Doc requested agenda items 5, 6, and 7 be wrapped into one item. The Board approved the request.

**Population Projection Scoping:**
Doc gave a brief update to the Board to include Conference of Governments meetings, fees, and input from other jurisdictions. Commissioner Jewell questioned why the County needs a consultant when the County can use the OFM numbers. Angela explained the value of a consultant is on the allocation of the population for cities and County. There was discussion of Urban Growth Area boundary expansions, who requests these expansions, when they get requested, and how land capacity analysis is requested.

Board Direction: None.

**Processing Mylars:**
Jeff stated the County does not process according the state law and code. Jeff explained how a working group was formed five years ago and explained how mylars are currently being passed back to the application for recording. Jerry stated there are issues with approval dates and recording dates. Commissioner Jewell asked why the process has not changed in five years and why staff has not mentioned anything. Jerry stated it was brought back to the Board, but the Board decided to continue down the same road.

Board Direction: Get working group back together to look at process again.

**Office Closure—Public Notification:**
Doc stated CDS would not take in an application after 4 pm. Doc stated Permit Technicians have been working overtime and gave a few ideas on how to notify the public. Commissioner O’Brien asked how many applications come in after 4 pm. Stephanie stated two to three every day. Mike stated he took this to the Central Washington Home Builders and they approved. Mike stated the CWHB would prefer to talk to a person directly during that 4 pm–5 pm closure. There was discussion on current process with intake, how neighboring jurisdictions compare, and other possible solutions.

Board Direction: None.

**Fees—Public Notification, Proposed Permit Fee Structure, and Proposed Permit Fee Calculator:**
Mike presented the draft fee schedule to the Board. Mike stated mechanical fees will need to go up to help pay for themselves and suggested a fee for cost recovery for individual and over-the-counter permits. Commissioner Jewell had a few concerns about some of the permit fees and that the installation and purchase of certain mechanical units are barely more than the permit fees will be. Commissioner Jewell stated this will need to be monitored yearly.
Mike presented the fee calculator to the Board. Commissioner Berndt expressed concerns with miscalculating the multiplier. Shawn stated the CWHB are on board with the fee calculator. Shawn also stated the CWHB have some concern that the fees will fluctuate drastically each year.

Board Direction: Bring back final proposal.