

Operations Of the MRC

BEFORE THE BOARD OF ISLAND COUNTY COMMISSIONERS, ISLAND
COUNTY, WASHINGTON

RESOLUTION ESTABLISHING
OPERATIONS & PROCEDURES
FOR THE ISLAND COUNTY
MARINE RESOURCES COMMITTEE

Resolution #C- 79 -99

WHEREAS, the Board of Island County Commissioners adopted Resolution #C-59-99 on May 24, 1999 establishing an Island County Marine Resources Committee, and;

WHEREAS, operations of the Marine Resource Committee need to be defined;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Island County Commissioners does hereby establish a Marine Resources Committee operations procedure as outlined in "Exhibit A", OPERATIONS AND PROCEDURES OF THE ISLAND COUNTY MARINE RESOURCES COMMITTEE.

ADOPTED this __28__ day of June, 1999.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Mike Shelton, Chairman

Wm. L. McDowell, Member

William F. Thorn, Member

ATTEST: _____

Margaret Rosenkranz, Clerk of the Board

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Exhibit A page 1

Exhibit "A"

**OPERATIONS AND PROCEDURES OF THE ISLAND COUNTY MARINE
RESOURCES COMMITTEE**

Membership:

There shall be a total of 13 voting members on the Marine Resources Committee during the first year of operation. Following that initial period the members of the MRC may petition the Island County Board of Commissioners to have more seats to better insure adequate representation to achieve the work plan of the MRC. Within the 13 members, there shall be three from each commissioner district, one from WSU-CE, and the remaining three being selected from nominees by the three commissioners together. The MRC when seated, shall elect a Chairperson and such other officers and committee heads as needed. Any number of ex-officio members may be designated by the MRC as technical support. The Chair of the Island County Board of Commissioners or his/her designee shall be an ex-officio member of the MRC.

Membership shall be appointed by the Board of Island County Commissioners and be staggered so that some members shall hold one year terms, some two years and some three years such that one third of the committee membership is reappointed each year. A committee member shall serve no longer than a period of three terms consecutively. Appointments shall run from Jan 1 to Dec 31 except for members appointed in the year 1999, who's term shall be extended by the

numbers of months remaining in the 1999 year at the time of their appointment (approximately 6 months).

Membership on the MRC shall be unpaid . Expenses may be reimbursed for out of county travel from the MRC travel budget when funding is available.

Leadership:

During the first two years of operation as an approved committee of Island County, fiscal guidance will be provided by Washington State University Cooperative Extension, a member of the committee. Following that period the committee may elect to manage its financial matters in a different way, upon approval by the Board of Island County Commissioners.

The Board of Island County Commissioners shall make all appointments to the committee ensuring compliance with the membership guidelines as set forth in the "MEMBERSHIP" section of Exhibit "A" of Resolution C-59-99 of Island County adopted May 24th, 1999.

Once the committee members have been appointed, the MRC shall select a Chair from within its membership. The Chair will be elected by a simple majority vote of the committee members in January of each year.

MRC shall recommend a member to represent the local MRC on the NW Straits Commission to the Board of Island County Commissioners. The Board of Island County Commissioners shall appoint the member of the NW Straits Commission. The Chair of Washington State University Cooperative Extension Island County shall sit on the NW Straits Commission on behalf of the Island County MRC until an MRC member is selected for representation to the Straits Commission..

Decisions of the MRC shall be based on a simple majority vote. All decisions shall be duly recorded by the committee for future reference and shall comprise the basis for an annual report to the County.

The MRC shall act in an advisory capacity to the County.

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Exhibit A Page -2-

In the year 2001 the MRC may, upon the approval of the Board of Island County Commissioners and if funds are identified, have the option of hiring an executive director to oversee daily functions of the work plan of the MRC. The executive director shall act solely to represent the MRC. Funding for this position will come solely from sources outside the County General Fund, such as grants, donations and contracts.

Work Plans and Budgets:

Prior to December 31, 1999 the Island County MRC shall adopt a work plan for the year 2000 to include revenue and expenditure budgets for carrying out the work. Each year following 1999 the MRC shall adopt a work plan and appropriate budgets for the succeeding year as part of a six-year plan. The work plan and budget request, appropriate to the mission of the Straits Commission and the requirements of the County, shall be submitted to the Northwest Straits Commission for approval and funding. The work plan and budgets shall be submitted to the County for approval in early fall each year prior to submittal to the Straits Commission.. In addition, the MRC shall, by Dec. 31, 2000, prepare a six-year technical and financial plan for approval by the County and the Straits Commission. The six-year plan shall be updated annually thereafter. The initial six-year plan shall include a mission statement and a vision statement , and shall set forth goals and objectives for the proposed work plan consistent with these statements.

Each year the MRC shall make an end of the year report to the Board of Island County Commissioners based on the work plan of that year, and shall make interim reports, usually orally, to the Board on request. . It shall also report on the status of representation of the MRC, vacancies, and expected vacancies. The MRC chair shall assist the Board of Island County Commissioners to fill any vacancies of the MRC membership.

During the year 1999, the startup year, the focus of the MRC work plan shall be (1) on the education of its members so that they understand their role at the county level and regionally and (2) on the development of the Year 2000 work

plan and budget. Members shall make themselves available for training opportunities created locally as well as by the NW Straits Commission. Such training shall focus on the issues affecting the regional waters, the role of the NW Straits Commission, the role of county level MRCs, research relevant to the regional waters of the Northern Puget Sound, state and federal agency roles in the protection and management of marine resources of the NW Straits, and other topics deemed important by the Island County MRC and the NW Straits Commission.

MEMBERSHIP POSITIONS:

Posn # Name Specialty

1 Commissioner District #1 -

2 Commissioner District #1 -

3 Commissioner District #1 -

4 Commissioner District #2 -

5 Commissioner District #2 -

6 Commissioner District #2 -

7 Commissioner District #3 -

8 Commissioner District #3 -

9 Commissioner District #3 -

10 At Large

11 At Large

12 At Large

13 WSU Cooperative Extension

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Exhibit A Page -3-

Appointment Strategy:

Have each Commissioner District assigned to appoint specific membership types. An Example is shown below.

Mike Shelton - Farmer - Sports - Com. Fisherman

Mac McDowell - Science - NAS - Planner

Bill Thorn - Science - Planner - Com. Fisherman

Joint appointments- Port - Port - Sports

Pre-designated- WSUCE

Sample Representation Needs:

Type Number Terms

Science -Marine/Citizen 3 1yr - 2yr - 3yr

NAS Whidbey 1 3yr

Sports Fishers 2 1yr - 2yr

2 Ports 2 2yr - 3yr

Muni. Planners /Engineers 2 1yr - - 3yr

Farmers 1 2yr

Comm. Fisherman/Crabbers 2 1yr - 2yr

Total 13 Count 4 5 4

Reappointments will be based on the schedule below and shall follow a similar pattern in future years.

Year 2001, 04, 07 - appoint all noted 1yr term members - total count 4

Year 2002, 05, 08 - appoint all noted 2yr term members - total count 5

Year 2003, 06, 09 - appoint all noted 3yr term members - total count 4

Technical Advisory Committee - non-voting

Tribal membership

Island County Water Resources Committee Representative

Island County Planning and Development-Shorelines

Island County Public Works - Stormwater

Island County Board of County Commissioners Representative

Island County Environmental Health Director

Other interested Agencies

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Exhibit A Page -4-

1999 Revenue and Expenditure Budget for the Island County Marine Resources
Committee

Revenue Budget for FY 1999

Source Amount

NW Straits Commission 10,000

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Total 10,000

Expenditure Budget FY 1999

Salary

Administrative Staff 4,000

Personal Benefits 1,000

M&O

Office supplies 500

Communications 500

Travel 3,408

Misc 592

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Total 10,000