

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 25, 2011**

The Skagit County Board of Commissioners met in regular session on Tuesday, October 25, 2011, with Commissioners Ron Wesen, Kenneth A. Dahlstedt, and Sharon D. Dillon present.

I. CALL TO ORDER:

Chairman Wesen called the proceedings to order at 8:31 a.m.

II. PLEDGE OF ALLEGIANCE:

Chairman Wesen led the gallery in the salute to the flag.

III. AGENDA:

- a) 8:30 a.m. - 9:45 a.m. Joint Skagit County Commissioners and Skagit County Assessor - Strategic Planning Meeting

Chairman Wesen stated that they were present with Skagit County Assessor Don Munks to discuss the requirements and recommendations of the State of Washington Department of Revenue (DOR) and Daphne R. Schneider & Associates.

County Administrator Tim Holloran was present and stated that the Commissioners wanted to discuss each requirement and recommendation received from the Department of Revenue and Daphne R. Schneider & Associates with Assessor Munks. Mr. Holloran proceeded to read each requirement and recommendation and Assessor Munks described or explained what measures the Assessor's Office has taken to meet each requirement and recommendation. Assessor Munks also gave some background information about the Assessor's Office and the work that the employees performed. Assessor Munks also gave four documents to the Commissioners. The first document outlined the Assessor's Office response to DOR regarding their requirements. The second document was the Assessor's Office response to the report prepared by Daphne R. Schneider & Associates. The third document was the organizational chart of the Assessor's Office. The fourth document was read by Assessor Munks, and was a letter submitted by Chief Deputy Assessor Wesley Hagen explaining that he would be leaving the Assessor's Office in order to pursue other interests and opportunities. There was discussion over hiring a replacement for Mr. Hagen as soon as possible so that Mr. Hagen could provide some training to the new employee in order to make the transition within the Assessor's office smoother.

The Commissioners thanked Assessor Munks and announced that they would continue the meeting to Tuesday, November 8, 2011 at 9:30 a.m. since they still needed to discuss some of the requirements and recommendations from DOR and from Daphne R. Schneider & Associates.

[ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/10252011](http://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/10252011)

- b) *10:00 a.m. - 4:30 p.m. Departmental Budget Work Sessions

IV. ADJOURNMENT:

Chairman Wesen adjourned the proceedings.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chairman

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

Linda Hammons, Clerk of the Board