

## **SKAGIT COUNTY COMMISSIONERS' AGENDA**

### **I. MONDAY, DECEMBER 15, 2014:**

- a) \*9:00 a.m. – 10:00 a.m. Briefing – County Commissioners/County Administrator
- b) 11:00 a.m. – 12:00 p.m. Planning and Development Services – Dale Pernula, Director:
  - 1. Public Hearing to Consider Testimony Regarding Docketing for the 2014 Comprehensive Plan Amendments
  - 2. Miscellaneous
- c) 1:30 p.m. – 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) \*2:00 p.m. – 3:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
- e) \*3:00 p.m. – 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

### **II. TUESDAY, DECEMBER 16, 2014:**

- a) \*7:00 a.m. Skagit Conservation District December Board Meeting (2021 East College Way, Mount Vernon)
- b) 8:30 a.m. – 9:30 a.m. Public Works – Dan Berentson, Director:
  - 1. Presentation: Draft 2014 Ferry Operations Status Report
  - 2. Discussion/Possible Action: Resolution Requesting Approval of the Fourteen-Year Ferry Capital Improvement Plan 2015-2028
  - 3. Miscellaneous
- c) 9:30 a.m. – 10:30 a.m. Planning and Development Services - Dale Pernula, Director:
  - 1. Discussion/Possible Action: Resolution to Establish the Scope of Skagit County's 2016 Update of its Comprehensive Plan and Development Regulations
  - 2. Miscellaneous
- d) 10:30 a.m. – 11:30 a.m. Emergency Medical Services – Mark Raaka, Director:
  - 1. Update of Emergency Medical Services Department
  - 2. Miscellaneous
- e) 11:30 a.m. – 11:45 a.m. Board of County Commissioners:
  - 1. County and Individual Success Stories
  - 2. Public Comment Period
  - 3. Miscellaneous Announcements
- f) 11:45 a.m. – 12:00 p.m. Certificate of Commendation on the Retirement of Alana Pizzuto from the Skagit County Treasurer's Office
- g) 1:30 p.m. – 2:30 p.m. Recognition and Appreciation Ceremony for Outgoing Elected Officials: Skagit County Clerk Nancy K. Scott; Skagit County Commissioner Sharon D. Dillon; and Skagit County Assessor Don Munks

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**III. WEDNESDAY, DECEMBER 17, 2014:**

- a) 8:00 a.m. – 8:45 a.m. Recognition of the Sedro-Woolley Cubs Winning the State Football Championship Trophy
- b) \*1:00 p.m. Public Transportation Benefit Area – Board of Director's Meeting (City of Burlington Council Chambers, 833 South Spruce Street, Burlington)
- c) \*1:45 p.m. Regional Transportation Planning Organization – Board Meeting (City of Burlington Council Chambers, 833 South Spruce Street, Burlington)
- d) \*2:15 p.m. Skagit Council of Governments – Board Meeting (City of Burlington Council Chambers, 833 South Spruce Street, Burlington)

**IV. THURSDAY, DECEMBER 18, 2014:**

- a) \*11:00 a.m. – 12:00 p.m. Community Action of Skagit County Board Meeting (320 Pacific Place, Mount Vernon)

**V. FRIDAY, DECEMBER 19, 2014:**

- a) \*9:00 a.m. Joint Special Meeting with the Port of Skagit Commission, Skagit County Board of Commissioners and the Sedro-Woolley City Council to Discuss and Possibly Take Action Regarding the Northern State Adaptive Reuse Study (Port of Skagit Commission Hearing Room, 15400 Airport Drive, Burlington)

**FUTURE BID OPENINGS:**

Monday, December 29, 2014, 2:00 p.m. Public Works Landscaping Maintenance

Monday, January 12, 2015, 2:30 p.m. Rental Equipment with Expected Annual Expenditures to Exceed \$25,000, from April 1, 2015, through March 31, 2015

**FUTURE PUBLIC HEARING:**

Tuesday, December 23, 2014, 11:15 a.m. To Consider Testimony Regarding Amending the 2014 Skagit County Budget in the Amount of \$1,308,748 in Order to Allow for the Early Payment of a Water Quality Loan and to Save Future Interest Payment Expense

**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 MONDAY, DECEMBER 15, 2014 (items 1 through 38):**

a) COMMISSIONERS:

1. Record of the proceedings for Tuesday, December 17, 2013.
2. Record of the proceedings for Monday, January 27, 2014.
3. Record of the proceedings for Tuesday, January 28, 2014.
4. Record of the Proceedings for Monday, December 8, 2014.
5. Record of the Proceedings for Tuesday, December 9, 2014.
6. Resolution to reappoint Kraig Knutzen - District 1, and Michael Hughes - District 2, to a three-year term on the Agricultural Advisory Board. Their terms shall expire on December 31, 2017.

b) ASSIGNED COUNSEL:

7. Personal Services Agreement with Roy Howson, Attorney at Law, to provide indigent defense representation for indigent defendants referred by the office of Assigned Counsel who have been deemed conflict of interest for the Skagit County Public Defender's office. The Agreement shall commence on January 1, 2015, and continue until December 31, 2016. Compensation shall not exceed \$150,000 and is based on a fee schedule.
8. Personal Services Agreement with Jenifer Howson, Attorney at Law, to provide indigent defense representation for indigent defendants referred by the office of Assigned Counsel who have been deemed conflict of interest for the Skagit County Public Defender's office. The Agreement shall commence on January 1, 2015, and continue until December 31, 2016. Compensation shall not exceed \$150,000 and is based on a fee schedule.
9. Personal Services Agreement with the Snohomish County Public Defenders Association, Attorneys at Law, to provide indigent defense representation for indigent defendants referred by the office of Assigned Counsel who have been deemed conflict of interest for the Skagit County Public Defender's office. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$129,996 for a total of 60 (sixty) case assignments.

c) AUDITOR:

10. Amendment No. 1 to Department of Licensing Contract No. K 3058/29-19, Skagit County Agreement No. C20140249, between the Skagit County Auditor's Office and Subagent Pola Kelley dba Chamber of Commerce dba Sedro-Woolley Chamber of Commerce to provide vehicle and vessel licensing services. The purpose of this Amendment is to change the address for the Subagent to 810 Metcalf Street, Sedro-Woolley, Washington, 98284. All other terms and conditions of the original Agreement shall remain the same including the Subagent charging, collecting, and retaining the fees as authorized by the Revised Code of Washington (R.C.W.) 46.01.140 and the Agreement continuing until June 30, 2019.
11. Amendment No. 2 to Service Level Agreement for Document Preparation and Imaging Services No. C20100524 with the State of Washington, Office of the Secretary of State, Archives & Records Management Division. The purpose of this Amendment is to extend the term of the Agreement for an additional two (2) year extension as permitted in the original Agreement, the new termination date is December 31, 2016. Compensation for the new term shall not exceed \$50,000 per annum. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.

d) BUDGET AND FINANCE:

12. Resolution calling for a public hearing to consider testimony regarding amending the 2014 Skagit County Budget. The public hearing is scheduled for Monday, December 29, 2014, at 2:30 p.m., or as soon thereafter as possible.
13. Personal Services Agreement with Volunteers of America Western Washington to provide services for Skagit County operating as the designated Dispute Resolution Center as outlined in the Revised Code of Washington (R.C.W.) 7.75. The Agreement shall commence on January 1, 2015, and continue until December 31, 2017. Compensation for the period January 1, 2015, through December 31, 2015, shall not exceed \$47,000. Compensation for the period January 1,

2016, through December 31, 2017, the County will pay what is approved in the 2016 and 2017 annual budget. Additional surcharges collected from District Court and small claims filing fees will be transferred to the Dispute Resolution Center.

e) COMMUNITY SERVICES:

14. Personal Services Agreement with SeaMar Community Health to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$10,000 and is based on a fee schedule.
15. Funding Agreement with Community Action of Skagit County to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331 to provide shelter and transitional housing at ten (10) fully furnished apartments at the William J. Shuler Family Development Center for an estimated 48 homeless families. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$145,160.
16. Interlocal Cooperative Agreement with the City of Sedro-Woolley to provide Senior Services through the Sedro-Woolley Senior Center. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation to Skagit County shall not exceed \$20,441.
17. Personal Services Agreement with Sunrise Services to provide integrated mental health and chemical dependency treatment services for Skagit County Mental Health Court (MHC) clients. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$10,000 which is funded by the .1% sales tax.
18. Personal Services Agreement with Phoenix Recovery Services to provide Recovery Support Services for Drug Court and Family Treatment Court participants. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$125,000 which is funded by the .1% sales tax.
19. Amendment No. 1 to Personal Services Agreement No. C20140203 with Catholic Community Services to provide youth and adult substance abuse treatment for eligible Skagit County residents. The purpose of this Amendment is to add Health Insurance Portability and Accountability Act (HIPAA) language to the General Conditions and to extend the reimbursement calendar dates the County will reimburse Catholic Community Services for documented expenses from the first six (6) to the first eight (8) full calendar months. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 30, 2015, and the compensation amount remains unchanged at an amount not to exceed \$600,000. Funding is provided by the State of Washington Department of Social and Health Services (DSHS) Agreement No. 1163-27323. Skagit County Contract No. C20110367 and the .1% sales tax.
20. Personal Services Agreement with Catholic Community Services to provide recovery planning and care coordination services for transition age youth and young adults (ages 16 to 24) who are exiting a substance abuse treatment program. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$150,000 and is funded by the .1% sales tax.
21. Personal Services Agreement with Catholic Community Services to provide Recovery Support Services for Youth Recovery Court participants. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$10,000 which is funded by the .1% sales tax.
22. Personal Services Agreement with Sunrise Services to provide mental health assessment and treatment services to individuals in the Upper East Skagit County area who are not currently eligible to receive Medicaid-funded treatment services. The primary goals of service shall be stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$12,000, based on fee schedule which remains unchanged from 2014, and is funded by the .1% sales tax.

23. Personal Services Agreement with Island Hospital to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors and the promotion of ongoing recovery for the Community Wellness Program. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$10,000, based on a fee schedule and funded by the .1% sales tax.

f) CONSERVATION FUTURES:

24. Amendment No. 1 to Personal Services Agreement No. C20140052 with Eric Nelson to provide monitoring of conservation easements for the Farmland Legacy Program. The purpose of this Amendment is to extend the expiration date of the Agreement from December 31, 2014, to December 31, 2015. This Amendment also increases compensation by an additional \$40,000 for a new compensation amount not exceed \$80,000.

g) EMERGENCY MEDICAL SERVICES:

25. Resolution transferring Skagit Safe Kids funds that were previously held by the Skagit County Emergency Medical Services Commission to Safe Kids Northwest.

h) INFORMATION SERVICES:

26. On-Line Services Agreement and Order Form with GovernmentJobs.com, Inc. dba NEOGOV to provide a one (1) year subscription, setup, implementation, and training to allow online job applications, announcements, descriptions, recruitment and exams. The Agreement shall commence on the date of execution with an option to renew each year. The initial non-recurring cost shall not exceed \$23,000, and the recurring annual subscription costs shall not exceed \$15,000.

i) OFFICE OF JUVENILE COURT:

27. Personal Services Agreement with David V. McNeill, McNeill Polygraph Investigations, to perform polygraph examinations upon request of the Skagit County Office of Juvenile Court. The Agreement shall commence on January 1, 2015, and continue until December 31, 2016. Compensation per calendar year shall not exceed \$5,000 and is based on a fee schedule.

j) PROSECUTING ATTORNEY:

28. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$5,000 and is based fee schedule.

k) PUBLIC WORKS:

29. Resolution to call for bids for the procurement of maintenance materials to multiple vendors for upcoming Public Works projects and will include the following products: liquid asphalt, gravel, rock, mixed asphalt, concrete, road salt, culvert lining and slope stabilization products. The bid opening is scheduled for Monday, January 12, 2015, at 2:00 p.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room.

30. Amendment No. 1 to Vendor Services Agreement No. C20140259 with Culbertson Marine Construction, Inc. to furnish all tools, materials, equipment and transportation required for the Guemes Island Ferry Dock Repairs Project for 2014. The purpose of this Amendment is to provide for the repair of the damaged counterweight sheaves on the Guemes Island dock. This Amendment increases compensation by an additional \$35,919.79 for a new compensation amount not to exceed \$91,224.79. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 9, 2015.

31. Interlocal Agreement between the Swinomish Indian Tribal Community and Skagit County for the Swinomish to La Conner Safe Routes to School Project. The County will provide design and construction engineering review services. The Agreement shall commence on the date of execution and continue through June 30, 2016. The Swinomish Indian Tribal Community shall reimburse Skagit County an amount not to exceed \$25,000.

32. Vendor Services Agreement with Gardner Electronics to install all the electronic equipment that is required to outfit up to eight (8) Sheriff vehicles. The Agreement shall commence on the date of execution and continue for two (2) years. Compensation shall not exceed \$24,000 and is based on a fee schedule.
33. Vendor Services Agreement with Perissos Painting Co. to paint the interior areas at the County Shop. The Agreement shall commence on the date of execution and continue for one (1) year. Compensation shall not exceed \$4,000.
34. Amendment No. 2 to Mitigation Funding Agreement No. C20130322 with Skagit Land Trust to restore Cumberland Creek in relation to mitigation requirements associated with the Cockreham Island levee repairs performed under the U.S. Army Corps of Engineers FY13 Project #SKA-06-07. The purpose of this Amendment is to extend the expiration date of the Agreement from December 31, 2014, to December 31, 2016, in order to procure the replacement properties. This Amendment increases compensation by an additional \$30,000 for a new compensation amount not to exceed \$87,352. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.
35. Local Agency Consultant Agreement with PND Engineers, Inc. to provide engineering services for the Guemes Ferry Breakwater Section Replacement Project, which will include design, development, permitting, environmental services, and construction support. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$64,276.
36. Change Order No. 3 to Construction Contract Agreement No. C20140379 with Fisher and Sons, Inc. for the construction of the Skagit County Low Impact Development Demonstration Parking Lot Project #WA402164. The purpose of this Change Order is to remove 1,544 cubic yards of unsuitable soil from the subgrade and import 3,467.10 tons of gravel barrow. This Change Order increases compensation by an estimated \$81,125.98 for a new compensation amount not to exceed \$586,954.18. All other terms and conditions of the original Agreement and subsequent Change Orders shall remain in effect including the termination date of August 17, 2015.

l) SHERIFF:

37. Vendor Services Agreement with J & J Cleaners, Inc. dba Modern Cleaners to provide laundering, dry cleaning and sewing of Sheriff's office employee uniforms. The Agreement shall commence on January 1, 2015, and continue for one (1) year. Compensation shall not exceed \$5,000 and is based on a fee schedule.

m) SUPERIOR COURT:

38. Personal Services Agreement with Allen R. Emerson and Associates, Inc. to provide pro tem court reporter services. The Agreement shall commence on January 1, 2015, and continue until December 31, 2015. Compensation shall not exceed \$3,500 and is based on a fee schedule.

**V. RATIFICATION AGENDA (items 39 through 42):**

n) EMERGENCY MEDICAL SERVICES:

39. Resolution authorizing the ratification of a Personal Services Agreement with Kristine Thorstenson dba Safekeepers to provide National Highway Traffic Safety Administration (NHTSA) standardized child passenger safety clinic. Due to the elimination of a certified car seat technician position, it was necessary to maintain continuity of the car seat and installation clinics, a training class was conducted prior to the execution of a Personal Services Agreement.
40. Personal Services Agreement with Kristine Thorstenson, dba Safekeepers to provide National Highway Traffic Safety Administration (NHTSA) standardized child passenger safety clinics. The Agreement commenced on October 26, 2014, and terminated on November 4, 2014. Compensation shall not exceed \$4,500.

o) SHERIFF:

41. Resolution authorizing the ratification of a COPS Hiring Program Grant No. 2014UMWX0077 with the U.S. Department of Justice (DOJ) Office of Community Oriented Policing Services,

Grants Administration Division for the purpose of executing a Law Enforcement Partnership Grant. Execution of the Grant was delayed due to the fact it was only recently received from the DOJ.

42. COPS Hiring Program Grant No. 2014UMWX0077 with the U.S. Department of Justice (DOJ) Office of Community Oriented Policing Services, Grants Administration Division for the purpose of executing a Law Enforcement Partnership Grant. The Grant award start date commenced on September 1, 2014, and ends on August 31, 2017. The Grant awards Skagit County an amount not to exceed \$250,000.