

SKAGIT COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS
MEETING MINUTES

Wednesday, February 20, 2019
Burlington City Council Chambers
Burlington, Washington

MEMBERS PRESENT

Commissioner Joe Lindquist, Skagit PUD, Vice-Chair; Mayor Jill Boudreau, City of Mount Vernon; Mayor Joan Cromley, Town of Hamilton; Commissioner Ken Dahlstedt, Skagit County; Mayor Jason Miller, Town of Concrete; Councilmember Matt Miller, City of Anacortes; Commissioner Jon Petrich, Port of Anacortes; Mayor Steve Sexton, City of Burlington; and Commissioner Ron Wesen, Skagit County.

STAFF PRESENT

Kevin Murphy, Executive Director; Katie Bunge, Assistant Planner; and Mark Hamilton, Senior Transportation Planner.

OTHERS PRESENT

Kayla Schott-Bresler, Assistant Director, Skagit County Public Health.

MEMBERS OF PUBLIC PRESENT

No members of the public were in attendance.

MINUTES

1. Call to Order: Commissioner Lindquist called the meeting to order at 2:00 p.m.
Roll Call: Roll was taken with a quorum present.
2. Public Comment: There were no public comments.
3. Chair's Report: Commissioner Lindquist had nothing to report.
4. Executive Director's Report: Mr. Murphy reported that the Washington state auditors are tentatively scheduled to visit SCOG during the first week of April. The auditors give the Board of Directors the option of having entrance and exit meetings. The decision to hold these meetings will come before the Board next month.
5. Consent Agenda
 - a. Approval of the January 16, 2019 Board of Directors Meeting Minutes: Mayor Boudreau moved to approve the January 16, 2019 meeting minutes as presented. Mayor Sexton seconded the motion. The motion carried unanimously.
 - b. Approval of Accounts Payable Vouchers and Payroll Certification
AP voucher batch #126918, #127077, and #127144 in an amount totaling \$24,186.84; and payroll certification for January 2019 in the amount of \$16,185.89.

Mayor Boudreau moved to approve the accounts payable vouchers and payroll certification. Mayor Sexton seconded the motion, and the motion carried unanimously.

6. Action Items

- a. Resolution 2019-01 To Approve 2019 Cost Allocation Plan: Mr. Murphy said that SCOG is required to submit a Cost Allocation Plan annually to WSDOT for federal reimbursements. The plan is based off of last year's actuals, and the budget adopted in December 2018. Because of this, there is no real flexibility for what the cost allocation is. The budget is always an estimate, and cost recovery is always a year behind. Last year's indirect rate was unusually high due to the SCOG office move. This year, indirect rates have dropped considerably.

Commissioner Wesen moved to adopt Resolution 2019-01 To Approve 2019 Cost Allocation Plan, and Mayor Miller seconded the motion. The motion carried unanimously.

7. Discussion Items

- a. HOME Consortium: Ms. Schott-Bresler presented on the role and structure of the HOME consortium as it relates to Skagit County. She said that the HOME Consortium includes counties and municipal members and receives funding to be awarded to member agencies within Skagit, Island, and Whatcom counties, excluding the City of Bellingham, which receives its own funding.

Skagit County is the lead agency for the HOME Consortium for coordination and grant administration. Consequently, Skagit County assumes much of the risk for the Consortium area. Skagit County wants to ensure that the HOME Consortium is participatory. Currently, the Skagit County Board of Commissioners make final contract decisions; however, there is a desire to build a HOME Consortium Executive Advisory Committee.

Currently, Skagit County receives around 34% of direct service funding. Most funds are used to develop properties for affordable housing, or for tenant based rental assistance programs. Some funds are used for capacity building and administrative projects.

Board members inquired about the eligibility of proposed affordable housing projects, such as a veterans' housing project proposed in Burlington, and also asked how to increase the percentage of funding received in the Skagit County area.

Ms. Schott-Bresler shared that project applications need to be competitive within the Consortium area. Currently, the HOME Consortium is the largest affordable housing resource for Skagit County. Regarding the veteran housing project in Burlington, this project would be eligible for federal funds through the HOME Consortium; however, there may be other funding sources available which would be better suited to the project. Initially, \$500,000 of veterans' assistance funds were allocated to the project. The veteran housing project did not successfully contract with a developer due to barriers related to the project cost. Another request for proposals is being developed for the project, and is expected to be published in the next couple months.

8. Roundtable and Open Topic Discussion: Commissioner Lindquist reported that Skagit PUD will be executing a contract with New Ventures Group, a real estate firm, to explore siting a new facility to replace PUD's Freeway Drive property in Mount Vernon, with the intent to sell the Freeway Drive property.

9. Next Meeting: The next meeting is Wednesday, March 20, 2019, at 2:00 p.m. at the Samish Indian Nation Convention Center in Anacortes.

10. Adjourned: Commissioner Lindquist adjourned the meeting at 2:24 p.m.

Information Items: The Board of Directors were provided with a monthly financial update and a comparison of the 2018 adopted budget vs. actual expenditures for last year.

Approved,

Kevin Murphy, Executive Director
Skagit Council of Governments

Dated: _____

Mayor Laurie Gere, City of Anacortes
Board of Directors Chair
Skagit Council of Governments

Dated: _____

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