

## ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE JANUARY 15, 2025

Those interested in attending the meeting virtually may use the following link:

<https://zoom.us/j/98750832914?pwd=3eNmGtLyPYwKV5qvVHv4tc207uylo3.1>

or for voice only, **Dial by your location:** (253) 215-8782

**Meeting ID:** 987 5083 2914 **Passcode:** 777859

10:00 a.m.	Public Works
10:10 a.m.	Information Technologies
10:30 a.m.	Budget - Broadband
10:50 a.m.	Treasurer
11:10 a.m.	Human Services

The Board of County Commissioners meets routinely in Work Session the first three Wednesdays of each month. Work Sessions are held in the Annex Building, Board of County Commissioners' Hearing Room, #B102, 1 NE 6<sup>th</sup> Street, Coupeville, WA.

Work Sessions are public meetings that provide an informal workshop format opportunity for the Board to review ongoing items with departments or to meet with other agencies, committees, or groups to discuss specific topics of mutual interest. Items are typically reviewed at Work Session before being scheduled on the agenda for the Board's regular Tuesday business meetings.

While Work Sessions do not have time set aside for verbal public comment, written public comment is welcomed and can be directed to the Clerk of the Board by submitting comments to [CommentBOCC@islandcountywa.gov](mailto:CommentBOCC@islandcountywa.gov). If you have questions regarding public comment, you may call (360) 679-7385. Written public comments are considered a public record.

Times for each department are approximate; a time slot scheduled for a specific department may be revised as the Work Session progresses. Because of the workshop format and time sensitivity, certain items, topics, and materials may be presented that are not included in the published agenda. **If you are interested in reviewing those documents, please contact the Clerk of the Board at (360) 679-7354.**

**ASSISTIVE LISTENING AVAILABLE:** Please contact the clerk for an assistive listening device to use during the meeting. Please return the device at the end of the meeting.

**NOTE:** Audio recordings are posted within 48 hours of the meeting date. To listen to the recording visit the [Agenda Center](#) on the Island County website.



## ISLAND COUNTY PUBLIC WORKS

### WORK SESSION AGENDA

MEETING DATE: 1/15/2025

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To: **Melanie Bacon, Chair**  
**Board of Island County Commissioners**  
  
From: **Fred Snoderly, Director**

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Amount of time requested for agenda discussion. **10 minutes**

**DIVISION: Solid Waste**

**Agenda Item No.: 1**

**Subject: Backhoe Purchase**

**Description:** A John Deere 410P backhoe is currently approved for purchase on the 2025 Capital Projects list, for the purpose of handling and compacting solid waste at the Camano Island transfer station. The estimated cost one year ago was \$199,617 and the current cost is \$233,517.73. Since the new cost exceeds 20% of the original estimate, approval is requested.

**Attachment: Memorandum, Purchase Order 14606**

**Request: (Check boxes that apply)**

<input checked="" type="checkbox"/> Move to Consent	<input type="checkbox"/> Move to Regular
<input type="checkbox"/> None/Informational	<input type="checkbox"/> Schedule a Public Hearing
<input type="checkbox"/> Signature Request	<input type="checkbox"/> Other: _____

**IT Review:** Not Applicable

**Budget Review:** Complete

**P.A. Review:** Complete



## Island County Public Works

*Fred Snoderly, Director*

*James Sylvester, Assistant Director*

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1 NE 7<sup>th</sup> Street, Coupeville, WA 98239 | [www.islandcountywa.gov](http://www.islandcountywa.gov)

Ph: Whidbey 360-679-7331 | Camano 360-387-3443 | S Whidbey 360-321-5111

Email: [F.Snoderly@islandcountywa.gov](mailto:F.Snoderly@islandcountywa.gov) | [J.Sylvester@islandcountywa.gov](mailto:J.Sylvester@islandcountywa.gov)

## M E M O R A N D U M

January 15, 2025

TO: Board of County Commissioners

FROM: James Sylvester, Assistant Public Works Director

RE: Backhoe Purchase

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A John Deere 410P backhoe is currently approved for purchase on the 2025 Capital Projects list, for the purpose of handling and compacting solid waste at the Camano Island transfer station. The estimated cost one year ago was \$199,617 and the current cost is \$233,517.73. Since the new cost exceeds 20% of the original estimate, approval is requested.



## PURCHASE ORDER

14606

## Island County

## PUBLIC WORKS

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## Department

1 NE 7th St.  
Coupeville, WA 98239  
(360) 678-5111

Order date 11/22/2024 Contact Phone # 360 -679-7387  
Ordered by Todd Davis Approved By \_\_\_\_\_  
Requested for Solid Waste  
Approved  \_\_\_\_\_ Melanie Bacon,BOICC Chair  
Fred Snoderly,Director

Vendor Name Pape Machinery Contact Person Tyson Van Dam  
Address 420 E Hickox Rd Mount Vernon, WA 98273  
Phone (360) - 424 - 3291 Fax \_\_\_\_\_  
Federal Tax ID # \_\_\_\_\_

**This purchase order is for**  **Goods**  **General Services**  **Professional Services**  **Public Works Construction**

Risk Manager Contract # **RM-PW-2024-450** PW-2024-133 Risk Manager Signature

Vendors & Quotes Per ICC 2.30A.020 & 2.30A.050      1) Pape Machinery \$233,517.13      2) \_\_\_\_\_  
3)      4)      5)

Remarks / Attachments **Sourcewell Contract # 032119 - JDC**

*I have read and agree to the terms of this Purchase Order (front, back, and any attachments).*

(VENDOR MUST RETURN SIGNED ORDER BEFORE GOODS ARE RENDERED)

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Vendor Signature

Date

Freight	
Tax	\$18,887.42
<b>TOTAL</b>	<b>\$233,517.13</b>

## **PURCHASE ORDER STANDARD TERMS AND CONDITIONS**

The purchase order contract includes the following terms and conditions and includes, but is not limited to the invitation to bid, request for quotations, specifications, plans and published rules and regulations of Island County Ordinances and the laws of the State of Washington, which are hereby incorporated by reference.

- 1) CHANGES:** No alteration in any of the terms, conditions, delivery, price, quality, quantities, or specifications of this order will be effective without written consent of the department purchasing the materials/services.
- 2) DELIVERY:** For any exception to the delivery date as specified on this order, Vendor shall give prior notification and obtain written approval thereto from the department purchasing the materials/services. With respect to delivery under this order, time is of the essence and the order is subject to termination for failure to deliver as specified. The acceptance by the Purchaser of late performance with or without objection or reservation shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by Vendor.
- 3) PAYMENTS, CASH DISCOUNT, LATE PAYMENT CHARGES:** Invoices will not be processed for payment nor will the period of computation for cash discount commence until receipt of a properly completed invoice or receipt of invoiced items, whichever is later. If an adjustment in payment is necessary due to damage or dispute, the cash discount period shall commence on the date final approval for payment is authorized.
- 4) SHIPPING INSTRUCTIONS:** Unless otherwise specified, all goods are to be shipped prepaid, FOB Destination. Where shipping addresses indicate room numbers, it will be up to the Vendor to make delivery to that location at no additional charge. Where specific authorization is granted to ship goods, FOB shipping point, Vendor agrees to prepay all shipping charges, route as instructed or if instructions are not provided, route by cheapest common carrier, and to bill the Purchaser as a separate item on the invoice for said charges. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that the Purchaser reserves the right to refuse COD shipments.
- 5) REJECTIONS:** All goods, materials/services purchased herein are subject to approval by the Purchaser. Any rejection of goods, materials/services resulting because of nonconformity to the terms and specifications of this order, whether held by the Purchaser or returned, will be at Vendor's risk and expense.
- 6) IDENTIFICATION:** All invoices, packing lists, packages, shipping notices, instruction manuals, and other written documents affecting this order shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this order, indicating the contents therein.
- 7) INFRINGEMENTS:** Vendor agrees to protect and save harmless the Purchaser against all claims, suits or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation, or use of goods and materials ordered, and to assume all expenses and damages arising from such claims, suits or proceedings.
- 8) WARRANTIES:** Vendor warrants that articles and services under this order conform to specifications herein and are fit for the purpose for which such goods or services are ordinarily employed, except that if a particular purpose is stated, the material and/or service must then be fit for that particular purpose.
- 9) TAXES:** Unless otherwise indicated, the Purchaser agrees to pay all State of Washington sales or use tax. No charge by Vendor shall be made for federal excise taxes and the Purchaser agrees to furnish Vendor, upon acceptance of articles or services supplied under this order, with an exemption certificate.
- 10) LIENS, CLAIMS AND ENCUMBRANCES:** Vendor warrants and represents that all the goods and materials and services ordered herein are free and clear of all liens, claims and encumbrances of any kind.
- 11) RISK OF LOSS:** Regardless of FOB point, Vendor agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury or destruction shall not release Vendor from any obligation hereunder.
- 12) HOLD HARMLESS:** Vendor shall protect, defend, and indemnify, and save the Purchaser harmless from and against any damage, cost, or liability for any injuries to persons or property arising from acts or omissions of Vendor, his employees, agents, or subcontractors, howsoever caused. When applicable, and upon request by Purchaser, Vendor will provide certificate(s) of insurance.
- 13) PRICES:** If the price is not stated on this order, it is agreed that the goods shall be billed at the price last quoted or paid, or the prevailing market price, whichever is lower.
- 14) TERMINATION:** In the event of breach by Vendor of any of the provisions of this contract, the Purchaser reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to Vendor. Vendor shall be liable for damages suffered by the Purchaser resulting from Vendor's breach of contract.
- 15) NONDISCRIMINATION AND AFFIRMATIVE ACTION:** The Vendor agrees not to discriminate any client, employee or applicant for employment or services because of race, creed, color, national origin, sex, sexual orientation, marital status, age or the presence of any sensory, mental or physical handicap, honorably discharged veteran or military status or the use of a trained dog guide or service animal by a person with a disability, with regard to, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation; selection for training; rendition of services. It is further understood that any Vendor who is in violation of the clause or an applicable Affirmative Action Program shall be barred forthwith from receiving awards of any purchase order from the County unless a satisfactory showing is made that discriminatory practices or noncompliance with applicable Affirmative Action Programs have terminated and that a recurrence of such acts is unlikely. Vendor must comply with the Americans with Disabilities Act of 1990.
- 16) DEFAULT:** The Vendor covenants and agrees that in the event suit is instituted by the Purchaser for any default on the part of the Vendor, and the Vendor is adjudged by a court of competent jurisdiction to be in default, the Vendor shall pay to the Purchaser all costs, expenses expended or incurred by the Purchaser in connection therewith, and reasonable attorney's fees. The Vendor agrees that the Superior Court of the State of Washington shall have jurisdiction over any such suit, and that venue shall be laid in Island County.
- 17) BRANDS:** When a special brand is named it shall be construed solely for the purpose of indicating the standard of quality, performance, or use described. Brands of equal quality, performance, and use shall be considered, provided Vendor specifies the brand and model and submits descriptive literature, when available. Any bid containing a brand which is not equal quality, performance or use specified must be represented as an alternate and not as an equal, and failure to do shall be sufficient reason to disregard the bid.
- 18) ACCEPTANCE: THIS ORDER EXPRESSLY LIMITS ACCEPTANCE TO THE TERMS AND CONDITIONS STATED HEREIN. ALL ADDITIONAL OR DIFFERENT TERMS PROPOSED BY VENDOR ARE OBJECTED TO AND HEREBY REJECTED, UNLESS OTHERWISE PROVIDED IN WRITING BY THE DEPARTMENT THAT IS PURCHASING THE MATERIALS/SERVICES.**
- 19) HANDLING:** No charges will be allowed for handling which includes, but is not limited to packing, wrapping, bags, containers, or reels, unless otherwise stated herein. (optional)

Quote Id: 31961683

Prepared For:  
**ISLAND COUNTY SOLID WASTE**



**JOHN DEERE**

Prepared By: **TYSON VAN DAM**

Pape Machinery, Inc.  
420 East Hickox Road  
Mt Vernon, WA 98273

Tel: 360-424-3291  
Fax: 360-424-3296  
Email: [tvandam@papemachinery.com](mailto:tvandam@papemachinery.com)

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### Quote Summary

**Prepared For:**

ISLAND COUNTY SOLID WASTE  
 1 NE 7TH ST  
 COUPEVILLE, WA 98239  
 Home: 360-679-7340  
 Business: 360-679-7340  
 KJ.FRAZIER@ISLANDCOUNTYWA.GOV

**Prepared By:**

TYSON VAN DAM  
 Pape Machinery, Inc.  
 420 East Hickox Road  
 Mt Vernon, WA 98273  
 Phone: 360-424-3291  
 tvandam@papemachinery.com

*This sale is subject to Papé's Terms and Conditions of Sale effective on the date hereof, which are incorporated in full by this reference. The Terms and Conditions of Sale are available at [www.pape.com/terms](http://www.pape.com/terms), and will also be sent by mail or e-mail to the purchaser upon request.*

**Quote Id:** 31961683  
**Created On:** 11 November 2024  
**Last Modified On:** 12 November 2024  
**Expiration Date:** 22 January 2025

**Equipment Summary**

JOHN DEERE 410 P-Tier Backhoe

**Selling Price**

**Qty**

**Extended**

Loader - TBD

\$ 214,629.72 X

1 =

\$ 214,629.72

Extended Warranty

Extended Warranty, 410 P,  
 Comprehensive, 5000 Total Hours or 60  
 Total Months, \$200 Deductible

\*410P (17E0T) - Prepaid JD Protect -  
 Papé+ (Const) - 0 to 3000hrs  
 [FXXXXXX--]

**Sub Total**

\$ 214,629.72

**Equipment Total**

\$ 214,629.72

	<b>Quote Summary</b>
*Travel Included	Equipment Total \$ 214,629.72
	SubTotal \$ 214,629.72
	Sales Tax - (8.80%) \$ 18,887.42
	Total \$ 233,517.14
	Down Payment (0.00)
	Rental Applied (0.00)
	<b>Balance Due</b> \$ 233,517.14

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Quote Id: 31961683

Customer: ISLAND COUNTY SOLID WASTE

## JOHN DEERE 410 P-Tier Backhoe Loader - TBD

Hours:

Stock Number:

Code	Description	Qty
17E0T	410 P-tier Backhoe Loader	1
<b>Standard Options - Per Unit</b>		
183E	JDLink™	1
0202	United States	1
0259	English	1
0351	Translated Text Labels	1
1003	Cab	1
3009	Autoshift Transmission - Mechanical Front Wheel Drive (MFWD) with Limited Slip Differential	1
4006	John Deere 4.5L - FT4/Stage IV	1
5250	Galaxy 21L-24 12PR Rear & 12.5/80-18 10PR Front	1
6154	Dual Batteries with Disconnect, Jump Post, and Engine Block Heater	1
6577	1250 lb. (567 kg.) Front Counterweight	1
6752	Extendible Dipperstick	1
7002	Auxiliary Hydraulics with One & Two Way Flow (Hammer & Thumb/Swinger)	1
7028	Pilot Controls, Two Lever, with Pattern Selection	1
7040	Three-Function Loader Hydraulics, Single Lever	1
7700	Less Coupler - Less Thumb	1
7800	Less Backhoe Bucket with Bucket Pins	1
7861	Multi-Purpose Bucket	1
8062	Backhoe Boom Protection Plate	1
8075	Diagnostic Oil Sampling Ports	1
8096	Premium Mirror Option - Exterior Rear View Mirrors (2) and Front View Mirror (1)	1
8109	Sun Visor	1
8115	MFWD Driveshaft Guard	1
8126	Heavy-Duty Grille Frame	1
8146	Left Side Console Storage with Cup Holders	1
8165	Auto Ride Control	1
8183	Radio, Aptiv Premium Package	1

# Selling Equipment

**Quote Id:** 31961683**Customer:** ISLAND COUNTY SOLID WASTE

8207	Seat, Cloth Air-Suspension	1
8213	Chrome Exhaust Extension	1
8226	Strobe Light with Magnetic Mount	1

**Dealer Attachments**

POMPS	FOAM FILL ALL 4 TIRES	1
WERK-BRAU	WERK-BRAU 24" CLAM BUCKET	1
DEERE	MANUALS	1

## Extended Warranty Proposal

## PowerGard™ Protection Plan

### Backhoes

Date : November 12, 2024

#### Machine/Use Information

Manufacturer	JOHN DEERE	Plan Type:	Extended Warranty	Deductible:	\$ 200
Equipment Type	Backhoes	Coverage:	Comprehensive	Quoted Price	\$ 0.00
Model	410 P	Total Months:	60		
Country	US	Total Hours:	5000		
MFWD/Tracks	N				

### Scraper Use

Extended Warranty is available only through authorized John Deere Dealers for John Deere Products, and may be purchased at any time before the product's Standard Warranty, or Extended Warranty expires.

#### Extended Warranty Proposal Prepared for:

I have been offered this extended warranty and

Customer Name - Please Print

I ACCEPT the Extended Warranty  
 I DECLINE the Extended Warranty

Customer Signature

If declined, I fully understand that any equipment listed above is not covered for customer expenses due to component failures beyond the original basic warranty period provided by John Deere.

**Note :** This is not a contract. For specific Extended Warranty coverage terms and conditions, please refer to the actual Extended Warranty contract for more information and the terms, conditions and limitations of the agreement.

#### What Extended Warranty is :

The Extended Warranty Program is for the reimbursement on parts and labor for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Construction and Forestry equipment, who purchase the Extended Warranty Plans for the desired coverage as indicated in this proposal.

#### What Extended Warranty is not :

Extended Warranty is not insurance. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income during or after an equipment failure. See the actual product-specific Extended Warranty agreement for a complete listing of covered components, and limitations and conditions under the program.

#### Features/Benefits:

- Extended Warranty includes the following features and benefits under the program :
- Pays for parts and labor costs incurred on failed covered components (less any applicable deductibles),
- Does not require pre-approval before repairs are made by the authorized John Deere dealership,
- Payments are reimbursed directly to the dealership with no prepayment required by the contract holder.






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 MACHINERY
 

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 Camano Island Transfer Station  
 24 NE Camano Drive  
 Camano, WA 98282  
 Quote Date: 11-12-2024

**PRICING BASED ON SOURCEWELL CONTRACT # 011723-JDC**

NEW JOHN DEERE, MODEL 410P BACKHOE LOADER \$257,909.00  
 FACTORY SPECIFICATIONS ATTACHED  
 LESS SOURCEWELL DISCOUNT (41%) **(\$105,742.69)**  
 MACHINE PRICE AFTER SOURCEWELL DISCOUNT \$152,166.31

**ADDITIONAL COST**

WERK-BRAU 24" POWER GRIP BUCKET FOR BACKHOE SIDE	
PG06-24-9T-5212 WITH PINS	\$11,350.00
GCR FOAM FILL FOR REAR TIRES	\$7,650.00
DEERE 5 YEAR OR 5000 HOUR COMPREHENSIVE WARRANTY	\$8,107.77
FREIGHT AND DELIVERY	\$7,700.00
PAPE PRE-DELIVERY, DELIVERY INSPECTION, TIRE INSTALL	
PARTS AND SERVICE MANUALS, INSTALL STROBE LIGHT, MISCELLANEOUS	\$3,820.00
BLUE STAR RE-LUG OF BUCKET,	\$3,198.05
BUCKET AND HYDRAULIC HOSE LINES INSTALL	\$5,264.10
3000 HOUR PREVENTATIVE MAINTENANCE INCLUDES TRAVEL	\$15,373.49

<b>Configured Price</b>	\$214,629.72
SALES TAX at 8.8% (ISLAND COUNTY DELIVERY)	<u>\$18,887.42</u>
<b>TOTAL SALES PRICE</b>	<u>\$233,517.13</u>

Tyson Van Dam  
 Pape Machinery  
 420 E Hickox Rd  
 Mount Vernon, WA 98273 (360)-661-1510  
 tvandam@papemachinery.com  
 www.papemachinery.com





**ISLAND COUNTY INFORMATION TECHNOLOGY**

**WORK SESSION AGENDA**

**MEETING DATE: 1/15/2025**

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**To:** **Melanie Bacon, Chair**  
**Board of Island County Commissioners**

**From:** **Dean Lambourn, Director**

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**Amount of time requested for agenda discussion. 20 minutes**

**DIVISION:** Not Applicable

**Agenda Item No.:** 1

**Subject:** Software Review – PACS – Property Appraisal and tax Collection Software

**Description:** Review functionality, performance, and plan for future of PACS assessment and taxation software.

**Attachment:** None

**Request:** (Check boxes that apply)

<input type="checkbox"/> Move to Consent	<input type="checkbox"/> Move to Regular
<input checked="" type="checkbox"/> None/Informational	<input type="checkbox"/> Schedule a Public Hearing
<input type="checkbox"/> Signature Request	<input type="checkbox"/> Other: _____

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable



## ISLAND COUNTY BUDGET/RISK

### WORK SESSION AGENDA

MEETING DATE: 1/15/2025

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To: **Melanie Bacon, Chair**  
Board of Island County Commissioners  
From: Susan Geiger, Director

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Amount of time requested for agenda discussion. 20 minutes

**DIVISION:** Administrative

**Agenda Item No.:** 1

**Subject:** Letters of Support for BEAD (Broadband Equity Access and Deployment) Project Area Applicants

**Description:** The template letter of support was developed in collaboration with Broadlinc as part of the partnership to prepare for BEAD. The letter identifies who the applicant is, which project area(s) they are applying for. Each letter is provided upon the request of the BEAD applicant.

**Attachment:** BEAD Letter of Support template

**Request:** (Check boxes that apply)

<input checked="" type="checkbox"/> Move to Consent	<input type="checkbox"/> Move to Regular
<input type="checkbox"/> None/Informational	<input type="checkbox"/> Schedule a Public Hearing
<input type="checkbox"/> Signature Request	<input type="checkbox"/> Other: _____

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable



## Island County Board of Commissioners

1 NE 7<sup>th</sup> Street, Coupeville, WA 98239

Ph: Whidbey 360-679-7354 | From S Whidbey 360-321-5111 | Camano 360-387-3443

Email: [bicc@islandcountywa.gov](mailto:bicc@islandcountywa.gov) | [www.islandcountywa.gov](http://www.islandcountywa.gov)

January 15, 2024

### Letter of Support for [ISP Name]'s BEAD Funding Application for Project Area [#]

To the Washington State Broadband Office,

On behalf of Island County, I am pleased to express our strong support for [ISP Name]'s application for the Broadband Equity, Access, and Deployment (BEAD) funding grant administered by the National Telecommunications and Information Administration (NTIA).

As a county government with a semi-rural population and limitations on buildable lands, we understand the critical need for reliable, high-speed internet. [ISP Name]'s application for BEAD Project Area [#] within Island County aligns with our mission to close the digital divide and bring equitable broadband services to our community.

We would also like to acknowledge [ISP Name]'s active participation in the Island County Broadband Action Team (BAT). They have been a valuable partner in our efforts to identify local broadband needs, share information, and develop strategic solutions. This involvement underscores their dedication to serving our community and ensuring that residents in underserved areas have access to the digital resources they need.

[ISP Name] is a capable partner, committed to delivering high-quality, affordable, and reliable internet services and we are fully supportive of their application for BEAD funding. Should you require any additional information or further assistance, please feel free to contact us at [bicc@islandcountywa.gov](mailto:bicc@islandcountywa.gov).

Thank you for your dedication to advancing broadband access across Washington State.

Sincerely,

Melanie Bacon, Chair  
Board of County Commissioners  
Island County, Washington

ATTEST:

Jennifer Roll, Clerk of the Board



**ISLAND COUNTY TREASURER**

**WORK SESSION AGENDA**

**MEETING DATE: 1/15/2025**

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**To:** **Melanie Bacon, Chair**  
**Board of Island County Commissioners**  
**From:** **Tony Lam, Treasurer**

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**Amount of time requested for agenda discussion. 20 minutes**

**DIVISION:** Administrative

**Agenda Item No.:** 1

**Subject:** December 2024 Treasurer's Report

**Description:** Financial & Treasury Activity for the month of December 2024

**Attachment:** December Treasurer's Report

**Request:** (Check boxes that apply)

<input type="checkbox"/> Move to Consent	<input type="checkbox"/> Move to Regular
<input checked="" type="checkbox"/> None/Informational	<input type="checkbox"/> Schedule a Public Hearing
<input type="checkbox"/> Signature Request	<input type="checkbox"/> Other: _____

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable

**Treasurer's Monthly Report**  
 Financial Data as of December 31, 2024  
 To be presented at Work Session January 15, 2025

- Investment Rates and Balances as of December 31, 2024:

DESCRIPTION	RATE
ICT Investment Pool	2.81%
WA State Treasurer LGIP	4.61%
US Treasury, 3 month	4.32%
US Treasury, 6 month	4.26%
US Treasury, 1 year	4.12%
US Treasury, 2 year	4.22%
US Treasury, 3 year	4.25%
US Treasury, 4 year	4.32%
US Treasury, 5 year	4.35%

County (Residual) Investment in ICTIP	43%	\$123,535,511
Junior Taxing Districts' Investment in ICTIP	57%	\$163,018,966
Island County Treasurer's Investment Pool		\$286,554,477

- Cash Held for Daily Needs in Depositaries:

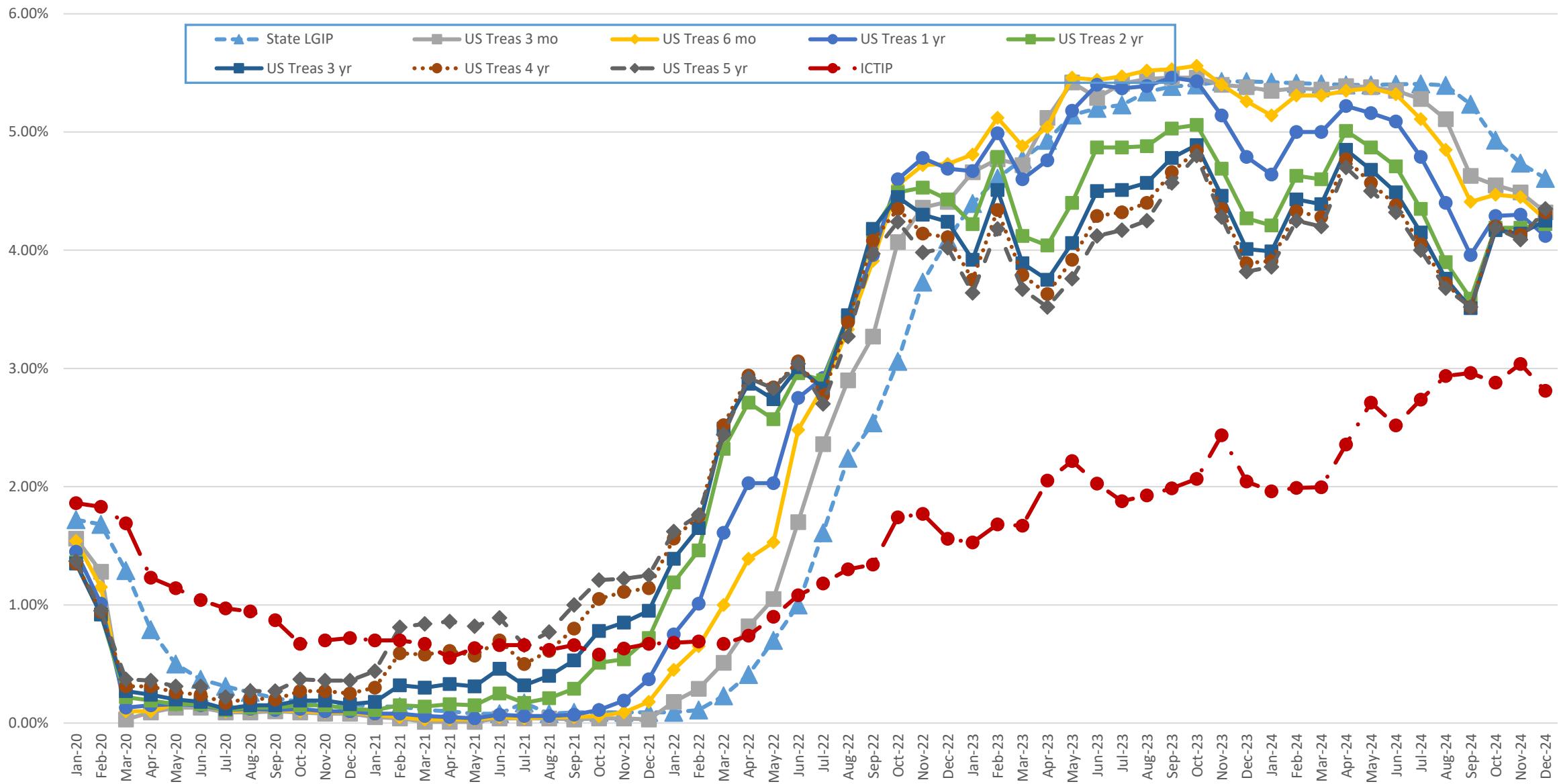
Key Bank	\$ 8,707,240
Whidbey Island Bank	\$ 2,484,843
Total Cash Balances	\$ 11,192,083

- 24% of our investment pool is invested in the WA ST LGIP, and 48% is < 1-year maturity (assuming no calls). In July 2024, two taxing districts issued bonds totaling approximately \$45MM for which they will expense within a year. These bond proceeds account for the large increase invested in the WA ST LGIP.
- As of December 31<sup>st</sup>, the 2024 property tax levies for Current Expense, Roads, and Conservation Futures were 97.83% collected. The comparable 2023 YTD collections in December 2023 was 97.96%.
- Foreclosure Update – 2024 started with 118 properties subject to foreclosure. The 2024 Certificate of Delinquency was filed August 5<sup>th</sup>. The final count of 10 properties were auctioned online on Dec 3<sup>rd</sup> and 11<sup>th</sup>. 9 Properties were sold, and 1 property will be transferred to Tax Title.

Description (Totals)	Amount
Minimum Bid	65,973
Sales Proceeds	664,545
Surplus	598,573

- The number of REET affidavits processed in December was 272 compared to 217 in November and 268 in December 2023. The County's portion of excise revenue was \$326,864 in December, on sales of \$79 MM. This REET activity resulted in Island County YTD excise revenue of **\$39,000 less** than for the same period in 2023, **\$0.9M less** than in 2022, and **\$2.2 MM less** than in 2021.

## Investment Earnings Rate Comparison, January 2020 - December 2024

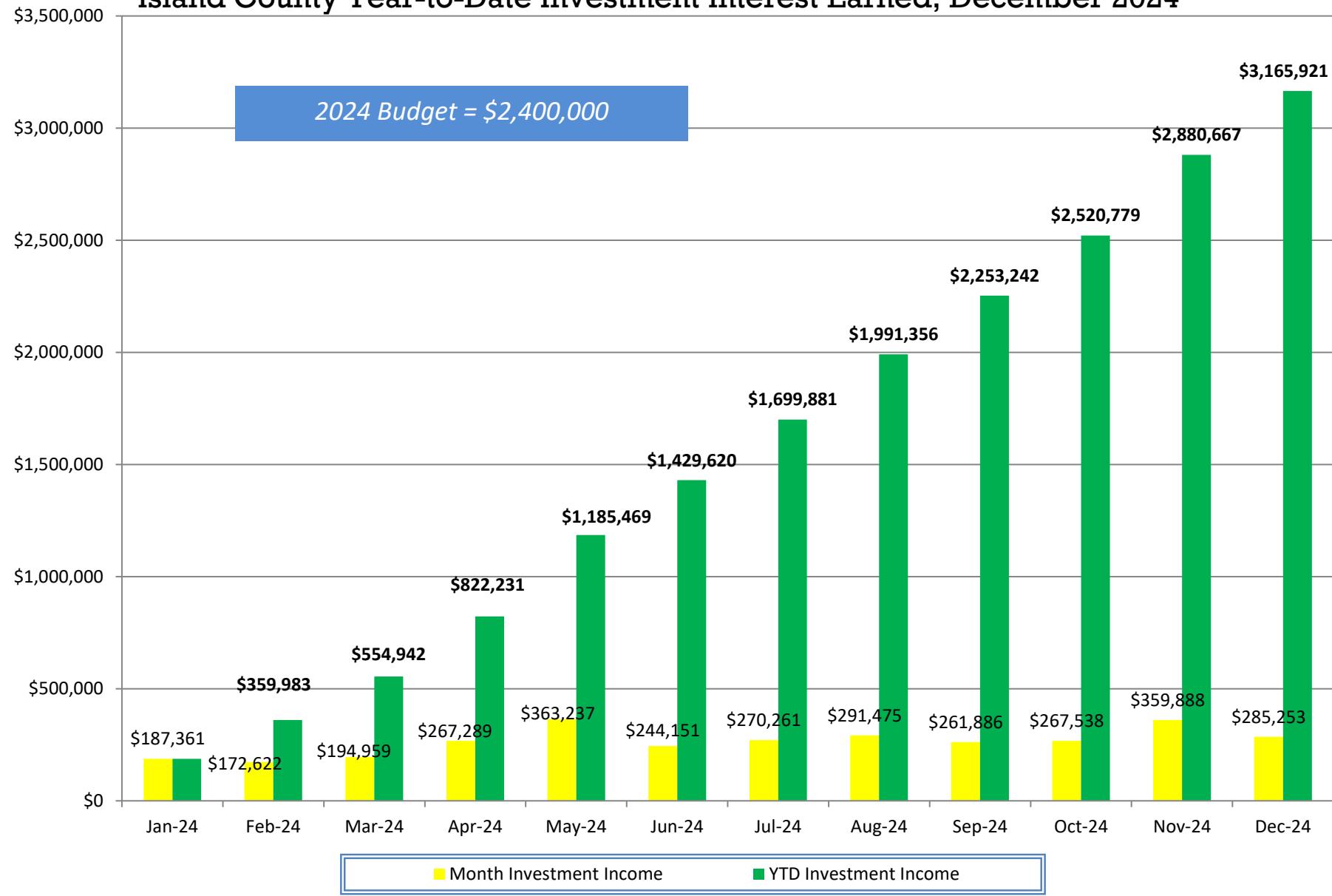


**Island County Treasurer's Investment Pool  
Participant Investment Balances by Fund  
December 31, 2024**

<b>Fund#</b>	<b>Fund Description</b>	<b>Par Value</b>
621	FREELAND WATER/SEWER RESERVE	485,000.00
626	FIRE DISTRICT #5 SICK LEAVE	156,933.43
628	FIRE DISTRICT #1 TRUST	21,800.00
629	FIRE DISTRICT #1 MAINTENANCE	4,878,000.00
631	S201 GENERAL	1,724,467.00
632	S201 ASB	928,652.00
633	S201 TRANS VEHICLE	140,362.00
634	S201 BOND REDEMPTION	160,913.00
635	S201 CAPITAL PROJECT	3,170,423.00
637	FIRE DISTRICT #2 EXPENSE	2,945,000.00
638	FIRE DISTRICT #3 EXPENSE	1,708,387.51
640	FIRE DISTRICT #5 MAINTENANCE	3,242,874.00
642	FIRE DISTRICT #1 BOND REDM	42,577.00
643	FIRE DISTRICT #5 CAPITAL	2,733,445.00
644	FIRE DISTRICT #5 BOND	5,000.00
647	SO WHID PARK REC MAINTENANCE	632,526.09
648	NO WHID POOL PARK REC BOND	230.40
649	NO WHID POOL PARK REC RESERVE	41,669.34
651	CEMETERY DISTRICT #1	70,000.00
652	CEMETERY DISTRICT #2	400,000.00
653	PORT COUPEVILLE MAINTENANCE	800,000.00
654	PORT SOUTH WHIDBEY	456,000.00
655	PORT MABANA MAINTENANCE	28,300.00
657	PORT SOUTH WHIDBEY BOND	389,449.20
677	S204 TRANS VEHICLE	40,199.00
679	S204 BUILDING	2,150,000.00
683	S206 GENERAL FUND	2,500,000.00
684	S206 ASB	85,000.00
685	S206 TRANSPORTATION VEHICLE	509,500.00
687	S206 BUILDING (CP)	28,000,000.00
688	S206 CAPITAL PROJECT (CA)	2,480,000.00
690	S206 NONEXP TRUST	800,000.00
696	SARATOGA BOND RESERVE	212,193.49
697	PORT COUPEVILLE IDD FUND	1,839,000.00
701	CLINTON WATER MAINTENANCE	135,334.17
705	LONG BEACH MAINTENANCE	20,129.51
707	PENN COVE MAINTENANCE	1,070,000.00
719	BAYVIEW BEACH EMERGENCY	162,500.00
720	CLINTON WATER CONSTRUCTION	24,160.30
722	LONG BEACH CONSTRUCTION	69,870.49
723	LAGOON POINT CAPITAL	850,000.00
725	CAMANO VISTA CAPITAL IMP	166,000.00
726	FIRE DISTRICT #3 CONTINGENCY ACCT	170,707.00
727	FIRE DISTRICT #3 RESERVE ACCT	53,219.00
728	BAYVIEW BEACH SFR WATERLINE	46,113.00
729	CLINTON BOND	1,590.83
730	CROCKETT LAKE CONSTRUCTION	360,000.00
739	JUNIPER BEACH MAINTENANCE	200,000.00
741	SO WHID PARK REC CONSTRUCTION	14,746,000.00
742	FREELAND CONSTRUCTION	1,710,000.00
755	ISLAND TRANSIT/PTBA	67,000,000.00
758	PENN COVE CONSTRUCTION	1,070,000.00
760	CLINTON WATER CAPITAL	348,743.04
761	ADMIRALS COVE CAPITAL IMPROVEMENT	580,000.00
763	SWANTOWN CAPITAL	175,000.00
764	SCATCHET HEAD WATER EMERGENCY	118,915.00
765	LEDGEWOOD BEACH CAPITAL	463,500.00
766	BAYVIEW BEACH CONSTRUCTION	195,642.00
769	CLINTON WATER SEWER	497.45
771	FIRE DISTRICT #1 CAPITAL FACIL	1,716,871.44
772	HOLMES HARBOR TRUST LOAN	77,152.00
775	SO WHID PARKS & REC RESERVE	526,788.00
776	FIRE DISTRICT #1 CAPITAL	2,975,923.83
777	FIRE DISTRICT #1 RESERVE	3,630,123.00
783	ADMIRALS COVE EMERGENCY RES	50,000.00
785	HOLMES HARBOR CAPITAL IMP	60,603.00
786	HOLMES HARBOR REPLACEMENT	87,482.00
788	NO WHID POOL PARK & REC CAPITAL	3,230.65
789	CLINTON WTR DIST ENCUMBER ACCT	333,668.89
795	CROCKETT LAKE EMERGENCY RES	41,300.00
920	RESIDUAL (ISLAND COUNTY)	123,535,511.16

**286,554,477.22**

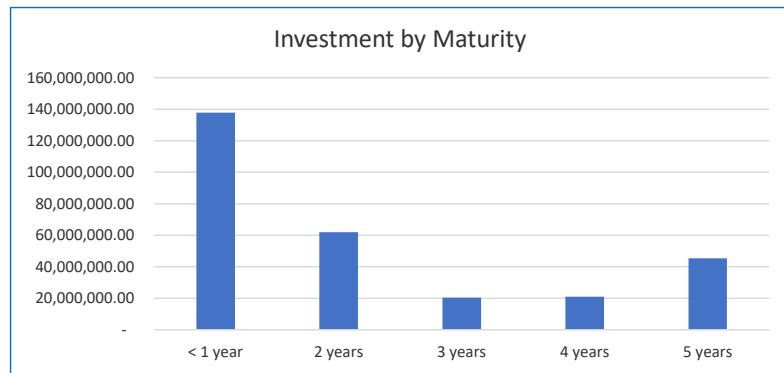
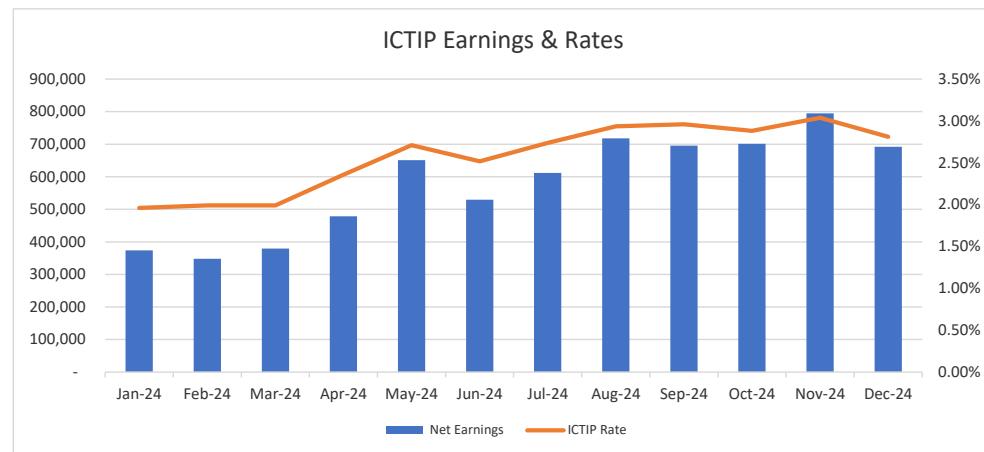
## Island County Year-to-Date Investment Interest Earned, December 2024



Date: **December 31, 2024**

<b>December-2024</b>	
ICTIP Rate	2.81%
LGIP Rate	4.61%
Net Earning	<b>\$ 691,857</b>

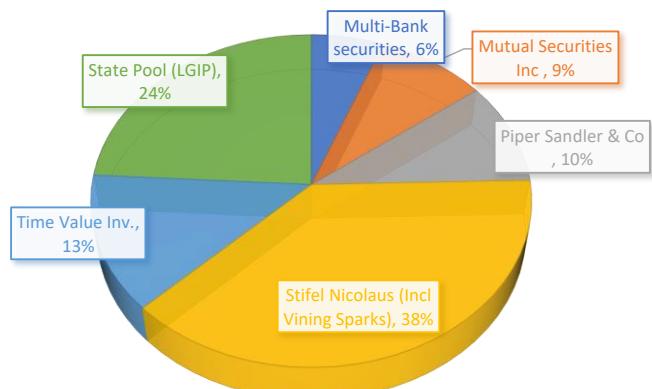
<b>12-Month Average</b>	
ICTIP Rate	2.58%
LGIP Rate	5.23%
Net Earning	<b>\$ 581,108</b>
2 Year US Treasury	4.38%



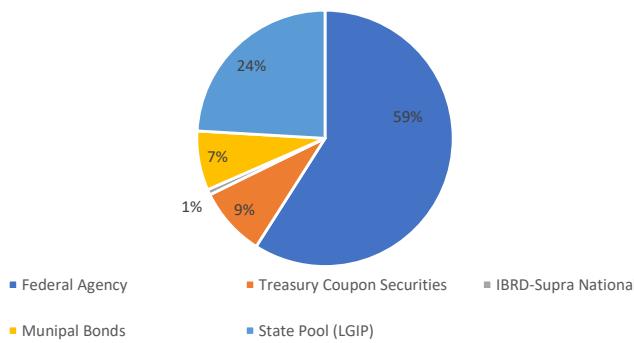
#### Investment by Issuer

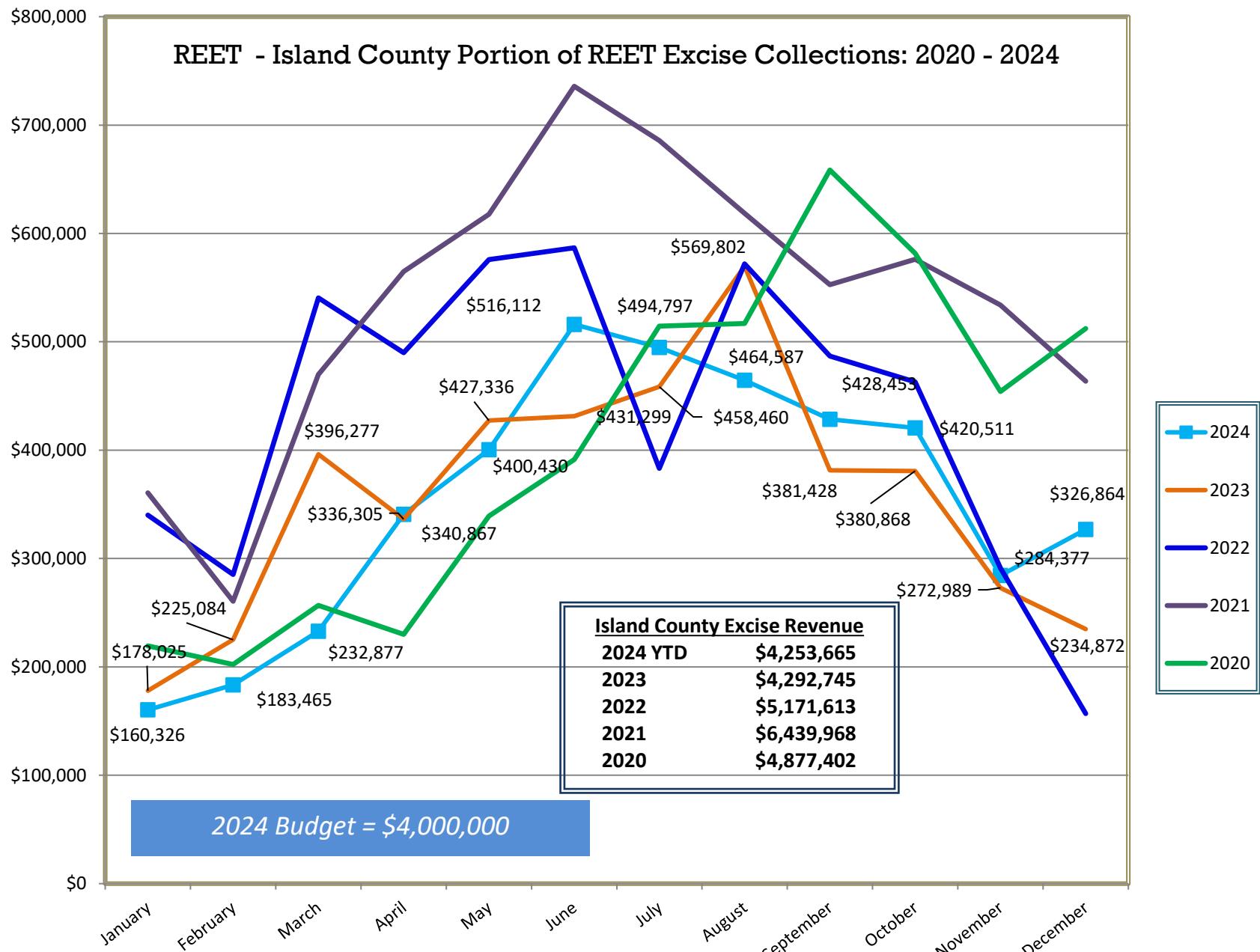
Issuer	%-tage	Par Value	Debt Policy	Variance
US Treasury Bills and Notes	9%	25,000,000.00	90%	81%
Fed Agri Mtg Corp	6%	16,000,000.00	40%	34%
Fed Farm Credit Bk	9%	25,000,000.00	40%	31%
Fed Home Loan Bk	30%	85,245,000.00	40%	10%
Fed Home Loan Mtg Corp	4%	11,000,000.00	40%	36%
Fed Nat'l Mtg Assn	11%	31,885,000.00	40%	29%
Municipal Bonds	7%	21,425,000.00	35%	28%
State Pool (LGIP)	24%	68,999,477.22	90%	66%
Supranationals	1%	2,000,000.00	5%	4%
	100%	286,554,477.22		

#### INVESTMENT BY DEALER

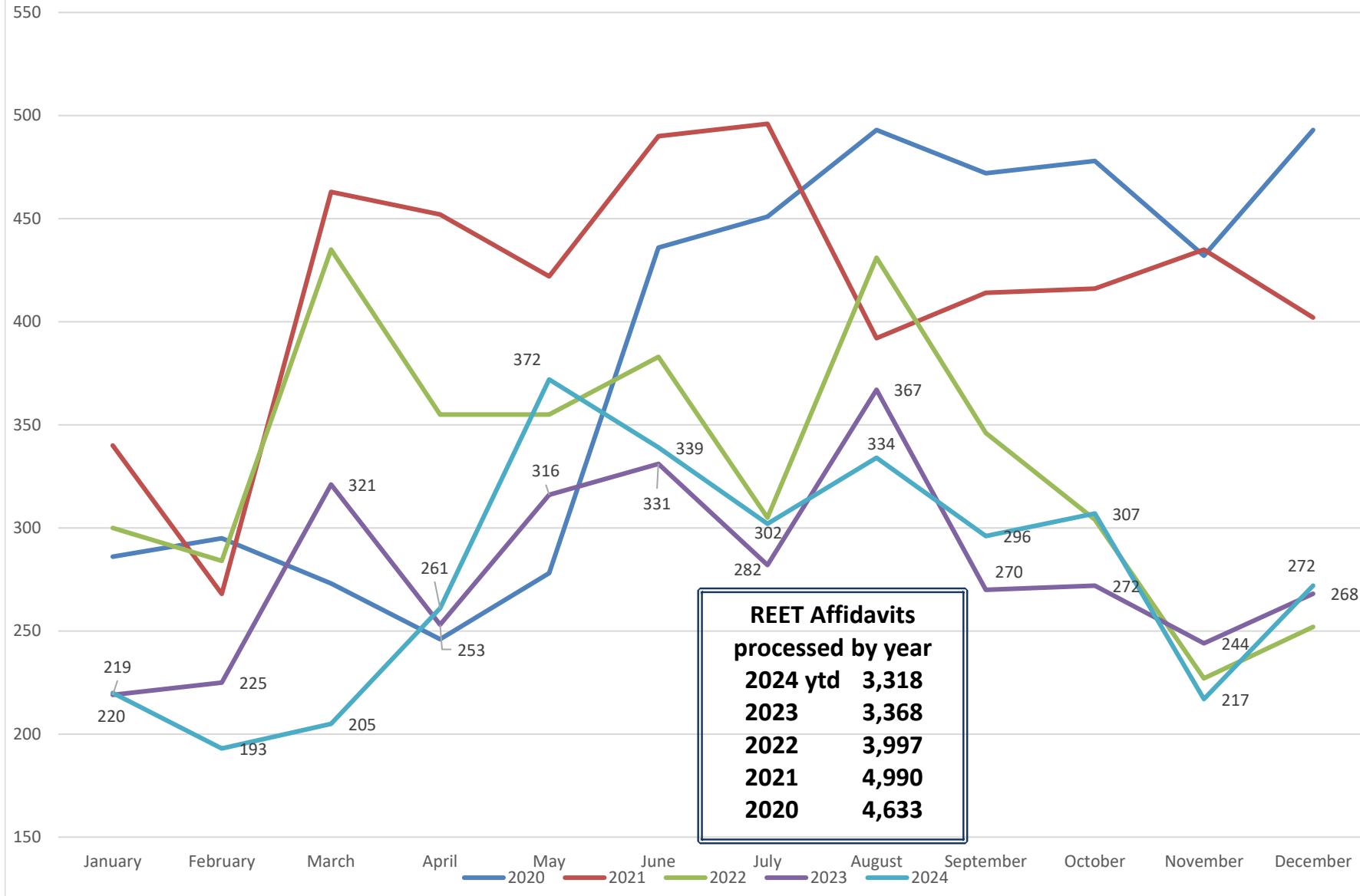


#### Investment by Type

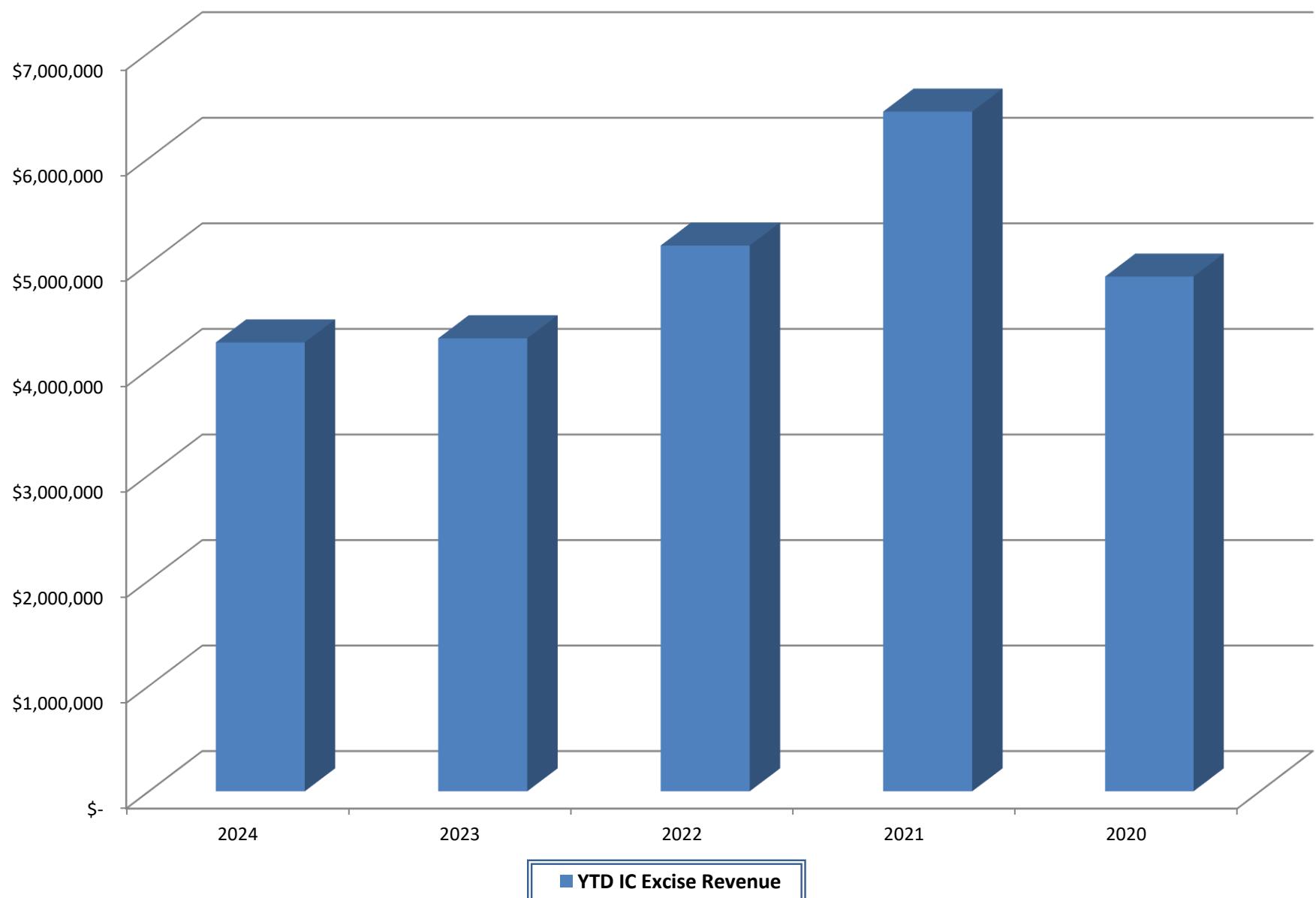




## Island County 2020-24 REET - Number of Affidavits Processed by Month



## YTD Island County Excise Revenue through December, by Year





**ISLAND COUNTY HUMAN SERVICES**

**WORK SESSION AGENDA**

**MEETING DATE: 1/15/2025**

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**To:** **Melanie Bacon, Chair**  
**Board of Island County Commissioners**  
**From:** **Lynda Austin, Director**

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**Amount of time requested for agenda discussion. 45 minutes**

**DIVISION: Housing Assistance**

**Agenda Item No.: 1**

**Subject: Homeless Housing update**

**Description:** Department of Commerce guideline update, Homeless Housing Plan requirements, and funding outlook 2025.

**Attachment: Presentation Slides**

**Request:** *(Check boxes that apply)*

<input type="checkbox"/> Move to Consent	<input type="checkbox"/> Move to Regular
<input checked="" type="checkbox"/> None/Informational	<input type="checkbox"/> Schedule a Public Hearing
<input type="checkbox"/> Signature Request	<input type="checkbox"/> Other: _____

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

**P.A. Review:** Not Applicable

# HOMELESS HOUSING 2025

ISLAND COUNTY HUMAN SERVICES

JANUARY 15, 2025 | BOARD OF ISLAND COUNTY COMMISSIONERS



# HOMELESS HOUSING PLAN 2025-2030

## REQUIRED COMPONENTS

- ALIGNMENT WITH OTHER PLANNING
- ESTIMATES OF PERMANENT AND EMERGENCY HOUSING NEEDS
- ESTIMATES OF SERVICE LEVELS
- SURVEY OF FUND SOURCES
- PRIORITIZATION CRITERIA OF HOMELESS HOUSING CAPITAL PROJECTS

# HOMELESS HOUSING PLAN OBJECTIVES

- PROMOTE AN EQUITABLE, ACCOUNTABLE AND TRANSPARENT HOMELESS CRISIS RESPONSE SYSTEM
- STRENGTHEN THE HOMELESS SERVICE PROVIDER WORKFORCE
- PREVENT EPISODES OF HOMELESSNESS WHENEVER POSSIBLE
- PRIORITIZE ASSISTANCE BASED ON THE GREATEST BARRIERS TO HOUSING STABILITY AND THE GREATEST RISK OF HARM
- SEEK TO HOUSE EVERYONE IN A STABLE SETTING THAT MEETS THEIR NEEDS

# 2025 FUNDING UPDATES

## *Island County Document Recording Fees*

### *Fund 106 - Homeless Housing Funds (HHF)*

**2019 - \$800,450**

**2021 - \$1,118,311**

**2024 - \$440,000 approximately**

### *Fund 105 - Affordable Housing Funds (AHF)*

**2019 - \$128,500**

**2021 - \$176,244**

**2024 - \$83,000 approximately**

# 2025 PROJECTIONS

20% CUT IN THE CONSOLIDATED  
HOMELESS GRANT = -\$692,854

- 2023-2025 \$3,464,270
- 2025-2027 \$2,771,416

# COMMERCE GUIDELINE CHANGES

- INCREASED MONITORING REQUIREMENTS
- NO LIMIT ON LENGTH OF TIME AND TOTAL RENT  
ASSISTANCE
- 80% CHG FUNDED PROJECTS MUST BE LOW BARRIER
  - CRIMINAL BACKGROUND AND/OR ACTIVE  
SUBSTANCE ABUSE CANNOT BE BARRIER
  - CANNOT EXIT DUE TO LACK OF ENGAGEMENT

ISLANDCOUNTYWA.GOV



QUESTIONS?