

**ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE  
SEPTEMBER 11, 2024**

Those interested in attending the meeting virtually may use the following link:  
<https://zoom.us/j/95701446335?pwd=U2N4V1FXSVdiNDJLL1B2UXlDc3F2QT09>  
or for voice only, **Dial by your location:** (253) 215-8782  
**Meeting ID:** 957 0144 6335 **Passcode:** 969196

9:00 a.m. Commissioners  
9:45 a.m. Planning and Community Development

**NOON BREAK**

1:00 p.m. **2025 BUDGET WORKSHOP**  
**September 11:** Supplemental Budget Requests

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

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

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

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

**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 COMMISSIONERS**

**WORK SESSION AGENDA**

**MEETING DATE: 9/11/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: BOCC Staff**

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

**DIVISION: Administrative**

**Agenda Item No.: 1**

**Subject: Island Senior Resources budget and level of service discussion**

**Description:** The Board and representatives from Island Senior Resources will discuss their current budget and level of service.

**Attachment: None**

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

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

**IT Review:** Not Applicable

**Budget Review:** Not Applicable

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

**Agenda Item No.: 2**

**Subject: Request for Appointment to the Conservation Futures Fund Program  
Citizen's Advisory Board (CAB)**

**Description:** The Board has received a request for appointment to Position 8, At-Large, on the Conservation Futures Fund Program Citizens Advisory Board (CAB)

**Attachment: CAB Roster, Memo**

**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

**Agenda Item No.: 3**

**Subject:** Request for Appointment to the Board of Equalization (BOE)

**Description:** The Board has received a request for appointment to Position 6 on the Board of Equalization (BOE).

**Attachment:** BOE 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

**Agenda Item No.: 4**

**Subject:** Request for Appointment to the Ebey's Landing National Historical Reserve Trust Board

**Description:** The Board has received a request for appointment to Position 5 on the Ebey's Landing National Historical Reserve Trust Board.

**Attachment:** Trust Board 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

**Agenda Item No.: 5**

**Subject:** BOCC November Meeting Schedule

**Description:** The Board will discuss the November Meeting Schedule regarding the Annual WSAC Leadership Conference.

**Attachment:** 2024 Meeting Calendar

**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

## **CONSERVATION FUTURES PROGRAM CITIZENS ADVISORY BOARD** **(CAB)**

<https://www.islandcountywa.gov/353/Conservation-Futures-Program>



Established pursuant to Resolution C-76-15, adopted July 28, 2015. The CAB is composed of nine voting members that represent conservation and community planning expertise and technical knowledge. Two members represent each commissioner's district, and three members represent the county at large. Terms are three years, with no member serving more than three terms consecutively. Initial appointments shall be staggered so that one-third of the member's appointments expire each year.

POSITION	MEMBER	REPRESENTING	APPT. DATE	TERM EXPIRES
		<b>Commissioner District #1</b>		
1.	Todd Peterson		04/26/16	05/10/25
2.	Brandon Kelley		08/27/24	08/27/27
		<b>Commissioner District #2</b>		
3.	Karen Scharer		09/20/22	09/20/25
4.	VACANT			
		<b>Commissioner District #3</b>		
5.	VACANT			
6.	Kathryn A. Wells		04/26/16	12/31/24
		<b>At Large</b>		
7.	Linda Rhodes		05/09/23	05/09/26
8.	VACANT			
9.	Michele Kahrs		10/17/2023	10/17/26

The Board has received a request for appointment to Position 8, At-Large from Bradley Duncan.



## **Island County Public Health Conservation Futures Fund Program**

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1 NE 6<sup>th</sup> Street, Coupeville, WA 98239

Ph: 360-678-7892

<https://www.islandcountywa.gov/353/Conservation-Futures-Program>

To: Board of Island County Commissioners

From: The Conservation Futures Fund Program (CFP) and the CFP Citizen's Advisory Board

Date: September 3, 2024

Subject: CFP Citizen's Advisory Board Member Recruitment Recommendation

The purpose of the Conservation Futures Fund (CFF) is to protect, preserve, maintain, enhance, restore, and continue into future existence lands of public conservation importance through a variety of means, except eminent domain. These lands can be acquired and maintained consistent with Revised Code of Washington, Island County Code, and Island County Resolution C-69-19.

This memo contains the recommendation to the Board of Island County Commissioners regarding approving a new CFP Citizen's Advisory Board District 1 member to fill one of the current At Large vacancies.

## **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.	VACANT		
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 Don Mason.

## **EBEY'S LANDING NATIONAL HISTORICAL RESERVE TRUST BOARD**

[Ebey's Landing National Historical Reserve \(U.S. National Park Service\) \(nps.gov\)](https://www.nps.gov/ebey/)



The Trust Board of Ebey's Landing National Historical Reserve (NHR) was established in 1988 to administer and manage the NHR. The Reserve was created as a unit of the National Park System in 1978 and is a cooperative effort of the National Park Service, Washington State Parks, Island County, and the Town of Coupeville.

The Trust Board was created pursuant to Public Law 92-463 and the Interlocal Cooperation act. Trust Board members are enrolled as Volunteers in Parks (VIPs) and perform duties as assigned by the National Parks Service. Total membership consists of nine members: three members representing Island County and one county member at large; three members representing the Town of Coupeville; one representative of State Parks & one representative of the National Parks Service. ***Four-year term.***

POSITION	MEMBER		TERM EXPIRES
	<b>TOWN OF COUPEVILLE REPRESENTATIVES</b>	<b>APPOINTED BY TOWN OF COUPEVILLE</b>	
1.	Alix Roos		10/01/26
2.	Lynda Austin		10/01/24
3.	Jennifer Schmitz		10/01/24
	<b>ISLAND COUNTY REPRESENTATIVES</b>	<b>APPOINTED BY BOCC</b>	
4.	Kristin Griffin		10/17/27
5.	VACANT		
6.	Alan Hancock		10/01/24
7.	VACANT	Member At Large	
		<b>AGENCY APPOINTMENTS</b>	
8.	John Whittet	WA State Parks	N/A
9.	Lex Fredy	National Park Service Rep.	N/A

The Board has received a request for appointment to Position 5 from Jared van der Duim.




# 2024

## Island County

### LEGEND


#### Island County Board of Commissioners Meetings

 1st, 2nd, 3rd & 4th  
Tuesday  
10:00 am

**Roundtable**  
4th Tuesday  
2:00 pm


**Board of Health**  
3rd Tuesday  
1:00 pm

#### Work Session Meetings

 1st, 2nd & 3rd  
Wednesday  
9:00 am

#### Holidays

#### Council of Governments

 4th Wednesday  
9:00 am

All meetings are held in the  
Commissioners Hearing  
Room

Island County  
Annex Building  
1 NE 6th St.  
Room 102B Basement

#### Island County Board of Commissioners

1 NE 7th Street  
Coupeville, WA 98239  
(360) 679-7354

### January

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### February

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

### March

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### April

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### May

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### June

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### July

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### August

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### September

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### October

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### November

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### December

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				





**ISLAND COUNTY PLANNING & COMMUNITY DEV.**

**WORK SESSION AGENDA**

**MEETING DATE: 9/11/2024**

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**To: Jill Johnson, Chair**  
**Board of Island County Commissioners**

**From: Jonathan Lange, Director**

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

**DIVISION: Long Range Planning**

**Agenda Item No.: 1**

**Subject: Long Range Planning 2025 Work Plan and Docket**

**Description:** Long Range Planning staff will bring the 2025 Docket and Work Plan back to the Board, following review with the Planning Commission, to schedule a public hearing with a proposed date of October 22, 2024.

**Attachment: 2025 Work Plan and Docket**

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

- |   |   |
|---|---|
| <input type="checkbox"/> Move to Consent    | <input type="checkbox"/> Move to Regular                      |
| <input type="checkbox"/> None/Informational | <input checked="" 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*

Physical Address: 1 NE 6<sup>th</sup> St, Coupeville, WA 98239 Mailing Address: 1 NE 7<sup>th</sup> St, Coupeville, WA 98239  
Ph: Whidbey 360-679-7339 | Camano 360-387-3443 | Fax: 360-679-7306  
Email: [PlanningDept@islandcountywa.gov](mailto:PlanningDept@islandcountywa.gov) | <https://www.islandcountywa.gov/207/Planning-Community-Development>

### ~MEMORANDUM~

September 11, 2024

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

Long Range Planning brought a draft of the work plan and docket to the Board of Island County Commissioners on July 10, 2024. Staff then brought the work plan to the Planning Commission for input on August 7, 2024; no changes were made. The Board needs to hold a public hearing on the work plan and docket before approving.

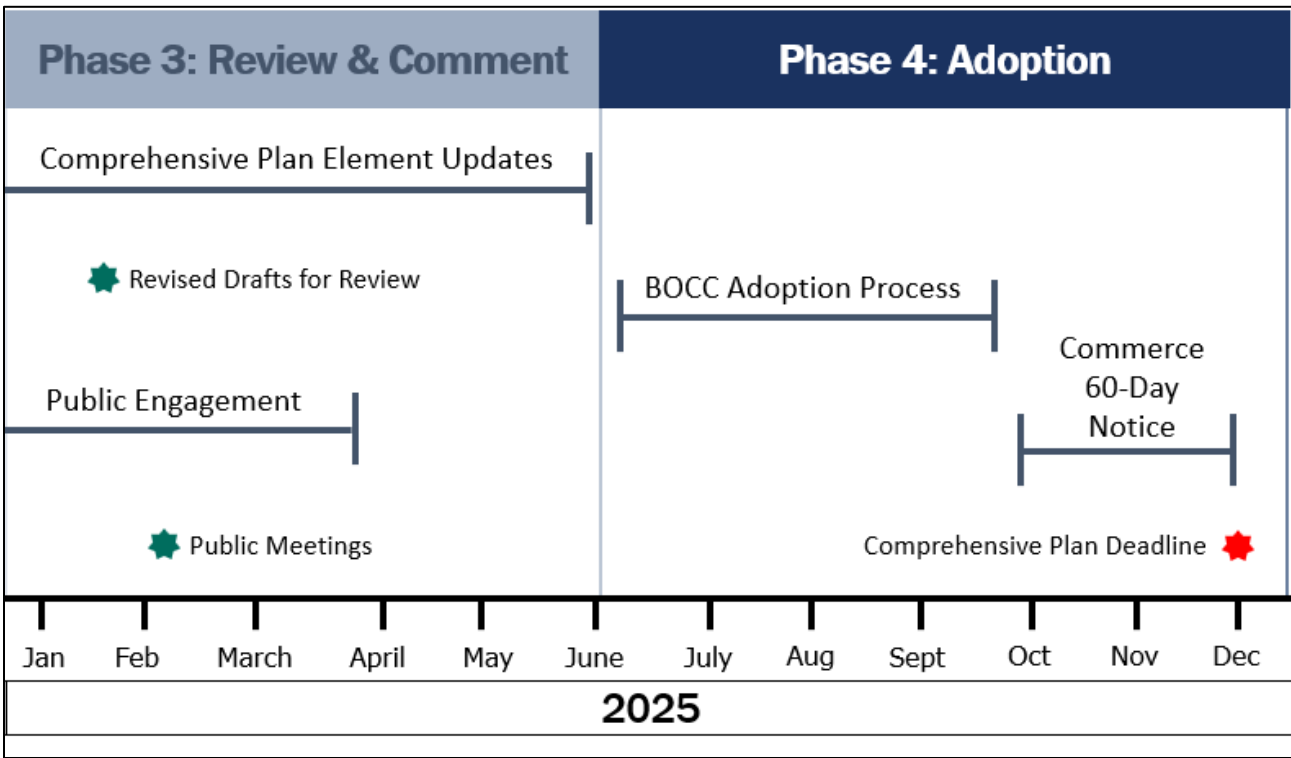
### **2025 Docket Workplan**

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 and will likely continue into 2025. Associated code updates may also be needed.
PBRS Forestry Policy Updates	Work Plan	Review and consider updates to the forestry policies as part of the PBRS program.

### 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
- Parks Element (Public Works)
- Transportation Element (Public Works)
- Climate Resiliency Sub-Element (Parametrix)
- Sub Area Plans: Freeland and Clinton (Kimley Horn)

### 2025 Comprehensive Plan Schedule



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

BOARD OF ISLAND COUNTY COMMISSIONERS  
BUDGET WORKSHOP DISCUSSION  
SEPTEMBER 11, 2024 @ 1:00 P.M.  
Board of County Commissioners Hearing Room (Room 102B), 1 NE 6<sup>th</sup> Street, Coupeville, WA

**SEPTEMBER 11, 2024 @ 1:00 P.M.**

**BUDGET WORKSHOP**

Discussion of the 2025 Budget to include:

- Supplemental Budget Requests

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Jennifer Roll, Clerk of the Board of County Commissioners (360) 679-7385

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