

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
SPECIAL SESSION – OCTOBER 14, 2005**

The Board of Island County Commissioners met in Special Session on October 14, 2005, to conduct two special sessions: (1) beginning at 9:30 a.m. in the Island County Courthouse Annex, Planning Director's Office; and (2) Budget Workshop beginning at 1:30 p.m. , 1 N. E. 6th Street, Coupeville, Wa. Commission members Mike Shelton, Chairman, Wm. L. McDowell, Member and William J. Byrd, Member, were present.

EXECUTIVE SESSION

Chairman Shelton convened the Special Session at 9:30 a.m. announcing that the Board would meet in Executive Session to discuss with legal counsel representing the County pending litigation, as allowed under RCW 42.30.110 (1) (i). Originally the Executive Session was estimated to last approximately two hours; however, at 11:30 a.m. when determined more time was necessary, the Chairman returned to open public special session to announce that the Executive Session would last another forty-five minutes. No announcement was anticipated after the Executive Session in open public session. Executive Session concluded at 12:15 p.m.

BUDGET WORKSHOP

The Board of Island County Commissioners convened at 1:30 p.m. for a budget workshop relating to Public Works Department and Capital Funds. Budget workshop times are approximate and may be adjusted. 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.

1:30 p.m. **Public Works** Budget Workbook pages 363-460.

**Public Works Fund/Road-Engineering/ Solid Waste, ER&R, Surface Water/
Paths & Trails/Storm & Surface Water/Diking Improvement District #4/Juvenile
Detention Center/Construction & Acquisition**

Presentation by: Bill Oakes

Staff: Dick Snyder; Jack Taylor

Presentation: Power Point Presentation "Public Works Budget 2006"

[copy placed on file with the Clerk of the Board]

Vision remains unchanged: "Superior service that is responsive and cost effective".

Budget summary:

County Road:	\$19,741,911.00
ER&R	3,423,159.00
Paths & Trails	996,434.00
Public Works	328,450.00
Solid Waste	5,958,305.00
Storm & Surface Water Utility	31,110.00
Diking Imprv. District #4	2,000.00
Construction & Acquisition	450,000.00

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ROADS

Emergency
Maintenance
Events
Chip seal program
Vegetation Management

Continue with “No Spray” policy. 2003 was the first full year of mowing versus chemical control. Tracking costs in 2003 – 2005 shows an increase in 2005 with a significant increase in cost.

Maintenance Activities – 2006
Emphasis - Camano Island Overlays

Design Work – 2006
“New Road” and Good Road Extension
East Camano/McElroy
Arrowhead (south)
Frostdad Road
Main Street [Freeland] & Mutiny Bay

Construction Projects - 2006
Monroe Landing Road
Terry’s Corner Access Road & intersection
Camano Hill

Maintenance Management System. CRAB requirement to have in place beginning the reporting to CRAB in 2007. Propose purchasing the software (about \$40,000) in 2006 and have an opportunity to work with it a full year prior.

LOS Demand. Continuing to see homes being constructed placing additional demand on the transportation system. Honeymoon Bay at 525 project is tied to concurrency; with potential for turn lanes on side streets and light.

SURFACE WATER MANAGEMENT

Surface Water Management six-year drainage CIP plan approved with an annual capital budget of approximately \$600,000 (funded 50% Roads, 50% REET). Demand for drainage fixes viewed as a part of stormwater management. See page 463 for list of 2006 projects.

ER&R

Internal service fund to account for the financing of equipment, materials and facilities provided to the Road Fund. Intent is to maintain a \$500,000 minimum cash balance for emergencies/unexpected events such as fire or vandalism. Reviewed with the Board the proposed 2006 equipment purchases, shown on page 451 of the Budget Workbook.

Mowers w/implements/tractors (4). Many hours on the mowers now basically as a result of vegetation management; shoulder mowing is rough and hard on mowers. The truck 4 x 4 being replaced is used for field inspection. Will look to see what type 4 x 4 is available from State contract. The vehicle being replaced at the end of 2004 had over 180,000 miles.

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At the first Staff Session in November, will bring a revised ER&R rate schedule adjusting the rates upwards.

PATHS & TRAILS

Projects Proposed 2006

- Rhododendron Trail will be constructed, linking Main Street, Coupeville, and the Kettles Trail with Rhododendron Park
- Complete Non-motorized Trail Plan update
- Continue to look at cost-saving opportunities on the Maxwellton Trail

SOLID WASTE 2006

2005 shows an eight percent volume increase, and continuing to see that volume increase above the population growth. Long haul waste contract for open top containers off Whidbey and Camano is up for negotiation next year.

Solid Waste Revenue is \$5.96 million

Tipping fees 90%

Grants and Other 10%

Solid Waste 2006 planned

Camano transfer station improvements

Freeland recycling improvements

Rate study not planned until 2007

PUBLIC WORKS

2006 Projects

Concentrate on completion of the Juvenile Detention Center

Rhododendron Trail

Record storage facility

Nursing building remodel

Final mitigation requirements – Coupeville campus master plan

Twenty-eight parking stalls will come back for use; will work with Town of Coupeville as far as County vehicles. Commissioner McDowell suggested a pedestrian cross walk be considered from the old Courthouse to the Annex, rather than forcing folks to walk down to the stop sign, cross and walk back. Mr. Oakes believed that would be considered a “mid-block” crossing which typically is discouraged.

DIKING IMPROVEMENT DISTRICT #4

Status quo. Annual Maintenance/use of fund balance \$2,000

CAPITAL PROJECT FUNDS

Presentation by: Elaine Marlow, Bill Oakes, Dan Sherk, Terri Arnold

Hand-outs: Budget Workbook pages 460 - 483

Combined REET 1 and 2 Revenue History

REET 2 2005 Estimates

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Construction & Acquisition [page 482]

Strictly pass-through for South Whidbey Commons CDBG grant. Expect to start construction early next year; received extension on construction funds through next year. County has to ensure they meet terms of the federal grant.

Conservation Futures [page 478]

Budget shows only the debt for 2006 and what the Budget Director believes will be available in new money for 2006, which is about \$388,000. It does not show any carry forward projects because the 2005 Conservation Futures cycle has not yet been completed. Proposed revenue for 2006 is \$675,000 off set by \$120,000 [tax revenue not realized] \$556,000 the Budget Director believes will be collected next year, and out of that will spend \$153,000 on debt service and about \$15,000 regular on-going of administering that fund, leaving \$388,000 for new projects [summarized on page 461]; budget probably will have to be revised for 2006.

Heller Road Marsh. Funding approved for Oak Harbor for this purpose has not been spent. This has been called to the City's attention.

Follow-up: Betty Kemp to report back to the Board on the status. Budget Director noted that the County should look into getting the money back into the County fund until the City purchases the property. State Auditors look at how the County handles Conservation Futures dollars.

Capital Improvement (REET 1) and Capital Facilities (REET 2)

REET 1 allows administrative projects; REET 2 dollars cannot be spent on administrative buildings. Board tasked Budget Director with several goals when looking at these funds:

1. Maintain a \$500,000 fund balance for emergencies and contingencies in each of the funds
2. Plan for existing bond debt
3. Fund current and on-going approved projects
4. How to achieve building a new Camano Annex .

Revenues continue to increase. For 2004 revenue reached \$1.4 million, and probably will reach 1.7 million dollars in 2005 in each of the funds this year, *dependent* on real estate market and the Budget Director has reviewed concerns dealing with that issue, as well as the issue of future bond debt obligations close to a million dollars to be paid out of the two funds combined.

REET 1. Page 477 looks at REET 1 and at 2006 shows where the Budget Director thinks the fund balance will be and will end up, and what should be done with any ending fund balance.

Budget Director recommends and Board agreed:

- Next major project – Camano Annex
- Budget Director to start setting aside \$200,000 per fund per year for future debt service.
- Pay off Interfund Loans

Facilities and Maintenance REET 1 (page 462). Projects planned for 2006 reviewed by Mr. Sherk.

Kaul Building. Once JDC on line will vacate and some amount of money is proposed in case of requirement to replace the carpet. Normal wear of the carpet over the term of the lease

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agreement would seem to be expected and the County not required to replace the carpet.

Follow-up: GSA Director to check lease agreement.

Jail. Continues to be expensive to maintain and the plan shows the jail projects.

REET 2. (472)

Factored in six year plans

Taking on debt service

Parks projects

Drainage Projects

Includes (line 15) \$1600/year annual increase for the change in storm and surface water

Discussed at staff session

Placeholder of \$100,000 for GMA infrastructure planning

Drainage Project List page 463. Shows all the Drainage projects identified in the approved TIP for 2006 and how those projects are funded. Some projects have been carried forward from previous years and REET's contribution annually pegged at around \$300,000. Funds in the amount of \$735,000 come from the Road Fund and \$645,000 from REET 2. Nearly a year's worth projects are being carried forward. Surface water reorganized with a mission to get pipes in the ground and are working on that back log. Typically can put out slightly over a million dollars worth of projects a year.

Parks Projects pages 465-466

Taylor Property. Feasibility design study \$10,000. Envisioned are amenities such as picnic and/or play facility. County property corner butts up against the State Park at the lake. Ingress and egress is the challenge, coming out onto Highway 20 at a very difficult point.

Follow-up: (1) State Highway 20 work being done by WSDOT, Mr. Oakes and Ms. Arnold to talk with the State Highway Project Engineer to see if anything can be done to assist with the difficult access point; (2) look into not only NAS noise zone issue, but the NAS Potential Accident Zone; and (3) discuss at future Staff Session with the Board.

Camano Multi-purpose Center - \$15,000. Basic projects: bathrooms, carpeting, painting and lighting. No decision; leave the funding as proposed, decide later. Review the overall plan for the Camano Annex property and how that plan addresses the Center. Board is not sure it is realistic to remove the Center and incorporate the meeting rooms in the new building.

Camano Parks Shop. \$50,000. Building is attached to CASA. Proposal is: heat, a toilet, lighting and fixing rolling bay doors. Review further.

There being no further business to come before the Board at this time, the meeting adjourned at 3:23 p.m. The next regular meeting of the Board is scheduled for October 17, 2005, beginning at 9:30 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

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Mike Shelton, Chairman

Wm. L. McDowell, Member

William J. Byrd, Member

ATTEST:

Elaine Marlow
Clerk of the Board