

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 64
MARCH 10, 2010 – WORK SESSIONS

Assessor
Summary Minutes

Work Session was held between the County Commissioners and the Assessor on Wednesday, March 10, 2010, at 8:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Present: Dave Mattens, Assessor

Others Present: Elaine Marlow, Cathy Caryl, Bob Thomas, Rufus Rose

(Record Part 1 @:10)

Subject: True Automation discussion

Attachment: Project Overview Statement

Discussion: Dave noted that Skagit County recommended adding the following language to the True Automation contract with regard to user acceptance. "Once the County has completed training and has reviewed all balancing totals from the conversion, the County will be presented with the final acceptance sign-off form. If the County accepts the training and conversion have been conducted in compliance with the Master License and Service Agreement, the sign-off form shall be signed and returned to True Automation. At this time, a final Property Appraisal & Collections System database backup is created to archive the Go-Live database. Once the backup has been created, the County is considered to be in production mode and can begin data entry into Property Appraisal & Collections System."

Dave suggested that any sign-off require all signatures from all three Executive Project Committee members (Dave Mattens, Ana Marie Nunez, and Cathy Caryl).

Estimated expense budget:

Basic Contract	\$500,000.00
Hardware & Overtime	\$ 40,000.00
10% Contingency	<u>\$ 54,000.00</u>
Total	\$594,000.00

Funds

Designated fund balance	\$400,000.00
DOR grant reimbursement	\$ 79,000.00
REET affidavits technology surcharge	<u>\$ 31,000.00</u>
Total	\$510,000.00

Outstanding Balance **\$ 84,000.00**

Ongoing Maintenance \$ 92,000.00/year

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Elaine Marlow noted that the accounting system has some contingency funds that could possibly be used to help with the outstanding balance. \$100,000.00 has been set aside in the 2010 budget for the software maintenance.

Timeline:

Project start date: April 1, 2010
Date Conversion time: 3 months
Training: 1 month
Go Live: July 1, 2010

Follow up: Continue discussion to the Assessor’s March 17, 2010 work session.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, March 10, 2010 at 9:00 a.m., with the Coupeville Town Council, in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Coupeville Town Council: Bob Clay
Diane Binder
Tom Tack
Ann Dannhauer

Others Present: Elaine Marlow, Budget Director, Larry Kwarsick, Coupeville Town Planner, Mimi Sheridan, Mayor Nancy Conard, Mark Preiss, Ebey’s Reserve Manager, Jan Pickard, Don Sherman, Wilbur Bishop, Rufus Rose, Brandon Sweeza, Bob Peterson, Planning Director, Justin Burnett “Coupeville Examiner”, Judy Thomas, Clerk-Treasurer

(Record Part 3@:10)

Subject: Joint Workshop of the Island County Board of Commissioners and the Coupeville Town Council on the review of Ebey’s Reserve Unified Code

Attachments: yes

Discussion: Larry Kwarsick, Coupeville Town Planner, clarified the decision making process for projects within the Historic Overlay Zone or within 100 feet of a historic building.

The group reviewed and suggested changes to Exhibit A – Draft Revision to 17.04 ICC dated 3/5/10.

Further dialogue ensued and staff received input on the following:

- 17.04.150 - Demolition or Relocation of Contributing, Buildings or Structures or Historic Resources.

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- 17.04.110 A.8 – Level B Certificate of Appropriateness Decisions – Administrative – Type II Decision Process - Removal of Significant Trees or hedgerows.
- Exhibit B – Draft Revision to ICC 3.40 Island County Public Benefit Open Space Rating System (PBR)

Mark Preiss, Ebey’s Reserve Manager, discussed the Heritage Farm Plan which is a tool to help farmers of Ebey’s Reserve stay flexible and profitable while preserving their significant farm structures and using them to their greatest potential. The program will provide technical and financial support to farmers to develop a plan tailored to each property owner’s needs, with short and long term measures to help stabilize, repair, adapt and preserve the most important structures. There is no cost to the farmers to complete these plans. It was suggested that a definition for “working farm” be included in the plan.

Bob Pederson, Planning Director, displayed a map of the Reserve and discussed the criteria of Review Areas 1 and 2. Issues were identified for further work.

Commissioner Homola submitted a letter and photographs from Wilbur Bishop, dated March 1, 2010, commenting on Ebey’s Draft Ordinance.

Follow up: Schedule joint workshops for March 30, April 13, and May 4th to discuss design guidelines; modification of the demolition language; and review changes to tree and hedgerows language and Review Areas 1 & 2.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Angie Homola, Member

John Dean, Member

ATTEST:

Elaine Marlow, Clerk of the Board