commenced on May 20, 2008, and shall continue until completion. **(Contract No. C20080363)**

e) PLANNING & DEVELOPMENT SERVICES:

5. Ordinance adopting permanent regulations addressing sewer connection requirements within the Bayview Ridge Subarea. **(Ordinance No. O20080005)**

f) PUBLIC WORKS DEPARTMENT:

6. Summary of Offer for the purchase of an easement in the amount of \$9,606 on property owned by Jack E. Hill for the Guemes/Anacortes Parking Lot and Pathway Project #FEMP-1, for the purpose of a permanent pathway. **(Contract No. C20080364)**

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

- a) ACH Transfer Request Form and Certification to Xpress Flex from Clearing Fund 696 in the total dollar amount of \$506.00 (Transmittal No. C-63-08); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$54,018.35 (Transmittal No. C-64-08); and
 - c) Warrants numbered 274421 through 274903 from Clearing Fund 696 in the total dollar amount of \$2,046,357.21 (Transmittal No. C-65-08); and
 - d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$52,683.30 (Transmittal No. C-66-08).
- 2) Agreement between Skagit County and the Skagit County Juvenile Correction Employees of Teamsters Local #231. The agreement commenced on January 1, 2008, and shall continue through December 31, 2011. **(Contract No. C20080365)**
 - 3) Resolution pertaining to the Closed Record Appeal in Appeal Nos. PL05-0159 and PL05-0160 regarding Special Use Permit Application Modification No. PL04-0167 for the Bow Hill Mill. **(Resolution No. R20080269)**

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

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