

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
OCTOBER 1, 2007 – SPECIAL SESSION**

The Board of Island County Commissioners met in Special Session on October 1, 2007 beginning at 8:30 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. Wm. L. McDowell, Chairman, John Dean, Member, and Phillip Bakke, Member were present.

**BUDGET WORKSHOP**

Budget notebooks for Board members' use during budget workshops prepared by the Budget office are based on M&O and capital amounts at current levels. Department Heads and Elected Officials during budget workshops are to comment on requested increases and provide a brief explanation for the request. Budget narratives accompanied each department/office budget. Proposed budget and supplemental requests are taken under advisement by the Board with no final decisions expected as a result of budget workshops. Hand-outs are on file with the Clerk of the Board.

Budget Director Elaine Marlow attended.

**Planning & Community Development**

Presentation by: Jeff Tate

Also Present: Edie Elerick and Wendy Fauver

*Supplemental Requests:*

- Add additional Critical Areas Planner at pay grade 11 to enable efficient and timely responses to building and land development customers and alleviate need to hire consultants. Only one Critical Areas Planner at the moment.
- Requesting consideration to hold future place for third Critical Areas Planner if wetland regulations are implemented in 2008 as County will be committed to a different level of service than what is provided today.
- Request additional \$20,000 annually for ongoing contracts with peer reviewers related to water and wetland monitoring. *[Removed from 2008 budget request and will revisit in 2009]*
- Approximately \$210,000 remaining in Dearborn & Moss contract for legal services and \$17,000 with Paul Adamus. Anticipate approximately \$75,000 in outreach and overtime expenses associated with Critical Area adoption.
- Request to move forward on acquiring permit tracking system, GIS based.
- Request to develop comprehensive GIS strategy between County and public partners.

The Budget Director believes she is approximately \$200,000 high on 2008 revenue estimate. Today, with the information she has, there is potentially a \$400,000 deficit. In determining that number she looks at the percentage collected and what the trend is. In 2006 down almost 9% (\$270,000), will most likely be down again in 2007 another \$200,000. Unless building permits level off, probably will see a downward trend.

Planning supports the following programs:

- Agricultural Program (\$60-\$64,000)
- Hydrogeology Program (\$131,000)
- Deputy Prosecutor (\$61,000)
- Also carry vacant positions

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*Suggestion:* Look at staffing level and remove from the approved position list the vacant positions that are not intended to be filled.

*Follow-up:* Planning staff was asked to prepare a comparison of building and permit fees with the Town of Coupeville, City of Oak Harbor, City of Langley, and Skagit and Snohomish Counties. The Board also requested Planning staff to develop different revenue scenarios based on a revised fee structure.

*Follow-up:* Planning staff was asked to provide an estimate of hours worked by the Deputy Prosecuting Attorney on land use and planning matters.

There being no further business to come before the Board at this time, the Special Session adjourned at 9:14 a.m. The Board will reconvene in Regular Session at 9:30 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Wm. L. McDowell, Chairman

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John Dean, Member

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Phillip Bakke, Member

ATTEST:

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Elaine Marlow  
Clerk of the Board