

Courthouse Journal

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Washington State Association of Counties
Washington Association of County Officials

August 8, 2002
Issue No. 30

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Presidents Extend Invitation to First WACO/WSAC Joint Conference in Wenatchee

WSAC president, LeRoy Allison and WACO president Barbara Cory, have extended a personal invitation to all county officials to attend the first Joint Conference of the two associations. The full text of the letter is included below.

Registration material will be mailed next week with hotel reservation information and a preliminary agenda. You are urged to get your registration and room reservation in as soon as possible because a large turnout is expected.

August 8, 2002

To All WACO and WSAC Members:

The first Joint Conference of WACO and WSAC is just around the corner and we want to urge all members and WSAC affiliate members to plan on attending the historic first meeting of our two associations. The Washington State Association of Counties and the Washington Association of County Officials have been around for 97 and 46 years respectively and this meeting marks the first time at which the general memberships will meet and conduct business together. It is the beginning of a new era.

Three years ago our respective boards agreed to hold WACO's Annual Conference and WSAC's Fall Legislative Conference together in one joint meeting. This year we will be meeting in Wenatchee at the West-Coast Wenatchee Center Hotel September 30- October 4.

The focus this year is clearly the growing funding crisis counties face as a result of voter passed initiatives and an impending state budget shortfall that may reach \$2 billion. Both WACO and WSAC are develop-

ing positions that they will present as a joint legislative package to the full membership during the conference. This will not only be the first joint conference, but it will result in the adoption of a joint legislative package addressing the funding of counties by the state. The last, and only other time that a joint WACO/WSAC position was adopted was during the successful 1990 campaign to adopt the criminal justice funding. We think it is time for our two associations to do the same thing again and this conference is the beginning of our campaign to have the state adequately fund county government.

Mark Towers, an extraordinary speaker and trainer will lead a certified public official training session on "The Class-Act County Government Official- Building Courthouse Partnerships," Wednesday, October 2. He has been educating people in change management workshops throughout the United States, Mexico, Canada and South Africa for the past 14 years. During the first two days of the conference another CPO training session will be offered on "Understanding the Legal Issues of Managing Public Employees."

Not only is this an historic meeting of our two associations it is also a time to set a new direction for counties by demonstrating that we will be working together to find solutions to better serve our citizens. We hope all of you will attend the first Joint Conference of WACO and WSAC in Wenatchee September 30 through October 4.

Sincerely,

Barbara Cory
WACO President

LeRoy Allison
WSAC President

Register Today for WSAC Western District Meeting!

County councilmembers and commissioners from across Western Washington will gather together in Vancouver, Washington, on the shores of the Columbia River on September 5 and 6 to discuss the county role in economic development, housing affordability, and water supply.

It is the annual fall meeting of the Western District of the Washington State Association of Counties, hosted by Clark County and Western District President, Betty Sue Morris.

The meeting kicks off Thursday, September 5 at 8:30 a.m. with a business meeting agenda that includes election of officers. The remainder of Thursday morning is devoted to economic development topics and a discussion of county approaches and involvement in economic development from around Western Washington. Thursday afternoon includes an examination of the factors impacting housing affordability and actions that can be taken to address housing costs. Friday morning's session will examine water supply options for new growth and actions that counties can take to improve water resource management.

Commissioners and councilmembers also will have the opportunity to share approaches they are taking to balance 2003 budgets.

The meeting takes place at the Red Lion Inn at the Quay. Registration is \$105 for early registration. The deadline is August 26 and fast approaching. Please fax or mail in your registration as soon as possible. Payment can follow later if need be. You can also access the registration on our website at <http://www.wacounties.org/wvac>.

The Courthouse Journal

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We welcome your suggestions and contributions. The weekly deadline is noon Wednesday.

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Budget, Finance and Taxes

King County Council Members Describe Budget Plight

Last week two King County council members provided the following description of the county's situation as an opinion piece in the Seattle Post Intelligencer. We thought members from other counties would be interested in how at least two of their colleagues are describing their challenge to the public.

(By Larry Phillips and Jane Hague, King County Council Members)

For the past six months, residents of King County have been reading articles about park closures, impending cuts to human service programs and the uncertain future for arts and cultural opportunities as a part of our civic fabric.

As the King County Council prepares for what will be another very difficult budget process, it's time to broaden the public focus beyond snapshots of specific program cuts to what King County must do to create long-term budget stability to sustain services the public wants and needs.

At this point, the bigger picture is a true budget crisis for King County, caused by an economic downturn, annexations and incorporations, unfunded mandates and voter initiatives. King County's revenues simply will not sustain its current level of services. The executive and the council face a financial "perfect storm" that is forcing us to reduce popular services in order to sustain a legally required

balanced budget.

Last fall, the county had to trim \$41 million to balance the 2002 budget. Over the next three years, we must cut an additional \$110 million from a \$555 million general fund budget in order to balance expenditures and revenues. These cuts are substantial, sizable and, in some cases, devastating.

But if we don't start making tough choices now, we will face an increasingly severe budget emergency that could cripple King County's ability to deliver even the most basic and important services.

Efforts are already under way to meet this budget challenge. We are conversing with our suburban city and service delivery partners about evaluating services and service levels. King County continues to pursue ways to deliver efficient government services at lower cost.

But even with efforts to deliver parks, arts and human services in new, more efficient ways, we still face anticipated deficits. It is therefore vital that we look at all the agencies funded with the \$555 million general fund, including those that provide our county's criminal justice services and comprise two-thirds of the county's current expense fund.

Law enforcement, courts, adult and juvenile detention, prosecution and indigent defense are services that King County is either singly or significantly responsible for providing. All are responsibilities mandated by the King County charter (the

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Budget, Finance and Taxes

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county's constitution) or state law. Together, these agencies comprise 68 percent of our general fund budget, compared to 58 percent 10 years ago. If the cost of funding these agencies continues to rise at its current rate, without new revenue, it will outgrow our general budget even if all other general fund programs are eliminated, by 2010.

This week, the County Council passed a motion asking law, safety and justice agencies to work with us in restructuring the county's criminal justice system while ensuring public safety. The motion, approved with bipartisan support, asks law, safety and justice agencies to take a three-year picture of their budget, look for ways to reduce operational costs and submit those proposals to the council by Oct. 1, shortly before the council receives the executive's budget package.

This request is similar to what the county parks system has done by taking a long-range view and developing a new system of operating and maintaining recreational facilities. When dealing with law, safety and justice services that are central to public safety, we believe it is vital to partner with those responsible for the day-to-day operation of these agencies -- and to do it sooner rather than later.

Three years ago, the County Council initiated with law, safety and justice agencies a long-range review of ways to reduce criminal justice costs. These findings are now contained in the Adult Justice Operational Master Plan, which the council approved July 22.

AJOMP explores alternatives that ensure punishment of those who commit serious offenses, while providing less costly options for those who can be effectively deterred outside a jail cell.

With input from all law, safety and justice agencies, as well as from nationally known experts, AJOMP establishes stan-

dards for use of King County's secure facilities. It also looks for ways within the criminal justice system to reduce the need to send people to jail, since the vast majority of individuals in county facilities spend less than three days in jail and are there primarily because it is the only option available to the courts.

An example of AJOMP in action is the relicensing program run through the district courts. The program works with drivers who have lost licenses because they can't pay their tickets. Instead of placing these people in jail, court officials can set up payment schedules for paying off tickets, and those who are unable to make payments can work off their tickets through community service or work on a county road crew. These options reduce the number of people in King County jails while returning revenue to the county.

We are now asking the criminal justice agencies that established this creative program to continue thinking "outside the box" as part of their budget deliberations.

We believe that by working with our law, safety and justice agencies and applying the principles of AJOMP, we can sustain a balanced budget without sacrificing public safety. The primary goal of King County's criminal justice system will continue to be ensuring the safety of its residents.

King County will keep pursuing and punishing those who break the law. And, with the right approach, manage a balanced budget.

WSAC Legislative Steering Committee Approves State Claim Form

The WSAC Legislative Steering Committee approved a common claim form for use by counties. The form will be used by counties to claim state funding for services delivered on behalf of the state. The Com-

mittee has asked members to send the forms to the House Appropriations Committee, the Senate Ways and Means Committee and the State Office of Financial Management. Member counties may also want to send informational copies to their own State Senators and Representatives. WSAC is asking that each county e-mail a copy of the form to us so we can keep a running total of the amount of reimbursement counties have claimed from the state. A copy of the claim form is attached with this *Courthouse Journal*. You can also obtain a copy of the form by going on the web at <http://www.wacounties.org/wsac/>. (Please send your copies of the forms to: mmorris@wacounties.org) The legislative and executive branch mailing addresses for the claims forms are:

Staff Coordinator
House Appropriations Committee
John L O'Brien Building
2nd Floor, Room 220-A
PO Box 40600
Olympia, WA 98504-0600

Director, Office of Financial Management
Insurance Building
302 14th Avenue SW
Olympia, WA 98504-3113

Staff Coordinator
Senate Ways and Means Committee
300 John A. Cherberg Building
P.O. Box 40482
Olympia, WA 98504-0482
Telephone: (360) 786-7715
Fax: (360) 786-7615

Courts, Law and Justice

Benefits Not Included: Court Rules Counties Not Required to Pay Judges' Benefits

On July 31, Superior Court Judge Pro Tem Robert J. Doran ruled in favor of nine counties and issued a memorandum opinion declaring that counties are not required to pay 50 percent of the cost of fringe benefits for Superior Court judges. After decades of the state paying full benefits, the Legislature in 1994 began requiring through budget provisos that the counties pay half the benefits – about \$1 million per year. In *Thurston County et. al. v. State* Judge Doran found that the budget provisos violated the state Constitution.

Judge Doran's full opinion has been sent by email to all commissioners, council members and executives. The Prosecutors' Association and WACO have also advised its members of the opinion. The judge has not yet issued a final order and is not expected to do so for several days. Once the final order is issued, the state has 30 days to file a motion for reconsideration or appeal to a higher court.

If the state does not appeal, the nine plaintiff counties will be reimbursed for payments made in the current biennium, according to staff at the state Administrative Office of the Courts (AOC). Judge Doran reasoned that the counties could not recover payments from past biennia because those previous budget acts had expired, and the counties had not challenged them prior to their expiration.

The general understanding at this time is that other counties, not party to the suit, may not seek reimbursement unless they sue the state individually. However, unless the state wins on appeal or the Legislature amends the statute or Constitution, all counties are exempt from future payments.

Commissioners, Councilmembers, and executives are encouraged to discuss the opinion, your county's options, applicable timelines, etc., with your legal counsel.

From 1995-2001 most counties complied with the Legislature's budget provisos and paid 50 percent of the benefits for Superior Court judges. But nine did not – Thurston, Ferry, Pend Oreille, Stevens, Okanogan, Benton, Franklin, Klickitat and Mason. These nine filed suit against the

state in September 2001, after the Legislature passed yet another budget measure that conditioned the counties' receipt of I-695 backfill funds upon payment of judges' benefits. In all cases the I-695 backfill was substantially greater than what the county was being assessed for judges' benefits. The counties paid under protest.

The counties argued three primary issues in *Thurston County et al. v. State*: 1) the plain meaning of the term "salary" as used in Art. IV Sec. 13 of the Washington State Constitution does not include fringe benefits; 2) no statute requires counties to provide any portion of fringe benefits for Superior Court judges; and 3) the budget provisos requiring counties to pay 50 percent of benefits violated Art. II Sec. 19 and Art. III Sec. 37 by not following the proper process to effect a statutory or constitutional amendment.

Last week Judge Doran granted the counties' summary judgment motion and found in favor of the counties on each of the three above-listed issues.

Boards and Commissions

WSAC Rep Needed For Interoperability Committee

A new state committee chartered to deal with issues related to wireless communications interoperability includes a voting position for WSAC. County commissioners or emergency managers interested in serving on this committee should send a brief letter of interest to the WSAC Board of Directors by August 16. The Board will

select a representative at its September 4 meeting.

The State Interoperability Executive Committee (SIEC) meets quarterly, and its next meeting will be held in early October in Olympia.

The SIEC was formed at the recommendation of both the state Justice Information Committee and the Federal Communications Commission. The SIEC's goal is to achieve statewide wireless inter-

operability, which means that state and local agencies would be able to communicate with each other seamlessly through compatible public safety and emergency response communications equipment and protocols, including the newly available 700 MHz public safety radio frequency.

For more information, contact WSAC staff Sophia Byrd at sbyrd@wacounties.org or 360-753-1886.

Okanogan County Clerk's Office Suffers Extensive Damage

Hundreds of court files in Okanogan County Clerk Jackie Bradley's office were soaked with gas and diesel fuel, July 21, and her office is being gutted because of the damage not only to the files but also to the floors and furnishings. The cause: an angry constitutionalist who lost his home at auction in January over unpaid property taxes. The 48-year old man, Robert Winter, has been charged with first-degree burglary, first-degree malicious mischief and attempted malicious explosion for breaking into the courthouse on a Sunday and attempting to ignite the fuel he dumped with a gunpowder explosion. Because the fumes from the fuel were so strong, someone in the county jail smelled them, sounded an alarm, and Winter was arrested inside the clerk's office before the historic county courthouse was further damaged or destroyed. Winter was upset with being ruled against in a property tax dispute, contending that the state and courts have no jurisdiction over him, and that he intended "to throw a wrench into the dishonest working of Superior Court . . ." Meanwhile, Bradley and her assistants are working out of another building sorting, drying and copying the contaminated files.

Snohomish County Treasurer's Office to Process Passport Applications

Snohomish County Treasurer Bob Dantini has announced that the Treasurer's Office

was approved by the U.S. State Department as a Passport Acceptance Facility. The new service is expected to be available by the end of the year. "We're excited to be able to offer this service to the public," Dantini said. "It's a perfect fit because our citizens can pay property taxes, buy license tabs and apply for their passport all at the county administration building."

Dantini is acting Chair of Snohomish County's Customer Service Subcommittee that is working with the County's Campus Planning Group. A primary goal of the Subcommittee is to find ways to save customers time and frustration. Dantini also serves on the Economic Stimulus Task Force that was jointly established by the County Executive and Council.

"Our corporate goal is to provide customer services as efficiently as possible. That requires a unique blend of technology, positive attitude, common sense, knowledge and an understanding of what our customers need. We want to provide a predictable environment that enables citizens the ability to transact business efficiently throughout county offices," stated Dantini.

Passport Acceptance Agencies receive \$15 for each application processed and that fee increases to \$30 this month. "The processing fees will more than offset our actual costs, providing additional non-tax resources to fund vital county services," Dantini said.

AG Updating Manual for Open Public Meetings Act

The state Attorney General's office is in

the process of updating its "desk book" concerning the state Open Public Meetings Act (chapter 42.30 RCW). The purpose of the update is to address recent statutory changes and court decisions.

One portion of the desk book that is being updated describes when a board or commission may hold an executive session. The update will incorporate amendments passed by the 2001 Legislature that clarify when executive sessions may be held to discuss "potential litigation." In the meantime, the AG has sent to all counties a memo on the new law along with several hypothetical examples of when an executive session is appropriate.

If you haven't received the memo, or if you have comments or suggestions regarding the desk book update, contact Chip Holcomb, senior counsel, at chiph@atg.wa.gov or 360-753-9671.

Good Things

Grant County Sheriff's Office Graduates First "Citizen's Academy"

The Grant County Sheriff's office recently honored a group of local citizens by holding a graduation of its first class of the "Citizen's Academy." Seventeen people completed eight three-hour weekly training

sessions in basic law enforcement education last month. They received a Citizen's Academy Certificate of Completion signed by Sheriff Mike Shay and deputy instructors, and gained a great respect and understanding of the problems and challenges faced by law enforcement officers, as well. Classes included laws governing arrests, use of force, crime prevention, collision

investigation and violent crimes information. The purpose of the Citizen's Academy is to inform citizens about police procedures and practices in order to develop a positive relationship between law enforcement and the public. A second Academy is being planned for this fall. All applicants for the Academy must undergo a background check.

Courthouse Ramblings

Whitman County Commissioners have named **Naomi Daubert** as interim auditor to fill the vacancy left by the resignation of Dave Repp last month. Daubert has been employed with the auditor's office for over 22 years, but will not be running for the four-year term. Two people have filed to

run for auditor and the winner will take over after the general election has been certified, in November.

CANDIDATE FILING ADDITION:

Last week, under the candidate filings, we inadvertently left out one of our members

who filed for re-election in Franklin County. Dan Blasdel (R) filed for re-election to county coroner. No one filed against him. Our apologies to Dan!

Upcoming Events and Training

Washington Rural Development Council Offers Community-Based Assessment Program

The Washington Rural Development Council (WRDC) has established a community based planning and assessment program for the State of Washington appropriately called, **Washington Rural Development Council Resource Teams.**

The idea behind this program is to provide rural communities with an assessment process that examines the community as a whole – socially, economically and environmentally.

The objective of the program is to provide teams of WRDC members to assist rural communities with locally conceived and driven community development strategies. Teams of professionals with expertise in various areas of community development will join together to provide on-site assessments of individual communities. Resource Team assessments include listening to the voices of all members of the community, recommending starting points for development that address the community's specific needs, and providing long-term support for the achievement of

the community goals. The Resource Team's visit creates a forum for rallying unity among the community's citizens and its report gives communities a better position from which to recruit new businesses, retain existing businesses, and to become eligible for grants for community improvement. The report will be unbiased and non-political; will have not preconceived outcomes and will continue to be relevant regardless of changes in city government.

The Washington Rural Development Council realizes there are many organizations currently involved in community assessment processes. WRDC will be working to establish partnerships with federal and state agencies, non-profits, and local practitioners to coordinate assessment efforts. People from these organizations will be involved in the WRDC Resource Team training.

The Council invites you to attend a one-day training session to acquaint you with this assessment process and hopefully recruit you and members of your county as a team member. One will be held in Seattle on August 14, 2002 and the other will be held in Wenatchee on August 15, 2002. This will be the second time we have brought Mary Randolph from Wyoming to

put on this training, thanks to CTED, who is cosponsoring the event. The objectives of the one day training are to:

- Learn how the community assessment program works
- Understand the roles and responsibilities of team leaders and team members
- Understand the benefits of this process for rural communities and their responsibilities
- Learn how you can sign up as a resource team member!!

If you have further questions about the process, or the training, please contact Jim Lowery at 360-943-5151.

Calendar of Events

2002 Meetings

August 22

WCIP Board/Rate Setting Session, 9–3 pm
SeaTac

September 4–6

WAPA *Drug Training Program*—Icicle
Inn, Leavenworth. 15 hrs of CLE.

September 5–6

WSAC Western District Meeting, Red
Lion Vancouver Inn at the Quay,
Vancouver

September 8–10

WAPA *Juvenile Training Program*
Icicle Inn, Leavenworth. 15 hrs of CLE.

September 10–13

City/County Planning Directors, Lake
Chelan

September 12

WSALPHO Meeting, Spokane

September 18–19

County Treasurers' Legislative Confer-
ence, Summit Inn, Snoqualmie

September 18–20

ACHS, Leavenworth

September 19

WCIF/WCIP Boards/Insurance Advisory
Committee (All Day Meeting), SeaTac

September 26

L&I Retrospective Rating Pool, Ellensburg

September 30–October 4

WACO/WSAC Annual Conference,
WestCoast Hotel & Convention Center,
Wenatchee

October 1

CPO *Personnel/Human Resources—
Understand the Laws; Maximize Your Per-
sonnel System*, Wenatchee—Cost: \$120,
CPO Credits: 4 (Core Course)

October 2

CPO *The Class-Act County Government
Official—Building Courthouse Partner-*

ships, Wenatchee—Cost TBD, CPO Cred-
its: 2 (Elective Course)

November 14

WCIF Board Meeting, 9:00 a.m.–noon,
Eastern Washington Location

November 18–21

WASPC Annual Fall Conference,
Red Lion Hotel at the Quay, Vancouver

November 20–22

ACHS, Seattle

December 3–4

WAPA Newly Elected Prosecutor Course
WAPA Conference Room, Olympia

December 5

WSALPHO Meeting, SeaTac

December 10–13

CPO *Newly Elected Officials Training—
Understanding Your New Job at the Court-
house*, Olympia—Cost: TBD, CPO Cred-
its: All newly elected officials **must** attend
to become certified.

December 12–13

WAPA Winter Meeting & Banquet
Crowne Plaza Hotel, Seattle.

2003 MEETINGS

May 19–22

WASPC Spring Conference,
WestCoast Grand Hotel, Spokane

June 10–12

Washington State Association of County
Auditors' Annual Conference, Sun Moun-
tain Lodge, Winthrop

June 16–20

Washington State Association of County
Treasurers' Annual Conference, Davenport
Hotel, Spokane

June 23–27

Washington State Association of County
Clerks' Annual Conference, Silverdale
Hotel, Silverdale

June 24–27, 2003

WSAC Summer Convention, Spokane

July 11–15, 2003

NACo Annual Conference, Milwaukee
County,
Milwaukee, WI

September 29–October 3, 2003

Joint WACO/WSAC Conference,
Doubletree Hotel Seattle Airport

November 17–20

WASPC Fall Conference, Campbell's Re-
sort, Chelan

2004 MEETINGS

May 24–27

WASPC Spring Conference,
Yakima Convention Center, Yakima

June 22–25, 2004

WSAC Summer Convention,
Sheraton Tacoma, Pierce County

July 16–20, 2004

NACo Annual Conference
Maricopa County, Phoenix, AZ

October 4–8, 2004

WACO/WSAC Joint Legislative Confer-
ence, WestCoast Grand Hotel at the Park,
Spokane

November 15–18

WASPC Fall Conference, Shilo Inn, Ocean
Shores

2005 MEETINGS

May 23–26

WASPC Spring Conference,
West Coast Wenatchee Center Hotel,
Wenatchee

July 15–19, 2005

NACo Annual Conference, City & County
of Hawaii, Honolulu, HI

Employment Opportunities

In our effort to hold down costs and save timber, we are asking for your help. You may submit a job opening to us for publication in the CHJ using MS Word. When submitting an article for the *Courthouse Journal's* Employment Opportunities section we ask that you use the following format and thank you for your help.

- ? County or Agency Name
- ? Position Title
- ? Compensation – Please not type, Salary/Hourly and Amount
- ? A brief description of duties and responsibilities (4-6 lines)
- ? Minimum Requirements (2-3 lines)
- ? Application requirements (Resume, Cover Letter, Application, Etc.)
- ? Where to submit application
- ? Submission deadline
- ? Where to go for more information (Web page, phone, etc)

FRANKLIN COUNTY: Deputy Prosecuting Attorney. Assignment: Duties may include District Court, Juvenile Court or Superior Court caseload responsibilities. Salary: \$42,812 - \$48,438, actual salary will depend on position filled, experience and qualifications. Minimum Qualifications: Member of the Washington State Bar Association in good standing. Must possess a valid drivers license. Experience: One year directly related experience, or any combination of education and experience which would provide the applicant with the skills, knowledge and ability to perform the job. Application Procedure: Submit cover letter, resume, writing sample and references to Steve M. Lowe, Franklin County Prosecuting attorney, 1016 N. 4th Avenue, Pasco, WA 99301. Selection Procedure: Candidates selected for personal interviews will be contacted by telephone. Contact Person: Jennifer Peterson, Office Administrator, (509) 545-3543. Closing Date: Open until filled. EOE

THURSTON COUNTY: Assessor's Office - Senior Appraiser. \$2,694 - \$3,681 monthly salary range (currently under negotiation for cost of living increase). A high school education or

equivalent is required. A college degree and/or courses in economics, mathematics, real estate, finance, marketing, business, or cartography are highly desirable.

Qualified applicants will have experience in one or more of the following areas: real property appraisals, real estate sales, building construction, market research and analysis, market modeling, or statistical analysis. Knowledge of cartography (mapping) and legal descriptions and skill in the use of word processing, spreadsheet, or statistical software packages is considered highly desirable. Request application from Gene Widmer, Thurston County Assessor's Office, 2000 Lakeridge Drive SW, Olympia, WA 98502. Phone: 360-786-5564. Email: widmerg@co.thurston.wa.us

CHELAN COUNTY: Dept. of Building, Fire Safety and Planning. Plans Examiner / Building Division, Salary: \$34,771 (Step 3) + Benefits. Work includes: Reviewing building plans to assure compliance with State Codes and County Resolutions as they relate to building construction; field inspections as assigned; interpreting codes; keeping detailed records and inspection reports; verifies flood plain locations; and, performs other duties as assigned under the supervision of the Building Official. Qualifications: Five years of relevant work experience in various phases of building construction plan review and building inspections. Formal training in reviewing construction plans may be substituted for up to two years of experience. ICBO Plans Examiner Certification and a strong public service orientation is required. Request application forms from Sherry Meadows (509) 667-6225, E-mail Sherry.meadows@co.chelan.wa.us or by writing to the Chelan County Planning Department, 411 Washington Street, Wenatchee, WA 98801. Closing Date: August 30, 2002. EOE

SKAGIT COUNTY: Administrative Manager, Parks, Recreation & Fair Department. Entry Salary Range: \$3,236.64 - \$3,586.36 per month. Closes: August 28, 2002 at 4:30 p.m. The Position: Performs a variety of complex professional and administrative work in assisting the Parks and Recreation Director and Senior Management Staff to plan, develop, schedule, and administer the county parks and recreation system. Will be responsible for manag-

ing a variety of tasks as assigned by the Director including, but not limited to required work related to land use [easements, property management, leases], contracts, grants and public hearings. Divisions include: Recreation, Parks, Fair, Ranger and Administration. Essential Responsibilities:

- Negotiates, prepares, implements and administers land use, construction and service contracts. Prepares or coordinates bid specifications in accordance with county regulations and requirements and monitors purchasing procedures.
 - Prepares and implements lease agreements, contracts, permitting processes, various calls for bid, resolutions, RFP's and RFQ's.
 - Assists with departmental short term and long-range comprehensive planning.
 - Will support the Director in the supervision, evaluation, training, hiring and discipline of administrative support staff, contracted personnel and volunteers.
 - In conjunction with the Director, develops, implements, administers and monitors assigned division budgets, grant programs and activities. Prepares and presents grant requests to appropriate agencies. Accountable for budget decisions and budget performance as assigned.
 - Participates in staff meetings, management team meetings, Park and Recreation and Fair Advisory Board meetings, appropriate seminars, conferences and special meetings on approval of Director.
- Minimum Requirements:
- Bachelor's degree in Parks/Recreation Administration, Planning, Public or Business Administration or related field, or any equivalent combination of education and experience which provides the skills, knowledge and abilities sufficient to demonstrate thorough competency necessary to perform the work required of this position.
 - Valid Washington State driver's license.
 - Valid First Aid and CPR certificate.

Application Procedure: Applications will be accepted at the Skagit County Personnel Office, 700 South Second, Room 101, Mount Vernon, WA 98273. Please include a cover letter and resume along with

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Employment Opportunities

(Continued from page 8)

a completed Skagit County application form. Office hours are 7:30 a.m. to 4:30 p.m. Monday through Friday. Selection Process: Following a review of the applications and resumes, the highest qualified applicants will be interviewed. After a selection is made, all applicants not selected will be notified in writing. Skagit County reserves the right to fill any other Administrative Manager position(s) which may open within the Skagit County Parks, Recreation & Fair Department for a period of six months following the closing date of this job posting, utilizing this list.

PIERCE COUNTY: Commercial Appraiser 2, Assessor-Treasurer's Office. Salary: \$21.48 to \$27.22 per hour. Closes September 6, 2002. Technical appraisal work of real and/or personal property, establish fair and equitable market value using appraisal profession methods, including Mass Appraisal modeling. Two plus years experience as real or personal prop-

erty appraiser. Accredited by Department of Revenue. Additional education or experience may substitute. Valid Washington State Driver's license. Union membership required within 30 days of employment. Pierce County Government Personnel, 615 South 9th Street, Suite 200, Tacoma, WA 98405, www.co.pierce.wa.us/jobs or (253) 798-7480 or TDD (253)798-3965. EOE

SKAGIT COUNTY: County Administrator. Salary: \$70,000-\$95,000. A Bachelor's Degree is desired; a graduate degree and study in Public Administration, Business Administration or related field are preferred. Five years experience in government administration, financial management, human resource management or related areas or any equivalent combination, which provides the required skills, knowledge and ability to perform duties and responsibilities of the position. Master's Degree in Business or Public Administration preferred. County Administrator works under the direction of the three

member Skagit County Board of Commissioners and is responsible for: implementing Board policies, carrying out Board directives, overseeing achievement of Board goals and objectives, regularly reporting to the Board and keeping the Board timely advised regarding all strategic, legal, policy, labor relations, public safety, agency relations, community relations, operational and financial matters which could materially affect the County, and other matters as directed by the Board. Individuals interested in being considered for this position should submit a letter of interest, resume and completed application to the Skagit County Human Resource Department at 700 South Second Street, Room 101, Mount Vernon, Washington 98273. The application form may be obtained from our website at <http://www.skagitcounty.net>, or by calling our job line at 1-800-548-7957. Application deadline is Friday, August 16, 2002.