

**SUMMARY OF THE MINUTES  
SAN JUAN COUNTY (SJC), WASHINGTON  
COUNTY COUNCIL  
October 22, 23, 2007**

**Monday, October 22, 2007 - Council Hearing Room**

**CALL TO ORDER**

Council Chair Bob Myhr called the special meeting to order at 10:00 a.m. Council members Kevin Ranker, Rich Peterson, Howard Rosenfeld, Gene Knapp, and Alan Lichter; County Administrator, Pete Rose; Prosecuting Attorney, Randall Gaylord; Alex MacLeod, Ferry Advisory Committee; Ed Sutton, Ferry Advisory Committee; Bill Watson, EDC; Liz Illg, Town of Friday Harbor Council; Clerk to the Council, Laura Tuttle; Deputy Clerk, Valarie Graham; and interested members of the public were present.

**PUBLIC MEETINGS/WORK SESSIONS**

**10:00 a.m.** – The Council met for a Staff Meeting and Work Session.

**RECESS** - At 4:00 p.m., Council Chair Myhr recessed the meeting until 10:00 a.m., Tuesday, October 23, 2007.

**Tuesday, October 23, 2007 – Garden Room, Key Bank, Friday Harbor**

**CALL TO ORDER**

Council Chair Myhr called the meeting to order at 10:00 a.m.

**CITIZEN ACCESS TIME**

No matters were brought before the Council.

**ANNOUNCEMENTS/SCHEDULE CHANGES**

The posted Council Agenda was revised.

**APPROVAL OF MINUTES**

Moved by Lichter, seconded by Peterson, to approve the Minutes of **October 15, 16, 2007**. Motion carried.

**CONSENT AGENDA**

Moved by Ranker, seconded by Rosenfeld, to approve the **Final Consent Agenda of October 23, 2007** as follows:

**A. Resolutions/Ordinances:** (No Items.)

**B. Contracts/Agreements:**

1. Approve the San Juan County Contract for Professional Services between San Juan County and William H. Nielsen as a Land Use Hearing Examiner, for a term to commence on January 1, 2008 and terminate on December 31, 2008. (SJC Agreement No. 07SJ13).
2. Approve Memorandum of Understanding between San Juan County (County) and the AFSCME Local 1849 (Union) with reference to the Public Works Financial Clerk V (SJC Agreement No. 07SJ15).

**C. Budget Items:** (No items.)

**D. Personnel:** (No items.)

**E. Appointments:** (No items.)

**F. Correspondence:**

1. Sign Letter of Support for Steve Hussey in support of a grant application to the Washington Dept. of Ecology Centennial Clean Water Fund for approximately \$330,000, which will fund the work of a Natural Resources Planner for the next four years on a variety of tasks within the county.
2. Sign letter appointing Merritt Olsen, Executive Director of the San Juan Community Theatre, to the San Juan County Lodging Tax Advisory Committee, as a Community Theatre Representative.
3. Sign letter thanking Ms. Candace VerBruggen for her service on the Lodging Tax Advisory Committee.
4. Sign letter of appreciation to Richard B. Mitchell, General Counsel to the Governor, for his visit to San Juan County in the selection preparation of a Superior Court Judge for San Juan County.

**G. Miscellaneous:** (No items.)

**H. Bid Openings:** (No items.)

Motion carried.

**ACTION AND DISCUSSION ITEMS**

The Council held a discussion regarding Ferry Issues. The previous day during a work session, the Council discussed appointing a Task Force for Ferries and Transportation. The purpose of the Task Force is to define a clear and comprehensive ferry strategy and draft a statement of concerns on the Ferry System. The Task Force will consist of 7 or 8 people, members to include the CA, 1 member of EDC, 1 member of Town Council, 1 member of FAC, 1 member Chamber of Commerce, 1 member of the Visitors Bureau and possibly one member of the business community. The Ferry Advisory Committee will continue work on schedules and operations. Mr. Ranker will help lead our efforts for the County in Olympia. Mr. Lichter will be the focal point in SJC working with the Task Force, setting meetings, etc. After further discussion, the following action was taken:

**Moved by Rosenfeld, seconded by Lichter, to approve the creation of a Task Force for Ferries and Transportation. Motion carried.**

ORDINANCES/RESOLUTIONS:

**RES. NO. 48-2007-** (Refer to PUBLIC HEARINGS at 10:24 a.m. for details of action taken.)

**PUBLIC HEARINGS/MEETINGS/WORK SESSIONS**

**10:24 a.m.** – Council Chair Myhr continued a public hearing from Tuesday, October 16, 2007, at 2.30 p.m. to consider which project would be supported by Council to put forward for the Community Development Block Grant. Present: Full Council; Pete Rose, County Administrator; Randall Gaylord, Prosecuting Attorney; Colin Maycock, Community Development and Planning Senior Planner; Ron Henrickson, Director, Community Development and Planning; Laura Tuttle, Clerk to the Council; Valarie Graham, Deputy Clerk; and interested members of the public. Colin Maycock informed the Council that the total amount available to Washington State was twelve million dollars not seventeen million as previously stated. Mr. Maycock also stated that English and Spanish details of Government requirements for public participation are available in the hearing room. Mr. Maycock informed the Council that State Law requires that each jurisdiction can only have one CDBG Grant application. Public testimony was opened, Mary Stone and Dick Kneipp, presented issues of financial matters on Homes for Islanders, while Larry Soll presented the same for the San Juan Island Home Trust. Public testimony was submitted, and closed. After deliberation the following action was taken:

**Moved by Rosenfeld, seconded by Ranker, to adopt Resolution No. 48-2007 A Resolution Adopting The Buck Property Affordable Housing Project For Submission For Consideration For A Community Development Block Grant And Designating A Chief Administrative Officer.**

**Motion carried with Lichter, dissenting and Myhr abstaining. Moved by Lichter, seconded by Knapp, to make the vote on the previous motion unanimous. Motion carried unanimously.**

DISCUSSION/UPDATES/OTHER ACTION ITEMS:

**1. My Vote – Voting History** – Milene Henley, Auditor, addressed the Council stating she had gone onto the voter's website and the information the website requested was last name, first name and birth-date. Ms. Henley stated the website informs you the status of voter registration, voting history that you voted, not how you voted. Ms. Henley also stated to the Council that no information is located on the voter website that isn't a matter of public record.

**2. Paying EDC out of Public Facilities Sales & Use Tax HB2260 Funds** - Milene Henley, Auditor, stated to the Council that a portion of sales and use tax can be given back to the County, its purpose being economic development and public facilities that improve the environment. The second amendment allows the County to pay the personnel costs in their respective Counties. \$15K will cover the costs to the Economic Development Council. Mr. Rose suggested a partnership with the Town of Friday Harbor Council. Mr. Knapp stated it would require a public hearing. After further discussion the following action was taken:

**Moved by Ranker, seconded by Rosenfeld, to recommend that an ordinance be drafted to allot a minimum of 15K to the Economic Development Council. Motion carried 5 to 1 with Chair Myhr abstaining.**

**3. Introductory Discussion of Ordinance Re: Designation of Central Person for Public Records Disclosure** – Present: Pete Rose, County Administrator; Randall Gaylord, Prosecuting Attorney. Mr. Gaylord noted to the Council that the Public Records Ordinance name a Public Records Officer. Mr. Gaylord suggested the Risk Officer could hold this position, and Pete Rose, CA, agreed. Mr. Myhr asked for a draft Ordinance on the staff agenda, November 5, 2007.

**RECESS** - At 12:04 p.m., Council Chair Myhr recessed the meeting until 1:15 p.m.

#### COUNTY ADMINISTRATOR COUNCIL BRIEFING

County Administrator Council Briefing. Also present: Full Council; Milene Henley, Auditor; Randall Gaylord, Prosecuting Attorney; Laura Tuttle, Clerk to the Council; Valarie Graham, Deputy Clerk; and interested members of the public.

**1. Introduction 2008 County Administrator Budget Recommendations** – Mr. Rose stated that a balanced budget of 59.6 Million encompassing 31 funds which are distorted by the Land Bank Stewardship Reserves and double counted transfers, had been presented to the Council. Mr. Rose stated that it is a sustainable budget and requested that the Council review the budget in depth within the first six months of 2008, look at workload drivers and indicators that the budget maybe getting harder to balance. Many departments had to give things up and several program requests that are needed, such as, staffing & compensation studies, couldn't get in. Mr. Rose stated there are several problems beginning with the Assessor's Office. An Appraiser is needed as well as a new Cartographer. San Juan Parks has acquired four new facilities which will require a major infusion of staff time. Mr. Rose stated that a ¾ FTE is spread out over 5 positions. Information Systems is dealing with growing problems, computer replacements, software support, phone support, lighting, and maintaining the fiber optics at the fire station and senior center. Mr. Rose stressed the need for a public process, discussion, and an updated 6 year plan from all departments.

**2. Presentation of Proposed Budget of Health and Community Services** – John Manning, Health and Community Services Director, presented the proposed 2008 budget before the Council. Mr. Manning stated that Health and Community Services has spent less than budgeted in 2007. He also stated that 54% of the budget is funded by state and federal grants. Mr. Manning also noted that Environmental Health permits and grants are matched by DNR at 95%. Mr. Manning continued with Personal Health Services, Environmental Health Services, Community Services and Administration goals for 2008. For further information presented by Mr. Manning, please see the Health and Community Services Budget presentation located in the proceedings file.

**3. Presentation of Proposed Budget of Community Development and Planning** – Ron Henrickson, Community Development and Planning Director, presented the proposed 2008 budget before the Council. Mr. Henrickson stated that revenue was up 24% for 2007. Mr. Henrickson stated major challenges were, GMA compliance, reducing permitting time, full staff stability and addressing code revisions. Mr. Henrickson asked the Council to allow for overtime of staff dedicated to code revision, an Ecosystem Education Coordinator, a Department Assistant at half time and a replacement automobile. For further information presented by Mr. Henrickson, please see the Community Development and planning Budget presentation located in the proceedings file.

**4. Presentation of Proposed Budget of San Juan County Fair** – Christine Miller, Fair Director, presented the proposed 2008 budget before the Council. Ms. Miller stated that between 50 and 70 thousand people use the fairground each year. Ms. Miller also noted that fairgrounds play a vital role in outreach and fund raising for many non-profit groups. Ms. Miller noted that agriculture is the main purpose of the fair. She also noted that 4-H is very important. Ms. Miller stated that capital improvements for water and electric had been performed this year. For further information presented by Ms. Miller, please see the San Juan County Fair Budget presentation located in the proceedings file.

**5. Presentation of Proposed Budget of San Juan County Parks** – Dona Wuthnow, Parks Superintendent, presented the proposed 2008 budget before the Council. Ms. Wuthnow informed the Council that Parks support the islands' economies. Parks are identified widely in tourism publicity. Ms. Wuthnow also stated that the Orcas Island Village Green Facility is getting vandalized due to understaffing. Ms. Wuthnow stressed the need to have an influx of contributions. Ms. Wuthnow also stated that capital requests didn't make it into the budget. New park additions will have a burdensome impact on current administrative staff. For further information presented by Ms. Wuthnow, please see the San Juan County Parks Budget presentation located in the proceedings file.

**6. Presentation of Proposed Budget of County Agent and WSU Extension** – Tom Shultz presented the proposed 2008 budget before the Council. Mr. Shultz commented on how important the 4-H program for youth and families is for the islands and the need to restore a 4-H Coordinator. Mr. Shultz also commented that there are no capital or M&O requests for 2008. Mr. Shultz stated that over 200 volunteers have been trained and supported, 80 master gardeners, 118 4-H volunteers and 22 beach watchers. This federal funding will end in the summer of 2008. Mr. Shultz stressed the importance of County involvement. Grant money is unreliable and the County money is very important. For further information presented by Mr. Shultz, please see the County Agent and WSU Extension Budget presentation located in the proceedings file.

**7. Presentation of Proposed Budget of Noxious Weeds** – Amanda Azous presented the proposed 2008 budget before the Council. Ms. Azous informed the Council that the Noxious Weed Board is mandated by the State. Established in 1996, it remained unfunded until 1998. Ms. Azous stated that early detection through weed identification workshops and publications have proven valuable. The Coordinators, Rich Lee and Judy Jackson, together working with landowners, performing site visits and contacts with Public Works, have provided roadside weed mapping and removal recommendations. Ms. Azous has requested the coordinators get paid for their overtime and also requested a vehicle. For further information presented by Ms. Azous, please see the Noxious Weed Board's Budget presentation located in the proceedings file.

**8. Presentation of Proposed Budget of The Land Bank** – Lincoln Bormann, the Land Bank Director, presented the proposed 2008 budget before the Council. Mr. Bormann stated that the Land Bank was very busy managing properties. He also noted that the Land Bank is not allowed to go over 10% of revenue for administrative costs. Mr. Bormann stated that the Land Bank has not applied for grants. Mr. Ranker suggested the Land Bank apply for a grant. Mr. Ranker also asked Mr. Bormann about the Mitchell Hill acquisition. For further information presented by Mr. Bormann, please see the Land Bank's Budget presentation located in the proceedings file.

**ADJOURNMENT** - Moved by Ranker, seconded by Peterson, to adjourn the meeting at 4:50 p.m. Motion carried. Council Chair Myhr adjourned the meeting at 4:50 p.m. A Special Meeting was scheduled for Monday, November 5, 2007, and the next regular meeting was scheduled for Tuesday, November 6, 2007.

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**COUNTY COUNCIL  
SAN JUAN COUNTY, WASHINGTON**

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Bob Myhr, Chair  
District 6, Lopez/Shaw

ATTEST: Clerk of the Council

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Howard Rosenfeld, Vice Chair  
District 3, Friday Harbor

By: \_\_\_\_\_  
Valarie Graham, Deputy Clerk

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Kevin M. M. Ranker, Member  
District 1, San Juan South

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Rich Peterson, Member  
District 2, San Juan North

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Alan Lichter, Member  
District 4, Orcas West/Waldron

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Gene Knapp, Member  
District 5, Orcas East