

## **SKAGIT COUNTY COMMISSIONERS' AGENDA**

### **I. MONDAY, FEBRUARY 29, 2016:**

- a) \*10:00 a.m. – 11:00 a.m. Executive Session (Litigation - RCW 42.30.110(1)(i))

### **II. TUESDAY, MARCH 01, 2016:**

REGULAR SESSION CANCELLED DUE TO LACK OF QUORUM

### **III. WEDNESDAY, MARCH 02, 2016 – SPECIAL MEETING:**

- a) 9:30 a.m. – 10:30 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- b) 10:30 a.m. – 10:45 a.m. Certification of 2015 Fixed Asset Inventory

### **IV. THURSDAY, MARCH 03, 2016:**

- a) \*7:00 a.m. Legacy of Caring Breakfast (McIntyre Hall, 2501 East College Way, Mount Vernon)
- b) \*7:00 a.m. 2016 Skagit Ag Summit (Best Western Plus - Skagit Valley Inn and Convention Center, 2300 Market Street, Mount Vernon)

### **V. FRIDAY, MARCH 04, 2016:**

- a) \*7:00 a.m. 2016 Skagit Ag Summit (Best Western Plus - Skagit Valley Inn and Convention Center, 2300 Market Street, Mount Vernon)
- b) \*6:00 p.m. Skagit County Meals on Wheels Better With Age Evening (1717 South 13th Street, Mount Vernon)

### **FUTURE BID OPENING:**

Monday, March 21, 2016, 2:30 p.m. Skagit County Legal Printing for 2016 through 2017

### **FUTURE PUBLIC HEARING:**

Tuesday, March 8, 2016, 8:30 a.m. To Consider Testimony Regarding Renaming a Portion of Fruitdale Road (Road #91110) to North Fruitdale Road (Road #91050) in Conjunction with a Similar Action by the City Of Sedro-Woolley and to Eliminate Confusion in Addressing and Emergency Response Along the Roadway

Tuesday, March 8, 2016, 8:30 a.m. To Consider Testimony Regarding Vacating a Portion of County Right-of-Way known as Wilbur Road (Road #41610)

Tuesday, March 29, 2016, 10:30 a.m. To Consider Testimony Regarding an Application for the Public Service Grant Component of the Community Development Block Grant (CDBG)

**NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION**

**MEETINGS WILL BE HELD AT 1800 CONTINENTAL PLACE, MOUNT VERNON, UNLESS NOTED OTHERWISE**

Except for the items marked with an asterisk \*, these sessions will be telecast live on Comcast Channel 21 and re-broadcast on Wave broadband - Channel 3, Thursdays at 12:00 noon and at 7:00 p.m.; Anacortes AT&T Cable - Channel 10, Fridays at 2:00 p.m. and at 7:00 p.m.; and Comcast Channel 21 daily at 12:00 noon and 6:00 p.m.

**IV. CONSENT AGENDA FOR WEDNESDAY, MARCH 2, 2016 (items 1 through 27):**

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, June 29, 2015.
2. Record of the Proceedings for Thursday, September 10, 2015.
3. Record of the Proceedings for Tuesday, February 16, 2016.
4. Resolution to appoint Zachary Barborinas to the Skagit County Drainage & Irrigation Improvement District No. 15. Mr. Barborinas shall serve the remainder of the term for Commissioner Position No. 2 which was vacated by Todd Gordon. The term expires in February 2020.
5. Resolution to appoint Susie Spencer to the North Sound Mental Health Administration Advisory Board. Ms. Spencer shall serve a three-year term which will expire February 28, 2019.

b) BUDGET AND FINANCE:

6. Funding Agreement with the Celtic Arts Foundation which awards \$2,500 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20150361. The Agreement commenced on January 1, 2016, and continues until December 31, 2016.
7. Funding Agreement with the La Conner Quilt & Textile Museum which awards \$2,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20150361. The Agreement commenced on January 1, 2016, and continues until December 31, 2016.
8. Funding Agreement with the Skagit County Historical Museum which awards \$20,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20150361. The Agreement commenced on January 1, 2016, and continues until December 31, 2016.

c) FACILITIES MANAGEMENT:

9. Vendor Services Agreement with J. T. Muenscher General Contractor Inc. to provide asbestos abatement, lead-based paint characterization, sewer capping, and structural demolition including loading, transport, disposal, and all required permits of a County owned building located at 100 Broadway, Mount Vernon. The Agreement shall commence on the date of execution and continue for six months. Compensation shall not exceed \$16,000 plus applicable sales tax.
10. Amendment No. 3 to AIA Document B103 – 2007 Standard Form of Agreement with DLR Group for the design and construction management of the new Skagit County Jail facility. The purpose of this Amendment is to amend Article 4.1 to include Transition Services, and to amend Article 11.2 to update compensation services for Transition Services and LEED Certification. Total compensation remains unchanged. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the termination date of February 1, 2017.

d) INFORMATION SERVICES:

11. Request for Proposals to replace the Skagit County Auditor's existing recording system. The proposals are due April 28, 2016.
12. Professional Services Agreement with Cayenta, a division of N. Harris Computer Corporation to implement a positive pay capability for Accounts Payable. The Agreement shall commence on the date of execution and continue until December 31, 2018. Compensation shall not exceed \$5,700.

e) PARKS, RECREATION, AND FAIR:

13. Personal Services Agreement with Garrison Engineering, Inc. to provide designing, reviewing, validating or other engineering project support for the Veterans Park at Northern State Recreation Area on Helmick Road in Sedro-Woolley. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$4,500 and is based on an hourly rate schedule.

14. Personal Services Agreement with Semrau Engineering and Surveying, PLLC to provide surveying and flagging of the date points for the wetlands that were previously delineated and recorded under Parcel No. P25048 (Skagit County property located adjacent to the Skagit Playfield) and to also provide surveying to determine the legal property line at the south end of the fairgrounds located at 479 West Taylor Street, Mount Vernon. The Agreement shall commence upon the date of execution and continue until December 31, 2016. Compensation shall not exceed \$4,500 and is based on an hourly rate schedule.

f) PLANNING AND DEVELOPMENT SERVICES:

15. Deed of Natural Resource Land Easement for Short Plat Conservation and Reserve Development land division #PL15-0572 submitted by Quinton Schroeder. The proposed land division, completed in accordance with Skagit County Code 14.18.300-320 will create two residential lots of 1.26 acres in size each and one 75.76 acre lot which will be encumbered by the easement. The property is located at 14934 Beaver Marsh, Mount Vernon, and includes Parcel numbers P22040, P22041 and P22042.

g) PUBLIC HEALTH:

16. Resolution calling for a public hearing to consider testimony regarding the 2016-2017 Action Plan to the HOME Investment Partnerships Program. The public hearing is scheduled for Tuesday, April 5, 2016, at 9:30 a.m. or as soon thereafter as possible in the Commissioners' Hearing Room.
17. Resolution authorizing the Amendment of Resolution No. R20150372 regarding the allocation of Substitute House Bill 2163 funds to provide homeless housing and assistance. This Resolution awards an additional \$50,000 to Community Action of Skagit County. This Resolution also increases the Homeless Housing and Assistance funds for 2016 from \$615,873 to \$696,000.
18. Amendment No. 1 to Funding Agreement No. C20150587 with Community Action of Skagit County to distribute Homeless Housing and Assistance funds in the amount of \$174,014 pursuant to House Bill 2163. This Amendment increases the number of households served by rapid rehousing services from 100 to 135, and increases compensation by \$50,000. The term remains the same, ending December 31, 2016. Compensation shall not exceed \$224,014. All other terms and conditions of the original Agreement shall remain in effect.
19. Amendment No. 2 to Personal Services Agreement No. C20150443 with Eleven Vexler to provide behavioral health interventions to children and youth in grades K-12 and their families in multiple Skagit County school districts. This Amendment increases compensation by \$30,000 due to a higher number of clientele. The term remains the same, ending August 30, 2016. Total compensation shall not exceed \$50,000 and is based on a fee schedule and is funded through the 1/10 sales tax. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.

h) PUBLIC WORKS:

20. Resolution awarding the bid for the purchase of One (1) Chemical Injection Sprayer to Norstar Industries in the amount of \$68,130.41.
21. Amendment No. 1 to Vendor Services Agreement No. C20140076 with Meyer Sign and Advertising Company for the design and application of logos and graphics on county-owned vehicles. The purpose of this Amendment is to extend the term of the Agreement for the continued provision of services. The new term will end February 23, 2017. Compensation remains the same and shall not exceed a total of \$20,000 and is based on a rate schedule. All other terms and conditions of the original Agreement shall remain in effect.
22. Interlocal Cooperative Agreement with Whatcom County to provide materials and equipment rental for roadway maintenance activities. Whatcom County will reimburse Skagit County for the actual cost incurred for work, materials, and use of Skagit's equipment, wages for operator(s) provided by Skagit to operate the equipment; and nine percent (9%) of the total cost shall be added for overhead costs for accounting, billing, and administrative services. The Agreement shall commence on the date of execution and continue through January 31, 2020.

23. Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with Pacific Surveying & Engineering Services, Inc. (PSE) to provide land surveying and environmental services in support of the Centennial Trail (Big Rock to Clear Lake) Project, ESCTP-1. PSE was procured by Resolution No. R20140349 through the Request for Qualifications for Engineering and Sand Surveying Services. The Agreement shall commence on the date of execution and continue until July 31, 2017. Compensation is based on an hourly rate and shall not exceed \$85,227.

24. Amendment No. 1 to Vendor Services Agreement No. C20150105 with Mark Lawrence, Inc. dba Simply Yards Landscape and Design to provide landscaping maintenance for the Guemes Island parking lots, located at 500 I Avenue in Anacortes; the Road Operations facility, located at 201 East Avon Avenue in Burlington; the Conway Roundabout, located at the intersection of Pioneer Highway and Fir Island Road in Conway; South LaVenture Road; and the transfer station, located at 14104 Ovenell Road in Mount Vernon. This Amendment extends the Agreement by one year, ending March 2, 2017, and increases compensation by \$26,331.26 plus applicable sales tax. All other terms and conditions of the original Agreement shall remain in effect including the scope of services.

i) RISK MANAGEMENT:

25. Personal Services Agreement with Safety Source/CSTOP to provide various safety trainings for county departments. The Agreement shall commence upon the date of execution and continue until December 31, 2016. Compensation is based a rate schedule and shall not exceed \$10,000.

26. Resolution authorizing the addition of Sharon DuBois as an alternate attendee of Washington Counties Risk Pool meetings.

j) TREASURER:

27. Resolution authorizing the approval of the Skagit County Investment Policy which was revised by the County Finance Committee on December 9, 2015.

**V. RATIFICATION AGENDA (items 28 through 43):**

k) CORONER:

28. Resolution authorizing the execution of a Vendor Services Agreement with Valley Memorials Inc., dba Hawthorne Funeral Home to have a person available twenty-four (24) hours a day, seven (7) days a week to receive the deceased at the funeral facility or provide the Coroner's office with a key and alarm codes to the funeral facility. The Agreement was not executed prior to commencement of services.

29. Vendor Services Agreement with Valley Memorials Inc., dba Hawthorne Funeral Home to have a person available twenty-four (24) hours a day, seven (7) days a week to receive the deceased at the funeral facility or provide the Coroner's office with a key and alarm codes to the funeral facility. The Agreement commenced on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$5,000 and is based on a fee structure.

30. Resolution authorizing the execution of a Vendor Services Agreement with Evans Funeral Chapel & Crematory, Inc. to have a person available twenty-four (24) hours a day, seven (7) days a week to receive the deceased at the funeral facility or provide the Coroner's office with a key and alarm codes to the funeral facility. The Agreement was not executed prior to commencement of services.

31. Vendor Services Agreement with Evans Funeral Chapel & Crematory, Inc. to have a person available twenty-four (24) hours a day, seven (7) days a week to receive the deceased at the funeral facility or provide the Coroner's office with a key and alarm codes to the funeral facility. The Agreement commenced on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$5,000 and is based on a fee structure.

l) EMERGENCY MEDICAL SERVICES:

32. Resolution authorizing the execution of a Personal Services Agreement with James Reid dba The Falconer Group to facilitate a task force to evaluate potential EMS delivery models. Development of terms and scope of work delayed execution before commencement.

33. Personal Services Agreement with James Reid dba The Falconer Group to facilitate a task force to evaluate potential EMS delivery models. The Agreement commenced on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$24,800 and is based on an hourly rate schedule.

m) PROSECUTING ATTORNEY:

34. Resolution authorizing the execution of a Personal Services Agreement with Claudia Peters to provide a trained facility dog for child interviews and as a courtroom dog to assist children and adult victims with special needs. The Agreement could not be executed before commencement due to the delayed receipt of related documentation.
35. Personal Services Agreement with Claudia Peters to provide a trained facility dog for child interviews and as a courtroom dog to assist children and adult victims with special needs. The Agreement commenced on January 1, 2016 and shall continue until December 31, 2016. Compensation shall not exceed \$2,000.

n) PUBLIC HEALTH:

36. Resolution authorizing the ratification of a Personal Services Agreement with Slalom, LLC dba Slalom Consulting to provide population needs assessment to project future need for Substance Use Disorder Residential Treatment Services. Receipt and review of Agreement delayed execution before commencement.
37. Personal Services Agreement with Slalom, LLC dba Slalom Consulting to provide population needs assessment to project future need for Substance Use Disorder Residential Treatment Services. The Agreement commenced on January 1, 2016, and shall continue until June 30, 2016. Compensation shall not exceed \$70,000 and is funded by North Sound Mental Health Administration funds.

o) PUBLIC WORKS:

38. Resolution authorizing the execution of a Water Quality Stormwater Capacity Agreement WQSWCAP-1517-SkCoPW-00077 with Washington State Department of Ecology to award funds to Skagit County to continue implementing and managing the county's permit under the National Pollutant Discharge Elimination System Phase II. The Agreement was only recently received from the State of Washington Department of Ecology for consideration and execution.
39. Water Quality Stormwater Capacity Agreement WQSWCAP-1517-SkCoPW-00077 with Washington State Department of Ecology to award funds to Skagit County to continue implementing and managing the county's permit under the National Pollutant Discharge Elimination System Phase II. The effective date of the Agreement is July 1, 2015 and it continues until March 31, 2017. Compensation to Skagit County shall not exceed \$50,000.
40. Resolution authorizing the execution of a Personal Services Agreement with Padilla Bay Foundation to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the Pollution Identification and Correction Program funded through the Clean Water Program in 2016. Agreement negotiations delayed execution before commencement.
41. Personal Services Agreement with Padilla Bay Foundation to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the Pollution Identification and Correction Program funded through the Clean Water Program in 2016. The Agreement commenced on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$13,500.
42. Resolution authorizing the execution of a Personal Services Agreement with Skagit Fisheries Enhancement Group to perform work, on a reimbursable basis, to assist Skagit County in meeting goals of the Shellfish Protection District by establishing educational programs to inform citizens on the causes of non-point pollution and coordinating restoration projects that reduce bacterial pollution. Review of Agreement delayed execution before commencement.
43. Personal Services Agreement with Skagit Fisheries Enhancement Group to perform work, on a reimbursable basis, to assist Skagit County in meeting goals of the Shellfish Protection

District by establishing educational programs to inform citizens on the causes of non-point pollution and coordinating restoration projects that reduce bacterial pollution. The Agreement commenced on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$30,000.