

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 142
JULY 20, 2016 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, July 20, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Joantha Guthrie, Steve Marx, Connie Bowers

Others Present: Larry Van Horn

Record @ 00:05

Add-On

Subject/Description: Capital Drainage Fund 321

Attachment: yes

Action Requested: Approval to close out Capital Drainage Fund 321.

Follow up: Okay with full Board.

Subject/Description: Waiver and contract with Foster Pepper

Attachment: Resolutions

Action Requested: Appointment of Special Counsel for 2016-2018 Solid Waste Matters and Waiver of Competitive Solicitation.

Follow up: Okay with full Board to move forward to a consent agenda.

Roads

Subject/Description: Transfer from County Roads Fund to ER & R Fund

Attachment: Memorandum dated 7/20/16 from Public Works to BOCC/Memorandum dated 6/27/16 from Bill Oakes to Wanda Grone

Action Requested: Approval of fund transfer request for \$300,000 from the County Road fund to the Equipment Revolving and Rental (ER&R) fund (\$150,000 for an unexpected dump truck purchase/repair; \$150,000 for the ER&R reserves).

Follow up: Okay with full Board.

Subject/Description: Purchase of 2016 Peterbilt Cab & Chassis

Attachment: Memorandum dated 6/29/16 from Matt Nienhuis to BOCC /PO # 10400

Action Requested: Approval to purchase a new 2016 Peterbilt Cab/Chassis from Western Peterbilt; \$150,609.03 (incl. WSST)

Follow up: Okay with full Board.

Public Works

Subject/Description: REET Fund Discussion

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Attachment: Draft 2017-2022 proposed Parks capital projects, draft definitions of Parks maintenance compared to Parks operations, draft of 2017-2022 proposed Facilities capital projects/6 year plan for REET funding

Discussion: Bill note that the legislative change with regard to REET funding for parks goes into effect in 2017. He provided a spread sheet defining parks maintenance versus park operations. He reviewed REET 1 & 2 fund balances and the capital projects in the 2017-2022 CIP.

Breakdown of proposed funding for 2017 if current funding level is maintained
Maintenance = 65% from REET = \$222,500
Operations = 35% from Current Expense = \$119,849

Steve Marx reviewed the Parks 2017-2022 CIP.

Larry Van Horn, Facilities Director, reviewed the Facilities Management 2017-2022 CIP.

Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, July 20, 2016 at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Mary Engle, Assessor, Greg Banks, Prosecuting Attorney

Record @ 01:15:00

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Assessor

- Administrative Assistant, temp increase hours from .5 to .8, #2016-065
Commissioner Price Johnson moved to approve Job Requisition #2016-065. The motion was seconded by Commissioner Johnson and carried unanimously.

Prosecuting Attorney

- DPA, replacement, TM 14, #2016-066
Commissioner Johnson moved to approve Job Requisition #2016-066. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Subject/Description: Onsite Lean Training

Attachment: none

Discussion: Department of Enterprise Services offers 4 different Lean Training classes.

- Coaching the Washington Way

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- Daily Lean Practices the Washington Way
- Lean Facilitation Training
- Problem Solving the Washington Way

Melanie would like to bring the “Problem Solving the Washington Way” training to the County this year. The cost for a consultant to come out and teach the course is \$1,576.00. Human Resources does not have the funds in their budget.

Follow up: Discuss at the next roundtable and bring a proposal back to the next work session.

**Long Range Planning
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, July 20, 2016 at 10:55 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair**
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: **Hiller West, Community Development Director, Keith Higman, Interim Director of Long Range Planning, Beverly Mesa-Zendt, Assistant Director, Beckye Frey**

Record @ 01:38:20

Subject/Description: Final Draft Comprehensive Plan

Attachment: Memorandum dated 7/19/16 from Beverly Mesa-Zendt, Assistant Director, to BOCC

Discussion: Beverly provided the following timeline for the draft 2016 Comprehensive Plan update:

- Mid-August – staff will seek authorization from the BOCC to submit draft comprehensive plan to the Department of Commerce initiating the 60 day review and comment period;
- August and September – staff will provide summary and analysis of public comments to the BOCC for evaluation, including finalization of UGA and JPA maps;
- October – final revised draft comprehensive plan prepared;
- January 2017 – final review and adoption by the BOCC.

Review of Code Changes

Staff has evaluated the list of proposed amendments and suggests dividing them into three phases.

- The first amendments would proceed before the 2016 comprehensive plan update.
- The 2nd set of amendment are those associated with the 2016 comprehensive plan update (those that need to be adopted at the same time)
- The 3rd set are those code amendments not mandated by the state but identified as necessary and appropriate (includes cleanup items related to the Critical Areas)

Implementation Section

Staff proposed to simplify and combine the Implementation section with the Introduction section and provide language regarding coordination with other jurisdictions, county, state and federal

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Information: Approval to proceed with RFP's seeking 2017 providers for Homeless & Affordable Housing Services.

Follow up: Okay with full Board to move forward with RFP's.

Add-on

Subject/Description: Resolution establishing an Island County Veterans' Advisory Board

Attachment: draft resolution

Action Requested: Approval of resolution establishing an Island County Veterans' Advisory Board.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board