

SKAGIT COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES

Wednesday, December 20, 2017
Burlington City Council Chambers
Burlington, Washington

MEMBERS PRESENT

Mayor Ramon Hayes, Town of La Conner, Chair; Mayor Jill Boudreau, City of Mount Vernon (Arrived 2:31 PM); Chairman Brian Cladoosby, Swinomish Indian Tribal Community; Mayor Joan Cromley, Town of Hamilton; Commissioner Ken Dahlstedt, Skagit County; Mayor Laurie Gere, City of Anacortes; Mayor Ramon Hayes, Town of La Conner; Commissioner Lisa Janicki, Skagit County; Commissioner Steve Omdal, Port of Skagit; Commissioner John Pope, Port of Anacortes; Commissioner Robbie Robertson, Skagit Public Utility District; Mayor Steve Sexton, City of Burlington; Mayor Keith Wagoner, City of Sedro-Woolley; Commissioner Ron Wesen, Skagit County.

STAFF PRESENT

Kevin Murphy, Executive Director; Pam Carlson, Finance Manager; Mark Hamilton, Senior Transportation Planner; Rose Howe, Assistant Planner.

MEMBERS OF PUBLIC PRESENT

Five members of the public attended the meeting.

MINUTES

1. Call to Order: Mayor Hayes called the meeting to order at 2:25 PM.
Roll Call: Roll was taken with a quorum present.
2. Public Comment: Carol Elhers discussed her concerns about inflation and urged the Board to keep inflation in mind during their affordable housing discussion.
3. Chair's Report: Mayor Hayes reported the agenda item recognizing Representative Kristine Lytton had already occurred. Mayor Hayes also announced the retirement of La Conner's Town Administrator, John Doyle. Mayor Hayes recognized Mr. Doyle and thanked him for his service to the community.
4. Executive Director's Report: Kevin Murphy reported that the Skagit Council of Governments office has moved to 315 South Third Street in Mount Vernon.
5. Consent Agenda:
 - a. Approval of October 18, 2017 SCOG Board of Directors Meeting Minutes
 - b. Approval of Accounts Payable Vouchers and Payroll Certification
November: AP voucher batch #120801, #120805, #120893, and #121107 in an amount totaling \$17,809.12; and payroll certification for October 2017 in the amount of \$36,418.77.
December: AP voucher batch #121290, #121517, and #121520 in an amount totaling \$48,095.15; and payroll certification for November 2017 in the amount of \$42,781.85.
 - c. Resolution 2017-12 To Approve Wire Transfer to NDC-EDL

d. Resolution 2017-13 To Close EDA RLF Accounts

Mayor Wagoner moved to approve the consent agenda. Mayor Gere seconded the motion. The motion passed unanimously.

6. Action Items:

- a. 2018 Budget: Kevin Murphy reported the 2018 Budget includes \$834,180 in expenses, which is slightly lower than last year's budget. Mr. Murphy discussed major budget assumptions, such as a dues increase, continued Growth Management Act administrative support, increased office space rent and utilities, one-time moving costs, staffing level changes and cost of living increases. Mr. Murphy also addressed other major budgetary categories, and asked Board members for their questions.

Mayor Boudreau moved to approve the 2018 Budget. Mayor Sexton seconded the motion, and the motion carried unanimously.

- b. Resolution 2017-15 to Appoint Legal Counsel: Kevin Murphy reported SCOG's current attorney, Brad Furlong, is leaving his current role and joining a new firm, Buri Funston Mumford, PLLC. Mr. Furlong's new firm has offered to serve as SCOG's legal counsel.

Mayor Boudreau asked for clarification about the cost of using the firm for legal counsel. Commissioner Robertson expressed concern with the legal counsel selection process. Mr. Robertson stated it did not sit right with him that a request for proposals or qualifications was not sent out when qualified lawyers are available locally in Skagit County.

Mr. Murphy provided additional explanation about SCOG's procurement policies, and stated the last procurement process for an attorney only brought forward two potential candidates for legal counsel. Mayor Boudreau commented on Mr. Furlong's specialized knowledge of SCOG's issues.

Mayor Boudreau moved to approve Resolution 2017-15 to Appoint Legal Counsel. Mayor Wagoner seconded the motion. The motion carried, with Commissioner Robertson opposed.

7. Discussion Items:

- a. Skagit County Housing Inventory and Transportation Analysis, Comment Responses: Mr. Murphy explained Board of Directors members, at their October meeting, received ECONorthwest's memo regarding the Skagit County Housing Inventory and Transportation Analysis as well as copies of a response letter submitted by the City of Mount Vernon. Since then, Mr. Murphy reported that he met with the Board Chair and asked for additional comments to be submitted to SCOG. Mr. Murphy stated ECONorthwest's strikeout version of changes to the final report and responses to comments from Burlington, Mount Vernon, and Concrete were included in the materials for this meeting. Mr. Murphy said this process was not intended to create housing policies; it was intended to help provide information to individual jurisdictions.

Board of Directors members further discussed the housing document, and expressed verbal agreement the document is strictly informational and does not represent housing policy. The Board requested that SCOG staff include a disclaimer on the first page of the report, explaining the report is an informational document only.

8. Council Roundtable and Open Topic Discussion:

Chairman Cladoosby thanked Mayor Gere and Commissioner Janicki for attending the dedication for the Swinomish Indian Tribal Community's new Opioid Addiction Treatment Center. Chairman Cladoosby also discussed the center's goals, facilities and the medical care available at the center.

Commissioner Pope reported that he was impressed by a roundtable discussion in Anacortes hosted by the Governor's Committee on Disabilities. He thanked the county officials and other professionals involved.

The SCOG Board of Directors discussed the legislative waiver necessary for Dakota Creek Industries' ship, *America's Finest*, to sail in United States waters. Chairman Cladoosby made a motion to direct SCOG's Executive

Director to write an email expressing SCOG’s support for the Dakota Creek waiver. Commissioner Robertson seconded the motion, and the motion carried unanimously.

9. Next Meeting: Wednesday, January 17, 2018, 2:00 PM, Burlington City Council Chambers.

10. Adjourned: The meeting adjourned at 2:58 PM.

Information Items: The Board of Directors was provided with a financial update, a budget update and information about the RLF Transition.

Approved,

Kevin Murphy, Executive Director
Skagit Council of Governments

Dated: _____

Mayor Jason Miller, Town of Concrete
Board of Directors Chair
Skagit Council of Governments

Dated: _____

DRAFT