

BOARD OF ISLAND COUNTY COMMISSIONERS' MINUTES OF MEETING
JANUARY 7, 2026 – WORK SESSION

1

The Board of Island County Commissioners met in Work Session with staff on Wednesday, January 7, 2026, beginning at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Melanie Bacon, Chair

Staff: Layla Tromble

Janet St. Clair, Member

Jill Johnson, Member, excused

Commissioners' Office

Staff Present: Commissioner Melanie Bacon, Commissioner Janet St. Clair, Property Control Analyst David Guy, Chief Appraiser Chad Falke

Meeting Start Time: 9:00 a.m. / Recording @ 0:00:01

Subject: Discussion of Public Benefit Rating System (PBRS) Tax Program

Description: Discussion with Assessor's staff regarding the tax impacts of the Public Benefit Rating System (PBRS) Tax Program.

Attachment: None

Action: Mr. Guy and Mr. Falke discussed the PBRS Tax program and Conservation Easements with the Board.

Follow Up: Mr. Guy will make an appointment with Commissioner Johnson to discuss the PBRS and Conservation Easement tax redistribution.

Budget

Staff Present: Budget Director Susan Geiger, Economic Development Program Coordinator Cody Bakken

Also Present: Kristina Hines, Executive Director, Economic Development Council

Meeting Start Time: 9:09 a.m. / Recording @ 0:09:47

Subject: 2026-2027 Economic Development Council (EDC) Services Contract

Description: A renewal of the two-year contract with the Economic Development Council of Island County (EDC). This contract introduces Comprehensive Economic Development Strategy (CEDS) monitoring duties into the regular EDC contract.

Attachment: 2026-2027 EDC Services Contract

Action: The Board agreed to move the item forward to the consent agenda.

Follow Up: Mr. Bakken will provide all backlogged reports from the EDC to the Board.

Treasurer

Staff Present: Treasurer Tony Lam, Budget Director Susan Geiger

Meeting Start Time: 9:27 a.m. / Recording @ 0:27:36

Subject: Penny Shortage

Description: Discuss the Discontinuation of Penny Production and Shortage.

Attachment: Penny Shortage Memorandum

Action: Mr. Lam discussed the penny shortage and actions with the Board.

Follow Up: Mr. Lam will present on the penny shortage at the January Roundtable.

Information Technology

Staff Present: Director Dean Lambourn

Meeting Start Time: 9:38 a.m. / Recording @ 0:37:12

Subject: Central Square – Finance Enterprise Upgrade

Description: Upgrade Recommendation to remain self-hosted and reduce cost.

Attachment: Central Square upgrade options

Action: Mr. Lambourn presented on Central Square upgrade options.

Brief five-minute break

Public Works

Staff Present: Director Fred Snoderly, County Engineer Ed Sewester, Assistant Director James Sylvester, Civil Engineer Thomas Honlas

Meeting Start Time: 9:50 a.m. / Recording @ 0:39:36

Agenda Item No.: 1

Subject: Intergovernmental Cooperative Purchasing Agreement – Pierce County

Description: Island County Public Works has been working with Pierce County since 1991, using their contract with Alpine Products as it is the most cost-effective way to purchase the White and Yellow Rapid-Dry Traffic Line Paint needed annually for Island County roads. During the 2025 SAO audit, it was noted that the 1991 agreement should be updated. Presented today is a proposal agreement that will benefit both counties and meet procurement requirements.

Attachment: Memorandum, Intergovernmental Cooperative Purchasing Agreement

Action: The Board agreed to move the item forward to the consent agenda.

Follow Up: Mr. Sewester will ensure the contract is set to be signed by the Board before it comes to the consent agenda.

Subject: Clinton to Ken's Corner Trail Project Update and Supplement No. 1 to Local Programs State Funding Agreement HLP-2015(114); LA 9996

Description: Supplement No. 1 will transfer \$47,614.00 Supplement Funds to Agency PE Funds from Agency Right of Way Funds to complete Clinton to Ken's Corner Trail 100% PS&E and Bid Documents for Construction (CN). The transfer of funds does not change the project scope or add cost to the original Local Programs State Funding Agreement. A PowerPoint Presentation was included to update the BOCC on the trail project's progress.

Attachment: PowerPoint Presentation, Memorandum, Supplement No. 1 to the Local Programs State Funding Agreement HLP-2015(114); LA 9996, and Local Programs State Funding Agreement HLP-2015(114); LA 9996, 90% Construction Documents Cover Sheet, 90% Total Construction Cost Opinion including Contingencies

Action: The Board agreed to move the item forward to the consent agenda.

Human Resources

Staff Present: Director Catherine Reid, Prosecuting Attorney Greg Banks, Deputy Clerk of the Board Layal Tromble

Meeting Start Time: 10:04 a.m. / Recording @ 0:56:24

Subject: Job Recruitment

Description: Discussion regarding recruitment with job requisitions.

Attachment: None

Action: Ms. Reid presented on current job requisitions.

Follow Up:

- Ms. Reid will move forward with recruitment.
- The Board directed Ms. Reid to allow elected officials to begin recruitment for replacement positions, provided they come to the Board before hiring.
- Ms. Reid will bring the laborer position back for approval prior to the department conducting interviews.

Subject: Interlocal Agreement

Description: Interlocal Agreement with Ebey's Trust Board to Lease an Employee.

Attachment: Interlocal Agreement with Ebey's Trust Board

Action: The Board agreed to move the item forward to the consent agenda.

Brief three-minute break.

Planning & Community Development

Staff Present: Assistant Director Emily Neff, Long Range Planner John Lanier, Long Range Planner Micheal Podowski

Meeting Start Time: 10:37 a.m. / Recording @ 1:26:52

Subject: 2025 Comprehensive Plan Periodic Update – Housing

Description: In December, the Planning staff released the draft elements, development regulations, and SEPA documents for the 2025 Comprehensive Plan Update. Planning will present an overview of housing-related changes in the draft Housing and Land Use Elements and the draft development regulations.

Attachments: Staff Memo, Presentation

Action: Ms. Neff presented on Housing within the 2025 Comprehensive Plan update.

Follow Up:

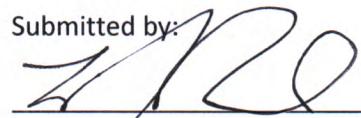
- Ms. Neff will provide the percentage of density going to rural RAIDs.
- Ms. Neff will provide further data on displacement risk for the elderly.
- Staff will work on options for mixed-use/multi-family construction that doesn't involve a commercial component or prioritizes specific commercial space.
- Staff will return for further discussion on the square footage of houses in cluster developments.
- Staff will return for further discussion on densification within the APZ noise zones.
- Staff will research requirements around supportive housing distance from essential services.
- Staff will return for further discussion on existing mini storage use in LAMIRDs.
- Staff will add language to clarify the resource protection aspects of cluster housing.

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4

There being no further business to come before the Board, the meeting adjourned at 11:54 a.m.

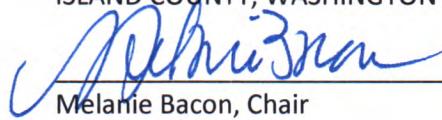
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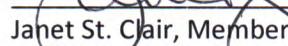
Layla Tromble, Deputy Clerk of the Board

Minutes approved this 20th day of January 2026.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON



Melanie Bacon, Chair



Janet St. Clair, Member



Jill Johnson, Member