

**SKAGIT COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS  
MEETING MINUTES**

Wednesday, July 18, 2018  
Burlington City Council Chambers  
Burlington, Washington

**MEMBERS PRESENT**

Mayor Jason Miller, Town of Concrete, Chair; Mayor Laurie Gere, City of Anacortes, Vice-Chair; Mayor Jill Boudreau, City of Mount Vernon; Mayor Joan Cromley, Town of Hamilton; Commissioner Ken Dahlstedt, Skagit County; Commissioner Lisa Janicki, Skagit County; Mayor Julia Johnson, City of Sedro-Woolley; Commissioner Steven Omdal, Port of Skagit; Mayor Steve Sexton, City of Burlington; and Commissioner Ron Wesen, Skagit County.

**STAFF PRESENT**

Kevin Murphy, Executive Director; Pam Carlson, Finance Manager; and Mark Hamilton, Senior Transportation 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 2:13 PM.  
Roll Call: Roll was taken with a quorum present.
2. Public Comment: There were no public comments.
3. Chair's Report: Mayor Miller had nothing to report.
4. Executive Director's Report: Kevin Murphy reported that Rose Howe resigned from her position with SCOG and her last day was on July 13<sup>th</sup>. Mr. Murphy also noted that Katie Bunge was recently hired as an intern and began last week. Mr. Murphy also mentioned that he would be out of state during the next Board of Directors (Board) meeting on August 15<sup>th</sup> and so will be unable to attend. Finally, Mr. Murphy said that the Revolving Loan Fund transfer back to Skagit County from SCOG has been delayed due to the re-use plan for these funds not going forward as planned.
5. Consent Agenda
  - a. Approval of the June 20, 2018 Board of Directors Meeting Minutes
  - b. Approval of Accounts Payable Vouchers and Payroll Certification  
AP voucher batch #124143 and #124400 in an amount totaling \$18,065.83; and payroll certification for June 2018 in the amount of \$30,825.  
Mayor Boudreau moved approval of the consent agenda and Commissioner Dahlstedt seconded the motion. The motion carried unanimously.

6. Discussion Items

- a. 2019 Proposed Dues and Initial Budget: Kevin Murphy reported that SCOG dues are typically adopted at the August meeting so are a Discussion Item this month prior to action being taken next month. The proposed 2019 dues reflect a 3% increase from the current year and the dues calculation uses the same method as the previous five years. In the proposed dues, the four cities and Skagit County account for about 80% of the total dues and all other members account for the remaining 20%. The initial 2019 budget was also presented by Mr. Murphy for review by the Board.

Mayor Sexton objected to sales taxes being included in the method used to generate the dues. He noted that he has raised this same objection for several years and that sales tax has little to do with SCOG activities, which are primarily related to transportation. Mr. Murphy responded that he had researched the basis for including sales tax in the SCOG dues calculation, but found no documents for why it was included in the first place. Using sales taxes in the dues calculation preceded Mr. Murphy's employment with SCOG. Mr. Murphy also noted that in 2015/2016 he presented several different allocation scenarios for dues, using different factors to calculate dues. At the time, the Board chose to continue using the same dues calculation method.

- 7. Roundtable and Open Topic Discussion: No items were discussed.
- 8. Next Meeting: Wednesday, August 15, 2018, 2:00 PM, Burlington City Council Chambers
- 9. Adjourned: 2:25 PM

Information Items: The Board of Directors were provided with a monthly financial update.

Approved,

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Kevin Murphy, Executive Director  
Skagit Council of Governments

Dated: \_\_\_\_\_

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

Dated: \_\_\_\_\_