

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
OCTOBER 21, 2005 SPECIAL SESSION**

The Board met in Special Session for the purpose of conducting a budget workshop on October 21, 2005 beginning at 8:00 a.m. held at the Courthouse Annex Hearing Room #102B, 1 N. E. 6th Street, Coupeville, WA. Mike Shelton, Chairman, Wm. L. McDowell, Member, and William J. Byrd, Member, were present.

2006 BUDGET WORKSHOP

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.

Supplemental Budget Requests

Presentation by: Elaine Marlow

Hand-Out: Supplemental Budget Request Worksheet 10/21/05

Including I-COM's one-time revenue, additional on-going revenue estimate is approximately \$400,000. Supplemental Budget requests presented for the Board's review and consideration to fund. At this point, supplemental requests total:

	One-time items	On-going expenditures
Current Expense::	\$246,200	\$783,317
Other Funds:	608,534	67,800

Sheriff's request of \$60,000 needed for computer up-grades to maintain databases integrated with ICOM dispatch included in Office Equipment budget.

Revenues. Budget Director is conservative. For reserves she looks at a fund balance as being three months worth of reserve [which would cover operating expenses]. Spent \$400,000+ out of reserves last year; the reserve grew slightly less than \$100,000. For sales tax, for local sales tax revenue estimates used a 7% increase looking at life-to-date averages, and a 6% factor for Criminal Justice sales tax, again based on life-to-date averages

Preliminary determinations – Supplemental budget requests.

Auditor

-Grant Accountant - not approved.

-Additional 1 FTE - Recording - agreed to fund .5 FTE

Central Services

Upgrade PCs and software on a three to four year cycle estimated @ \$150,000 - to keep up with industry and be more efficient. Board will consider when they see and approve a replacement plan.

Upgrade Accounting System \$50,000 - put a "contingency" amount.

Clerk

-Approve .6 FTE to be reinstated to a 1.0 FTE deputy clerk –

-Additional 1.0 FTE deputy clerk - not approved; find out if collection fees will cover.

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District Court

- Increase Probation Officer to .75 FTE revisit
- Reinstate Probation Secy 1.0 FTE revisit

Extension Services

Weed Control – increase position to full time – not approved

GSA

Increase daily compensation for Board of Equalization members – not approved

Camano Island Animal Control \$8,300 approved

Whidbey Animal Control - \$1,400 approved

WAIF

- dispose trash at county facility at no charge – not approved
- agreed to restore 5% (\$2250)
- no decision with regard to full retention adoption/surrender fees and retain 20% license revenue – to be reviewed

Increase Adm. Asst to 1.0 FTE - revisit request

Parks

Seasonal Parks Worker 6 months (Camano) and Reinstate Seasonal Parks Worker 9 months (Whidbey)
Reviewed history back to 2001-02. Board inclined to look at perhaps two seasonal positions at 5 months each versus 6 and 9; check into the possibility of picking up some portion of time for a seasonal worker spent on Conservation Futures purchased. The Budget Director will work with Terri Arnold to prepare an estimate of how much time would be spend maintaining Conservation Futures properties, and come back with that information before any decision is made.

Replacement Tractor. Commissioner Shelton to review current piece of equipment versus purchase of a new tractor and report back to the Board at a future meeting.

Infield Ball Groomer. Approved.

Events Coordinator for Four Springs - \$15,000. Commissioner Byrd looks at this like a business; by the third year should be self-sufficient. The Commissioners tend to look at funding in that manner: first year \$15,000; second year \$10,000; third year \$5,000. Will review during budget cycle 2006 the revenue trends.

Human Resources.

Reinstate Employee Assistance Program \$10,000. Discuss with Dick Toft the idea of using EAP services without a contract up to a certain dollar amount limit for the coming year, and at the end of next year, determine what actually was paid as opposed to what the contractual amount would have been.

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Braun Consulting increase retainer to \$24,000 (reinstate 5% plus 4% additional); request reimbursement of actual travel costs. Approved 5% plus 4%. Did not approve the remainder of the request – but will review at a later date when actual numbers and dollars are provided with regard to actual costs.

Special Session adjourned at 9:30 a.m. The Board will meet next in Special Session for a budget workshop on October 24, 2005 beginning at 9:00 a.m. to continue deliberations on the Supplemental Budget requests.

**BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON**

Mike Shelton, Chairman

Wm. L. McDowell, Member

William J. Byrd, Member

ATTEST:

Elaine Marlow
Clerk of the Board