

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

Wednesday, February 19, 2020
Burlington City Council Chambers
Burlington, Washington

MEMBERS PRESENT

Commissioner Joe Lindquist, Skagit PUD, Chair; Commissioner Bonnie Bowers, Port of Anacortes; Treasurer Jackie Brunson, Skagit County; Councilmember Christine Cleland-McGrath, City of Anacortes; Mayor Julia Johnson, City of Sedro-Woolley; Mayor Jason Miller, Town of Concrete; Commissioner Steve Omdal, Port of Skagit; Mayor Steve Sexton, City of Burlington; and Commissioner Ron Wesen, Skagit County.

STAFF PRESENT

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

MEMBERS OF PUBLIC PRESENT

Two members of the public were in attendance.

MINUTES

1. Call to Order: Commissioner Lindquist called the meeting to order at 2:55 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: Kevin Murphy noted that the 2020 meeting calendar was included in the meeting packet; this year, all meetings will be held at the Burlington City Council Chambers. The calendar also includes details on scheduled Growth Management Act Steering Committee (GMASC) meetings. Currently, there are some bills in the Legislature which pertain to the Growth Management Act (GMA). One bill would extend current deadlines one year, making the deadline for GMA comprehensive plan adoptions for Skagit County jurisdictions June 2025, as opposed to June 2024.
5. Consent Agenda
 - a. Approval of December 18, 2019 Board of Directors Meeting Minutes
 - b. Approval of Accounts Payable Vouchers and Payroll Certification
AP voucher batch #131015, #131155, #131200 and #131210 in an amount totaling \$22,402.59; and payroll certification for December 2019 in the amount of \$48,798.61.

AP voucher batch #131015, #131466 and #131714 in an amount totaling \$14,220.61; and payroll certification for January 2020 in the amount of \$16,757.18.

Mayor Sexton moved to approve both Consent Agenda items as presented, and Commissioner Omdal seconded the motion. The motion carried unanimously.

6. Action Items

- a. Election of 2020 Vice-Chair: Mayor Sexton nominated Commissioner Janicki for the position of Board of Directors Vice-Chair, and Mayor Miller seconded the motion. The motion carried unanimously.
- b. Resolution 2020-01 To Approve 2020 Cost Allocation Plan: Pam Carlson presented the 2020 Cost Allocation Plan to the Board. Ms. Carlson reminded the Board that the Cost Allocation Plan is the vehicle by which SCOG is able to recoup indirect and fringe benefit costs when SCOG bills against grants. This year, the indirect rate will go down from approximately 149% to 117%. Indirect expenses were higher than normal in 2017 when SCOG offices moved, and that has affected rates for the past few years. Moving forward, indirect rates should be more in line with what is expected. In 2019, indirect costs were approximately \$61,000 less than budgeted.

Commissioner Wesen moved to approve Resolution 2020-01 To Approve 2020 Cost Allocation Plan as presented, and Mayor Johnson seconded the motion. The motion carried unanimously.

- 7. Roundtable and Open Topic Discussion: Board of Directors members had nothing to discuss.
- 8. Next Meeting: The next meeting is Wednesday, March 18, 2020, at 2:00 p.m. in the Burlington City Council Chambers.
- 9. Adjourned: Commissioner Lindquist adjourned the meeting at 3:00 p.m.

Information Items: The Board of Directors was provided with a monthly financial update, Actual vs Budget for January–December 2019 and the SCOG 2020 Board Calendar.

Approved,

Kevin Murphy, Executive Director
Skagit Council of Governments

Date: _____

Commissioner Joe Lindquist, Skagit PUD
Board of Directors Chair
Skagit Council of Governments

Date: _____