

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
SEPTEMBER 15, 2008 – REGULAR SESSION**

CONSERVATION FUTURES

Useless Bay East Farmland

Waiver of Solicitation under ICC 2.29.030B (12) Whidbey Camano Land Trust Implementation and Cooperative Agreement for Useless Bay East Farmland Project

Implementation and Cooperative Agreement with Whidbey Camano Land Trust for the Useless Bay East Farmland Project agricultural conservation easement (*RM-GSA-08-150*)

WWRP Project Agreement with Washington State Recreation and Conservation Office to work towards the purchase of an agricultural conservation easement on farmland within the Useless Bay Watershed on Whidbey Island (*RM-GSA-08-129*)

Ebey's Reserve Farmland – Phase 2 (Engle/Purdue)

Waiver of Solicitation under ICC 2.29.030B (12) Whidbey Camano Land Trust Implementation and Cooperative Agreement for Ebey's Reserve Farmland – Phase 2 (Engle/Purdue)

Implementation and Cooperative Agreement with Whidbey Camano Land Trust for the Ebey's Reserve Farmland – Phase 2 (Engle/Purdue) Project agricultural conservation easement (*RM-GSA-08-0159*)

WWRP Project Agreement with Washington State Recreation and Conservation Office to work towards the purchase of an agricultural conservation easement on farmland in Ebey's Reserve (*RM-GSA-08-127*)

Ebey's Reserve Farmland – Phase 1 (Boyer et al)

Waiver of Solicitation under ICC 2.29.030B (12) Whidbey Camano Land Trust Ebey's Reserve Farmland – Phase 1 (Boyer et al)

Implementation and operative Agreement with Whidbey Camano Land Trust for Ebey's Reserve Farmland – Phase 1 (Boyer et al) Project agricultural conservation easement (*RM-GSA-08-0160*)

Smith Prairie Farmland

Waiver of Solicitation under ICC 2.29.030B (12) Whidbey Camano Land Trust Smith Prairie Farmland

Implementation and Cooperative Agreement with Whidbey Camano Land Trust for Smith Prairie Farmland Project agricultural conservation easement (*RM-GSA-08-0161*)

GSA PROPERTY MANAGEMENT

Use and Occupancy Agreement between Island County Property Management and Island County Human Services for office space located in the Oak Harbor Family Resource Center; Amount: \$2,718.48 per year (*RM-GSA-08-0164*)

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HUMAN RESOURCES

Personnel Action Authorizations

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Human Services	134/08	Human Services Specialist	2408.14	New Position	09/15/08

HUMAN SERVICES

Contract Amendment No. 3 with Washington State Department of Social and Health Services Division of Developmental Disabilities decreasing contract amount. Amount: - \$16,688 (RM-HLTH-07-0106)

Contract Amendment No. 3 with Compass Health replacing Exhibit F Reimbursement and Budget Allocation. Amount: \$0 (RM-HLTH-07-0109)

PUBLIC WORKS

County Roads

Resolution C-90-08/R-37-08 In the Matter of Initiating a County Road Project designated as CRP 08-07, Work Order 289C; Terry's Corner- Phase 3 (*Resolution on file with the Clerk of the Board*)

Local Agency Agreement with Washington State Department of Transportation; Terry's Corner – Phase 3; SR 532-Sunrise Blvd-North Camano Drive; \$1,528,000.00 (Federal funds-\$1,208,130/Local Funds-\$319,870) (PW-0820-105)

Local Agency Federal Aid Project Prospectus with Washington State Department of Transportation; Terry's Corner – Phase 3 (PW-0820-106)

Contract and Contract Bond with Apply-A-Line, Inc. for the 2008 East Camano Drive Rumble Strips and Profiled Plastic Line-Camano Island; CRP 07-02. Amount: \$90,940 (PW-0820-94)

Consultant Agreement with Measurement Research Corporation for Pavement Survey and Multi-Year Rehabilitation Planning. Amount: \$59,537.19; Expiration February 27, 2009 (PW-0820-85)

Supplemental Agreement No. 1 with H.W. Lochner, Inc. for Transportation Plan Update; Extend completion date to March 31, 2009. (PW-0720-100(A))

Adopt-A-Road Litter Agreement – Renewal with NIOC-Whidbey Island; Oak Harbor Road from Ault Field Road to Oak Harbor City Limits.

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Public Hearing Scheduled – October 13, 2008 – 10:20 a.m.

Ordinance C-91-08/R-38-08 – Ordinance Rescinding a Ten Ton Load Limit on a Portion of Saratoga Road, Amending Island County Title X, Chapter 10.02 (*Ordinance on file with the Clerk of the Board*)

Public Hearing Scheduled – October 13, 2008 – 10:20 a.m.

Franchise #186(R) with Sunrise Hills Community Association for Existing Sewer Transport Line; Plat of Sunrise Hills (*PW-0820-103*)

Drainage

Contract/Contract Bond – PW-0820-104; Gary Harper Construction, Inc.; Saratoga Road 24-inch Pipe Installation, CDP 08-01; Work Order No. 431; \$121,798.00.

LIQUOR LICENSE

Application for Special Occasion Liquor License No. 091224 by the Camano Island Yacht Club for a special occasion to be held October 18, 2008 from 5:30 p.m. to 9:00 p.m. at the Camano Island Yacht Club, 129 N. Sunset Dr., Camano Island, WA

REGULAR AGENDA

PLP 153/06 BUD WELCOME AND B-BO LLC - EVENSTAR GLENN - FINAL LONG PLAT APPLICATION

Bobak Talebi, System Planner, Planning and Community Development, explained the application to be for a 20-lot long plat, 10.03 acres, in the Rural Residential zone of Holmes Harbor, Parcel No. R23034-017-0670. Preliminary approval was received July 10, 2007 with final approval submitted February 20, 2008. Having met all requirements staff recommends approval.

By unanimous motion the Board approved PLP 153/06 Bud Welcome and B-Bo LLC, Evenstar Glen, Final Long Plat Application as recommended.

PLP 268/07 PATTERSON PLAT, FINAL LONG PLAT APPLICATION

Ginger Burgess, Assistant Land Use Planner, explained PLP 268/07 as being a six-lot long plat on a 2.81 acre parcel in the Rural Residential zone, Parcel No. S6655-00-10001. Preliminary approval was received October 12, 2007 with final approval June of 2008. Having met all requirements staff recommends approval.

By unanimous motion the Board approved PLP 268/07 Patterson Plat – Final Long Plat Application as recommended.

LOW INCOME HOUSING - REQUEST FOR FULL RECONVEYANCE OF DEED OF TRUST FOR LOT 106, REDWING DIVISION 2

Elaine Marlow, Budget Director, explained that Habitat for Humanity sold the home built on Parcel No. S8008-02-00106-0 in Redwing Division 2 and now Habitat is asking for a reconveyance of the Deed of Trust. The home built on this lot was sold to a family at 31% of area median income.

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Commissioner McDowell remarked that Redwing was done by Bill Massey, the one person the Commissioner knows for sure who supports affordable housing with his pocketbook. There were several lots Mr. Massey made available in Redwing for affordable housing and often times such things are overlooked in what Mr. Massey does for the community.

By unanimous motion the Board approved the Request for Full Reconveyance of Deed of Trust for Lot 106, Redwing Division 2, with appreciation to Bill Massey.

PUBLIC HEARINGS

**HEARING HELD: CONSIDERATION OF AN OPEN SPACE TIMBER
LAND CURRENT USE PROGRAM APPLICATION – OPS 495/07**

At 10:20 a.m. as scheduled Chairman Dean opened a public hearing for the purpose of considering Open Space Timber Land Current Use Program Application OPS 495/07.

Jeff Tate, Director of Planning and Community Development, indicated that OPS 495/07 was submitted by Kelly Keilwitz who requests that portions of two parcels, R13115-380-2640 and R13115-333-2410, be placed into the Open Space Timber Land Current use program. Staff reviewed the request, which included a Timber Management Plan required under statute, and is recommending partial approval of the application request to place a portion of those two parcels into the Open Space Timber Land Current Use tax classification. The requirements for Open Timber are that there be a minimum of five acres in the tax program; i.e., five one-acre parcels or five acres of one ten-acre parcel. Parcel size is less important than what portion or what acreage actually goes into the tax program. Applicant requested that 7.4 acres be placed in the program out of 9.76 acres; staff is recommending that five acres be placed in the tax program.

The Chairman opened the public comment portion of the hearing and there being none, he closed public comment.

Commissioner McDowell asked Mr. Tate if Mr. Keilwitz was informed of staff's recommendation of partial approval to which Mr. Tate replied that Brandon Sweeza, Planner, informed Mr. Keilwitz of the decision prior to the public hearing. Mr. Keilwitz also received a copy of the staff report.

By unanimous motion the Board authorized conditional approval of OPS 495/07 by Kelly Keilwitz as presented that four acres on Parcel No. R13115-380-2640 and one acre on Parcel No. R13115-333-2410 be placed in the tax program.

**HEARING HELD: FRANCHISE #18(7) CITY OF OAK HARBOR FOR AN EXTENSION
OF AN EXISTING WATER DISTRIBUTION LINE ALONG BALDA ROAD**

Chairman Dean opened a public hearing to consider Franchise #18(7) with the City of Oak Harbor for an extension of an existing water distribution line along Balda Road.

Bill Oakes, Public Works Director, said franchise request #18(7) is located along Balda Road, Section 10, Township 32N, Range 1E and is an extension of the water service on Balda Road, approximately 600 feet. All responsible departments have reviewed the franchise and staff is recommending approval.

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Chairman Dean opened the public comment portion of the hearing and there being none, public comment was closed.

By unanimous motion the Board approved Franchise #18(7) City of Oak Harbor for an Extension of an Existing Water Distribution Line Along Balda Road.

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

**RESOLUTION C-92-08 IN THE MATTER OF PROMOTING A LOW IMPACT,
TRADITIONALLY-NORTHWEST TWO-ISLAND COMMUNITY BY ENCOURAGING
A REDUCTION IN WASTE AND GREENHOUSE GAS EMISSIONS THROUGH
GOVERNMENT OPERATIONS AND COMMUNITY EDUCATION, AS WELL AS
ENCOURAGING “SMART GROWTH” RURAL AND URBAN COMMUNITY
PLANNING**

Chairman Dean explained the resolution to be that of the Island County Council of Governments. It is a low-impact resolution, drafted by the Council of Governments and already approved by the Town of Coupeville and City of Oak Harbor, calling for smart growth concepts and commitments to try to manage energy consumption, waste, and vehicular admissions. An addendum to the resolution includes 10 things that the public can do both residents of the community and businesses.

Commissioner Bakke thanked Chairman Dean for his help to spearhead the effort believing it to be an excellent resolution that goes a step further to give members of the public some hard and fast ideas of actions that can be taken now.

By unanimous motion the Board approved Resolution C-92-08 In the Matter of Promoting a Low Impact, Traditionally-Northwest Two-Island Community by Encouraging a Reduction in Waste and Greenhouse Gas Emissions through Government Operations and Community Education, as well as Encouraging “Smart Growth” Rural and Urban Community Planning.

2009 BUDGET WORKSHOP

Budget Workshop began as scheduled at 11:00 a.m. Budget workshop times are approximate and may be adjusted. Budget notebooks for Board members’ use during budget workshops prepared by the Budget office are based on M&O and capital amounts at current levels. Department Heads and Elected Officials during budget workshops are to comment on requested increases and provide a brief explanation for the request. Budget narratives accompanied each department/office budget. Proposed budget and supplemental requests are taken under advisement by the Board with no final decisions expected as a result of budget workshops. Hand-outs are on file with the Clerk of the Board.

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Staff Present

Elaine Marlow, Budget Director

CENTRAL SERVICES

Presentation by: Cathy Caryl, Director

Ms. Caryl explained that the noted budget increases are due to additional configuration in the networking portion of her office.

Current Expense – Central Services

- Communication: UPS delivery charges are being distributed to the individual departments thereby eliminating that line. New addition of 2 Blackberry cell phones has increased line item.
- Repairs and Maintenance: Increase is due to LaserFiche SW maintenance and maintenance of new copier. Satori Mailroom toolkit no longer needed as large mailings are outsourced.

Current Expense – Telecommunication

- Internet/IGN/Network: DIS charges have increased due to use of VPN for connecting outlying buildings. Comcast is a new charge due to IGN/Internet split. User remote access through DIS VPN is also a new charge.
- Repairs and Maintenance: Phone switch maintenance decreased. New charge for Blackberry server and Blackberry licenses is a significant increase.
- Verizon/Scan/S. Whidbey/Camano: Due to increased traffic, forced to put the District Court/Jail Video Conferencing on a separate T1, hence the increase.

Supplemental Requests

- New position – Network Administrator Assistant who will be assigned to keep track of all off-the-shelf-maintenance as well as assisting the Network Administrator in continuing to maintain, improve, and expand the network and server base. Increase of \$64,000.
- Upgrade position of Administrative Assistant to level 9. Increase of \$3,600.

Follow-up: Commissioner Bakke asked that Ms. Caryl (1) look for places where the County could possibly gain efficiencies by interacting electronically with other Departments and (2) provide a projection of what can be expected with technology in the future.

ECONOMIC DEVELOPMENT COUNCIL

Presentation by: Sharon Hart, Executive Director

Legislation allows the Board to use an associated development organization in .09 consideration for funding.

Ms. Hart said the EDC is requesting of the Board the historic amount bundled in 2007 with no requested increases. She built the 2009 budget on the ADO network in the state along with extra funding received for the bi-ennium. The extra state funding used to add a couple of organizational improvements in the past will end, she believes, in the first six months of 2009 and it is doubtful the EDC's budget will survive at a historically high level through the next legislative session. Ms. Hart built in to the budget the extra \$20,000 she knows the state will provide and she went

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back to the historic levels of what the state has given in the past. The budget is less than last year for that reason and is based and predicated on the extra funding.

Ms. Hart reviewed with the Board the Economic Development Council's organizational accomplishments in 2008 and those expected for 2009.

The Board of County Commissioners recessed at Noon, participating in the regular meeting of the Island County Board of Health at 1:15 p.m. The Board of County Commissioners reconvened in Regular Session at 3:00 p.m. for continued budget workshops.

PUBLIC WORKS

Presentation by: Bill Oakes, Public Works Director

Beginning Fund Balance

(Jan. 1) Target \$5.1 million

- \$2.4 Million – Emergency
Based on 1996-97 flood/slide response and delay in FEMA reimbursement \$1.5 million adjusted to 2007 dollars
- \$2.7 Million – Cash Flow
Property tax – Spring and Fall
Construction season – in between

Budget Overview

- Asking for less
- No new staff
- Shift \$1 million annually from capital to maintenance to restore the paving program

Asking for less

- Slowdown in solid waste volumes
- Refocus the roads capital program
 - RAP funding one big project every two years
 - Focus on intersection safety improvements
 - Aggressively pursue what federal funds may be available to support the six year plan

Roads Capital 2008

- Camano Hill Road
- East Camano Safety Project
- County-wide Guardrail
- Coupeville Connecting Trail
- Maxwellton Trail
- Ault Field and Oak Harbor Intersection
- Rhododendron Trail

Roads 2008 Design/ROW

- E. Camano @ McElroy
- Frostad
- Terry's Corner

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Roads 2009 Revenue – \$16.7 M

- Property tax – 46%
- Capron – 29%
- Gas Tax – 12%
- Federal – 9%
- CAPP – 2%
- Other – 2%

Roads Capital 2009

- Terry's Corner
- West Beach Shoulder Project
- East Camano – McElroy Intersection
- Cavalero Park Road
- Frostad Possible Start
- County Wide
 - Shoulder widening
 - Safety – Guardrail & other

Road 2009 Design/ROW

- Woodard – Hwy Intersection
- East Harbor – Stewart Intersection
- Honeymoon Bay – Hwy Intersection
- Frostad Road

Storm Water CIP Revenue – \$600K

- Road Fund – 50%
- REET – 50%

Capital Drainage Fund

- New in 2009
- 190k of carryover from 2008
- 790K budget for 2009

2008 SWM Construction Projects

- Construction
 - Saratoga Road Culvert
 - Henni at Jones Outfall
- Right-of-way
 - Henni at Jones
 - Sunday at Jones

SWM Construction 2009

- Construction
 - Jones at Sunday Outfall
 - Sunset Culvert
- Right-of-Way
 - Elger Bay and East Camano Culverts
 - Honeymoon Bay Culvert

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Roads Operating

- Emergencies
- Maintenance
- Events

Paving and Oiling Program

- Reallocating a million dollars to restore the program

Bituminous Surface Treatment (BST) aka Chip Seal

- Seal Coat
- Ice abatement chips
- Fog Seal

Vegetation Management

- Equipment Purchased in late 2002
- 2003 First full year of mowing
- Tracking costs
 - Continue to look for efficiencies

Events

- Partnerships with City, Towns, State
- Public Works and Law Enforcement
 - Marathon
 - Tour de Whidbey
 - Triathlons, etc.
- Support local non-profit

ER&R - \$3.4 M

- Internal service fund
- Revenue from rental rates
 - Reviewed annually
- Maintain an emergency reserve \$900K
- Maintain an equipment replacement contingency
- Meet the annual materials and replacement costs

Solid Waste Budget - \$6.8 Million

- Tipping Fees - 90%
- Grants and others – 10%

Solid Waste 2008

- Camano Transfer Station
- Gas Extraction and Monitoring Improvements
- Recycling Improvements
- Wood waste pad
- Biosolids and water disposal

Solid Waste 2009

- Coupeville tipping floor expansion

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Public Works

- Administration
- Capital Project Management
- Funded by Roads, ER&R, Solid Waste, Projects, REET, Current Expense

Public Works 2008

- Haller Street Parking
- Nursing Building Remodel
- Jail Controls

Public Works 2009

- Bridge to Oak Harbor Bike Route
- Revise the trails plan
- Fairgrounds RV station
- Tennis courts
- Camano Annex Design
- Skagit Valley Hospital Project

Diking District #4

- Routine Maintenance Programmed

What is around the corner

- Residential Recycling – pick-up
- Petroleum and Materials Prices
- Level of Service demands
- Tremendous Demand for Drainage Fixes

There being no further business to come before the Board the meeting adjourned at 3:37 p.m.
The Board will meet next in Regular Session on October 6, 2008 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

John Dean, Chairman

Phillip Bakke, Member

Wm. L. McDowell, Member

ATTEST:

Elaine Marlow, Clerk of the Board