

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
SPECIAL SESSION SEPTEMBER 27, 2004 – BUDGET WORKSHOP**

The Board met in Special Session on September 27, 2004 beginning at 9:00 a.m. for the purpose of conducting Budget Workshops on the preliminary 2005 budget including District Court/Probation and the Miscellaneous Budget. The proposed budget and supplemental requests are taken under advisement by the Board; no final decisions expected as a result of budget workshops. Hand-outs are on file with the Clerk of the Board.

The special session was held in the Board of County Commissioners Hearing Room (Room # 102B) Island County Courthouse Annex located at 1 NE 6th Street, Coupeville, WA. Commissioners William J. Byrd Chairman; Mike Shelton, Member, and Wm. L. McDowell, Member attended. Elaine Marlow, Budget Director, also attended the session. Press represented by Eric Berto, Whidbey News Times. Several members of the public and staff attended.

District Court/Probation

Presentation by: Peter Strow
Maggie Paczkowski
Karen Lewis

Hand-Outs: Budget Proposal Submittal for Revenue and Expenditures
Memorandum 8/6/04 – District Court Supplemental Requests
Memorandum 8/6/04 – District Court Probation Request
2004 Coupeville, Langley, Oak Harbor Municipal Court filings/hearings
and District Court filings/hearings

Budget proposal similar to last year, with slight increase in M&O (3% = approximately \$2,000). Three items listed in supplemental request:

1. Increase salary of the retained Court Commissioner – proposing an increase over a period of three years;
2. Re-establish part-time secretary in the Probation Department; and
3. Replace existing recording equipment in Courtroom #2 with the same type digital recording system installed in Courtroom #1.

The County's salary schedule for court commissioner is very low. There are five applicants and the top two currently deputy prosecuting attorneys, both reluctant to take the job because it involves a significant pay cut. Expect to have position filled November 1st or later. Cost would represent an increase of \$24,500 + benefits for 2005 budget. In terms of caseload, the Judge confirmed it is not close to requiring a full time second Judge. Filings have gone down; the Court Commissioner does about 50%. On the revenue side, likely will be a significant decrease in criminal traffic fines (line #35580); case load stats provided up through June this year for Coupeville, Langley, Oak Harbor and District Court [copy placed on file with the Clerk of the Board], the reduction based on the Supreme Court ruling that driver license suspensions based on failure to pay traffic fines is unconstitutional. Will see an impact as well on line #35310 – traffic infractions.

Probation's job is to ensure people do what the Judges' require. District Court Probation caseload has gone up. While there were 480 cases last year, there are already 467 cases this year with three months yet to go. Of that 467 over half are DUI's. Having to do secretarial work the Probation Officer's time is taken away from face to face contact with clients.

**Senior Services of Island County
Oak Harbor Senior Center**

Presentations by:

Howard Thomas, Director, Oak Harbor Senior Center
Mike McIntyre, Executive Director, Senior Services of Island County [SSIC]
Frank Moore, President, Senior Services of Island County

Hand-Outs:

Letter from City of Oak Harbor
Budget submittal August 6, 2004 SSIC
Map showing Senior Services service locations
SSIC Revenue Sources

Oak Harbor Senior Center requests the same amount as last year: County's contribution \$63,784 for Senior Center operations and \$10,079 for Day Break Respite. The Center continues to provide huge number of services that support healthy aging, and Senior Center members are actually picking up a lot of the extra burden for providing resources. The City, County and Senior Center members used to each fund 1/3, but that split is now 1/4 City, 1/4 County and 1/2 members. The budget is not growing significantly. Dream is to expand the Center by about 6800 sq. ft. and that effort, providing the City gives a green light, will proceed with a fund-raising campaign – plan to fund all or most through grant writing and private contributions and do not plan on asking citizens for a bond issue or anything that will have a tax impact. For the Adult Day Care Program the weakest point has not been being able to reach out in the community to maintain the relationship with connections with those who can use the program [participants and caregivers]. Adult Day Care program coordinator took another job and rather than filling that position, the proposal is to hire an outreach coordinator rather than a program coordinator. The salary adjustment between program coordinator and outreach coordinator is a reduction of about \$20,000.

Senior Services of Island County funding request letter conveys why County help is needed. They serve all of Island County – it is SSIC for example that takes care of meals on wheels, senior transportation; guidance through regulations, case managers. Handout provides a revenue source snapshot: for 2004 total government revenue will be less than 40% of entire revenue – SSIC earns the other 60%. County contribution requested 2005: \$122,528 [includes adult day care]. The projected deficit in 2005 is \$65,000 even though they intend to close congregate meal site at the Oak Harbor Senior Center and reduce meals at CamBey apartments. Seniors 60 years and older who qualify for meals on wheels will still get meals but at their homes. Oak Manner and Chelsea Apartments congregate meal sites in Oak Harbor were already eliminated two years' ago. These congregate meal sites are being closed because of labor costs. Once the Oak Harbor Senior Center and CamBey Apartment congregate meals sites are closed, only Brookhaven in Langley, SSIC at Bayview, Camano Island, apartments in Coupeville and Greenbank Community club will remain. The number of seniors are skyrocketing; 35% of this County will be seniors by 2025.

The \$65,000 projected shortfall was the figure determined at the beginning of the year; since then SSIC received additional dollars from Island Thrift and NWRC, and held two fund-raisers and are closing the gap on the shortfall. With the new thrift store purchased SSIC used most of its reserves for a down payment on the loan; it is a good thing to have invested in but creates a problem as far as the

amount of cash available. The new thrift store has been operating since October and projected net revenue this year is \$47,000, and believe they will exceed that. After five years they should start netting over \$100,000 at the store. Asking roughly \$47,000 - \$48,000 as an increase from the County for 2005.

Economic Development Council/Rural County Sales Tax Fund

Presentation by/Attendance: Sharon Hart, Executive Director
John LaFond
Larry Eaten

Hand-Out: Budget Worksheets – Rural County Sales Tax Fund
EDC – Summary

Provided EDC summary highlights, and talked about some of the things that general membership in EDC covers. Submitted to the County a budget that has a reduction from what was requested last year. EDC has leveraged from other sources and saved some money in other places and in 2005 request dollars in line with actual costs. For 2004 the County agreed to fund \$31,400, but at this point looks like they will come under that by about \$5,000-\$6,000.

The special program this year allowed EDC to increase marketing efforts; allowed more full time staff directed to the project; built some extra marketing materials; provided some direct mail/postage/co-calls from requests property owners had. Additionally, chose certain companies to talk to; research about business services primarily bought off island and often; targeted some national retailers and local retailers to look at those different services either to expand their business or perhaps add a new business to the area, primarily North Whidbey because of market and land base availability. Basing

activities on two major themes:

- (1) sales tax leakage, a problem Island-wide, residents shopping off island that could easily shop here
- (2) industry sectors targeted – lot of work this year about marine trades; doing more in the medical field as Upchurch is starting to expand; first sector chosen is photo optic technology.

Attended Science & Optical Technology conference in Denver and handed out some of the marketing materials; made about 125 contacts, two of which are soft, one firm with a good profile for the South end of the island. For South Whidbey about 35% work off island and are liable to buy goods and services while on lunch break or after work. From the co-calls effort there have been about five or six results a year. The new trend is people who are buying existing businesses [restaurants, B&B's]. Last year three that were existing, two web designers and a metal manufacturer [will send list]. Currently in process of looking into being part of a maritime guild.

Other Miscellaneous Budget Line Items:

Northwest Regional Council: requesting \$2400 increase
State Auditor – audit \$32,000
NACO - \$1218

WSAC - \$12,365
WSCO - \$10,148
NWAPA - requesting increase in the County's share by \$65

Senior Services - budget worksheet shows funding at the same level as last year and does not include increases requested. No submittal by Camano Senior Services and Budget Director will follow-up with the Director CSSA.

Special Session adjourned 10:40 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

William J. Byrd, Chairman

Mike Shelton, Member

Wm. L. McDowell, Member

ATTEST: _____
Elaine Marlow, Clerk of the Board