

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

FEBRUARY 10, 2009

1. Call to Order – The Chairperson called the regular meeting to order at 9:05 a.m.
2. Pledge of Allegiance – The flag salute was led by Port of Shelton Commissioner Jack Miles.
3. Roll Call - Present: Cmmr. Dist. 1 – Lynda Ring Erickson; Cmmr. Dist. 2 – Tim Sheldon; Cmmr. Dist. 3 – Ross Gallagher.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 Rhodila Allred expressed concerns regarding traffic and development on Riverhill Road.
 - 4.1.2 The Washington Coast Sustainable Salmon Partnership is seeking regional collaboration on common issues surrounding salmonid recovery along the coast.
 - 4.2 Betty Wing read a news release regarding Commissioner Ring Erickson's upcoming community meetings.
5. Open Forum for Citizen Input – There was no citizen input.
6. Adoption of Agenda - **Cmmr. Gallagher/Ring Erickson moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; S-aye; G-aye.**
7. Approval of Minutes – special meeting minutes for December 1, 2008, regular meeting minutes for February 3, 2009 and briefing minutes for the weeks of January 26 and February 2, 2009.

Cmmr. Gallagher noted several typographical errors on the December 1, 2008 special meeting minutes.

Cmmr. Ring Erickson/Gallagher moved and seconded to approve the special meeting minutes for December 1, 2008 with noted corrections, regular meeting minutes for February 3, 2009 and briefing minutes for the weeks of January 26 and February 2, 2009. Motion carried unanimously. RE-aye; S-aye; G-aye.

8. Approval of Consent Agenda:
 - 8.1 Approval of an Interfund Loan from the Equipment Rental & Revolving (ER&R) to the Current Expense Fund for a period of 1 ½ years in the amount of \$2,000,000 with interest at 1.2%. **Resolution No. 09-09 (Exhibit A)**
 - 8.2 Approval to enter into project agreement with the Recreation and Conservation Office (RCO) to consolidate the Mason Lake County Park Planning Project and the Mason Lake County Park Development Project into one project agreement for a total RCO amount of \$782,311.04.
 - 8.3 Approval of the Resolution approving the Fees and Charges Policy for Mason County Parks and Trails Department. **Resolution No. 10-09 (Exhibit B)**
 - 8.4 Approval of the resolution reclassifying the Chief Civil Prosecuting Attorney position to Chief Deputy Prosecutor from Range 43 on the Non-Union Salary Matrix to Range 45. **Resolution No. 11-09 (Exhibit C)**
 - 8.5 Approval to amend the resolution establishing the budgetary/accounting fund for the Emergency Communications Systems (911) Sales & Use Tax Revenue allowing the Mason County Treasurer to transmit all sales & use tax revenue received by Mason County for Emergency Communications Systems (911) to MACECOM. **Resolution No. 12-09 (Exhibit D)**
 - 8.6 Approval to set a public hearing on March 3, 2009 at 9:30 a.m. to consider 2009 budget amendments for the following: Supplemental Appropriations to the 911 Communications Sales & Use Tax Fund in the amount of \$596,000 and the Current Expense Fund in the amount of \$1,767; a Budget Reduction in the Employee Appreciation Fund in the amount of (\$2,000); and Budget Transfers in the Current Expense Fund in the total amount of (\$4,500). **Resolution No. 13-09 (Exhibit E)**

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- 8.7 Approval to extend the repayment of the interfund loan from the Reserve for Accrued Leave Fund to the Emergency Communications System (911) Sales & Use Tax Fund in the amount of \$186,000 by one year to 2010. **Resolution No. 14-09 (Exhibit F)**
- 8.8 Approval to authorize the Chair to sign the County Road Administration Board Rural Arterial Program project agreement for the North Shore Road at milepost 11.59 to 11.61 in the amount of \$178,028.
- 8.9 Approval for the Chair to sign the Road Levy Certification for 2009 for the County Road Administration Board.
- 8.10 Approval of the Veterans Assistance Fund applications for: Thomas Page - Housing \$600.00; Tommy W. Thombs - Utilities \$505.17; George F. Valent - Housing \$600.00; Samuel Risher - Utilities \$162.10; Michael A. Barlet - Utilities \$600.00; Francis Diamante - Food \$200; Arthur Stephens - Housing \$289.23; Kenneth R. Suchocki - Food \$200.00 for a total of \$3,156.50 as recommended by the Veterans Assistance Fund Screening Committee.
- 8.11 Approval for the Facilities & Grounds Manager to call for bids for Courthouse exterior renovations. Funding will be from a Washington State Department of Archeology and Historic Preservation grant which has been awarded for up to \$900,000 with a 50% match that will be funded from the Real Estate Excise Tax 1 Fund (REET 1). Bid opening to be March 19, 2009 at 11:00 a.m.
- 8.12 Approval of Warrants
Claims Clearing Fund Warrant #s 152999A-153417 \$1,385,267.95

Cmmr. Sheldon commented on item 8.11. The Courthouse exterior renovations will be paid for from REET funds and grant money. He thanked the staff for their hard work on the project.

Cmmr. Ring Erickson commented on item 8.6. The budget reduction in the Employees Appreciation Fund was suppose to take place on the original 2009 budget, but was missed.

Gary Burleson, Prosecutor, noted that item 8.4 was brought about by the early retirement of Chief Criminal Prosecutor Reinhold Schuetz.

Cmmr Ring Erickson/Gallagher moved and seconded to approve Consent items 8.1 through 8.12. Motion carried unanimously. RE-aye; S-aye; G-aye.

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time

- 9.1 Public hearing to consider a supplemental budget appropriation to the Department of Community Development Archival Fund and a budget reduction in the Department of Community Development/Current Expense Fund.

Ione Siegler, Budget and Finance Director, stated this is a supplemental budget appropriation that would add a grant from the Washington Secretary of State for archiving the Department of Community Development records. They have already used part of the grant. This would add the remaining amount of \$15,752. Additionally there is a proposed budget reduction for the Department of Community Development. In January they completed a thorough analysis of projected revenue for 2009 and they are reducing expenditures accordingly. The reduction would be for \$72,000.

There were no questions for staff or public testimony.

Cmmr. Gallagher/Ring Erickson moved to approve a supplemental budget appropriation to the Community Development Archival Fund for \$15,752 and a budget reduction in the Department of Community Development/Current Expense Fund of \$72,000. Motion carried unanimously. RE-aye; S-aye; G-aye. Budget Order (Exhibit G)

10. Other Business (Department Heads and Elected Officials) –

- 10.1 Debbie Riley, Environmental Health Manager, presented statistics for Mason County's Oral Health Program for 2008.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
FEBRUARY 10, 2009 - PAGE 3**

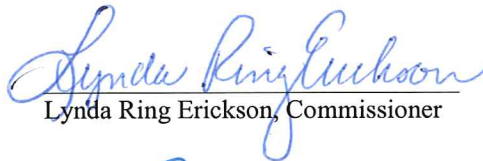
11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.
12. Adjournment - the meeting adjourned at 9:35 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON



Tim Sheldon, Chair

ATTEST:



Lynda Ring Erickson, Commissioner



Shannon Goudy, Clerk of the Board



Ross Gallagher, Commissioner

RESOLUTION NO. 09-09
**INTERFUND LOAN FROM EQUIPMENT RENTAL AND REVOLVING FUND TO
CURRENT EXPENSE**

WHEREAS, the Mason County Current Expense Fund is experiencing a cash flow shortage for the first quarter of 2009, and

WHEREAS, the Mason County Current Expense Fund will not receive property tax income until April and October of 2009, and

WHEREAS, Mason County will need to pay expenses of the County Current Expense fund until such time as tax income is received, and

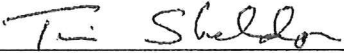
WHEREAS, the Equipment Rental and Revolving Fund has adequate funds to loan to the County Current Expense fund;

NOW THEREFORE BE IT RESOLVED, by the Mason County Board of County Commissioners that an inter-fund loan to the Mason County Current Expense Fund be established as follows:

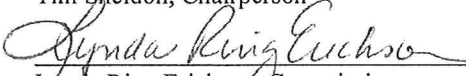
FROM:	Mason County Equipment Rental & Revolving Fund #501-000-000
TO:	Mason County Current Expense Fund #001-000-000
TERMS:	Annual Interest Rate: 1.2% Principal Amount: \$2,000,000.00 Loan Duration: One (1) Year, Six Months Debt Repayment: Annual
PURPOSE:	Interim Financing

APPROVED this 10th day of February, 2009.

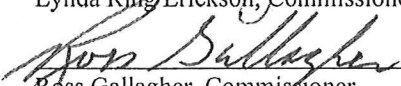
BOARD OF COUNTY COMMISSIONERS



Tim Sheldon, Chairperson

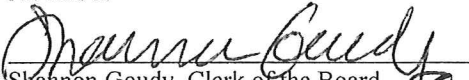


Lynda Ring Erickson, Commissioner



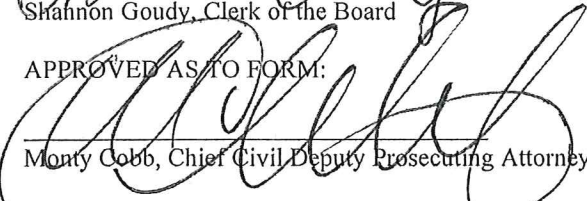
Ross Gallagher, Commissioner

ATTEST:



Shannon Goudy, Clerk of the Board

APPROVED AS TO FORM:



Monty Cobb, Chief Civil Deputy Prosecuting Attorney

C: Treasurer, Budget & Finance, Theresia Ehrich, Diane Zoren, E R & R,

RESOLUTION NO. 10-09
A RESOLUTION ESTABLISHING A FEES AND CHARGES POLICY FOR MASON COUNTY
PARKS AND TRAILS DEPARTMENT.

WHEREAS, Chapter 67.20.010 RCW, provides the authority for Counties to own and operate recreational facilities for public use, and to set forth the regulations, policies, and practices governing such use, and

WHEREAS, Mason County Parks and Trails Department owns and operates County Parks for the enjoyment and use of its residents and visitors, and

WHEREAS, County Parks receive increasing use each year from the public, while funding for administration, operations, and maintenance from the County Current Expense Fund has declined, and

WHEREAS, the implementation of Fees and Charges for certain park use and services can enhance declining revenues from the Current Expense Fund, and

WHEREAS, many of the Mason County Parks and Department services that previously were free in the future may require a fee to support park administration, operations, and maintenance;

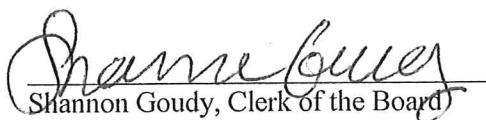
NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners of Mason County does hereby establish a "Fees and Charges Policy" as set forth in Exhibit A, pertaining to the use of Mason County Parks and facilities;

BE IT FURTHER RESOLVED, that the Parks and Trails Department, or such department or organization designated by the County with the responsibility for operating and maintaining park facilities at some point in the future, shall be authorized to develop and administer any processes and procedures necessary to implement the fees and charges policy, as set forth in Exhibit A or subsequently amended.

Signed this 10th day of February 2009.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

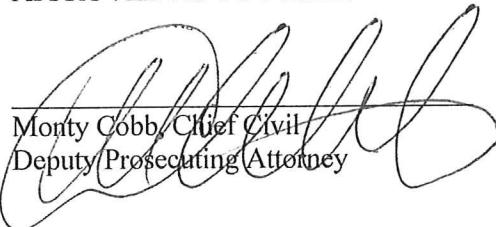
ATTEST:


Shannon Goudy, Clerk of the Board


Tim Sheldon, Chair

APPROVED AS TO FORM:


Lynda Ring Erickson, Commissioner


Monty Cobb, Chief Civil
Deputy Prosecuting Attorney


Ross Gallagher, Commissioner

C: Parks and Trails Department

Mason County
Parks & Trails Department

"FEES AND CHARGES POLICY"

INTRODUCTION

Why does Mason County Parks & Trails Department need a fees and charges policy?

The nation's park and recreation agencies have always, to a greater or lesser extent, offered diversified recreational services to its citizens, recognizing government's responsibility to provide open space, parks, trails, and leisure opportunities. But, in view of the increasingly heavy demands for new and expanded services, the rapid increase in operating costs and capital expenditures, and because of limited access to tax revenue, it has become difficult to maintain existing levels of service, much less provide new services. Consequently, park and recreation agencies must develop sound and consistent policies that will serve as a tool for evaluating services and establishing appropriate fees and charges. The imposition of fees makes possible for continued maintenance services, administrative support, recreation services and can be justified on the basis that such services would not otherwise be possible.

The reduction in the availability of tax dollars for public services, particularly at local levels of government for parks and recreation services continues to shrink. The result is local jurisdictions must either to reduce the quality and range of community services offered or to seek alternate revenue sources to finance these services, or both.

In many government organizations the primary alternate source of revenue to the property tax and sales tax is reasonably based user fees and charges that have a direct service benefit..

I. STATEMENT OF PHILOSOPHY:

The underlying principle of the Mason County Parks & Trails Department fiscal program must be to efficiently offer the most diversified recreational services possible, ensuring that all citizens of Mason County have equal opportunity and choice in participation. Since the demand placed upon the department to provide services is greater than the public's ability or willingness to appropriate public funds to support that demand, it has become an economic necessity to charge certain fees for these services. However, fees and charges for Mason County Parks & Trails Department services provide only one source of financing for the public agency. Fees must be thoroughly evaluated prior to inception to integrate them into the fiscal matrix supporting public parks and recreation services, a matrix which includes general fund appropriations, capital improvements funds, grants-in-aid, and special gifts and donations. The Board of County Commissioners, as the policy body of Mason County, must determine the amount of general fund support versus user fees.

The goal of this fees and charges policy analysis is to establish a written operating philosophy and a consistent policy statement that will be formally adopted by the Park & Recreation Advisory Board and the Mason County Board of County Commissioners.

A. General Philosophies

Mason County Parks and Trails Department Mission Statement:

“Provide a diverse system of safe, attractive, and professionally maintained parks, trails, and recreation opportunities designed to enhance the quality of life for all who reside in and visit Mason County.”

**IT IS THE GOAL OF MASON COUNTY TO PROVIDE
OUR CITIZENS:**

A Quality of Life Commitment by:

- Providing for each individual within Mason County; recreation, parks, trails, and open spaces;
- Providing safe and clean recreation and park facilities for use by the public; and
- Providing accessibility for all and encouragement for everyone’s active participation.

Quality Parks & Recreation Services by:

- Providing adequately trained, qualified and certified staff for park maintenance and operations;
- Providing trained and qualified staff for office operations and administration, and
- Providing trained and qualified staff to deliver excellence in customer service.

Opportunities for Community Involvement by:

- Involving the public in the planning, design, operation and evaluation of park programs, activities and facilities; and
- Providing the opportunity for all residents to visit parks and trails and to utilize the facilities of the department.

Excellence in Fiscal and Operational Services by:

- Developing an objective cost analysis to use as a planning and operating tool to improve the management and cost recovery for department services;
- Providing County residents with fees and charges that reflect the tax support provided to the department by the County elected;
- Establishing user fees and charges that are equitable for all users;
- Establishing user fees that encourage payment by users for services provided to individuals or user groups for their specific use;
- Establishing a scholarship program to provide assistance to those who can not

- afford the fees and charges; and
- Continuing to provide fundamental basic services free of charge, except through taxes paid, to the public.

B. Specific Philosophies

IT IS THE POLICY OF MASON COUNTY THAT:

1. Basic Park & Recreation Services Should Be Free

Fundamental services are those that tend to preserve and promote physical and mental well being, provide patron safety, and provide park and recreation services and facilities to groups with limited ability to provide for themselves, such as the young, the older citizen, the disabled and the economically disadvantaged. Therefore, public funds should be used for acquisition of lands, improvement of existing property and facilities, management, maintenance and basic services.

Other park and recreation services and facilities should be free unless fees are determined appropriate because of one or more of the following:

- a. Cost per hour of the service or operating the facility. This may be so where:
 - the service uses consumable materials;
 - the service requires a facility with high capital, operating or maintenance costs;
 - the service requires special preparation or clean-up (baseball fields);
 - the service requires an extra cost above the average normal anticipated cost.
- b. A fee will expand activities for all people, at the least possible cost to the majority of citizens; therefore, charging a fee assists in providing activities of a special nature.
- c. Use of the service or facility is limited to a relatively few individuals or special interest groups of a private character; therefore, those who directly benefit to the exclusion of others should pay extra for the privileges enjoyed.
- d. Public property is used for private economic gain; therefore, the fees and charges for use of public recreation and park facilities by private and closed membership groups should be implemented.
- e. The public demands more activities and more services beyond the level of commitment from appropriated taxes dedicated to pay for them.

2. Special Considerations given:

Mason County Parks and Trails Department fees and charges policy must be flexible to allow for discounts for people who do not have the ability to pay and or organizations that agree to a formal partnership with the City.

a. Ability to Pay Criteria:

Some individuals may not be able to afford the fees and charges for facilities managed by the department. In such cases the department may provide discounted rates.

b. Special Interest/Partnership Groups:

Special consideration should not be granted to special interest groups or individuals in the form of discounted fees or charges. Exceptions may be granted to groups who are sponsored by the Department and/or the County who provide in-kind volunteer services or revenue donations with a direct benefit to the operations and maintenance of the Department. Partnership agreements may also provide opportunities for exception consideration. In all cases this must be addressed within the formal partnership agreement.

c. Proprietary or Commercial Groups:

Proprietary or commercial groups using Mason County parks or facilities for financial gain or profit should be charged an additional fee for the privilege of conducting their business on Mason County Parks & Trails Department property. Such additional fees are warranted in that the Department's fee and charges program is designed to recover costs for facilities on a non-profit basis. Therefore, the use of these facilities by for profit purposes is inconsistent with Mason County Parks & Trails Departments basic philosophy and revenue goals. Where public developed and maintained resources are used by a for-profit group to make a profit, the public should share in that profit to recover a portion of the management and development costs.

d. Non residents:

Definition: *An individual and immediate family not residing in and/or owning property/business within the boundaries of Mason County.*

Many individuals who live outside Mason County participate in and enjoy

the use of Mason County Parks & Trails Department facilities and recreation services but make no property tax contribution to help support the operation.

Therefore, it may be reasonable to incorporate into the fee-and-charges policy, non-resident fees for admission, reservations/rentals, and participation fees.

Note: any park acquired or developed with grant money from the Recreation and Conservation Office (RCO) can not have a higher non-resident fee charged and a low resident fee charged.

II. DEFINITIONS OF FEES AND CHARGES

A. Basic Services

Basic Services are the maintenance of clean, safe, attractive parks and buildings for the general public as well as services to those persons who are unable to take advantage of the regular services because of either financial restrictions or a disability.

Generally, basic services are offered to the public free. All costs for providing these basic services are paid from the appropriated budget. Unscheduled use at a park play area would be an example.

B. Special Services

Special Services are those above Basic Services, for which the department normally incurs additional costs or which are provided for the benefit of a particular individual or group rather than the general public. Program administrative costs (salaries plus fringe benefits) as well as the cost of the services and supplies associated with the provision of these specialized recreation programs shall be offset by the assessment of an appropriate fee. Rental of baseball fields or picnic shelter would be an example.

III. TYPES OF FEES AND CHARGES

Mason County Parks & Trails Department has identified six (6) basic fees and charges. They are:

A. Entrance Fee

A fee charged for usage of a park, or developed site, usually large, open area with controlled access/egress, such as the sports complexes.

B. Admission Fee

A fee charged for entry into a building or structure. Some type of program, event, demonstration, or exhibit to attract visitors is usually offered. A special event at a facility would be an example.

C. Rental or Reservation Fee

Payment for the exclusive use of a facility. The word exclusive is emphasized because the individual pays for the privilege of using the facility without interference. For example, if the Shelter at Walker Park is reserved for a family reunion, the group has exclusive use during the rental period. Equipment, such as additional picnic tables, barbecues or staff time for set-up, take down or clean-up, could also be covered by the fee.

D. User Fee

A charge to an individual or organization for use of a park or facility. The field use fees at MCRA and Sandhill Park are examples, or the fee to launch a boat at one of the County boat launches.

E. License or Permit Fee

A fee to account for the privilege to perform a particular action. The payment for a permit or license to use the parks for profit or for a commercial enterprise to operate within a park or facility.

F. Special Services Fee

A charge for receiving extraordinary services beyond customary levels or for having the use of special equipment or facilities where the benefits are specific to the individual or group which requests the service. Installation of a pitching mound is an example.

IV. FEE ESTABLISHMENT

In cases where fees are to be charged, the fee rate should be instituted to off set operational costs if possible and to lower the financial subsidy that is provided to the Parks and Trails Department through the budget process. For example, fees charged for baseball games should be based to the greatest degree possible on the costs to prepare a field, including labor charges and supplies. Capital cost for equipment would generally not be included in the fee calculation.

V. COMMERCIAL USE OF FACILITIES

Safeguards are necessary to ensure proper use of public facilities when requests are received by the Department to conduct commercial or promotional activities on park or

County property or to utilize the names of public structures or facilities in advertising a product.

A. Requisites for Approval:

- Commercial and promotional activities in parks and recreation facilities should be authorized only if they provide a positive public service and meet a legitimate public need and do not take precedence over public recreation use.
- Commercial or promotional activities on park property shall be permitted only when they are clearly not in conflict with ongoing Department sponsored programs, or if the program can be conducted without any restriction on public use for an unreasonable period of time.
- Commercial or promotional use of public facilities including use of public names of structures should not be authorized if such use constitutes an expressed or implied endorsement of commercial products, services, or activities.
- Fee's charged for commercial use of parks should be higher than fees charged to the general public for recreational use in cases where a fee is charged to the public to use parks.

B. Authorization to Approve Requests:

A request to conduct commercial or promotional activities on park areas, to post forms of advertising on park premises, or to utilize the names of structures or facilities in advertising a product should be directed to the Parks & Trails Director.

- Approval shall be granted by the Director or their designated representative for permission to post signs, banners, posters or any other forms of advertising on park facilities. All materials of this type must be consistent with the overall aesthetic appearance of the park. Advertising materials for specific activities must be taken down upon completion of the event. Such items donated for permanent use at a park facility must meet all of the aforementioned requirements for approval.
- Requests to utilize the names of public structures or facilities in advertising a product should be forwarded to the Director for approval.
- Commercial activities will be approved through a license or permit process.

C. Charges for Commercial Activities:

All costs incurred by the Department resulting from commercial use of a park or

County facility should be recoverable as a part of the special service fee.

- Groups or organizations conducting commercial activities at park facilities must pay a higher rate than the prevailing rental rates for use of the facility by the general public.
- Sponsors of profit-making, commercial activities conducted on park or County property must provide the department with evidence of comprehensive general liability insurance sufficient to protect the County against risk, with a limit of at least \$1.0 million for each occurrence, which names the County as an additional insured, or Certificates of Insurance acceptable to the Director.
- In addition to the rental fee and insurance, the sponsors of profit-making, commercial activities conducted on park or County property should pay the County a percent of the gross receipts to be established by the Park & Recreation Advisory Board. (Example: Flea Market in County parking lot.)
- Any ongoing commercial or profit making operation using County facilities will be require a special license or permit, with the duration and fee's established through the license or permit application process.
- Within thirty (30) days after a commercial or promotional activity, an itemized list of all gross income associated with such an event is to be transmitted to the Director, together with payment of the established percentage fee.

D. Charges for Charitable (non-sponsored) Activities:

- Charitable, non-profit, community-serving organizations which conduct an event on park property for the purpose of raising funds, not sponsored by the Department, must pay only the facility rental fees or the established percent of their gross receipts, whichever is greater. Organization must provide IRS status to verify standing.
- Charitable, non-profit, community-serving organizations should also provide the Department with evidence of comprehensive general liability insurance sufficient to protect the County against risk, with a limit of at least \$1.0 million for each occurrence, which names the County as an additional insured, or Certificate of Insurance acceptable to the Director.
- Fees collected by the Department from these fund-raising activities on park facilities will be deposited in the Parks and Trails Department Revenue budget.

E. Charges for Charitable (sponsored) Activities:

Charitable, non-profit, community-serving organizations which conduct an event on

park property for the purpose of raising funds for the Parks and Trails Department activities or projects, should not be required to pay facility rental fees or percentages of gross receipts, nor should they be required to carry insurance.

All revenues collected from these fund-raising activities on park facilities should be turned over to the Department, and deposited into a designated project account and credited as a gift or donation.

VI. CALCULATING FEES AND CHARGES

Fee's and charges shall be established by the Board of County Commissioners. Once fees are approved, fees and charges will be adjusted annually beginning in 2011 by using the Seattle Consumer Price (CPI) Index. See exhibit A, CPI Forecast.

VII. USE OF PARKS AND TRAILS DEPARTMENT FEES AND CHARGES

Parks and Trails Department fee's and charges will be used to supplement the Parks and Trails Department annual budget from the County Current Expense Fund budget. Intent of utilizing various fees and charges is to use these funds in the operations and maintenance of Parks and Trails facilities. Specifically to use fees collected in specialized operations. An example would be to use ballfield use fee's for the operation and maintenance of MCRA and Sandhill Parks.

VIII. EVALUATION OF POLICY AND FEES AND CHARGE SCHEDULE

Mason County Parks & Recreation Department shall review annually the Fees and Charges Policy and the Fees and Charges Schedule and make appropriate adjustments as recommended by the Parks & Recreation Advisory Board and approved by the County Commissioners.

IX. AUTHORITY FOR SETTING FEES AND CHARGES

A. The County Commissioners are responsible for setting the Fees and Charges Schedule. Mason County Parks and Trails staff and the Parks and Recreation Advisory Board will provide recommendations for establishing fees and charges.

Exhibit A
CPI Forecast

Forecast of Seattle CPI-U, All items (1982-84=100)			
Updated 8-22-08			
	Index:	Annual	
	<u>1982-84=100</u>	<u>growth rate</u>	
2000 (actual)	179.2	3.7%	
2001 (actual)	185.7	3.6%	
2002 (actual)	189.3	1.9%	
2003 (actual)	192.3	1.6%	
2004 (actual)	194.7	1.2%	
2005 (actual)	200.2	2.8%	
2006 (actual)	207.6	3.7%	
2007 (actual)	215.7	3.9%	
2008	224.0	3.9%	
2009	229.8	2.6%	
2010	235.4	2.4%	
2011	240.8	2.3%	
2012	246.2	2.3%	
2013	251.8	2.3%	
2014	257.4	2.2%	
2015	263.2	2.2%	
NOTE: CPI-U covers all urban consumers.			

RESOLUTION NO. 11-09

A resolution amending Mason County Code Chapter 2.92, Resolution 74-08 to implement a Revised Non-Union Salary Range Alignment

WHEREAS, RCW 36.40.080 states that "...the Board of County Commissioners shall fix and determine each item of the budget separately and shall by resolution adopt the budget..."

WHEREAS, RCW 36.16.070 states that "...the Board shall fix the compensation of all employees..."

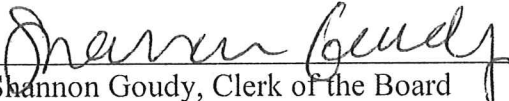
WHEREAS, the Chief Civil Deputy Prosecutor position is to be reclassified as the Chief Deputy Prosecutor, formerly categorized as Range 43 position on the "Non-Union Salary Alignment" by the prior administration, shall be reclassified as Range 45 position to accurately reflect the job responsibilities and competencies necessary for the positions;


NOW, THEREFORE, BE IT HEREBY RESOLVED to amend the Mason County 'Non-Union Salary Alignment' to reclassify the 'Chief Civil Deputy Prosecutor position to a Chief Deputy Prosecutor from Range 43 to Range 45, consistent with the above-referenced resolution and amend the 'Non-Union Salary Alignment' effective February 1, 2009.


Adopted this 10th day of FEBRUARY, 2009.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

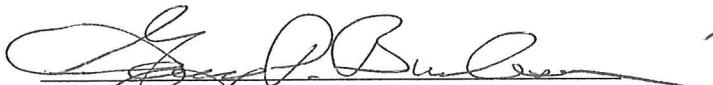
ATTEST:


Shannon Goudy, Clerk of the Board


Tim Sheldon, Chair


Lynda Ring Erickson, Commissioner

APPROVED AS TO FORM:


Gary P. Burleson
Mason County Prosecutor


Ross Gallagher, Commissioner

NON-UNION SALARY RANGE ALIGNMENT

SALARY
RANGE NUMBER

CLASSIFICATION TITLE

45	Public Works Director Utilities & Waste Management Director Human Resource Director Chief Deputy Prosecuting Attorney
44	Deputy Director Public Works
43	Chief Criminal Prosecuting Attorney
40	Deputy Director/ER&R Manager
39	Public Health Director Community Development Director
38	Undersheriff Director of Operations Information Services Manager
37	Administrator, Probation Services
35	Budget & Finance Director/Risk Pool Chief Criminal Deputy Sheriff Engineering and Construction Manager Engineer IV Land Use Attorney
34	Road Operations & Maintenance Manager Deputy Director, Utilities & Waste Management Parks & Trails Manager
33	Chief Civil Deputy Sheriff Jail Superintendent Deputy Administrator (Detention), Probation Engineer III
32	Planning Manager Permit Assistance Center Manager Construction Services Supervisor Project Support Services Manager Transportation Planning Supervisor Facilities Manager
31	Program Manager II Assistant Road Operations & Maintenance Manager
30	Personal Health Manager Building Official GIS Manager Right of Way Manager / Property Manger

NON-UNION SALARY RANGE ALIGNMENT

SALARY
RANGE NUMBER

CLASSIFICATION TITLE

29	Emergency Management Manager Equipment Maintenance Supervisor Deputy Administrator, Probation Finance Manager Road Operations & Maintenance Supervisor Chief Accountant
28	Engineer II Survey Supervisor
27	District Court Administrator Superior Court Administrator Chief Appraiser Chief Deputy Elections Superintendent Administrative Supervisor
25	Program Manager I
23	Loss Control Coordinator / Budget Analyst
22	Engineer I
21	Assistant to the Commissioners
20	Deputy Court Administrator Office Manager
19	Official Court Recorder / Judicial Assistant Official Court Recorder / Family Law Facilitator
17	Administrative Assistant
13	Clerk of the Board Administrative Secretary Legal Secretary
10	Receptionist/Secretary
1	PBX Operator Office Assistant

**Resolution No. 12-09
Amending Resolution No. 17-08 and
Chapter 3.160 Sales and Use Tax for Emergency Communications System and Facilities
Mason County Code**

WHEREAS, Mason County has entered into an interlocal agreement with Mason County Emergency Communications (MACECOM) to collectively operate an emergency communications facility; and

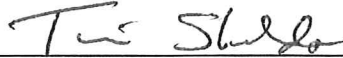
WHEREAS, the Mason County Treasurer will administer the Emergency Communications System (911) Sales and Use Tax Fund 125-000-000 and pay proper expenses from the fund as directed by the Board of Mason County Commissioners.

NOW THEREFORE, Section 3.160, Sales and Use Tax for Emergency Communications System and Facilities of the Mason County Code is amended as follows:

3.160.030 Fund Administration

The Mason County Treasurer will administer this fund and pay proper expenses from this fund as approved and directed by the Board of Mason County Commissioners.

Approved this 10th day of February 2009.



Tim Sheldon, Chairperson

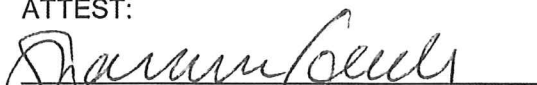


Lynda Ring Erickson, Commissioner



Ross Gallagher, Commissioner

ATTEST:



Shannon Goudy, Clerk of the Board
APPROVED AS TO FORM



Monty Cobb, Chief Civil Deputy Prosecuting Attorney

C: Auditor, Treasurer, Budget & Finance

RESOLUTION NO. 13-09
2009BUDGET

Supplemental Appropriation, Budget Transfer, and Budget Reduction Notice of Hearing

WHEREAS, by reason of conditions which could not be reasonably foreseen at the time of making the budget for the year 2009, it is necessary to make provisions for supplemental appropriations, budget transfers and a budget reduction to the 2009 Budget as authorized by RCW 36.40.100 and RCW 36.40.195 for the following:

Supplemental appropriations to the E911 Emergency Communications Sales & Use Tax Fund to budget the 2009 sales and use tax for emergency communications and to the Current Expense Fund to budget reimbursement from Mason County Emergency Communications (MACECOM) for the cost of the WA State Dept of Natural Resources (DNR) lease for the radio relay facility on Gold Mountain.

A budget reduction in the Employee Recognition Fund to decrease expenditures in that fund.

Budget transfers in the Current Expense Fund to reduce the transfer out to the Employee Recognition Fund and to reinstate the budget for membership in the Hood Canal Coordinating Council.

THEREFORE, BE IT RESOLVED BY THE Board of Mason County Commissioners:

That the 3rd of March at the hour of 9:30 AM in the Mason County Commissioners Chambers in Courthouse Building I, 411 North Fifth Street, Shelton, Washington, is hereby fixed as the time and place for a public hearing upon the matter of these supplemental appropriations, budget transfers, and budget reduction to the 2009 Budget as follows:

Supplemental Appropriations:

- **E911 Emergency Communications Sales & Use Tax Fund in the estimated amount of \$596,000**

- **Current Expense/Nondepartmental Financial in the estimated amount of \$1,767**

Budget Transfers:

- **From Transfers Out/Current Expense Fund in the estimated amount of \$2,000
To Ending Fund Balance/Current Expense Fund.**

- **From Ending Fund Balance/Current Expense Fund in the estimated amount of \$2,500
To Nondepartmental/Financial/Current Expense Fund**

Budget Reduction:


- **Employee Appreciation Fund in the estimated amount of (\$2,000)**

Dated this 10th day of February 2009.

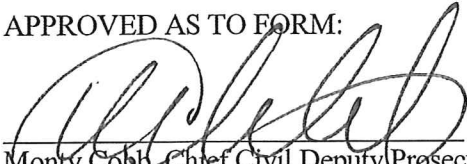
BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

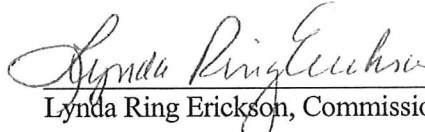
ATTEST:

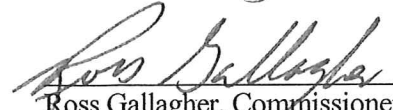

Shannon Goudy, Clerk of the Board


Tim Sheldon, Chair

APPROVED AS TO FORM:


Monty Cobb, Chief Civil Deputy Prosecuting
Attorney


Lynda Ring Erickson, Commissioner


Ross Gallagher, Commissioner

C: Accounting (2), Treasurer, Budget & Finance, Central Operations
Journal Publ 2t: 2/19 & 2/26

Bill: E911 Emergency Communications Sales & Use Tax Fund, Employee Recognition Fund, Nondepartmental

EXHIBIT E

RESOLUTION NO. 14-09
TO AMEND RESOLUTION NO. 18-08 TO EXTEND REPAYMENT OF THE INTERFUND LOAN FROM THE RESERVE FOR ACCRUED LEAVE FUND TO THE EMERGENCY COMMUNICATIONS SYSTEMS (911) SALES & USE TAX FUND

WHEREAS, the Mason County Board of County Commissioners approved an interfund loan to the Emergency Communications Systems (911) Sales & Use Tax Fund 125-000-000 on February 5, 2008; and

WHEREAS, it is now necessary to amend the terms of that interfund loan.

NOW THEREFORE BE IT RESOLVED, by the Mason County Board of County Commissioners that the interfund loan to the Emergency Communications Systems (911) Sales & Use Tax Fund 125-000-000 from the Reserve for Accrued Leave Fund 131-000-000 be amended as follows:

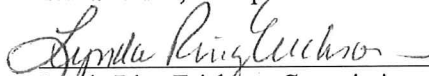
FROM: Reserve for Accrued Leave Fund
TO: Emergency Communications Systems (911) Sales & Use Tax Fund
TERMS: Annual Interest Rate: 4.46%
Principal Amount: \$186,000
Duration of Loan: **Two (2) Years**
Debt Repayment: 2010
PURPOSE: Interim Financing

APPROVED this 10th day of February 2009.

BOARD OF COUNTY COMMISSIONERS



Tim Sheldon, Chairperson

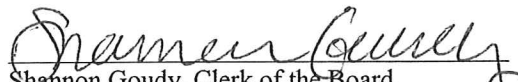


Lynda Ring Erickson, Commissioner



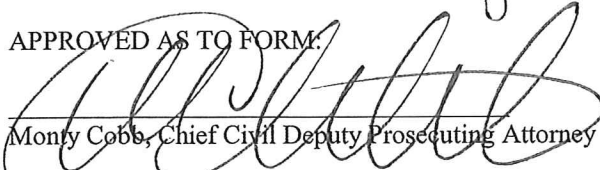
Ross Gallagher, Commissioner

ATTEST:



Shannon Goudy, Clerk of the Board

APPROVED AS TO FORM:



Monty Cobb, Chief Civil Deputy Prosecuting Attorney

C: Treasurer, Budget & Finance, Accounting, E-911 Communications Fund file, Reserve for Accrued Leave Fund file

**ORDER
2009 BUDGET**

**IN THE MATTER OF:
SUPPLEMENTAL APPROPRIATION - BUDGET REDUCTIONS - NOTICE OF HEARING
RESOLUTION NO. 07-09
DATED AND PASSED: January 20, 2009
FOR SUPPLEMENTAL APPROPRIATION: DCD Archival Retention Fund \$14,752
FOR BUDGET REDUCTION: Current Expense Fund/Dept Community Development (\$72,000)**

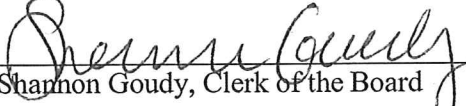
WHEREAS, a notice was published and a public hearing was held in accordance with RCW 36.40.100 and RCW 36.40.195 and with Resolution No. 07-09 (see Attachment B that is incorporated as part of this order).

THE BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY now hereby approves a Supplemental Appropriation to the DCD Archival Retention Fund in the amount of \$14,752 and a Budget Reduction to the Dept of Community Development (DCD) in the Current Expense Fund in the amount of (\$72,000).

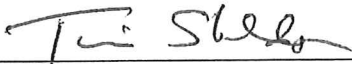
BE IT FURTHER RESOLVED that this Supplemental Appropriation and these Budget Reductions will be expended and recorded in the 2009 Budget as listed in Attachment A which is also incorporated as part of this order.

PASSED in open session this 15th **day of February 2009.**

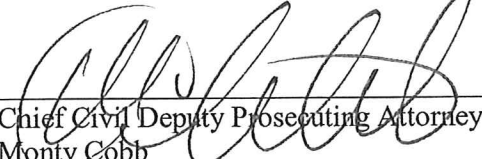
ATTEST:

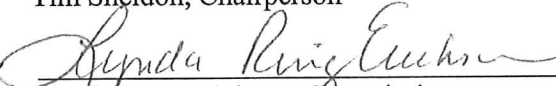

Shannon Goudy, Clerk of the Board

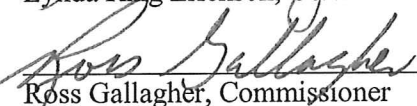
BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON


Tim Sheldon, Chairperson

APPROVED AS TO FORM:


Chief Civil Deputy Prosecuting Attorney
Monty Cobb


Lynda Ring Erickson, Commissioner


Ross Gallagher, Commissioner

C: Budget Director, Accounting (2), Treasurer, Dept of Community Development

Supplemental Appropriations:			
191-000-000	DCD Archival Retention Fund		
Resources:			
308.00.00.0000	Beginning Fund Balance	\$ 3,202	*
334.00.32.0191	Secretary of St/Archives & Record Mgt.	\$ 11,550	*
	Total	\$ 14,752	
Uses:			
597.00.00.0001	Transfer Out to CE/DCD	\$ 14,752	*
<i>*New BARS Line Item</i>			
Budget Reductions:			
001-125-145	Current Expense/DCD/Current Planning		
Resources:			
345.83.03.0000	Plan Check/Building Permits	\$ (35,000)	
Uses:			
558.60.91.0011	PW Dept Support	\$ (35,000)	
001-180-000	Current Expense/Prosecutor/Legal Services		
Resources:			
349.15.00.0000	Legal Services	\$ (37,000)	
001-125-145	Current Expense/DCD/Current Planning		
Uses:			
558.60.91.0015	Interdept chg for Legal Services	\$ (37,000)	

RESOLUTION NO. 07-09

2009 BUDGET

Supplemental Appropriation/Budget Reduction Notice of Hearing

WHEREAS, by reason of conditions which could not be reasonably foreseen at the time of making the budget for the year 2009, it is necessary to make provisions for a supplemental appropriation and budget reduction to the 2009 Budget as authorized by RCW 36.40.100 and RCW 36.40.195 for the following:

A grant from the WA Secretary of State for archiving of Department of Community Development (DCD) records and a reduction in operating expenses for the Current Planning Program in DCD.

THEREFORE, BE IT RESOLVED BY THE Board of Mason County Commissioners:


That the 10th of February at the hour of 9:30 AM in the Mason County Commissioners Chambers in Courthouse Building I, 411 North Fifth Street, Shelton, Washington, is hereby fixed as the time and place for a public hearing upon the matter of a supplemental appropriation and reduction to the 2009 Budget as follows:

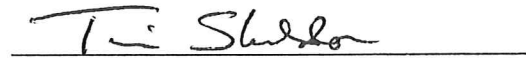
- DCD Archival Retention Fund \$29,504
- Current Planning/Dept of Community Development/Current Expense Fund (\$72,000)

Dated this 20th day of January 2009.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

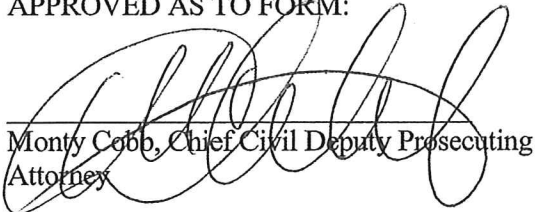
ATTEST:


Rebecca S. Rogers, Clerk of the Board
SHANNON GOODY


Tim Sheldon, Chair


Lynda Ring Erickson, Commissioner

APPROVED AS TO FORM:


Monty Cobb, Chief Civil Deputy Prosecuting
Attorney


Ross Gallagher, Commissioner

C: Accounting (2), Treasurer, Budget & Finance, Comm Development
Journal Publ 2t: 1/29 & 2/5
Bill: Dept of Community Development