

ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE JULY 10, 2024

Those interested in attending the meeting virtually may use the following link:
<https://zoom.us/j/95701446335?pwd=U2N4V1FXSVdiNDJLL1B2UXIDc3F2QT09>
or for voice only, **Dial by your location:** (253) 215-8782
Meeting ID: 957 0144 6335 **Passcode:** 969196

9:00 a.m.	Public Works
10:00 a.m.	Facilities
10:30 a.m.	Budget
10:50 a.m.	Commissioners
11:05 a.m.	Public Health

NOON BREAK

1:00 p.m.	Planning & Community Development
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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 6th 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. 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.**

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: 7/10/2024

To: Jill Johnson, Chair
Board of Island County Commissioners

From: Fred Snoderly, Director

Amount of time requested for agenda discussion. 60 minutes

DIVISION: Parks

Agenda Item No.: 1

Subject: 2024 Capital Improvement Plan Changes

Description: Public Works Department would like to discuss potential changes in our Parks 2024 Capital Improvement Plan.

Attachment: Memorandum

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

(Continued on next page)

DIVISION: Administrative

Agenda Item No.: 2

Subject: 2025-2030 Proposed Capital Improvement Plan (CIP)

Description: Discussion continuing from June 12th Work session, on the proposed capital projects planned for 2025 through 2030 for the Public Works Department divisions of Roads Facilities, Solid Waste, and Parks. Discussion/review of draft 2025-2030 Capital Improvement Plan spreadsheet.

Attachment: Memorandum, Island County Roads Facilities Capital Improvement 2024 & 2025-2030, Island County Solid Waste Capital Improvement 2024 & 2025-2030, Island County Parks Capital Improvement 2024 & 2025-2030, 2025-2030 Capital Improvement Plan

Request: (Check boxes that apply)

<input type="checkbox"/> Move to Consent	<input checked="" 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: Complete

P.A. Review: Not Applicable



Island County Public Works

Fred Snoderly, Director

James Sylvester, Assistant Director

1 NE 7th Street, Coupeville, WA 98239 | www.islandcountywa.gov

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

Email: F.Snoderly@islandcountywa.gov | J.Sylvester@islandcountywa.gov

M E M O R A N D U M

July 10, 2024

TO: Board of County Commissioners – Island County

FROM: James Sylvester – Assistant Director

RE: 2024 Capital Improvement Plan Changes

Public Works Department would like to discuss potential changes in our Parks 2024 Capital Improvement Plan (CIP) with the Board of Island County Commissioners (BICC). We suggest the following changes in 2024 due to environmental reporting, site conditions, and contractor availability.

Cavalero Beach Bulkhead is scheduled in 2024 to complete the environmental studies required to permit the project. After further review, it will be more cost efficient to complete these studies in the design phase. This will allow us to include required the mitigation under the same contract. We would like to push this work to 2027.

Review of the Barnum Point Parking Improvement project has not shown the need for increased parking at this site. Public Works would like to remove this project from the 2025 CIP.

We would like to accelerate Freeland Hall Floor. Originally scheduled to be completed in 2025, circumstances will allow us to complete this project this year.



Island County Public Works

Fred Snoderly, Director

James Sylvester, Assistant Director

1 NE 7th St, Coupeville, WA 98239 | www.islandcountywa.gov

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

Email: F.Snoderly@islandcountywa.gov | J.Sylvester@islandcountywa.gov

M E M O R A N D U M

July 10, 2024

TO: Board of County Commissioners - Island County

FROM: Fred Snoderly, Director

RE: 2025-2030 Proposed Capital Improvement Program (CIP) projects for Public Works

Per the board's request, Public Works has added indicators to the CIP showing which items have been shifted either forward or pushed back to a later date and the reasons for the shift.

Public Works manages the facilities for Roads, Solid Waste, Parks and Transportation. In the PowerPoint presentation are the proposed project sheets for the Capital Improvement Program for Roads Facilities, Solid Waste and Parks with a six-year cover sheet for each group. Transportation projects (primarily items related to transportation to the public; roads, associated drainage, and trails) are developed through the Transportation Improvement Plan (TIP) process and will be incorporated into the CIP after the TIP is adopted in a public hearing.

The Facilities and IT departments are expecting to discuss proposed projects with the Board separately.

NEXT STEPS: Once each of these departments has met with the Board and any comments or changes from the meeting are incorporated, a combined draft CIP will be presented to the Board.

BACKGROUND: The Capital Improvement Program (CIP) is the county government's six-year plan of community investment projects for unincorporated areas of Island County. It includes projects from the Public Works Department, Facilities Department and Information Technology Department. The CIP is part of the Capital Facilities Plan (CFP-element 10A of the 2016 Comprehensive Plan Update) which ensures that the county's public facilities and services keep up with population growth. The plan is reviewed and updated annually with the County's annual budget, as element 10B of the County's Comprehensive Plan.

The planning document includes estimated proposed dates, costs, and methods of financing roads facilities, solid waste, parks, stormwater, and government and public services buildings. This plan is long range in scope, because implementing capital improvements typically requires multi-year commitments of financial resources. The planning is also complex, requiring each department of the County to focus on projects under their jurisdiction, while coordinating with the BoCC and other County departments.

ISLAND COUNTY ROADS FACILITIES CAPITAL IMPROVEMENT 2024 & 2025 - 2030

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030 Notes</u>
Paint Bayview Road Shop & Outlying Buildings	<u>100,000</u>						Will be completed in 2024 & under budget by 47,000
Fiberglass Panel Roof Repair	<u>60,000</u>						Will be completed in 2024 & under budget by 36,000
Parking Lot Paving & Upgrades - Coupeville Shop & Sign		80,000					Same year, amount increased
Paint Buildings at Coupeville Road Shop			75,000				Same year, amount increased
Paint Buildings at Oak Harbor Road Shop				90,000			Same year, amount increased
Floors and Paint Inside Office - Coupeville Road Shop					60,000		Same year, amount increased
Floors and Paint Inside Office - Camano Road Shop						85,000	Same year, amount increased
Oak Harbor Truck Lift		100,000					New project
Camano Truck Lift							100,000 New project
Oil Tank				175,000			Deleted project
Annual Totals	<u>320,000</u>	<u>180,000</u>	<u>75,000</u>	<u>90,000</u>	<u>60,000</u>	<u>85,000</u>	<u>100,000</u>

ISLAND COUNTY SOLID WASTE CAPITAL IMPROVEMENT PLAN 2024 & 2025 - 2030

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>Notes</u>
Coupeville Transfer Station New Construction	2,300,000	800,000	1,000,000	4,000,000				Moved from 2024 & 2025, to 2024 - 2027
Camano Island Transfer Station Development				1,500,000	400,000	4,000,000		Moved from 2026 - 2028, to 2027 - 2029
Coupeville Transfer Station Compactor Replacement		2,000,000						Moved to 2024 Completed
Oak Harbor Drop Box Facility Upgrade	65,000							Completed
Annual Total	<u>2,365,000</u>	<u>2,800,000</u>	<u>1,000,000</u>	<u>5,500,000</u>	<u>400,000</u>	<u>4,000,000</u>	<u>—</u>	

ISLAND COUNTY PARKS CAPITAL IMPROVEMENT 2024 & 2025 - 2030

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>Notes</u>
Camano								
Barnum Point Parking Lot Expansion		75,000						Deleted project
Cavalero Beach Bulkhead				80,000		280,000	280,000	Moved from out to further years
Pave Henry Hollow Road		60,000						New project
Four Springs Maintenance & Upgrades		40,000						New project
Camano Ballfield Fence & Upgrade		60,000						New project
Camano Playground				150,000				New project
Tennis & Pickleball Courts					100,000			New project
Utsalady Ramp Upgrade		83,500		220,000				New project
Whidbey								
Whidbey Parks Shop Upgrades	100,000							Plan to complete in 2024
Cornet Bay Dock	60,000		3,300,000					Working on in 2024 and increased to \$400,000
Rhododendron Park Restrooms		→	235,000					Moved from 2025 to 2026
Freeland Restroom		→	300,000					Moved from 2025 to 2026 and increased amount
Freeland Dock Repair	250,000							Plan to complete in 2024 & adding 40,000
Freeland Softshore Armoring		→	143,000					Moved from 2025 to 2026 & decrease amount
Freeland Hall Floor	75,000	←						Moved earlier to 2024 and working on in 2024
Rhododendren Irrigation II Upgrade				75,000				New project
Dave Mackie & Freeland Park Picnic Pads & Shelters			100,000					New project
Mutiny Bay Ramp Replacement				293,500		3,756,000		New project
Margarite Brons Parking Lot Paving			100,000					New project
Unforeseen	100,000	100,000	100,000	100,000	100,000	100,000	100,000	
Annual Totals		<u>343,500</u>	<u>4,278,000</u>	<u>918,500</u>	<u>200,000</u>	<u>4,136,000</u>	<u>380,000</u>	

Table 1
2025 Proposed Schedule of Capital Expenditures
(Costs in thousands of dollars)

2025 Funding Sources											
2025 Project Descriptions (not in order of priority)		134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works		\$ 140.0		\$ 494.0	\$ 11.0	\$ 220.0	\$ 35.0	\$ 20.0	CE/Parks	\$ 920.0
T-2	Facilities	\$ 237.2									\$ 237.2
T-3	Parks Maintenance		\$ 337.7	\$ 100.0							\$ 437.7
R-1	Solid Waste Loan Repayment to Road Fund						\$ 320.0				\$ 320.0
O-1	Parks - Open Space Acquisitions										\$ -
O-2	Parks Capital Improvement Plan		\$ 343.5								\$ 343.5
O-3	Transportation Improvement Program				\$ 16,748.0			\$ 538.0			\$ 17,286.0
O-4	Clean Water Utility Program				\$ 137.0			\$ 1,585.0	\$ 105.0	Grant	\$ 1,827.0
O-5	Facilities Department Program	\$ 2,199.5	\$ 483.0								\$ 2,682.5
O-6	Roads Facilities Capital Improvement					\$ 180.0					\$ 180.0
O-7	Solid Waste Capital Improvement Program								\$ 800.0	Other (loans/grants)	\$ 800.0
O-8	IT Department Capital Improvement Program								\$ 735.9	CE & Dept Funds	\$ 735.9
Total Expenditures		\$ 2,436.7	\$ 1,304.2	\$ 100.0	\$ 17,379.0	\$ 191.0	\$ 540.0	\$ 2,158.0	\$ 1,660.9		\$ 25,769.8

Legend:

T = Transfer, P = Project, O = Ongoing Projects

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Table 2
2026 Proposed Schedule of Capital Expenditures
(Costs in thousands of dollars)

2026 Funding Sources												
2026 Project Descriptions (not in order of priority)			134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works		\$ 140.0			\$ 494.0	\$ 11.0	\$ 220.0	\$ 35.0	\$ 20.0	CE/Parks	\$ 920.0
T-2	Facilities	\$ 237.2										\$ 237.2
T-3	Parks Maintenance		\$ 337.7	\$ 100.0								\$ 437.7
R-1	Solid Waste Loan Repayment to Road Fund						\$ 320.0					\$ 320.0
O-1	Parks - Open Space Acquisitions											\$ -
O-2	Parks Capital Improvement Plan		\$ 4,278.0									\$ 4,278.0
O-3	Transportation Improvement Program				\$ 13,418.0			\$ 538.0				\$ 13,956.0
O-4	Clean Water Utility Program							\$ 1,585.0	\$ 85.0	Grant		\$ 1,670.0
O-5	Facilities Department Program	\$ 3,360.0	\$ 350.0									\$ 3,710.0
O-6	Roads Facilities Capital Improvement					\$ 75.0						\$ 75.0
O-7	Solid Waste Capital Improvement Program						\$ 1,000.0					\$ 1,000.0
O-8	IT Department Capital Improvement Program								\$ 474.4	CE & Dept Funds		\$ 474.4
Total Expenditures		\$ 3,597.2	\$ 5,105.7	\$ 100.0	\$ 13,912.0	\$ 86.0	\$ 1,540.0	\$ 2,158.0	\$ 579.4			\$ 27,078.3

Legend:

T = Transfer, P = Project, O = Ongoing Projects

Table 3
2027 Proposed Schedule of Capital Expenditures
(Costs in thousands of dollars)

2027 Funding Sources												
2027 Project Descriptions (not in order of priority)			134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works			\$ 140.0		\$ 494.0	\$ 11.0	\$ 220.0	\$ 35.0	\$ 20.0	CE/Parks	\$ 920.0
T-2	Facilities	\$ 118.6										\$ 118.6
T-3	Parks Maintenance		\$ 337.7	\$ 100.0								\$ 437.7
R-1	Solid Waste Loan Repayment to Road Fund							\$ 320.0				\$ 320.0
O-1	Parks - Open Space Acquisitions											\$ -
O-2	Parks Capital Improvement Plan		\$ 918.5									\$ 918.5
O-3	Transportation Improvement Program				\$ 13,788.0							\$ 13,788.0
O-4	Clean Water Utility Program							\$ 2,264.0	\$ 2,873.0	Grant		\$ 5,137.0
O-5	Facilities Department Program	\$ 1,659.0	\$ 350.0									\$ 2,009.0
O-6	Roads Facilities Capital Improvement					\$ 90.0						\$ 90.0
O-7	Solid Waste Capital Improvement Program						\$ 4,000.0		\$ 1,500.0	Loans & Grants		\$ 5,500.0
O-8	IT Department Capital Improvement Program								\$ 392.1	CE & Dept Funds		\$ 392.1
Total Expenditures		\$ 1,777.6	\$ 1,746.2	\$ 100.0	\$ 14,282.0	\$ 101.0	\$ 4,540.0	\$ 2,299.0	\$ 4,785.1			\$ 29,630.9

Legend:

T = Transfer, P = Project, O = Ongoing Projects

Table 4
2028 Proposed Schedule of Capital Expenditures
(Costs in thousands of dollars)

2028 Funding Sources											
2028 Project Descriptions (not in order of priority)		134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works		\$ 140.0		\$ 494.0	\$ 11.0	\$ 220.0	\$ 35.0	\$ 20.0	CE/Parks	\$ 920.0
T-2	Facilities	\$ 118.6									\$ 118.6
T-3	Parks Maintenance		\$ 337.7	\$ 100.0							\$ 437.7
R-1	Solid Waste Loan Repayment to Road Fund						\$ 320.0				\$ 320.0
O-1	Parks - Open Space Acquisitions										\$ -
O-2	Parks Capital Improvement Plan		\$ 200.0								\$ 200.0
O-3	Transportation Improvement Program				\$ 23,615.0						\$ 23,615.0
O-4	Clean Water Utility Program							\$ 2,032.0	\$ 850.0	Grant	\$ 2,882.0
O-5	Facilities Department Program	\$ 3,610.0	\$ 307.0								\$ 3,917.0
O-6	Roads Facilities Capital Improvement					\$ 60.0					\$ 60.0
O-7	Solid Waste Capital Improvement Program								\$ 400.0	Loans & Grants	\$ 400.0
O-8	IT Department Capital Improvement Program								\$ 506.8	CE & Dept Funds	\$ 506.8
Total Expenditures		\$ 3,728.6	\$ 984.7	\$ 100.0	\$ 24,109.0	\$ 71.0	\$ 540.0	\$ 2,067.0	\$ 1,776.8		\$ 33,377.1

Legend:

T = Transfer, P = Project, O = Ongoing Projects

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Table 5
2029 Proposed Schedule of Capital Expenditures
(Costs in thousands of dollars)

2029 Funding Sources												
2028 Project Descriptions (not in order of priority)			134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works			\$ 140.0		\$ 494.0	\$ 11.0	\$ 220.0	\$ 35.0	\$ 20.0	CE/Parks	\$ 920.0
T-2	Facilities	\$ 118.6										\$ 118.6
T-3	Parks Maintenance		\$ 337.7	\$ 100.0								\$ 437.7
R-1	Solid Waste Loan Repayment to Road Fund							\$ 320.0				\$ 320.0
O-1	Parks - Open Space Acquisitions			\$ 500.0								\$ 500.0
O-2	Parks Capital Improvement Plan		\$ 4,136.0									\$ 4,136.0
O-3	Transportation Improvement Program				\$ 9,875.0							\$ 9,875.0
O-4	Clean Water Utility Program								\$ 1,222.0			\$ 1,222.0
O-5	Facilities Department Program	\$ 1,335.0	\$ 360.0									\$ 1,695.0
O-6	Roads Facilities Capital Improvement					\$ 85.0						\$ 85.0
O-7	Solid Waste Capital Improvement Program								\$ 4,000.0	Loans & Grants		\$ 4,000.0
O-8	IT Department Capital Improvement Program								\$ 550.9	CE & Dept Funds		\$ 550.9
Total Expenditures		\$ 1,453.6	\$ 4,973.7	\$ 600.0	\$ 10,369.0	\$ 96.0	\$ 540.0	\$ 1,257.0	\$ 4,570.9			\$ 23,860.2

Legend:

T = Transfer, P = Project, O = Ongoing Projects

Table 6
2030 Proposed Schedule of Capital Expenditures
(Costs in thousands of dollars)

2030 Funding Sources											
2028 Project Descriptions (not in order of priority)		134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works		\$ 140.0		\$ 494.0	\$ 11.0	\$ 220.0	\$ 35.0	\$ 20.0	CE/Parks	\$ 920.0
T-2	Facilities	\$ 118.6									\$ 118.6
T-3	Parks Maintenance		\$ 337.7	\$ 100.0							\$ 437.7
R-1	Solid Waste Loan Repayment to Road Fund										\$ -
O-1	Parks - Open Space Acquisitions			\$ 500.0							\$ 500.0
O-2	Parks Capital Improvement Plan		\$ 380.0								\$ 380.0
O-3	Transportation Improvement Program				\$ 7,235.0						\$ 7,235.0
O-4	Clean Water Utility Program							\$ 812.0			\$ 812.0
O-5	Facilities Department Program	\$ 1,605.0	\$ 735.0								\$ 2,340.0
O-6	Roads Facilities Capital Improvement					\$ 100.0					\$ 100.0
O-7	Solid Waste Capital Improvement Program										\$ -
O-8	IT Department Capital Improvement Program								\$ 888.7	CE & Dept Funds	\$ 888.7
Total Expenditures		\$ 1,723.6	\$ 1,592.7	\$ 600.0	\$ 7,729.0	\$ 111.0	\$ 220.0	\$ 847.0	\$ 908.7		\$ 13,732.0

Legend:

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Table 7
2025 through 2030
Proposed Schedule of Capital Expenditures by Year
(Costs in thousands of dollars)

	Project Descriptions (not in order of priority)	2025	2026	2027	2028	2029	2030	Total
T-1	Public Works	\$ 920.0	\$ 920.0	\$ 920.0	\$ 920.0	\$ 920.0	\$ 920.0	\$ 5,520.0
T-2	Facilities	\$ 237.2	\$ 237.2	\$ 118.6	\$ 118.6	\$ 118.6	\$ 118.6	\$ 948.8
T-3	Parks Maintenance	\$ 437.7	\$ 437.7	\$ 437.7	\$ 437.7	\$ 437.7	\$ 437.7	\$ 2,626.2
R-1	Solid Waste Loan Repayment to Road Fund	\$ 320.0	\$ 320.0	\$ 320.0	\$ 320.0	\$ 320.0	\$ -	\$ 1,600.0
O-1	Parks - Open Space Acquisitions	\$ -	\$ -	\$ -	\$ -	\$ 500.0	\$ 500.0	\$ 1,000.0
O-2	Parks Capital Improvement Plan	\$ 343.5	\$ 4,278.0	\$ 918.5	\$ 200.0	\$ 4,136.0	\$ 380.0	\$ 10,256.0
O-3	Transportation Improvement Program	\$ 17,286.0	\$ 13,956.0	\$ 13,788.0	\$ 23,615.0	\$ 9,875.0	\$ 7,235.0	\$ 85,755.0
O-4	Clean Water Utility Program	\$ 1,827.0	\$ 1,670.0	\$ 5,137.0	\$ 2,882.0	\$ 1,222.0	\$ 812.0	\$ 13,550.0
O-5	Facilities Department Program	\$ 2,682.5	\$ 3,710.0	\$ 2,009.0	\$ 3,917.0	\$ 1,695.0	\$ 2,340.0	\$ 16,353.5
O-6	Roads Facilities Capital Improvement	\$ 180.0	\$ 75.0	\$ 90.0	\$ 60.0	\$ 85.0	\$ 100.0	\$ 590.0
O-7	Solid Waste Capital Improvement Program	\$ 800.0	\$ 1,000.0	\$ 5,500.0	\$ 400.0	\$ 4,000.0	\$ -	\$ 11,700.0
O-8	IT Department Capital Improvement Program	\$ 735.9	\$ 474.4	\$ 392.1	\$ 506.8	\$ 550.9	\$ 888.7	\$ 3,548.8
Total Expenditures		\$ 25,769.8	\$ 27,078.3	\$ 29,630.9	\$ 33,377.1	\$ 23,860.2	\$ 13,732.0	\$ 153,448.3
								\$ 153,448.3

Legend:

T = Transfer, P = Project, O = Ongoing Projects

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Table 8
 2025 through 2030
 Proposed Schedule of Capital Expenditures by Funding Source
 (Costs in thousands of dollars)

Project Descriptions (not in order of priority)		134 Real Estate Excise Tax #1	135 Real Estate Excise Tax #2	132 Conserv. Futures Fund	101 Road Fund	501 ER&R Fund	401 Solid Waste Fund	154 Clean Water Utility Fund	Misc. Other Sources	Remarks	Total
T-1	Public Works	\$ -	\$ 840.0	\$ -	\$ 2,964.0	\$ 66.0	\$ 1,320.0	\$ 210.0	\$ 120.0	ER&R & CE	\$ 5,520.0
T-2	Facilities	\$ 948.8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 948.8
T-3	Parks Maintenance	\$ -	\$ 2,026.2	\$ 600.0	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 2,626.2
R-1	Solid Waste Loan Repayment to Road Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600.0	\$ -	\$ -		\$ 1,600.0
O-1	Parks - Open Space Acquisitions	\$ -	\$ -	\$ 1,000.0	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,000.0
O-2	Parks Capital Improvement Plan	\$ -	\$ 10,256.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,256.0
O-3	Transportation Improvement Program	\$ -	\$ -	\$ -	\$ 84,679.0	\$ -	\$ -	\$ 1,076.0	\$ -		\$ 85,755.0
O-4	Clean Water Utility Program	\$ -	\$ -	\$ -	\$ 137.0	\$ -	\$ -	\$ 9,500.0	\$ 3,913.0		\$ 13,550.0
O-5	Facilities Department Program	\$ 13,768.5	\$ 2,585.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 16,353.5
O-6	Roads Facilities Capital Improvement	\$ -	\$ -	\$ -	\$ -	\$ 590.0	\$ -	\$ -	\$ -		\$ 590.0
O-7	Solid Waste Capital Improvement Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.0	\$ -	\$ 6,700.0		\$ 11,700.0
O-8	IT Department Capital Improvement Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,548.8	CE & Dept Funds	\$ 3,548.8
Total Expenditures		\$ 14,717.3	\$ 15,707.2	\$ 1,600.0	\$ 87,780.0	\$ 656.0	\$ 7,920.0	\$ 10,786.0	\$ 14,281.8		\$ 153,448.3

Legend:

T = Transfer, P = Project, O = Ongoing Projects

6/25/2024 10:01 AM



ISLAND COUNTY FACILITIES

WORK SESSION AGENDA

MEETING DATE: 7/10/2024

To: Jill Johnson, Chair
Board of Island County Commissioners

From: Ryan Beach, Director

Amount of time requested for agenda discussion. 30 minutes

DIVISION: Not Applicable

Agenda Item No.: 1

Subject: Enterprise Fleet Management (EFM) Contract Presentation

Description: Proposed contracting with Enterprise Fleet Management (EFM) to increase purchasing power for the Island County fleet. EFM will allow us to lease vehicles and replace fleet as soon as needed to keep up with demands and keep Island County cars safe and up to date. We are proposing a first-year contract of up to \$180,000.00 that will allow for the lease of 18 new vehicles, and standard maintenance on those 18 leased vehicles.

Attachment: Enterprise Fleet Management Presentation

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

ENTERPRISE FLEET MANAGEMENT (EFM) PROPOSAL

ISLAND COUNTY FACILITIES MANAGEMENT

JUNE 2024 | BOARD OF ISLAND COUNTY COMMISSIONERS



PROGRAM OVERVIEW



- Vehicle Selection
- Savings Analysis
- Annual Review



- Safety & Risk
- Driver Roll-Out & Training
- Industry Updates



- Compliance & Administration
- Website Functionality

PROGRAM OVERVIEW CONT.



MAINTENANCE

- CONVENIENT NATIONWIDE NETWORK OF PREFERRED MAINTENANCE FACILITIES
- MAINTENANCE CARDS ARE ELECTRONIC – ACCESSIBLE ANYTIME ON THE E-FLEETS MOBILE APP AND CLIENT WEBSITE
- TEAM OF 100 ASE CERTIFIED TECHNICIANS TO NEGOTIATE THE RIGHT WORK AT THE RIGHT PRICE ON BEHALF OF YOU AND YOUR DRIVERS

TELEMATICS

- SAVINGS THROUGH INCREASED FUEL EFFICIENCY
- INCREASE DRIVER SAFETY AND REDUCE LIABILITY
- MANAGE OPERATIONS IN REAL TIME
- INCREASE EMPLOYEE PRODUCTIVITY AND EFFECTIVENESS

FUEL

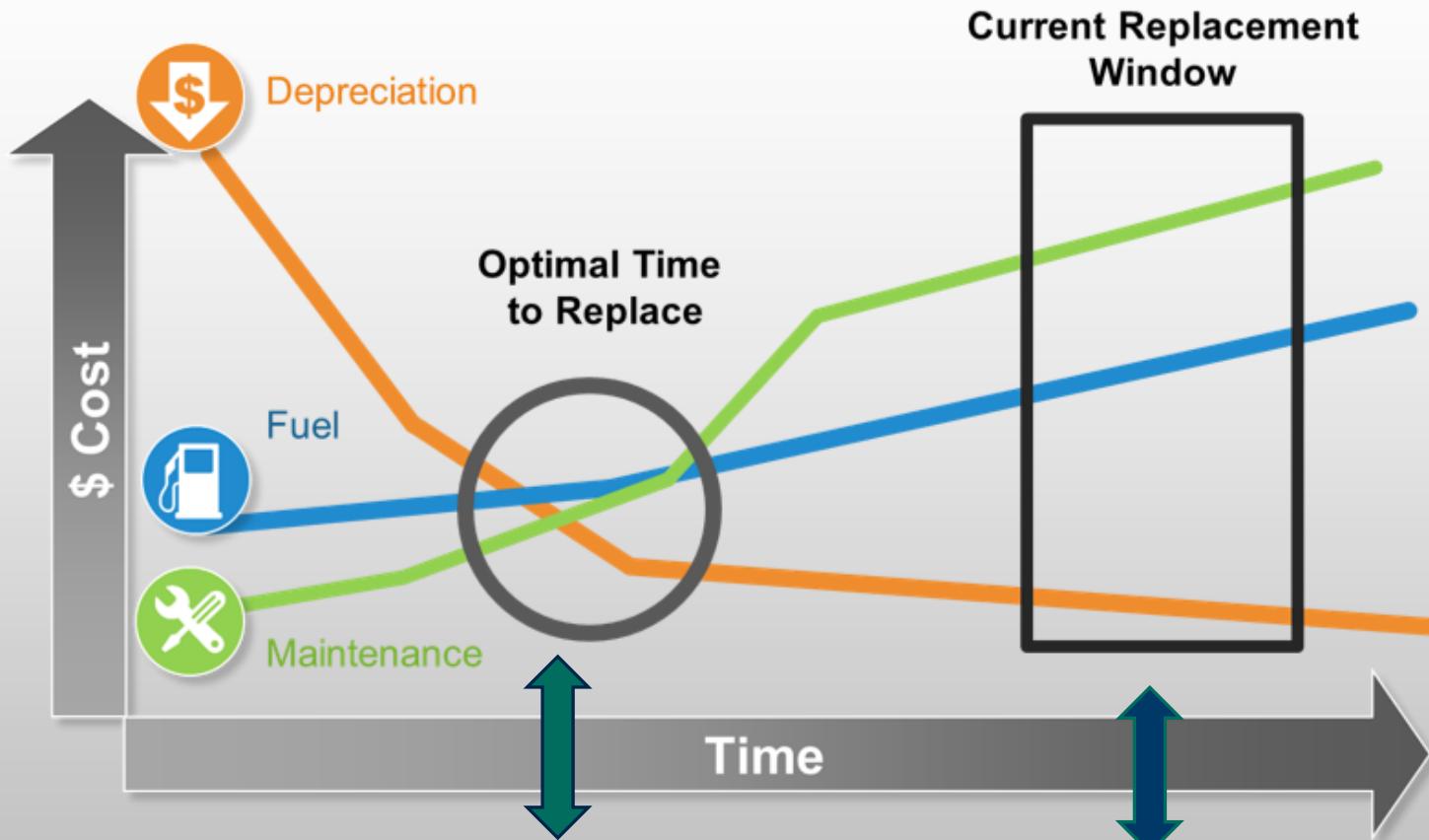
- EASY TO TRACK AND MONITOR FUEL PURCHASES
- PROTECT AGAINST UNAUTHORIZED SPENDING
- SET FUEL PURCHASE LIMITS
- CONTROL THE TYPE OF FUEL PURCHASED
- FIND THE MOST INEXPENSIVE FUEL OPTIONS BY LOCATION

COST COMPARISON



Current- Buy, Own, Hold Model 2025 Estimated Budget:	Proposed- Enterprise Lease + Fleet Management:
\$159,000.00 for 4-5 vehicles using DES 	\$166,398.00 for 21 vehicles using EFM 
\$33,000.00 Maintenance budget estimate 	\$8,847.00 Maintenance cost for EFM new vehicles: 
Total estimated cost: \$192,000.00	Total estimated cost: \$175,245.00

REPLACEMENT COMPARISON:



Older vehicles have **higher maintenance costs** and lack current **advanced safety technology** like:

- Forward Collision Warning
- Rear Video Monitoring
- Blind Spot Detection
- Enhanced Airbags
- Off-set Crash Testing.

THE BOTTOM LINE



Estimated 10-year savings to Island County:
\$915,304.00

CURRENT ISLAND COUNTY FLEET SERVICES:

TOTAL ESTIMATED COST TO ACQUIRE 21
VEHICLES USING WASHINGTON STATE
DEPARTMENT ENTERPRISE SERVICES:
\$692,882.66

2025 ENTERPRISE FLEET MANAGEMENT:

1ST YEAR ESTIMATED COST FOR 21 VEHICLES:
\$166,398.00

OPTIONAL ICSO ADDITION



- If added, ICSO vehicles would receive the same lease equity benefits and services provided to Island County's main fleet
- All ICSO vehicle outfitting can be performed and completed prior vehicle delivery to ICSO.
- Vehicle outfitting includes, all communications and data equipment, vehicle protective equipment (interior and exterior), emergency equipment (lights and sirens) and ICSO vehicle graphics and logos.





QUESTIONS?



ISLAND COUNTY BUDGET/RISK

WORK SESSION AGENDA

MEETING DATE: 7/10/2024

To: Jill Johnson, Chair
Board of Island County Commissioners

From: Susan Geiger, Director

Amount of time requested for agenda discussion. 20 minutes

DIVISION: Administrative

Agenda Item No.: 1

Subject: ARPA Allocation

Description: Discuss allocation of remaining funds from the America Rescue Plan Act.

Attachment: ARPA Allocation Update

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: Complete

P.A. Review: Not Applicable

American Rescue Plan Act (ARPA)

Island County Allocation Update

March 31, 2024

Total ARPA Award	\$ 16,537,641.00	Allocation	De-Obligate	Re-Allocate	Committed	Uncommitted	Spent thru 3/31/2024
Affordable Housing	\$ 9,500,000.00	\$ 40,000.00			\$ 9,460,000.00		\$ 4,805,864.98
Community Service Grants	\$ 2,529,672.00	\$ 148,659.50			\$ 2,381,012.50		\$ 2,098,215.45
Premium Pay	\$ 1,337,000.00	\$ 840.18			\$ 1,336,159.82		\$ 1,336,159.82
Technology Software and Hardware	\$ 880,576.00				\$ 880,576.00	-	\$ 639,916.80
ARPA Support resources (staff & materials)	\$ 400,000.00				\$ 400,000.00	-	\$ 163,504.28
COVID Response (Incl Human Serv \$247,500)	\$ 587,171.00	\$ 339,671.00			\$ 247,500.00		\$ 240,369.72
BroadBand	\$ 600,000.00	\$ 25,918.81			\$ 145,000.00	455,000	\$ 25,000.00
Indirect Cost (revenue loss)	\$ 455,329.00				\$ 455,329.00		\$ 455,329.00
Oak Harbor Property Purchase				\$ 802,982.49	\$ -		\$ 5,000.00
Totals	\$ 16,289,748.00	\$ 555,089.49	\$ 802,982.49	\$ 15,305,577.32	\$ 455,000.00	\$ 9,764,360.05	
Unallocated	\$ 247,893.00						
Total ARPA Award	\$ 16,537,641.00						

Affordable Housing Strategy	Spent			
Oak Harbor Land Purchase (Swantown)	\$ 2,204,588.00		\$ 2,204,588.00	\$ 2,204,587.55
Swantown Utilities	\$ 9,450.00		\$ 9,450.00	\$ 5,125.47
Habitat Home Repair	\$ 250,000.00		\$ 250,000.00	\$ 65,469.92
Technical Assistance Grants	\$ 49,450.00	\$ 49,450.00	\$ -	
Opportunity Council/Shelter Resources	\$ 3,900,000.00		\$ 3,900,000.00	
Goosefoot Community Fund	\$ 1,097,293.00		\$ 1,097,293.00	\$ 532,012.80
Habitat for Humanity (land)	\$ 1,998,669.00		\$ 1,998,669.00	\$ 1,998,669.24
Affordable Housing RFP	\$ 6,995,962.00		\$ 9,460,000.00	\$ 2,530,682.04
Totals	\$ 9,500,000.00			\$ 4,805,864.98

Reallocation Recommendation:

	2024
Affordable Housing	\$ 9,460,000.00
Community Service Grants	2,381,012.50
Premium Pay	1,336,159.82
Technology Software and Hardware	880,576.00
ARPA Support resources (staff & materials)	400,000.00
COVID Response (Incl Human Serv \$247,500)	247,500.00
BroadBand	574,081.19
Indirect Cost (revenue loss)	455,329.00
Oak Harbor Property Purchase	802,982.49
Total Allocation	\$ 16,537,641.00
ARPA Award	\$ 16,537,641.00



ISLAND COUNTY COMMISSIONERS

WORK SESSION AGENDA

MEETING DATE: 7/10/2024

To: Jill Johnson, Chair
Board of Island County Commissioners

From: BOCC Staff

Amount of time requested for agenda discussion. 15 minutes

DIVISION: Administrative

Agenda Item No.: 1

Subject: Appointment to the Clinton Ferry Advisory Committee

Description: The Board has received a request for appointment to the Clinton Ferry Advisory Committee, Position 2.

Attachment: Committee Roster

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

DIVISION: Administrative

Agenda Item No.: 2

Subject: Appointment to the Board of Equalization

Description: The Board has received a request for appointment to the Board of Equalization, Position 6.

Attachment: Committee Roster

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

DIVISION: Administrative

Agenda Item No.: 3

Subject: Appointment to the Housing Authority of Island County

Description: The Board has received a request for appointment to Housing Authority of Island County, Position 3.

Attachment: Committee Roster

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

DIVISION: Administrative

Agenda Item No.: 4

Subject: Letter to the Washington State Parks Department regarding Cama Beach State Park

Description: The Board will discuss a letter to send to the Washington State Parks Department regarding the future of the Cama Beach State Park.

Attachment: DRAFT Letter

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

FERRY ADVISORY COMMITTEE

<https://wsdot.wa.gov/travel/washington-state-ferries/about-us/community-participation>



RCW 47.60.310. (For meeting info: 1-800 84-FERRY) Reconstituted in accordance with the passage of SHB No. 537 during the 1988 legislative session, creating a separate committee for each ferry system in Island County.

All members must be residents of Island County, and not more than two members at the time of their appointment may be of the same major political party. **Four-year term.**

POSITION	MEMBER	APPT. DATE	TERM EXPIRES
	Clinton Ferry Committee		
1.	Dean Enell (D), Chair	02/09/21	02/09/25
2.	VACANT		
3.	D'Arcy Morgan	09/20/22	09/20/26
	Coupeville Ferry Committee		
1.	Frederick Rocha	12/13/22	12/13/26
2.	Vicky McFarlane	05/09/23	05/09/27
3.	Jack Schwab	11/07/23	11/07/27

The Board has received a request for appointment from Cody Bakken for the Clinton Ferry Committee , Position 2.

BOARD OF EQUALIZATION

<https://www.islandcountywa.gov/223/Board-of-Equalization>

RCW 84.48.026. ICC 2.50.010: The Board is comprised of Island County residents appointed by the Island County Board of Commissioners. These five members and two alternates serve **three-year terms** and must complete annual training hosted by the Department of Revenue. The Regular Convened Session begins 14 days after the Assessor certifies the assessment roll and continues for 28 days. After approval by the county legislative authority, hearings are then heard by the members of the board. Persons who have been employed in the Assessor's Office shall not sit on that county's board for a period of two years after leaving their employment. In addition, no current elected official or employee of an elected official may serve as a member.

POSITION	MEMBER	ORIG. APPT. DATE	TERM EXPIRES
1.	Vicki Jacobson	06/22/21	04/23/27
2.	Alan Hancock	03/15/22	03/15/25
3.	Ken Bixler	08/08/17	09/26/26
4.	Jason Joiner	07/18/23	03/15/25
5.	Bruce Rohm	05/23/23	05/10/25
6.	John Geragotelis	07/13/21	07/13/24
7.	Steve Schwalbe	03/15/22	03/15/25

The Board has received a request for appointment to the Board of Equalization, Position 6 from Russell Kuehn.

HOUSING AUTHORITY OF ISLAND COUNTY

RCW 35.82.030. Office located at Dean Manor, 7 N.W. 6th Street, Coupeville, WA, 98239. Maria Maguire, Executive Director. Telephone: 678-4181. Meetings are held the second Tuesday of each month at 9:30 a.m. at Dean Manor. **Five-year term*.**

POSITION	MEMBER	ORIGINAL APPT. DATE	Term Expires
1.	Brooke Knight	05/04/21	05/04/26
2.	VACANT		02/09/26
3.	VACANT		
4.	Chris Reed	05/18/21	05/21/26
5.	Ivan Lewis	09/15/20	09/24/25
6.	Steven Stevenson – Resident Commissioner	04/09/12	12/06/26

*Except for the resident member commissioner position which runs until December 6th of the second year following appointment.

The Board has received a request for appointment to the Housing Authority of Island County, Position 3 from Ansel Santosa.



Island County Board of Commissioners

1 NE 7th Street, Coupeville, WA 98239

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

Email: bicc@islandcountywa.gov | www.islandcountywa.gov

Diana Dupuis, MA, Director

[Washington State Parks and Recreation Commission](#)

P.O. Box 42650, Olympia, WA 98504

July 9, 2024

Dear Ms. Dupuis,

The Board of Island County is writing you regarding Cama Beach State Park. As you know, our Board has been following the challenges and concerns closely since they became public. Island County partners closely with many of the stakeholders and user groups at Cama Beach State Park including Friends of Camano Island Parks (FOCIP), Sound Water Stewards, Cama Beach Foundation and many others. Cama Beach has significant cultural and historical significance for our tribes, our pioneers, and the family that donated this fishing resort to our state. The park and the events it hosts is an economic generator for Camano Island, bringing tourism dollars to our county and business to local stores and restaurants. Cama Beach is an iconic and beautiful place to picnic, hike and visit. We know you are aware of all of these assets Cama Beach State Park brings to our community.

We are writing to ask you to deeply consider the following actions:

- Please honor the history of our volunteers and the incredible work of many volunteer organizations who have contributed to the success of this park. Continue to keep these stakeholders informed and engaged in decision-making about the future of the park.
- Reopen the park as soon as is feasibly possible. Recognize its local and statewide importance as destination. Reopen to events and overnight stays when safely possible.
- We support the retention of the historic cabins from the days of Cama as a fishing resort. While we recognize the challenges of keeping all cabins near the shoreline, if possible, it would be good to have a remnant to demonstrate one of the historic uses and to relocate others up on the bench where septic may be more viable.
- We support an interpretative area on the shoreline to demonstrate the history of the site and the peoples who have lived, worked and played at this historic location.

Thank you for your ongoing efforts to keep all informed. We look forward to partnering with you in the future.

Respectfully,

Board of County Commissioners

cc. Jon Crimmons, Administrative Director;
Sophia Dannenberg, Chair Washington State Parks Commission



ISLAND COUNTY PUBLIC HEALTH

WORK SESSION AGENDA

MEETING DATE: 7/10/2024

To: Jill Johnson, Chair
Board of Island County Commissioners

From: Shawn Morris, Director

Amount of time requested for agenda discussion. 45 minutes

DIVISION: Health Administration

Agenda Item No.: 1

Subject: Consolidated Contract CLH31012 Amendment #20 with DOH. Contract No.; CLH31021 (20); Amount: \$1,279,910.

Description: Consolidated Contract CLH31012 Amendment No.20 with Washington State Department of Health adds statements of work to the Foundational Public Health Services program and amends the SOW for the Executive Office of Resiliency & Health Security - WFD LHJ Program. Amendment No. 20 increases allocations by \$1,279,910, bringing the total to \$11,770,128.

Attachment: Contract and Executive Summary

<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: In process

P.A. Review: In process

DIVISION: Dept of Natural Resources

Agenda Item No.: 2

Subject: Citizens Advisory Board, Conservation Futures Fund Project Evaluation Criteria Discussion

Description: Review 2024 Work Plan project involving updating CFF Project Evaluation criteria to integrate concepts of environmental justice and health equity.

Attachment: Memorandum and CFF Application Review Criteria

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

DIVISION: Health Administration

Agenda Item No.: 3

Subject: Amendment to the Memorandum of Understanding between North Sound Accountable Community of Health and Island County Public Health for the development of mobile outreach services.

Description: Review and discuss the amendment to the Memorandum of Understanding with North Sound Accountable Community of Health to reflect a time extension to December 31st, 2024, and request to move item to the next available consent agenda. No monetary change.

Attachment: Amendment to MOU

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: In process

P.A. Review: In process

Consolidated Contract with WA State Dept of Health
Contract No.: CLH31012; Amendment No. 20

- Executive Summary -
July 10th, 2024 - BOCC Work Session

Summary	Consolidated Contract CLH31012 Amendment No.20 with Washington State Department of Health adds statements of work to the Foundational Public Health Services program and amends the SOW for the Executive Office of Resiliency & Health Security - WFD LHJ Program. Amendment No. 20 increases allocations by \$1,279,910, bringing the total to \$11,770,128.
Policy Context & Community Impact	<p>Foundational Public Health Services (FPHS) are a defined limited statewide set of core public health services. These services are unique provided only or primarily by government everywhere; are population-based rather than for the individuals and are services that must be everywhere for them to work anywhere. In many cases they're mandated in federal or state law – though remain largely unfunded. They are services that communities, businesses and individuals depend on. FPHS definitions are available here: https://wsalpho.box.com/s/qb6ss10mxbrajx0fla742lw6zcfxzohk</p> <p>Like public safety (fire, police), public utilities (power, water), and other public infrastructure (roads, sewers), there is a foundational level of public health services that must exist everywhere for services to work anywhere. The governmental public health system, with the legislature, are using a long-term, multi-biennium, phased, building block approach to fully fund and implement foundational public health services across Washington.</p> <p>In Island County, FPHS provides essential funding for a range of services, including:</p> <ul style="list-style-type: none">- Community Health: maternal child health, falls prevention, chronic disease prevention, communicable disease- Environmental Health: water resources, food safety, EH leadership, software modernization- Assessment: community health assessment, epidemiology services for Public Health and Human Services, health improvement planning, emergency preparedness- Administration: communications, finance, and business competencies <p>Allocations are reviewed with the Board of Health, Board of County Commissioners, advisory boards, including the CHAB, and a range of community partners, developing community-centered and data-informed approaches for each specific fund. Evaluation metrics are collected throughout the year, and staff is working towards a continually updated and user-friendly impact sharing dashboard.</p>
Fiscal Impact & Recommendations	<u>Recommendation:</u> Accept funding

ISLAND COUNTY PUBLIC HEALTH DEPARTMENT
2022-2024 CONSOLIDATED CONTRACT

CONTRACT NUMBER: CLH31012

AMENDMENT NUMBER: 20

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as "DOH", and ISLAND COUNTY PUBLIC HEALTH DEPARTMENT, a Local Health Jurisdiction, hereinafter referred to as "LHJ", pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, includes the following statements of work, which are incorporated by this reference and located on the DOH Finance SharePoint site in the Upload Center at the following URL:

<https://stateofwa.sharepoint.com/sites/doh-ofsfundingresources/sitelpages/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>

- Adds Statements of Work for the following programs:
Foundational Public Health Services (FPHS) - Effective July 1, 2024
- Amends Statements of Work for the following programs:
Executive Office of Resiliency & Health Security-WFD LHJ - Effective July 1, 2023
- Deletes Statements of Work for the following programs:

2. Exhibit B-20 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-19 Allocations as follows:

- Increase of **\$1,279,910** for a revised maximum consideration of **\$11,770,128**.
- Decrease of _____ for a revised maximum consideration of _____.
- No change in the maximum consideration of _____.
Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

This section intentionally left blank.

Indirect Rate January 1, 2022 through December 31, 2022: 24%
 Indirect Rate January 1, 2023 through December 31, 2023: 23%
 Indirect Rate January 1, 2024 through December 31, 2024: 22.38%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	BARS		Statement of Work		DOH Use Only		Funding Period SubTotal	Chart of Accounts Total
			Assist List #*	Revenue Code**	LHJ Funding Period Start Date	End Date	Chart of Accounts Funding Period Start Date	End Date		
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 15	10.557	333.10.55	10/01/23	09/30/24	10/01/22	09/30/25	\$34,405	\$34,405
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 11, 17	10.557	333.10.55	10/01/22	12/31/24	10/01/22	09/30/25	\$25,804	\$34,405
FFY23 USDA BFPC Prog Mgmt	7WA700WA1	Amd 8, 11, 17	10.557	333.10.55	10/01/22	12/31/24	10/01/22	09/30/25	\$8,601	
FFY22 USDA BFPC Prog Mgmt	7WA700WA1	Amd 1, 17	10.557	333.10.55	01/01/22	09/30/24	10/01/21	09/30/24	\$12,291	\$12,291
FFY25 USDA WIC Client Svcs Contracts	NGA Not Received	Amd 17	10.557	333.10.55	10/01/24	12/31/24	10/01/24	09/30/25	\$55,188	\$55,188
FFY24 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 18	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$104,075	\$325,763
FFY24 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 17	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$165,563	
FFY24 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 15	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$3,000	
FFY24 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 11, 15	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$53,125	
FFY23 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 11	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$158,375	\$212,100
FFY23 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$53,725	
FFY22 USDA WIC Client Svcs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	01/01/22	09/30/22	10/01/21	09/30/22	\$162,225	\$162,225
FFY23 USDA WIC Prog Mgmt CSS	7WA700WA7	Amd 11	10.557	333.10.55	01/01/23	09/30/23	10/01/22	09/30/23	\$1,600	\$1,600
FFY24 USDA FMNP Prog Mgmt	7WA810WA7	Amd 19	10.572	333.10.57	05/01/24	09/30/24	10/01/23	09/30/24	\$567	\$567
FFY23 USDA FMNP Prog Mgmt	7WA810WA7	Amd 15	10.572	333.10.57	06/01/23	09/30/23	10/01/22	09/30/23	\$567	\$567
FFY22 USDA FMNP Prog Mgmt	7WA810WA7	Amd 4	10.572	333.10.57	05/01/22	09/30/22	10/01/21	09/30/22	\$548	\$548
FY24 LHJ COVID-19 ARPA	SLFRP0002	Amd 19	21.027	333.21.02	07/01/23	02/29/24	07/01/23	06/30/25	(\$489,967)	\$41,749
FY24 LHJ COVID-19 ARPA	SLFRP0002	Amd 15, 19	21.027	333.21.02	07/01/23	02/29/24	07/01/23	06/30/25	\$531,716	
LHJ Vaccination ARPA	SLFRP0002	Amd 10	21.027	333.21.02	11/01/22	06/30/23	11/01/22	06/30/23	\$342,392	\$342,392
PS SSI2 SubAward Management Task 3	NGA Not Received	Amd 19	66.123	333.66.12	04/01/24	12/31/24	07/01/21	06/30/25	\$237,000	\$237,000
PS SSI 1-5 Sub Award Process Task 4	01J18001	Amd 2	66.123	333.66.12	01/01/22	09/30/22	07/01/16	05/31/24	\$57,206	\$57,206
FFY24 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 18	66.472	333.66.47	03/01/24	09/30/24	01/01/24	11/30/24	\$12,000	\$12,000
FFY23 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 12	66.472	333.66.47	03/01/23	10/31/23	03/01/23	10/31/23	\$12,000	\$12,000
FFY22 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 2	66.472	333.66.47	03/01/22	10/31/22	01/01/22	11/30/22	\$15,000	\$15,000
FFY23 PHEP BP5 LHJ Funding	NU90TP922043	Amd 15	93.069	333.93.06	07/01/23	06/30/24	07/01/23	06/30/24	\$64,271	\$64,271
FFY22 PHEP BP4 LHJ Funding	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$64,271	\$64,271
FFY21 PHEP BP3 LHJ Funding	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$64,271	\$64,271
COVID19 Vaccines	NH23IP922619	Amd 13	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	(\$30,569)	\$351,098
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$381,667	

Indirect Rate January 1, 2022 through December 31, 2022: 24%
 Indirect Rate January 1, 2023 through December 31, 2023: 23%
 Indirect Rate January 1, 2024 through December 31, 2024: 22.38%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only		Funding Period SubTotal	Chart of Accounts Total
					LHJ Funding Period Start Date	End Date	Start Date	End Date		
COVID19 Vaccines R4	NH23IP922619	Amd 7	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$5,000	\$386,667
COVID19 Vaccines R4	NH23IP922619	Amd 1	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$381,667	
FFY24 CDC VFC Ops	NH23IP922619	Amd 15	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$602	\$6,626
FFY24 CDC VFC Ops	NH23IP922619	Amd 14	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$6,024	
FFY19 COVID CARES	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	04/22/22	04/23/20	07/31/24	\$220,357	\$220,357
FFY19 ELC COVID Ed LHJ Allocation	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	10/18/22	05/19/20	10/18/22	\$367,314	\$367,314
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 7, 9, 12, 18	93.323	333.93.32	01/01/22	06/30/24	01/15/21	07/31/24	(\$13,429)	\$1,083,320
FFY20 ELC EDE LHJ Allocation	NU50CK000515	Amd 2, 9, 12, 18	93.323	333.93.32	01/01/22	06/30/24	01/15/21	07/31/24	\$1,096,749	
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	08/01/22	09/30/22	08/01/22	07/31/23	\$1,500	\$1,500
FFY21 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	06/01/22	07/31/22	08/01/21	07/31/22	\$1,500	\$1,500
FFY21 CDC COVID-19 PHWFD-LHJ	NU90TP922181	Amd 20	93.354	333.93.35	07/01/23	12/31/24	07/01/23	06/30/25	\$122,910	\$122,910
FFY22 PH Infrastructure Comp A1-LHJ	NE11OE000053	Amd 17	93.967	333.93.96	01/01/24	12/31/24	12/01/22	06/30/25	\$200,000	\$200,000
FFY24 HRSA MCHBG LHJ Contracts	B04MC52960	Amd 15	93.994	333.93.99	10/01/23	09/30/24	10/01/23	09/30/24	\$55,804	\$55,804
FFY23 HRSA MCHBG LHJ Contracts	B04MC47453	Amd 7	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$55,804	\$55,804
FFY22 MCHBG LHJ Contracts	B04MC45251	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$9,958	\$51,811
FFY22 MCHBG LHJ Contracts	B04MC45251	Amd 1	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$41,853	
SFY1 GFS - Group B		Amd 18	N/A	334.04.90	01/01/24	06/30/24	07/01/23	06/30/25	\$25,230	\$25,230
GFS-Group B (FO-NW)		Amd 11	N/A	334.04.90	01/01/23	06/30/23	07/01/22	06/30/23	\$25,878	\$25,878
GFS-Group B (FO-NW)		Amd 1	N/A	334.04.90	01/01/22	06/30/22	07/01/21	06/30/22	\$25,877	\$25,877
LHJ COVID-19 GFS		Amd 19	N/A	334.04.92	07/01/23	06/30/24	07/01/23	06/30/24	\$489,967	\$489,967
SFY25 Island Co Treatment Proviso		Amd 16	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$147,930	\$147,930
SFY24 Island Co Treatment Proviso		Amd 16	N/A	334.04.93	11/01/23	06/30/24	07/01/23	06/30/25	\$147,930	\$147,930
Rec Shellfish/Biotoxin		Amd 14	N/A	334.04.93	07/01/23	12/31/24	07/01/23	06/30/25	\$2,400	\$2,400
Rec Shellfish/Biotoxin		Amd 1	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,000	\$3,000
Small Onsite Management (GFS)		Amd 16	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	(\$30,000)	\$0
Small Onsite Management (GFS)		Amd 14	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$30,000	

Indirect Rate January 1, 2022 through December 31, 2022: 24%
Indirect Rate January 1, 2023 through December 31, 2023: 23%
Indirect Rate January 1, 2024 through December 31, 2024: 22.38%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work		DOH Use Only		Funding Period SubTotal	Chart of Accounts Total
					LHJ Funding Period Start Date	End Date	Chart of Accounts Funding Period Start Date	End Date		
Small Onsite Management (GFS)		Amd 16	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	(\$45,000)	\$0
Small Onsite Management (GFS)		Amd 14	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	\$45,000	
SFY25 Wastewater Management		Amd 16	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$53,636	\$53,636
SFY24 Wastewater Management		Amd 16	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	\$45,000	\$45,000
Wastewater Management-GFS		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$45,000	\$45,000
Wastewater Management-GFS		Amd 1	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$22,500	\$22,500
SFY23 FPHS-LHJ-GFS		Amd 13	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$100,000	\$1,700,000
SFY23 FPHS-LHJ-GFS		Amd 6, 9	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$1,600,000	
SFY25 FPHS-LHJ Funds-GFS		Amd 20	N/A	336.04.25	07/01/24	12/31/24	07/01/24	06/30/25	\$1,157,000	\$1,157,000
SFY24 FPHS-LHJ-Funds-GFS		Amd 15	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/24	\$714,000	\$2,314,000
SFY24 FPHS-LHJ-Funds-GFS		Amd 14	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/24	\$1,600,000	
FPHS-LHJ-Proviso (YR2)		Amd 7	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	(\$854,000)	\$0
FPHS-LHJ-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$854,000	
FPHS-LHJ-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$854,000	
YR 26 SRF - Local Asst (15%) SS		Amd 19	N/A	346.26.64	01/01/24	12/31/24	07/01/23	06/30/25	(\$1,500)	\$15,250
YR 26 SRF - Local Asst (15%) SS		Amd 16	N/A	346.26.64	01/01/24	12/31/24	07/01/23	06/30/25	\$16,750	\$46,250
YR 25 SRF - Local Asst (15%) SS		Amd 19	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	(\$1,250)	\$16,500
YR 25 SRF - Local Asst (15%) SS		Amd 13	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$250	
YR 25 SRF - Local Asst (15%) SS		Amd 12	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$17,500	
YR 24 SRF - Local Asst (15%) (FO-NW) SS		Amd 5	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$250	\$14,500
YR 24 SRF - Local Asst (15%) (FO-NW) SS		Amd 2	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$500	
YR 24 SRF - Local Asst (15%) (FO-NW) SS		Amd 1	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$13,750	
YR 26 SRF - Local Asst (15%) TA		Amd 19	N/A	346.26.66	01/01/24	12/31/24	07/01/23	06/30/25	\$4,000	\$4,000
YR 25 SRF - Local Asst (15%) TA		Amd 12	N/A	346.26.66	01/01/23	12/31/23	01/01/23	12/31/23	\$4,000	\$4,000
YR 24 SRF - Local Asst (15%) (FO-NW) TA		Amd 1	N/A	346.26.66	01/01/22	12/31/22	07/01/21	06/30/23	\$2,000	\$2,000
TOTAL									\$11,770,128	\$11,770,128
Total consideration:				\$10,490,218					GRAND TOTAL	\$11,770,128
				\$1,279,910						
GRAND TOTAL				\$11,770,128					Total Fed	\$4,654,530
									Total State	\$7,115,598

*Catalog of Federal Domestic Assistance

**Federal revenue codes begin with "333". State revenue codes begin with "334".

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Executive Office of Resiliency & Health Security-
WFD LHJ - Effective July 1, 2023

Local Health Jurisdiction Name: Island County Public Health Department

Contract Number: CLH31012

SOW Type: Revision **Revision # (for this SOW)** 1

Period of Performance: July 1, 2023 through December 31, 2024

Funding Source	Federal Compliance (check if applicable)	Type of Payment
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

Statement of Work Purpose: The purpose of this statement of work is to provide funding to establish, expand, train, and sustain the LHJ public health workforce to support jurisdictional COVID-19 prevention, preparedness, response, and recovery initiatives, in accordance with the CDC Crisis Response Cooperative Agreement: COVID-19 Public Health Workforce Development (WFD).

Note: Program does not expect to be able to extend funding beyond June 30, 2024. LHJs will not be provided a fund allocation. Program will review invoices and manage use of funds across all LHJs who want to access these funds. Timely invoicing of costs by LHJs to DOH is essential. The program also asks LHJs to inform DOH as soon as possible if they do not plan to invoice for any of these funds.

Note #2: The current consolidated contract ends December 31, 2024. Once a new contract is in place, the Program plans to submit a new statement of work for January 1 - June 30, 2025. The Program plans to allow LHJs to add any unspent funds from 2024 to the new statement of work, once the 2024 invoices have all been submitted and approved. Deliverable due dates after December 31, 2024 are referenced in this statement of work for informational purposes only and will be updated in the January - June 2025 statement of work.

Revision Purpose: The purpose of this revision is to extend the Period of Performance and Funding Period to 12/31/2024, add an additional due date for data collection, and add funds.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
FFY21 CDC COVID-19 PHWFD-LHJ	3190621G	93.354	333.93.35	07/01/23	12/31/24	0	122,910	122,910
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						0	122,910	122,910

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Submit names, position titles, email addresses and phone numbers of key LHJ staff responsible for this statement of work	Submit information by September 15, 2023, and any changes within 30 days of the change.	September 15, 2023	Reimbursement for actual costs not to exceed total funding allocation amount.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	work, including management, program staff, and accounting and/or financial staff.		Within 30 days of the change.	
2	<p>Develop a plan to use these funds for one or more of the allowable costs listed below.</p> <p>Submit plan to the DOH Program Contact for review and prior approval as soon as possible. We want to be sure your planned activities are allowable, and we will be able to reimburse you for the expenses.</p>	Implementation Plan	December 31, 2023, or sooner <i>or when LHJ requests funds or another change to the Plan.</i>	
3	<p>Funding is intended to establish, expand, train, and sustain public health staff to support LHJ COVID-19 prevention, preparedness, response, and recovery initiatives.</p> <p>Funding can be used for permanent full-time and part-time staff, temporary or term-limited staff, fellows, interns, contractors, and contracted employees.</p> <p>Allowable costs include:</p> <ul style="list-style-type: none"> Costs including, wages and benefits, related to recruiting, hiring, and training of new or existing public health staff. Purchase of supplies and equipment to support the expanded and/or current workforce and any training related to the use of supplies and equipment. Training and education (and related travel) for new and existing staff on topics such as incident management training, health equity issues, working with underserved populations, cultural competency, disease investigations, informatics or data management, or other needs identified by the LHJ. Costs of contractors and contracted staff. <p>Notes:</p> <ul style="list-style-type: none"> Preapproval from DOH is required to contract with these funds. Preapproval is required for the purchase of equipment. (Equipment is a tangible item with an original per-unit cost of \$5,000 or more.) 	<p>Implementation Plan</p> <p>Data on form provided by DOH.</p>	<p>December 31, 2023, or sooner <i>or when LHJ requests funds or another change to the Plan.</i></p> <p>January 10, 2024</p> <p>July 10, 2024</p> <p><i>December 31, 2024</i></p>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
4	<p>Data collection, as applicable, based on activities LHJ has completed during the reporting period.</p> <p>Data collection includes:</p> <ul style="list-style-type: none"> • Total new hires • Describe challenges or experiences that have impacted progress toward achieving set hiring goals. • Describe promising practices or activities that should be considered for sustained funding. • Explain your approach and mitigation plans to address challenges in meeting these hiring goals. • Health Equity – Identify metrics to address Diversity, Equity, and Inclusion (DEI) in hiring. • Administrative Support Staff – New Hires • Professional or Clinical Staff – New Hires • Disease Investigation Staff – New Hires • Program Management Staff – New Hires • Existing Staff budget for this funding. <p>Note: Reporting periods are July 1 – December 31, 2023, <i>and</i> January 1 – June 30, 2024, <i>and July 1 – December 31, 2024.</i></p>	Data on form provided by DOH.	<p>January 10, 2024 July 10, 2024 <i>December 31, 2024</i></p>	

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USA Spending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

Follow all Federal requirements for use of Federal funds:

Code of Federal Regulations (CFR), Title 2, Subtitle A, Chapter II, Part 200

Uniform Administrative Requirements, Cost Principle, and Audit Requirements for Federal Awards

[eCFR :: 2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)

The following expenses are not allowable with these funds:

- Clothing (except for vests to be worn during exercises or responses).
- Food or beverages.
- Incentives.
- Items to be given to community members (members of the public).
- Salaries at a rate more than Executive Level II (Federal Pay Scale).
- Vehicles (with preapproval, funds may be used to lease vehicles).

Preapproval from DOH is required to use these funds for:

- Contracting.
- Purchasing equipment. (Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)
- Disposition of equipment with a current value of \$5,000 or more.
(Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)
- Leasing vehicles.
- Out of state travel.

Note: Preapproval is no longer required for paying overtime.

See also DOH *A19 Documentation Matrix* for additional expenses that may require preapproval.

BILLING

All expenses on invoices must be related to statement of work tasks.

Submit invoices monthly on a signed A19 with backup documentation appropriate for risk level. DOH will provide A19 and risk level.

- If your invoice includes indirect costs, you must have an indirect rate cost agreement approved by DOH.
- If you have no expenses related to this contract for a month, let your DOH Primary Point of Contact know via email.
- Submit final billing within 60 days of the end of the contract period.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Foundational Public Health Services (FPHS) - Effective July 1, 2024

Local Health Jurisdiction Name: Island County Public Health Department

Contract Number: CLH31012

SOW Type: Original **Revision # (for this SOW)**

Period of Performance: July 1, 2024 through December 31, 2024

Funding Source	Federal Compliance (check if applicable)	Type of Payment
<input type="checkbox"/> Federal <Select One>	<input type="checkbox"/> FFATA (Transparency Act)	<input type="checkbox"/> Reimbursement
<input checked="" type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input checked="" type="checkbox"/> Periodic Distribution
<input type="checkbox"/> Other		

Statement of Work Purpose: Per RCW 43.70.512, Foundational Public Health Services (FPHS) funds are for the governmental public health system: local health jurisdictions, Department of Health, state Board of Health, sovereign tribal nations and Indian health programs. These funds are to build the system's capacity and increase the availability of FPHS services statewide.

Revision Purpose: N/A

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
				Start Date	End Date			
SFY25 FPHS-LHJ FUNDS-GFS	99210850	N/A	336.04.25	07/01/24	12/31/24	0	1,157,000	1,157,000
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						0	1,157,000	1,157,000

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	FPHS funds to each LHJ – See below in <u>Program Specific Requirements</u> – <u>Activity Special Instructions</u> for details	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	\$337,500
2	Assessment Reinforcing Capacity – See below in <u>Program Specific Requirements</u> – <u>Activity Special Instructions</u> for details	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	\$30,000
3	Assessment – CHA/CHIP – See below in <u>Program Specific Requirements</u> – <u>Activity Special Instructions</u> for details	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	\$15,000
4	Lifecourse - NEW SFY 24 Full Lifecourse Workforce Capacity – See below in <u>Program Specific Requirements</u> – <u>Activity Special Instructions</u> for details	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	See below in <u>Program Specific Requirements</u> - <u>Deliverables</u>	\$192,000

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
5	CD - NEW SFY 24 Immunization Outreach, Education & Response – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$37,500
6	EPH - NEW SFY 24 Fully fund Environmental Public Health Policy & Leadership Capacity – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$75,000
7	FC - NEW SFY 24 Strengthening Local Finance Capacity – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$31,000
8	FC - NEW SFY 24 Public Health Communications – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$100,000
9	EPR - NEW SFY 24 Emergency Preparedness & Response – Capacity and Capability – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$101,000
10	CD – Tuberculosis Program – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$8,500
11	Assessment – Shared Regional Epidemiology – General (Assessment/Surveillance, CHA/CHIP) – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$75,000
12	EPH Core Team – Safe and Healthy Communities – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in <u>Program Specific Requirements - Deliverables</u>	See below in <u>Program Specific Requirements - Deliverables</u>	\$80,000
13	EPH Core Team – Water System Capacity – See below in <u>Program Specific Requirements – Activity Special Instructions</u> for details	See below in Program Specific Requirements - Deliverables	See below in Program Specific Requirements - Deliverables	\$74,500

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FPHS staff from DOH and the Washington State Association of Local Public Health Officials (WSALPHO) will coordinate and communicate together to build and assure common systemwide approaches per FPHS Steering Committee direction and the FPHS framework intent.

- For LHJ questions about the use of funds:
 - Chris Goodwin, FPHS Policy Advisor, WSALPHO – cgoodwin@wsac.org, 564-200-3166
 - Brianna Steere, FPHS Policy Advisor, WSALPHO – bsteere@wsac.org, 564-200-3171

The intent of FPHS funding is outlined in [RCW 43.70.512](#).

Foundational Public Health Services Definitions and related information can be found here: www.doh.wa.gov/fphs.

Stable funding and an iterative decision-making process – The FPHS Steering Committee's roles and responsibilities are outlined in the [FPHS Committee & Workgroup Charter](#). The Steering Committee is the decision making body for FPHS and operates under a consensus-based decision making model, outlined [here](#). The Steering Committee use

an iterative approach to decision making meaning additional tasks and/or funds may be added to a local health jurisdiction's (LHJ) FPHS Statement of Work (SOW) as funding decisions are made.

Spending of FPHS funds – FPHS funds do not require pre-approval or pre-authorization to spend. FPHS funds are to assure FPHS services are available in each jurisdiction based on the FPHS Definitions (link) and as reflected in the SOW. Assurance includes providing FPHS as part of your jurisdiction's program operations, contracting with another governmental public health system partner to provide the service, or receiving the service through a new service delivery model such as cross-jurisdictional sharing or regional staff. **FPHS funds are eligible starting at the beginning of each state fiscal year (July 1) regardless of when funds are received by the LHJ, even if the expenditure occurred before the LHJ's contract was signed.**

These funds are not intended for fee-based services such as select environmental public health services. As state funding for FPHS increases, other funds sources (local revenue, grants, federal block grants) should be directed to the implementation of additional important services and local/state priorities as determined by each agency/jurisdiction.

Annual Allocations – The legislature appropriates FPHS funding on an annual basis and the FPHS Steering Committee allocates funds annually through the FPHS Concurrence Process for the State Fiscal Year (SFY): July - June.

The Legislature appropriates FPHS funding amounts for each fiscal year of the biennium. This means that funds must be spent within that fiscal year and cannot be carried forward. Any funds not spent by June 30th each year must be returned to the State Treasury. Funding allocations reset and begin again at the start of the next fiscal year (July 1).

This Statement of Work is for the period of July 1, 2024-December 31, 2024 and may be included in multiple Consolidated Contracts (ConCons) which are based on the calendar year and renewed every three years.

Disbursement of FPHS funds to LHJs – Unlike other ConCon grants, FPHS bill-back to DOH is NOT required. Half of the annual FPHS funds allocated by the Steering Committee to each LHJ are disbursed each July and January. The July payments to LHJs and access to FPHS allocation for all other parts of the governmental public health system occur upon completion of the FPHS Annual Assessment.

Deliverables – FPHS funds are to be used to assure FPHS services statewide. The FPHS accountability process measures how funds are spent, along with changes in system capacity through the FPHS Annual Assessment, system performance indicators, and other data. DOH, SBOH and local health jurisdictions have agreed to complete:

1. Reporting of spending and spending projections. Process timelines and reporting template are provided by the FPHS Steering Committee via FPHS Support Staff.
2. FPHS Annual Assessment is due each July to report on the previous state fiscal year. Process and reporting template are provided by the FPHS Steering Committee via FPHS Support Staff. System results are published in the annual FPHS Investment Report available at www.doh.wa.gov/fphs.

BARS Revenue Code: 336.04.25

BARS Expenditure Coding – provided for your reference.

562.xx	BARS Expenditure Codes for FPHS activities: see below
10	FPHS Epidemiology & Surveillance
11	FPHS Community Health Assessment
12	FPHS Emergency Preparedness & Response
13	FPHS Communication
14	FPHS Policy Development
15	FPHS Community Partnership Development
16	FPHS Business Competencies
17	FPHS Technology

20	FPHS CD Data & Planning
21	FPHS Promote Immunizations
23	FPHS Disease Investigation – Tuberculosis (TB)
24	FPHS Disease Investigation – Hepatitis C
25	FPHS Disease Investigation – Syphilis, Gonorrhea & HIV
26	FPHS Disease Investigation – STD (other)
27	FPHS Disease Investigation – VPD
28	FPHS Disease Investigation – Enteric
29	FPHS Disease Investigation – General CD
40	FPHS EPH Data& Planning
41	FPHS Food
42	FPHS Recreational Water
43	FPHS Drinking Water Quality
44	FPHS On-site Wastewater
45	FPHS Solid & Hazardous Waste
46	FPHS Schools
47	FPHS Temporary Worker Housing
48	FPHS Transient Accommodations
49	FPHS Smoking in Public Places
50	FPHS Other EPH Outbreak Investigations
51	FPHS Zoonotics (includes vectors)
52	FPHS Radiation
53	FPHS Land Use Planning
60	FPHS MCH Data & Planning
70	FPHS Chronic Disease, Injury & Violence Prevention Data & Planning
80	FPHS Access/Linkage with Medical, Oral and Behavioral Health Care Services Data & Planning
90	FPHS Vital Records
91	FPHS Laboratory – Centralized (PHSKC Only)
92	FPHS Laboratory

Special References (i.e., RCWs, WACs, etc.):

[FPHS Intent - RCW 43.70.512](#)

[FPHS Funding – RCW 43.70.515](#)

[FPHS Committee & Workgroup Charter](#)

[FPHS Steering Committee Consensus Decision Making Model](#)

Activity Special Instructions:

Investments to Each LHJ:

1. FPHS Funds to Each LHJ

These funds are allocated to be used to provide any programs and services within all of the FPHS Definitions. Each LHJ is empowered to prioritize where and how to use these funds to maximize equitable, effective and efficient delivery of FPHS to every community in Washington.

Use BARS expenditure codes from the list above that most closely align with expenditure made.

Targeted Investments to Each LHJ:

2. **Assessment Reinforcing Capacity (FPHS definition G.2)**
Support LHJ assessment capacity with flexible funds to meet locally identified needs. BARS expenditure codes: 562.10 or 11
3. **Assessment – CHA/CHIP (FPHS definitions G.3)**
Support any CHA/CHIP activity or service (e.g., data analysis, focus groups, report writing, process facilitation) and may be used to contract with other agencies for staff time or services. Use BARS expenditure codes: 562.11
4. **Lifecourse - NEW SFY 24 Full Lifecourse Workforce Capacity (FPHS definitions D, E, F)**
Infrastructure and workforce investments to each LHJ to meet fundamental needs in three areas: Maternal/Child/Family Health; Access/Linkage with Medical, Oral and Behavioral Health Services; and Chronic Disease, Injury and Violence Prevention. Use BARS expenditure codes: 562.60, 562.70, and/or 562.80
5. **CD - NEW SFY 24 Immunization Outreach, Education & Response (FPHS definition C.3)**
Promote immunization education and use of the statewide immunization registry through evidence-based strategies. Funding can also be used to support vaccine-preventable disease response. BARS expenditure codes: 562.21 and/or 562.27
6. **EPH - NEW SFY 24 Fully fund Environmental Public Health Policy & Leadership Capacity (FPHS definitions B.2, A.C, J.1-3, K.1-2, L.1)**
These funds are to be used for staffing costs for environmental health responsibilities and functions (that are not directly fee-based) within leadership, policy development, foundational public health services implementation, evaluation, or administration, including (but not limited to) Environmental Health Directors. Examples of funded roles include work relating to general policy, statewide and/or system-wide, and/or cross-jurisdictional work, legislation, and rulemaking, SBOH engagement, leadership support and/or development, workforce development, leadership within health equity, climate, and environmental justice. Use BARS expenditure codes: 562.14, 562.40 – 562.53
7. **FC - NEW SFY 24 Strengthening Local Finance Capacity (FPHS definitions L.2-4, L.6, L.8)**
Capacity and infrastructure to assure fiscal management and contract and procurement policies and procedures are effectively implemented to support programs and services. Use BARS expenditure codes: 562.16
8. **FC - NEW SFY 24 Public Health Communications (FPHS definitions I.1-2)**
Capacity to enhance the frequency, accuracy, and accessibility of public health communications to diverse populations via various media to support programs and services. Use BARS expenditure codes: 562.13
9. **EPR - NEW SFY 24 Emergency Preparedness & Response – Capacity and Capability (FPHS definitions H. 1-4)**
Capacity and infrastructure to support and enhance the local delivery of FPHS Emergency Preparedness and Response services and activities across critical subject matter areas. Use BARS expenditure codes: 562.12

Targeted Investments to Select LHJs – Assuring FPHS Available in Own Jurisdiction:

10. **CD – Tuberculosis Program (FPHS definition C.4.q-v)**
Expand capacity to conduct timely investigation for all infectious TB cases, conduct outreach and evaluation to Class B arrivers and infected contacts, provide education and resources to promote engagement with community providers, and coordinate case management for patients with LTBI. Funding allocated to LHJs with high Tuberculosis (TB) burden. Use BARS expenditure codes: 562.23.

Targeted Investments to Select LHJs – Assuring FPHS Available for/in Multiple Jurisdictions:

11. Assessment – Shared Regional Epidemiology – General (Assessment/Surveillance, CHA/CHIP) (FPHS definitions G.1,2)

Increase assessment and epidemiology capacity via regional/shared epidemiologist model to meet locally identified needs. Use BARS expenditure codes: 562.10 or 11

EPH -- Core Teams (Applies to all EPH Core Team FPHS Investments) (FPHS definition B.1-7)

Each EPH Core Team investment is for LHJ staff to participate in a cross-jurisdictional topic-specific Core Team. The Core Teams are each tasked with developing one or more model program(s), intended to offer guidance for scalable environmental public health responses relating to their specific sub-topic area(s). Where it makes sense to do so, the Core Teams may also work on implementation of these model programs. The content and output of these model programs will vary depending on the needs and approaches specific to each sub-topic area.

Recipients of these Core Team FPHS funds are required to participate in the associated Core Team for each investment. Recipients may spend these funds towards staffing time necessary to participate and on FPHS-qualifying activities for the specific sub-topic area(s) attached to its associated investment. Each Core Team FPHS investment is distinctive from all other Core Team FPHS investments.

Core Teams exist outside the FPHS structure, in partnership between LHJs and WA DOH, with one co-lead from each. Model programs developed through Core Team work will be made available to all Washington public health agencies.

There are currently six EPH Core Teams. They are listed below, with their sub-topic area(s), as applicable.

- System-Wide Data Management Improvement
- Climate-Change Response
- Lead Exposure
- Water System Capacity
- Homelessness Response
- Safe & Healthy Communities

Island is receiving funds to participate in these EPH Core Teams:

12. EPH Core Team – Safe & Healthy Communities

This Core Team develops system capacity to advance EPH perspectives into planning processes such as State Environmental Policy Act (SEPA) work, Health Impact Assessments, Comprehensive Plans, and related environmental review opportunities. The Core Team will develop one or more model program(s) to provide scalable approaches to healthy community planning, which may include wastewater planning and treatment, seawater intrusion in drinking water, ventilation in public buildings, PFAS contamination, climate change challenges, and other emerging topics identified by the Core Team.

- Use BARS expenditure code: 562.40

13. EPH Core Team – Water System Capacity

The goal of this Core Team is to increase LHJ capacity for water resource management and planning.

- Use BARS expenditure code: 562.43 or 53.



Island County Public Health
Shawn Morris, ND – Public Health Director

1 NE 7th St, Coupeville, WA 98239
 Ph: Whidbey 360-679-7350 | Camano 360-678-8261 | N Whidbey 360-240-5554
 Email: PublicHealth@islandcountywa.gov | www.islandcountywa.gov

MEMORANDUM

TO: Board of Commissioners

FROM: Shawn Morris, Public Health Director and Jennifer Schmitz, Natural Resources Manager

RE: CFF Natural Resources Citizen's Advisory Board

Background

The Island County Citizen's Advisory Board (CAB) reviews applications received each year for Conservation Futures Program (CFP) funding and provides recommendation to the Board of Island County Commissioners (BOCC) regarding which applications should be funded based on numerous program criteria and technical evaluations. The CAB consists of a maximum of nine voting members, two members from each commissioner district and three members representing the county at large. As part of the 2024 Public Health Workplan, staff are working towards updating Project Evaluation Criteria to integrate climate and equity criteria, consistent with the BOCC desire to see these lenses applied to all County work, as well as the Health in all Policies proclamation in 2023.

2024 Workplan Item

Proposed Project

Apply climate and equity considerations and principles to the CFP funding application, to ensure projects received by the program may be sufficiently evaluated for these criteria. Review and propose updates to project evaluation criteria to focus on health equity, environmental justice, and climate sustainability. Include focus on social drivers of health like recreation, housing, and economic opportunity. Develop recommendations and review with CAB, following research review and community engagement Q1-Q2. Present recommendations through resolution Q3. Adopt new project evaluation criteria by end of Q4 for use in the 2025 Conservation Futures Fund (CFF) funding round, which opens in February of 2025.

Current Status

Comprehensive research review completed outlining One Health and environmental justice criteria for conservation fund programs. Draft project criteria developed and under review by CAB. Resolution development in progress.

Summary

Expanding project criteria to encompass these additional factors will prioritize funding to projects that benefit low-income communities, enhance climate resiliency, and increase access to recreational environments. As part of this project, staff are also reviewing past allocations to

understand geographic distribution of funded projects as well as the type of conservation investment made in years prior, and reevaluating CAB membership makeup, accessibility, and ability to serve as a CAB member from various demographic viewpoints, and an assessment of the CAB procedures to ensure equity is similarly applied to the advisory board itself.

Attachments:

- 2024 CFF Application Instructions
- Proposed 2025 CFF Application Instructions

ISLAND COUNTY DIVISION OF NATURAL RESOURCES

1 NE 6th Street Coupeville, WA 98239

ISLAND COUNTY CONSERVATION FUTURES (CFF) PROGRAM APPLICATION INSTRUCTIONS

Island County's Comprehensive Plan identifies that unique or distinctive lands should be preserved in recognition of the irreplaceable character of such resources and of their importance to the quality of life of residents and visitors to Island County. The Comprehensive Plan further identifies the Conservation Futures Fund (CFF) as a source of funding to achieve goals and policies of Land Protection, Stewardship, and Maintenance so that Island County positions itself as a habitat and outdoor recreation provider, reflecting a desire to protect habitat and meet the community's outdoor, low-impact recreation needs.

To meet these goals, the Island County Board of County Commissioners established the Conservation Futures Program and Procedures for the Program so that organizations can apply to use these funds in a fair, balanced, transparent and effective fulfillment of the Comprehensive Plan.

These instructions are intended to provide applicants with materials to submit an application to the Conservation Futures Program that contains enough information for the application to be reviewed and for recommendations to be made to the County Commissioners.

Project Applications for the 2024 funding cycle must be emailed to kelly.webb@islandcountywa.gov by the end of day on Thursday, February 29th, 2024.

Conservation Futures Program projects must conform with:

- [RCW 84.34.210](#) and [84.34.220](#),
- [Island County Code Chapter 3.22](#), and
- [Island County Resolution C-69-19](#).

The Island County Conservation Futures Program is accepting applications from eligible organizations for a share of the annual allocation of the Conservation Futures Fund for proposed Acquisition projects as well as proposed Maintenance and Operations projects (M&O). **CFF M&O project funds may only be used for properties already acquired using Conservation Futures Funds.**

The organizations that are eligible to receive Conservation Futures Funds (CFF) include Island County government, cities, towns, special purpose districts, non-profit nature conservancy organizations (as defined in [RCW 84.34.250](#)), and non-profit historic preservation organizations (as defined in [RCW 64.04.130](#)).

Eligible Acquisition projects will be reviewed by County staff and the CFF Citizens' Advisory Board (CAB) which will make recommendations to the Board of County Commissioners. The Board of County Commissioners will make a final determination on funding.

Eligible M&O projects will be reviewed directly by the Board of County Commissioners.

CFF applications shall be of a narrative form that describes the proposed project and how the proposed project compares to the current Project Selection Criteria as adopted by the County Commissioners. The detail of the application is one factor that contributes to how the proposed project compares and prioritizes in relation to other proposed projects being considered in the same funding cycle.

Applications shall be submitted in PDF format and include the following elements:

- The cover page of your application should have a header section with the project title and year. The cover page should also contain:
 - The applicant's contact information (address, e-mail, and phone number) as well as identify the specific properties the proposed project involves.
 - At a minimum, the parcel numbers, owners, addresses, property identification numbers and common names for all properties fully or partially in the project.
 - A summary of proposed project costs and budget.
- Please include a project description as the first item on the second page of the application. The project description should be at least a paragraph and up to a page that describes in detail what the proposed project would do.
- The third page of the application should start with the project budget including all costs and proposed sources of funding for those costs. The Proposed Project Application Attachment B – Budget spreadsheet must accompany each application, but you should also include an explanation of the details of your project budget.
- Please include narrative description of how the proposed project compares, in detail, to each of the current Project Selection Criteria (project selection criteria scoring tools attached). Be detailed and use the same order, category titles and numbering as listed on the scoring tools.
- Mapping that adequately describes the proposed project, the project's complexities and details should be attached. Please format to 8½" x 11" as much as possible. At a minimum, you are required to provide:
 - An Island County Map indicating the location of the proposed project, and
 - A detailed map indicating the boundaries of the proposed project.
- Pictures that show the important features of the proposed project should be attached.
- Include or attach any additional information which would assist in evaluating the proposed project for CFF funding.

For further information, please visit <https://www.islandcountywa.gov/353/Conservation-Futures-Program> or contact Kelly Webb, CFF Coordinator, at (360) 678-7892.

ACQUISITION PROJECT EVALUATION CRITERIA

A. Conservation Values & Resources	<ol style="list-style-type: none">1. Rarity of resources or habitats protected<ol style="list-style-type: none">a. Significance of resources protectedb. Rarity of resources or habitat protected2. Working farm & agricultural<ol style="list-style-type: none">a. Agricultural soils quality and condition.b. Resource suitability for current and long-term production, existing and future agricultural income.c. Site significance of agricultural resources locally, regionally, or statewide.3. Working forest<ol style="list-style-type: none">a. Timberland quality and condition.b. Resource suitability for current and long-term timber production, existing and future timber income.c. Site significance of timber resources: local, regional, or statewide.
B. Appropriate Public Use and Enjoyment	Appropriate plans for access, trails, wildlife viewing, protection of scenic view shed, and historic values.
C. Plan Consistency and Partnerships	<ol style="list-style-type: none">1. Project named as a priority in a local jurisdiction's adopted plan(s) which identifies this site or habitat area for conservation purposes and/or appropriate public access.2. Documented support for this project by planning partners, other organizations, and citizens.
D. Potential for Loss	<ol style="list-style-type: none">1. Immediacy and magnitude of potential loss of areas identified as having long-term rural significance or land suitable for conservation.2. Immediacy of acquisition timing: opportunity with landowner and leveraged funding.
E. Assessment of Stewardship Viability	<ol style="list-style-type: none">1. Stewardship needs are identified and adequately addressed with an appropriate management plan or application includes funding request for management plan.2. Potential risks and liabilities to protect long-term conservation values and resources are identified and adequately addressed.3. Identifies long-term costs of maintenance and capital improvements (if any) and are adequately addressed.
F. Financial Strategies	<ol style="list-style-type: none">1. Acquisition cost efficiencies and financial strategy (including matching contributions) to leverage use of funds.2. Strategy for managing future costs, liability and risk issues (for example, acquisition of minimum controlling interest).

ACQUISITION PROJECT TECHNICAL EVALUATION CRITERIA

A. Habitat
(Evaluated by Island County Natural Resources)

1. Biological function and environmental benefits, quality and importance of habitat type for specific species including salmonids.

2. Connectivity to and enhancement of other protected lands and important water bodies.

3. Site significance of habitat ecosystem: locally, regionally, or statewide.

B. Water resources
(Evaluated by Island County Natural Resources)

1. Provides for protection of groundwater resources through aquifer recharge area protection. Groundwater susceptibility is currently mapped as Low, Medium or High susceptibility (as part of the county's CAO).

2. Provides for protection of groundwater resources / seawater intrusion risk (ICC 8.09.099).

3. Reduces impact of surface water discharge.

MAINTENANCE AND OPERATIONS PROJECT EVALUATION CRITERIA

A. Ecological Integrity	Degree to which the project reduces or eliminates a serious threat to ecological integrity, a developing ecological threat or invasive species threat.
B. Hazard or Liability	Degree to which the project removes or eliminates a significant hazard or liability.
C. Special Status	Degree to which the project protects, restores or enhances a species or plant community with special status.
D. Habitat values not previously covered	Degree to which the project provides habitat protection, restoration or enhancement in ways not covered in Criteria A-C.
E. Public Access	Degree to which the project increases or enhances public access to the property.
F. Management Plan	<ol style="list-style-type: none">1. Project includes a proposal to develop a site-specific management plan if one does not already exist. <u>OR</u>2. The property has an existing site-specific management plan and the degree the project is supported by this management plan.
G. Supported by Community Plans	Degree to which the project is supported by one or more federal, state, regional or local plans.
H. Existing Infrastructure	Degree to which the project protects existing infrastructure vital to the property within the context of the CFF Program.
I. Develops Infrastructure	Degree to which the project provides new infrastructure vital to the property within the context of the CFF Program.
J. Long Term Viability	Degree to which, in the long term, the result of the project can be reasonably managed and will remain viable.
K. Other Resources	Degree to which the project utilizes matching funds or additional resources not from the CFF Program.
L. Public Ownership	Degree to which the property is owned by the public. Fee simple public ownership, Fee simple public ownership with someone else owning, Public CE only, Public trail only, Public deed of right only.

ATTACHMENT B – ESTIMATED PROJECT BUDGET
 ISLAND COUNTY CONSERVATION FUTURES FUND
 PROPOSED PROJECT APPLICATION

PROJECT NAME = _____

YEAR = _____

	CATEGORY	CFF	OTHER FUNDING SOURCES	TOTAL FUNDING
PLANNING				
	SALARIES AND BENEFITS	\$	\$	\$
	CONSULTANTS / SUB-CONTRACTING	\$	\$	\$
	GOODS AND SERVICES	\$	\$	\$
	OTHER	\$	\$	\$
	TOTAL PLANNING	\$	\$	\$
MAINTENANCE AND OPERATIONS				
	SALARIES AND BENEFITS	\$	\$	\$
	CONSULTANTS / SUB-CONTRACTING	\$	\$	\$
	GOODS AND SERVICES	\$	\$	\$
	OTHER	\$	\$	\$
	TOTAL M&O	\$	\$	\$
MANAGEMENT AND ADMINISTRATION				
	SALARIES AND BENEFITS	\$	\$	\$
	CONSULTANTS / SUB-CONTRACTING	\$	\$	\$
	GOODS AND SERVICES	\$	\$	\$
	OTHER	\$	\$	\$
	TOTAL MGMT & ADMIN	\$	\$	\$
EQUIPMENT				
	SALARIES AND BENEFITS	\$	\$	\$
	CONSULTANTS / SUB-CONTRACTING	\$	\$	\$
	GOODS AND SERVICES	\$	\$	\$
	OTHER	\$	\$	\$
	TOTAL EQUIPMENT	\$	\$	\$

	CATEGORY	CFF	OTHER FUNDING SOURCES	TOTAL FUNDING
PROPERTY ACQUISITION				
	FEE SIMPLE ACQUISITION COSTS	\$	\$	\$
	CONSERVATION EASEMENT COSTS	\$	\$	\$
	OTHER ACQUISITION COSTS	\$	\$	\$
	TOTAL ACQUISITION COSTS	\$	\$	\$
	TOTAL PROJECT BUDGET	\$	\$	\$

2025 CFP Project Application

Project application for Conservation Futures Fund Program.

Applicant/Owner Information

Project Name:**Organization:****Address:** Address Line 1 City State  Zip Code**Email:****Phone****TIN/EIN:****Owner Information if different from Applicant****Name:** First Last**Organization:**

Address:▼**Phone:****Email****Property Information****Property Title/Name:****Parcel Number:**

Include a map depicting the boundary lines of the proposed project. You can create a link to a document or attach the document.

Project Description

Provide an overall description of the proposed project and the rationale for acquiring Conservation Futures funds. This response should be between a paragraph and a full page of text. You can create a link to a document or attach the document.

 //**Project Team**

Please provide a Primary Project Contact person and appropriate contact details.

Team List:

Outside Project Partners or Collaborators:

Please provide a list of partners or collaborators not listed above.

Project Evaluation Criteria

1. Ecological Systems: Provide details about your project's significance in the following areas:

- A. Biological function
 - a. Protect, conserve, enhance, or restore a species or community with special status.
 - b. Provide important habitat for any specific species (i.e., salmonids).
 - c. Provide or enhance species function, quality, or resilience.
 - d. Reduce or eliminate the threat of invasive species.
 - e. Can this project be reasonably managed and with this management retain long-term viability?
 - f. Does this project have undisturbed non-ag soils that support mycorrhizal networks and insect life, if so what percent of the total project do these soils represent?

Untitled

B. Environment

- a. Provide connectivity to and/or enhancement of other protected lands and water bodies. Include the name and size (in acres of the connected property or water body).
- b. Enable or support restoration of degraded environments.
- c. Significance of the site's habitat to the larger ecosystem: locally, regionally, or statewide.
- d. Reduce or eliminate a threat to ecological integrity or a developing ecological threat.

Untitled**C. Resources**

- a. Protect groundwater resources such as aquifer recharge or reduce the risk of seawater intrusion into drinking water.
- b. Prevent, reduce, or mitigate surface water discharge or flooding risk.
- c. Reduce, remove, or eliminate a significant hazard or liability to resources.

Untitled**D. Human well-being and health**

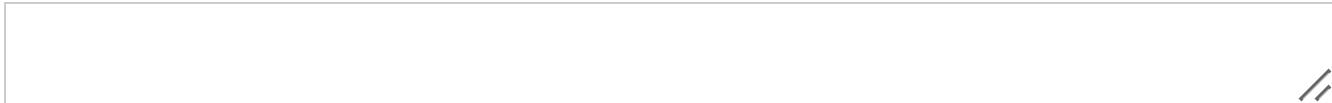
- a. Improve air quality or create a fire buffer.
- b. Provide lasting connections to nature, especially in proximity to underserved communities.
- c. Provide equitable and open access to low impact recreation such as walking trails, wildlife viewing areas and/or the protection of scenic views.
- d. Provide approaches to stewardship that enhance well-being and support equity in delivering value to all communities.
- e. Provide access to natural environments and programs that offer culturally appropriate exposure and education for all age categories, including traditionally underserved populations about ecosystems and natural food sources.

Untitled

E. Climate resilience and adaptation to climate related stressors

- a. Provide carbon sequestration and ecosystem processes that moderate climate phenomena such as shading and cooling to reduce heat-islands, water and air purification, erosions and flood control, carbon storage and other climate regulation processes.
- b. Support reductions in transportation-related carbon emissions with project locations that are easy to reach by walking, human-powered transport, or public transit to the site.
- c. Describe any strategies that account for and attempt to reduce future risk, costs and losses associated to climate related damage.

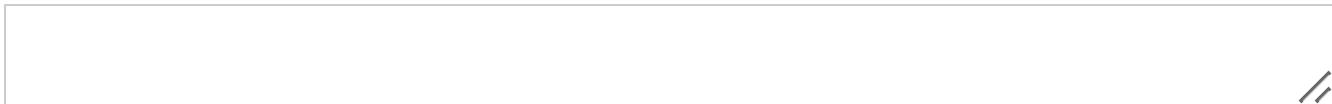
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2. Agriculture: If this property qualifies as a working farm or agricultural property, describe the following.

- A. The quality and condition of the agricultural soils.
- B. The resource suitability for current and long-term production, and existing and future agricultural income.
- C. The site's significance of agricultural resources on a local, regional, or statewide scale.
- D. Describe the property's contribution to local and regional food security.

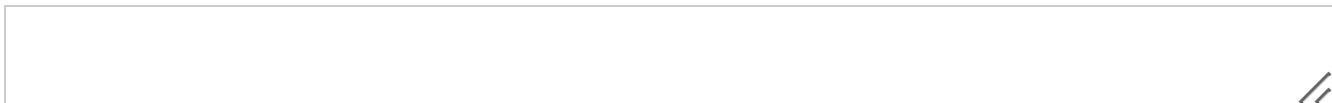
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3. Forestry: If this property qualifies as a working forest or a stewardship forest, describe the following.

- A. Timberland quality and condition.
 - a) Capability for sequestration of atmospheric carbon.
- B. Suitability for current and long-term timber production, and existing and future timber income.
- C. The site's significance of timber resources on a local-, regional-, or statewide scale.
- D. If a stewardship forest, what is the phase of your stewardship plan?
- E. If a working forest, what is the phase of your management plan?
- F. Can this project be a natural food source or part of a supply chain?

Untitled



4. Alignment and Leverage: The following elements address how the proposal is aligned with other entities and how they are leveraged.

- A. Local priority: If the property is identified as a priority in a local jurisdiction's adopted plan(s) for conservation, climate resilience/adaptation, and/or appropriate public access, describe the relationship between this project and the local adopted plan.
- B. Partnerships: Provide documentation of how partners, collaborators, other organizations, and/or citizens are involved in this project or derive benefit from this project. Documentation can be a letter of support but may not be simply a declaration of agreement with the project. You can create a link to a document or attach the document.
- C. Describe acquisition cost efficiencies and your financial strategy (including matching contributions) to leverage the use of funds.

Untitled

5. Risks of not funding: The following elements address the risks associated with the project not receiving funding support.

- A. Describe the immediacy and magnitude of potential loss of areas identified as having long-term rural significance or land suitable for conservation, cultural significance, food source, supply chain, equity, and/or climate resilience/adaptation if this project is not protected/funded
- B. Describe the immediacy regarding the acquisition of this property. Is this a unique opportunity/limited-time offer with the landowner? Is there leveraged funding at this time?

Untitled

6. Stewardship, management, and maintenance needs.

A. Identify stewardship needs for this project and how they will be addressed, restored, and enhanced with an appropriate management or stewardship plan. If your plan is not yet developed include information regarding your funding request for either plan. An appropriate management/stewardship plan should include the land condition, landowner's goals, and outline strategies to achieve those goals.

B. Identify long-term costs of maintenance and capital improvements (if any) and how these will be adequately addressed.

C. Describe your strategy for managing future costs, liability, and risk issues (for example, acquisition of minimum controlling interest).

D. Are there any buildings or structures on the property? If yes, please describe the structures, and identify whether these structures are occupied.

- a) What are the current and future plans for these structures?
- b) What is the percentage of your O&M costs attributed to these structures?

Untitled**Submit**Powered by Cognito Forms. Try It Now - [cognitoforms.com](https://www.cognitoforms.com)



Amendment To
Memorandum of Understanding
Island County Public Health

THIS AMENDMENT revises the Memorandum of Understanding (MOU) dated on June 1, 2023 between **North Sound Accountable Community of Health** (North Sound ACH, a Washington non-profit corporation ("ACH"), and **Island County Public Health** ("Contractor").

The Agreement is amended as follows:

1. Section 9 of the MOU has been updated to reflect the agreement term from June 1, 2023 to December 31, 2024.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms.

Signatures:

Contractor Signature	Printed Name and Title	Date Signed
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North Sound ACH Signature	Printed Name and Title	Date Signed
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ISLAND COUNTY PLANNING & COMMUNITY DEV.

WORK SESSION AGENDA

MEETING DATE: 7/10/2024

To: Jill Johnson, Chair
Board of Island County Commissioners

From: Jonathan Lange, Director

Amount of time requested for agenda discussion. 90 minutes

DIVISION: Long Range Planning

Agenda Item No.: 1

Subject: 2025 Work Plan and Docket

Description: Long Range Planning staff will review the proposed work plan and docket for 2025 to the Board for initial input.

Attachment: Memo with draft work plan and docket items

Request: (Check boxes that apply)

<input 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 checked="" type="checkbox"/> Other: <u>Initial review</u>

IT Review: Not Applicable

Budget Review: Not Applicable

P.A. Review: Not Applicable

DIVISION: Long Range Planning

Agenda Item No.: 2

Subject: Comprehensive Plan – Historic Preservation Element and Economic Development Element review and discussion

Description: Long Range Planning staff will lead the Board in a high-level review and discussion of the 2016 Comprehensive Plan goals and policies for the Historic Preservation and Economic Development elements.

Attachment: 2016 Historic Preservation Goals and Policies, 2016 Economic Development Goals and Policies

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 Planning and Community Development

Jonathan Lange, AICP, CFM
Director

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~MEMORANDUM~

July 10, 2024

TO: Board of Island County Commissioners
FROM: Long Range Planning

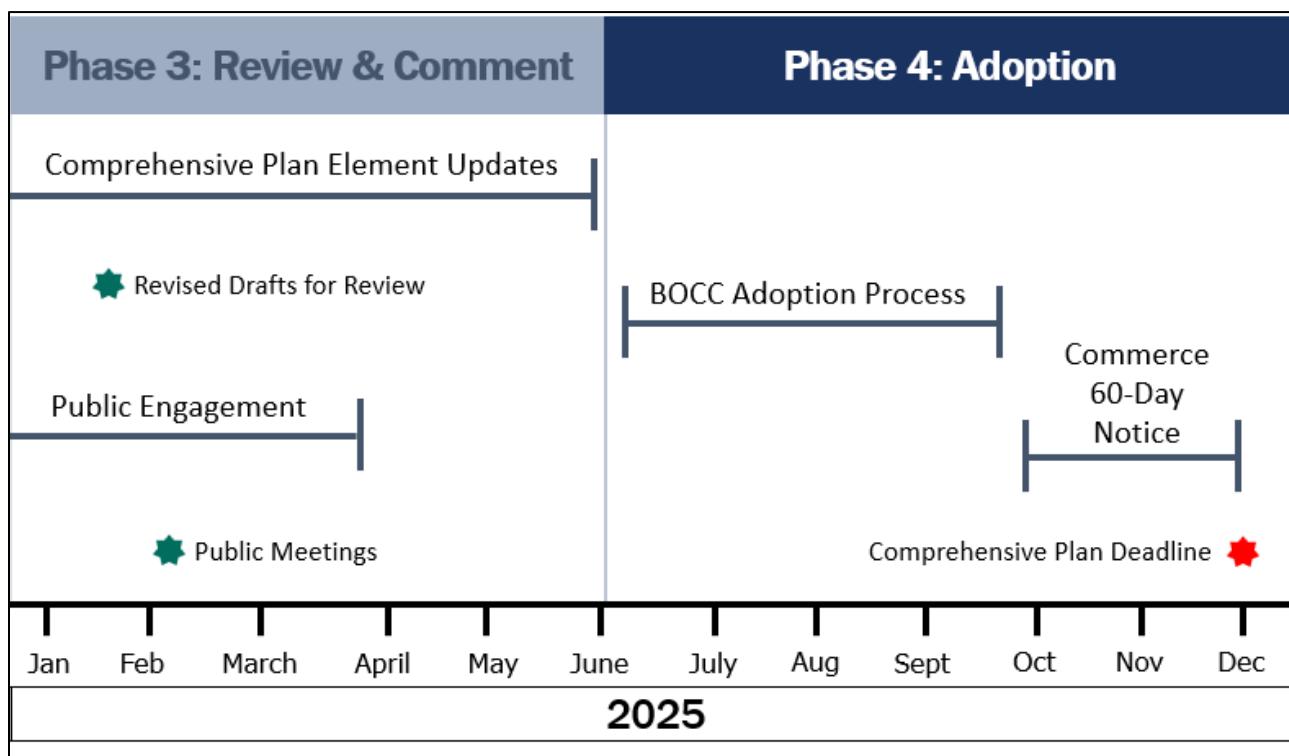
2025 Docket Workplan

Items to be considered	Docket or Work Plan	Notes
Comprehensive Plan Update (see second page for details)	Docket	State Mandate / BOCC / Planning Commission
Water Study for updates to the Coordinated Water System Plan	Work Plan	BOCC / Planning Staff to work in collaboration with Health to manage consultant work
Ebey's Design Guidelines and associated code updates	Work Plan	Design Guidelines updates will be complete by Dec. 2024; BOCC will need to adopt in 2025. Associated code updates may also be needed.

2025 Comprehensive Plan Elements

- Land Use & Rural Element
- Housing Element
- Natural Resources Element
- Capital Facilities Element
- Utilities Element
- Historic Preservation Element
- Economic Development Element
- Shoreline Element
- Transportation Element (Public Works)
- Parks Element (Public Works)
- Climate Resiliency Sub-Element (Parametrix)
- Sub Area Plans: Freeland and Clinton (Kimley Horn)

2025 Comprehensive Plan Schedule





Island County Planning and Community Development

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EXCERPT FROM THE ISLAND COUNTY 2016 COMPREHENSIVE PLAN – HISTORIC ELEMENT

Goal 1. Actively participate as a partner in Ebey's Landing National Historical Reserve in order to “preserve and protect a rural community which provides an unbroken historical record from 19th century exploration and settlement in Puget Sound to the present time” (Public Law 95-625, November 10, 1978).

- HP 1.1.** Adhere to the standards of the Comprehensive Plan for Ebey's Landing National Historical Reserve as set forth in the Interlocal Agreement with the National Park Service, Washington State Parks and Recreation Commission, and Town of Coupeville, or as amended.
- HP 1.2.** Development in the Ebey's Landing National Historical Reserve or other valued scenic or heritage areas will be designed to protect identified historic sites, structures, and panoramic vistas. Vegetative screening, setbacks, exterior design measures, view corridor protection and other suitable forms of mitigation will be used to lessen the impact of development within such areas.
- HP 1.3.** In cooperation with the Historic Preservation Commission, and the Trust Board, the County will review an annual report on the status of the design review process for the preceding year, the unified code, and the Design Guidelines for Ebey's Landing National Historic Reserve.
- HP 1.4.** In cooperation with the Town of Coupeville, Washington State Parks, the National Park Service, the Historic Preservation Commission, and the Trust Board, conduct a thorough update of the 1980 Comprehensive Plan for Ebey's Landing National Historic Reserve.
 - HP 1.4.1.** As a part of the process of updating the Plan for Ebey's Reserve, conduct an evaluation of the discrepancies between the Design Review Process adopted in 2011 (Ord. No. C-84-11[PLG-019-11]) and the 1980 Comprehensive Plan for Ebey's Landing National Historic Reserve and consider clarifying the authority for each document.
- HP 1.5.** Encourage management and preservation of Island County's historic resources by expanding the scope of the Historic Preservation element.
- HP 1.6.** Encourage the preservation and restoration of historic structures by continuing to provide special tax valuation for historic structures as directed by RCW 84.26.
- HP 1.7.** Create a complete inventory of all historically significant properties within Island County to identify Island County's historic resources and to protect and preserve these resources in a manner that respects their importance and continue to tell the story of Island County.

EXCERPT FROM THE ISLAND COUNTY 2016 COMPREHENSIVE PLAN

- HP 1.8.** Provide technical assistance to citizens in other parts of the County in forming local historic preservation districts.
- HP 1.9.** Research historic preservation tools and techniques that may apply to Island County.
 - HP 1.9.1.** Evaluate the benefits of and the requirements for becoming a Certified Local Government through the National Park Service program aimed at promoting local historic preservation.

Goal 2. To identify Island County's archaeological resources, and to protect and preserve the cultural, historical, social, educational, and scientific value of these resources in a manner that respects their cultural significance.

- HP 2.1.** The County will prepare and maintain a current inventory of all known and suspected historic and archaeological sites in cooperation with the State Department of Archaeology and Historic Preservation and officials from the affected Indian tribe. This inventory will be kept in a secure location and used by County staff only for the purpose of verifying the presence of an archaeological site on a subject property.
 - HP 2.1.1.** The County shall update its inventory of archaeological sites by incorporating information contained in the archaeologic reports required by Policy HP 3.4 below.
 - HP 2.1.2.** Additionally, should any new archaeological site be discovered during development or otherwise, the County shall also incorporate information obtained from the newly discovered site in its inventory and shall forward or cause to be forwarded this information to the state Office of Archaeology and Historic Preservation and the affected Tribe.
- HP 2.2.** The County will continue to implement the Inadvertent Discovery Plan which identifies and protects archaeological sites within its jurisdiction.
 - HP 2.2.1.** The County shall provide the affected Tribe, the Department of Archaeology and Historic Preservation, the Trust Board of the Ebey's Landing National Historical Reserve and the Island County Historical Society with a copy of any amendments to these procedures hereto.
- HP 2.3.** The County will ensure that affected tribal organization(s) and the Office of Archaeology and Historic Preservation are involved in the review of projects having potential impacts on archaeological sites by, at a minimum, providing the affected Tribe, organization and agency with a copy of the permit application for all such projects and notifying the owner or project proponent of his/her responsibility to consult with the affected Native American Tribe.
- HP 2.4.** Where a proposed development is located on or near an archaeological site, the County will require the property owner or project proponent to engage a qualified professional archaeologist to investigate and report to the County upon the location, condition, extent of the site and any recommendations in regard to treatment.
 - HP 2.4.1.** Such report shall include consultation with the affected Indian tribe on proposed measures to avoid, protect, or mitigate the impacts of the proposed project on the archaeological site.

EXCERPT FROM THE ISLAND COUNTY 2016 COMPREHENSIVE PLAN

HP 2.4.2. The report shall include:

- A section describing the consultative process with the affected Tribe, setting forth the affected Tribe's comments on any findings and recommendations proposed by the archaeologist on behalf of the property owner or project proponent,
- Any changes made to those findings and/or recommendations as a result of the consultation, and
- Any contrary findings and/or recommendations of the affected Indian Tribe on avoidance or mitigation of the proposed project's impacts.

HP 2.4.3. The report shall be performed in accordance with the best available technology and techniques commonly accepted as standards in the profession of archaeology.

HP 2.4.4. A copy of the archaeologist's report shall be provided to the affected Tribe and the Department of Archaeology and Historic Preservation.

HP 2.5. No permit for an application requiring an archaeologist's report will be issued prior to the receipt by Island County of a required archaeological report and any comments submitted to the County by the Tribes.

HP 2.5.1. Based on the information contained in the written report of the qualified professional archaeologist, including the recommendations of the affected Indian Tribe on avoidance or mitigation of the proposed project's impacts obtained during the consultation process, the County will condition project approval in a manner to avoid or minimize impacts to the site consistent with federal and state law.

HP 2.5.2. Avoidance and conservation of the site is the preferred treatment.

HP 2.6. The County shall require property owners or project proponents to immediately halt work if, during the course of development, and particularly during actual construction, human remains or archaeological resources are encountered.

HP 2.6.1. The property owner or project proponent shall be required to contact the affected Native American Tribe, the County and the Department of Archaeology and Historic Preservation. This contact shall initiate a consultation process for determining subsequent actions.

HP 2.7. The County will work with affected Tribes and others to protect Native American artifacts and sites of significance, and other archaeological and cultural resources as mandated by RCW 27.53.



Island County Planning and Community Development

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EXCERPT FROM THE ISLAND COUNTY 2016 COMPREHENSIVE PLAN – ECONOMIC DEVELOPMENT ELEMENT

Goal 1. Encourage diverse economic development consistent with adopted comprehensive plans.

ED 1.1. Strive to increase locally based non-military jobs from the current 50% of the County labor force to 60% of the labor force by the year 2020 (this would result in a 4,000 job increase above the 1996 level of locally based jobs).

ED 1.2. Encourage a diverse range of economic activities within appropriate areas of Island County.

ED 1.3. Acknowledge as a basis for planning that the goals of preserving rural lands and enhancing economic vitality are complementary and not mutually exclusive, as the County's rural character is a direct economic asset.

ED 1.4. Overall, economic development with regional orientation will be pursued in cooperation with local governments and the private sector, targeting specific projects aimed at diversifying and stabilizing the economy.

ED 1.5. Retain existing businesses in the region and minimize obstacles to their expansion, where appropriate.

ED 1.6. Reduce the inappropriate conversion of undeveloped land into sprawling, low density development.

ED 1.7. The development of "living wage" employment opportunities is actively encouraged to reduce off island commuting and provide career opportunities.

ED 1.8. Pursue the development of a diversified economy that attracts business activities that inject "new money" into the local economy (i.e. academic and research organizations, light industries, financial services, information processing, engineers, and home businesses) and includes appropriate service industries such as health care and professional services.

ED 1.9. Commercial development must be designed and located to provide goods and services in a convenient, safe, attractive and environmentally responsible manner.

ED 1.10. Regional shopping centers must locate within municipal UGAs.

ED 1.11. Marinas and water related commercial uses will develop in accordance with

EXCERPT FROM THE ISLAND COUNTY 2016 COMPREHENSIVE PLAN

the SMP.

ED 1.12. Encourage and support public/farmers markets and small scale farming operations.

ED 1.13. Encourage and support efforts to enhance the profitability of agriculture and forestry operations with value added and specialty products and cooperative marketing programs.

ED 1.14. Encourage the development of appropriate support facilities and programs for the retirement industry.

ED 1.15. Encourage home occupations and home industries.

ED 1.16. Existing businesses that serve municipal UGAs will be encouraged to remain within these areas and expand as needed.

ED 1.17. Encompass isolated non residential uses.

ED 1.18. Island County's land use decisions will support the retention and future use of NAS Whidbey, including OLF Coupeville and the Seaplane Base for use by military aviation. In the event that any military facilities are removed, downsized or closed, the County will promote the future use of these facilities for aviation related activities. Should this not be economically viable, Island County will aggressively work to convert these capital assets into comparable economic benefits for the County and adjacent developed areas.

ED 1.19. Encourage agricultural and forestry land uses that help farmers and foresters stay on the land thus protecting the County's rural character, which in turn, attracts other economic activities.