

SKAGIT COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS
MEETING MINUTES

Wednesday, February 21, 2018
Burlington City Council Chambers
Burlington, Washington

MEMBERS PRESENT

Mayor Jason Miller, Town of Concrete, Chair; Mayor Laurie Gere, City of Anacortes, Vice-Chair; Councilman Richard Brocksmith, City of Mount Vernon; Chairman Brian Cladoosby, Swinomish Indian Tribal Community; Mayor Joan Cromley, Town of Hamilton; Commissioner Lisa Janicki, Skagit County; Commissioner Robbie Robertson, Skagit Public Utility District; Commissioner Ron Wesen, Skagit County.

STAFF PRESENT

Kevin Murphy, Executive Director; Mark Hamilton, Senior Transportation Planner; Rose Howe, Assistant Planner.

MEMBERS OF PUBLIC PRESENT

No members of the public attended the meeting.

MINUTES

1. Call to Order: Mayor Miller called the meeting to order at 2:24 PM.
Roll Call: Roll was taken with a quorum present.
2. Public Comment: There were no public comments.
3. Chair's Report: Jason Miller did not give a report.
4. Executive Director's Report: Kevin Murphy did not give a report.
5. Consent Agenda:
 - a. Approval of January 17, 2018 SCOG Board of Directors Meeting Minutes
 - b. Approval of Accounts Payable Vouchers and Payroll Certification
AP voucher batch #122040, #122154, #122210, and #122465 in an amount totaling \$19,227.31; and payroll certification for January 2018 in the amount of \$16,613.36.Commissioner Janicki moved to approve the consent agenda. Mayor Gere seconded the motion. The motion carried unanimously.
6. Action Items:
 - a. Resolution 2018-02 To Approve 2018 Cost Allocation Plan: Kevin Murphy reported that the Board of Directors (BOD) was required to adopt a cost allocation plan for the first time last year. Mr. Murphy explained the cost allocation plan looks at the budget, and calculates SCOG's indirect and fringe rates based on last year's actual-to-budget. Each year, Mr. Murphy stated, the cost allocation plan reconciles to the year before. Mr. Murphy reported indirect cost rates went up last year due to new office space, payout of employees leaving and the use of a large amount of sick leave. Mr. Murphy said the 2018 cost allocation plan will recover last year's rates and be based on the 2018 budget.

Commissioner Robertson moved to approve Resolution 2018-02. Mayor Cromley seconded the motion. The motion carried unanimously.

- b. Appointment of Mayoral Representative to Economic Development Alliance of Skagit County (EDASC) Board of Directors: Kevin Murphy reported that EDASC recently changed their bylaws to include a public representative from the BOD on their board. Mr. Murphy explained that the BOD has been asked to appoint a mayoral representative to the EDASC Board. County commissioners are already represented with a seat on the EDASC Board.

Commissioner Janicki clarified the position was opened for the BOD Chair, with the intent that Jason Miller would be first to fill the seat as the current Chair. To be consistent with this intent, Commissioner Janicki moved to appoint Jason Miller as the BOD's mayoral representative on the EDASC Board. Chairman Cladoosby seconded the motion, and the motion carried unanimously.

- 7. Roundtable and Open Topic Discussion: No items were discussed.
- 8. Next Meeting: Wednesday, March 21, 2018, 2:00 PM, *La Conner Maple Hall*
- 9. Adjourned: The meeting adjourned at 2:28 PM.

Information Items: The Board of Directors was provided with a financial update, budget information, and three Washington Intergovernmental Review forms.

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: _____