

SKAGIT COUNTY COMMISSIONERS' AGENDA

I. MONDAY, DECEMBER 17, 2012:

- a) *8:30 a.m. – 10:30 a.m. Briefing – County Commissioners/County Administrator
- b) 1:30 p.m. – 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items
- c) *2:00 p.m. – 3:00 p.m. Executive Session (Potential Litigation – RCW 42.30.110(1)(i))
- d) *3:00 p.m. – 3:45 p.m. Executive Session (Potential Litigation – RCW 42.30.110(1)(i))
- e) *3:45 p.m. – 4:00 p.m. Executive Session (Real Estate Acquisition – RCW 42.30.110(1)(b))

II. TUESDAY, DECEMBER 18, 2012:

- a) *7:00 a.m. – 8:00 a.m. Skagit Conservation District Annual Partnership Meeting (Skagit Valley College - Multi-Purpose Room, Knutzen Cardinal Center, 2405 East College Way, Mount Vernon)
- b) 8:30 a.m. – 9:00 a.m. Community Services – Jennifer Kingsley, Director:
 - 1. Discussion/Possible Action: 2013 Budget Recommendations
 - i. 0.1% Treatment Sales Tax Funds
 - ii. Mental Health Millage Funds
 - iii. Developmental Disabilities Millage Funds
 - 2. Miscellaneous
- c) 9:00 a.m. – 9:30 a.m. Public Works – Henry Hash, Director:
 - 1. Discussion/Possible Action: Resolution Regarding Approval of the Guemes Island Ferry Fourteen-Year Capital Improvement Plan 2013 – 2026
 - 2. Miscellaneous
- d) 9:30 a.m. – 9:45 a.m. Introduction of Corrections Staff – Robert Meyer
- e) 10:00 a.m. – 11:30 a.m. Award and Recognition of Service for Senator Mary Margaret Haugen
- f) 11:30 a.m. – 11:45 a.m.
 - 1. Public Comment Period
 - 2. Miscellaneous Announcements
- g) 11:45 a.m. – 12:15 p.m. Swearing-In Ceremony for Re-Elected Skagit County Commissioners Dahlstedt and Wesen

III. WEDNESDAY, DECEMBER 19, 2012:

- a) *1:00 p.m. – 1:45 p.m. Public Transportation Benefit Area – Board of Director's Meeting (Port of Skagit)
- b) *1:45 p.m. – 2:15 p.m. Regional Transportation Planning Organization – Board Meeting (Port of Skagit)
- c) *2:15 p.m. – 2:45 p.m. Skagit Council of Governments – Board Meeting (Port of Skagit)

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IV. THURSDAY, DECEMBER 20, 2012:

- a) *9:00 a.m. Ribbon Cutting – Electric Vehicle Charging Station
- b) *11:00 a.m. – 12:00 p.m. Skagit County Community Action Agency Board Meeting (320 Pacific Place, Mount Vernon)
- c) *12:00 p.m. – 1:00 p.m. Holiday Open House & Ribbon Cutting for Rededication of Skagit County Community Action Agency's Volunteer Center (330 Pacific Place, Mount Vernon)
- d) *2:30 p.m. – 3:30 p.m. Executive Session (Potential Litigation – RCW 42.30.110(1)(i))

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.

V. CONSENT AGENDA FOR MONDAY, DECEMBER 17, 2012 (items 1 through 48):

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, December 4, 2012.
2. Record of the Proceedings for Monday, December 10, 2012.
3. Resolution pertaining to the Closed Record Appeal PL12-0305 and PL12-0345 of Hearing Examiner Approval of Special Use Permit PL12-0032 and Administrative Variances PL12-0083. This Resolution remands the matter back to the Hearing Examiner for further consideration of limited new evidence.

b) ADMINISTRATIVE SERVICES:

4. Personal Services Agreement with Robert K. Weidner to serve as the Washington D.C. government relations advisor for Skagit County and other counties of the Evergreen Forest County Group. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$10,000.
5. Amendment No. 2 to Interlocal Agreement No. C20100036 with the Department of Enterprise Services (formerly General Administration's Office of State Procurement), Agreement No. 2010-WPC-350. This Amendment extends the term of the Agreement by six months, ending June 30, 2013. Compensation is also increased by \$2,000, for a new total not to exceed \$14,000. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.

c) ASSIGNED COUNSEL:

6. Personal Services Agreement with Jennifer Bouwens, Attorney at Law, to provide indigent defense representation to 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, 2013, and continue until December 31, 2014. Compensation shall not exceed \$75,000.
7. Personal Services Agreement with Roy Howson, Attorney at Law, to provide indigent defense representation to 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, 2013, and continue until December 31, 2014. Compensation shall not exceed \$75,000.
8. Personal Services Agreement with Jon Ostlund, Attorney at Law, to provide indigent defense representation to 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, 2013, and continue until December 31, 2014. Compensation shall not exceed \$75,000.
9. Personal Services Agreement with Jenifer Howson, Attorney at Law, to provide indigent defense representation to 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, 2013, and continue until December 31, 2014. Compensation shall not exceed \$75,000.
10. Personal Services Agreement with Robert Jones, Attorney at Law, to provide indigent defense representation to 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, 2013, and continue until December 31, 2014. Compensation shall not exceed \$75,000.
11. Personal Services Agreement with Felix Moran dba Camano Stanwood Investigations to provide investigation services for pro se defendants as ordered by the Superior Court. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$75,000.

d) BUDGET AND FINANCE:

12. Amendment No. 1 to Skagit County Contract No. C20110583 with Skagitonians to Preserve Farmland, which awarded \$7,500 of Lodging Tax Funds to support the promotion of the Talking Fields Implementation Project as authorized by Resolution No. R20110350. This Amendment

extends the term of the Funding Agreement by one year, ending December 31, 2013, in order to implement the last phase of the project. All other terms and conditions of the original Agreement shall remain in effect.

e) COMMUNITY SERVICES:

13. Personal Services Agreement with Skagit Habitat for Humanity to distribute low-income housing funds pursuant to House Bill 2060. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$25,000.
14. Personal Services Agreement with Phoenix Recovery Services to provide urinalysis testing to Mental Health Court participants. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$30,000.
15. Personal Services Agreement with Alai Samara to provide mental health services through the Community Wellness Program. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$10,000 and is funded by the 0.1% sales tax.
16. Personal Services Agreement with Skagit Valley YMCA to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$76,516.
17. Amendment No. 2 to Interagency Agreement No. C20120036 (NSMHA-SKAGIT-ADMIN-12) with North Sound Mental Health Administration to provide funding for the County's Mental Health Program Coordinator to participate in regional North Sound Mental Health Administration related administrative functions in Skagit County. This Amendment replaces the previous contract, re-ordering the sections and adding new delegated functions, and Attachment II, Business Associate Agreement, with Attachment II-A. This Amendment also clarifies payment methodology with Attachment III-B by increasing compensation by \$20,833.34 for housing support. Total compensation shall not exceed \$213,047.34. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect
18. Personal Services Agreement with Northwest Youth Services to distribute Homeless Housing and Assistance Funds pursuant to Substitute House Bill 2163 and House Bill 2331. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$34,593.
19. Personal Services Agreement with Skagit County Community Action Agency to distribute Homeless Housing and Assistance Funds pursuant to Substitute House Bill 2163 and House Bill 2331. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$209,962.

f) CONSERVATION FUTURES:

20. Conservation Easement Deed with Hedlin Farms to extinguish three development rights on 53.59 acres on Valley Road in Mount Vernon. The agreement commences on the date of execution and continues into perpetuity. Half of the approved amount, \$147,500, will be paid to the landowner in 2012 and the remaining \$147,500 by May 31, 2013. Approval of this agreement is contingent on receiving final approval from USDA.

g) CORONER:

21. Personal Services Agreement with Daniel Selove MD to provide autopsy services and on-scene investigations as needed. The Agreement shall commence on January 1, 2013, and shall continue through December 31, 2013. Compensation shall not exceed a total of \$79,473 which is based on a fee structure that consists of set charges for each routine and homicide autopsy performed, on-scene investigation, examination, laboratory testing, and case and/or toxicology consult.

h) EMERGENCY MANAGEMENT:

22. Amendment No. 1 to Skagit County Contract No. C20100565 with Snohomish County to receive funds from the U. S. Department of Homeland Security (DHS), Office of Grants and Training

(OGT) to enhance the capability of state, local and tribal units of government to prevent, deter, respond to, and recover from catastrophic and/or terrorist events through the FFY 2010 Homeland Security Grant, State Homeland Security Program. This Amendment extends the term of the contract by six months, ending June 30, 2013, in order to expend remaining grant funds. All other terms and conditions of the original Agreement shall remain in effect.

i) FACILITIES MANAGEMENT:

23. Amendment No. 4 to Interagency Agreement No. 2009-ERG-528, Skagit County Contract No. C20090382, with the Washington State Department of General Administration (GA), Facilities Division, Engineering & Architectural Services for the Energy/Utility Conservation Project Management and Monitoring Services. The purpose of this Amendment is to extend the term of the Agreement by six months, ending June 30, 2013, in order to fully complete portions of work which were delayed due to plan review and changes. Compensation in the amount of \$38,900, remains the same. All other terms and conditional of the original Agreement and subsequent Amendments shall remain in effect.
24. Amendment No. 1 to Personal Services Agreement No. C20120244 with RICE Group, Inc. to prepare design and construction bid documents for upgrading the HVAC system to a more suitable size considering the County's current use and equipment load in the service room of the County's Data Center located at 2915 East College Way in Mount Vernon. This Amendment extends the term of the Agreement by one year, ending December 31, 2013, in order to correct an administrative error. Compensation remains unchanged at \$25,000. All other terms and conditions of the original Agreement shall remain in effect.

j) HUMAN RESOURCES:

25. Memorandum of Agreement with Professional Technical Employees (PTE) Local 17 regarding 2013 closure days.
26. Personal Services Agreement with Daphne R. Schneider & Associates to provide professional investigative services and training for the Human Resources Department. The Agreement shall commence on December 31, 2012, and continue until December 31, 2013. Compensation shall not exceed \$25,000.
27. Personal Services Agreement with Skagit Business & Staffing, LLC to provide office staffing assistance as requested by the Human Resources Director. The Agreement shall commence on December 31, 2012, and continue until December 31, 2013. Compensation shall not exceed \$5,000.
28. Personal Services Agreement with Summit Law Group to provide assistance with labor relations and employment law. The Agreement shall commence on December 31, 2012, and continue until December 31, 2013. Compensation shall not exceed \$50,000.
29. Personal Services Agreement with Terri Ano, Ph.D. to provide assistance with Human Resource projects as requested by the Human Resource Director. The Agreement shall commence on December 31, 2012, and continue until December 31, 2013. Compensation shall not exceed \$10,000.

k) INFORMATION SERVICES:

30. Professional Services Agreement with TRUSYS, Inc. to design and generate bid specifications for a security system to be installed at the 1700 East College Way building and downtown Data Center. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$12,370.
31. Professional Services Agreement with Cross Match Technologies for installation and training for new hardware and upgraded software for the Fingerprint System. The Agreement shall commence on the date of execution, and continue until December 31, 2013. Compensation shall not exceed \$5,000.
32. System Support Agreement with Infax, Inc. to provide diagnosis for hardware and software issues with the Court Display System. The Agreement includes the opportunity to perform up to three revisions to the page layout. The Agreement shall commence on the date of execution, and continue for one year. Compensation shall not exceed \$2,300.

33. Amendment No. 6 to Contract Agreement No. C20050253 with Handel Information Technologies which supports the Rite Track Information System for the Office of Juvenile Courts. This Amendment provides for three additional hours of configuration, in order to perform modifications as requested in Exhibit A. Compensation is increased by \$500, for a new total compensation amount not to exceed \$165,575. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.

l) PLANNING AND DEVELOPMENT SERVICES:

34. Ordinance adopting, deferring, and denying certain 2011 proposals to amend the Skagit County Comprehensive Plan and Comprehensive Plan/Zoning Map.
35. Amendment No. 2 to Personal Services Agreement No. C20110255 with the Urban Land Institute-Seattle (ULI) to provide expertise and advice on best practices for integrating smart growth and redevelopment as part of the Skagit County's Envision Skagit 2060. This Amendment extends the term of the Agreement by another year, ending December 31, 2013, so that the Technical Assistance panel can be scheduled in spring 2013. All other terms and conditions of the original Agreement shall remain in effect.
36. Amendment No. 2 to Personal Services Agreement No. C20100303 with Lombard Consulting, LLC. This Amendment extends the term of the Agreement by another year, ending December 31, 2013; increases the hourly rate by \$10 on January 1, 2013, for a new hourly rate of \$100; and increases compensation by \$20,000 for a new total not to exceed \$120,000, which is covered by EPA grant funds. This Amendment is needed in order for Lombard Consulting, LLC to complete four tasks for the Envision Skagit 2060 project. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.

m) PROSECUTING ATTORNEY:

37. Personal Services Agreement with Allen R. Emerson & Associates to provide court reporter and transcription services for victim, witness and/or defendant interviews and depositions. The Agreement shall commence on the January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$5,000.
38. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$5,000.

n) PUBLIC DEFENDER:

39. Personal Services Agreement with Shauna L. Bean, Attorney at Law, to provide consultation and representation for a maximum of 35 District Court cases for the Skagit County Public Defender. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$100,000.

o) PUBLIC WORKS:

40. Resolution calling for bids for maintenance materials with annual purchases expected to exceed \$25,000. The bid opening is scheduled to take place Monday, January 14, 2013, at 2:00 p.m. or as soon as possible thereafter.
41. Resolution calling for bids for rental equipment with annual expenditures expected to exceed \$25,000. The bid opening is scheduled to take place Monday, January 14, 2013, at 2:30 p.m. or as soon as possible thereafter.
42. Resolution regarding Notice of Road Closure for North Texas Road, No. 17800 at milepost 0.080 for approximately three days for the replacement of an at-grade rail crossing.
43. Amendment No. 3 to Personal Services Agreement No. C20090193 with Skagit Fisheries Enhancement Group to assist in implementing Skagit County's Natural Resource Stewardship Program (NRSP). Additional grant money was received by Skagit County for the NRSP and this Amendment is needed in order to extend the term of the Agreement by one year, ending December 31, 2013, and increase compensation by \$70,000, for a new total contract amount not to exceed \$400,000. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.

44. Vendor Services Agreement with Gardner Electronics to install equipment in County owned vehicles, including Sheriff's Office vehicles. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$23,000.
45. Vendor Services Agreement with Culbertson Marine Construction, Inc. for emergency repair of Guemes Island ferry dock live load hangers. The Agreement commenced on November 13, 2012, pursuant to Resolution No. R20120355. Compensation shall not exceed \$11,300.

p) RISK MANAGEMENT:

46. Personal Services Agreement with Evergreen Safety Council to provide various safety and health trainings as requested by Risk Management. The Agreement shall commence on December 31, 2012, and continue until December 31, 2013. Compensation shall not exceed \$10,000.

q) SHERIFF:

47. Amendment No. 1 to Skagit County Contract No. C20120285 with the Washington State Patrol (WSP Contract No. C120825FED) for the purpose of providing Federal funds to support local law enforcement in the locating and eradication of illicit cannabis plants, and the investigation and prosecution of cases involving controlled substances before state and federal courts in the State of Washington. The term of the Agreement remains the same, ending December 31, 2012. Compensation is increased by \$6,000, for a new contract total not to exceed \$31,000. All other terms and conditions of the original Agreement shall remain in effect.

r) TREASURER:

48. Resolution to accept a report of the Treasurer's annual designation of financial institutions qualifying as public depositories for Skagit County.

VI. RATIFICATION AGENDA (items 49 through 54):

s) COMMUNITY SERVICES:

49. Resolution authorizing the ratification of Amendment No. 1 to Skagit County Contract No. C20120015, Funding Agreement No. 124009-NUTR, with Northwest Regional Council to provide funding for congregate and home-delivered meals through the Skagit County Senior Nutrition Program. Skagit County only recently received Amendment No. 1 from Northwest Regional Council to process and Skagit County did not want to deny or delay services to eligible residents.
50. Amendment No. 1 to Skagit County Contract No. C20120015, Funding Agreement No. 124009-NUTR, with Northwest Regional Council to provide funding for congregate and home-delivered meals through the Skagit County Senior Nutrition Program. The Amendment commenced on January 1, 2012, and continues until December 31, 2012. The Amendment increases funds by \$11,634, for a new total amount not to exceed \$289,581. All other terms and conditions of the original Agreement shall remain in effect.
51. Resolution authorizing the ratification of Amendment No. 3 with the Washington State Department of Social and Health Services (DSHS) No. 1163-27323, Skagit County Contract No. C20110367, to provide funding for chemical dependency prevention and treatment services in Skagit County. The signed Amendment was not received prior to the start date; however it was important to continue the provision of services.
52. Amendment No. 3 with the Washington State Department of Social and Health Services (DSHS) No. 1163-27323, Skagit County Contract No. C20110367, to provide funding for chemical dependency prevention and treatment services in Skagit County. This Amendment commenced on November 1, 2012, and continues through June 30, 2013. This Amendment increases compensation to Skagit County by \$500,000, for a new total compensation amount not to exceed \$3,255,109. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.

t) FACILITY MANAGEMENT:

53. Resolution authorizing the ratification of a Vendor Services Agreement with Absolute Plumbing to provide labor and materials for drain cleaning and repairs to the sewer line at the Skagit County Public Defender's Building at 121 West Broadway Street, Mount Vernon, WA. A fully

executed Agreement could not be processed before commencement due to the need to perform emergency repairs.

54. Vendor Services Agreement with Absolute Plumbing to provide labor and materials for drain cleaning and repairs to the sewer line at the Skagit County Public Defender's Building at 121 West Broadway Street in Mount Vernon. The Agreement commenced on November 21, 2012, and shall continue for one year. Compensation shall not exceed \$1,578.18.