

SKAGIT COUNTY COMMISSIONERS' AGENDA

I. MONDAY, DECEMBER 26, 2011:

CHRISTMAS DAY HOLIDAY OBSERVED – COUNTY OFFICES CLOSED

II. TUESDAY, DECEMBER 27, 2011:

- a) *8:30 a.m. – 10:00 a.m. Briefing – County Commissioners/County Administrator
- b) 11:00 a.m. – 11:30 a.m. Decision: Regarding the Proposed Commissioner District Boundary Changes
- c) 11:30 a.m. – 11:45 a.m. Public Comment Period
- d) 11:45 a.m. – 12:00 p.m. Skagit County Assessor – Don Munks:
 - 1. Introduction: Chief Deputy Assessor R.C. Cavazos
- e) 1:15 p.m. – 1:30 p.m. Facilities Management - Tim Holloran, Director:
 - 1. Presentation: Certificate of Commendation in Recognition of the Retirement of Ronnie McKinney
- f) 1:30 p.m. – 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items
- g) *2:00 p.m. – 4:00 p.m. Executive Session (None Scheduled as of the Date of This Notice)

III. WEDNESDAY, DECEMBER 28 2011:

- a) *8:00 a.m. Breakfast with Elected Officials (Calico Cupboard, 121B Freeway Drive, Mount Vernon)

FUTURE BID OPENINGS:

- Monday, January 9, 2012, 2:00 p.m. One (1) Front-End Loader
- Tuesday, January 17, 2012, 2:00 p.m. The Procurement of Maintenance Materials with Annual Purchases Expected to Exceed \$25,000
- Tuesday, January 17, 2012, 2:30 p.m. Rental Equipment with Expected Annual Expenditures to Exceed \$25,000

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

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 TUESDAY, DECEMBER 27, 2011 (items 1 through 51):

a) ADMINISTRATIVE SERVICES:

1. Amendment No. 4 to Assistance Agreement No. C20090639 with the United States Department of Energy, Office of Energy Efficiency & Renewable Energy for the Energy Efficiency Conservation Block Grant program. This Amendment replaces activity worksheet 1 to authorize changes in the Scope of Work. All other terms and conditions of the original Agreement shall remain in effect.
2. Interlocal Cooperative Agreement with Skagit Council of Governments (SCOG) to provide SCOG an interest bearing line of credit on an as needed basis according to the terms and conditions set forth within the Agreement in order to maintain positive balances on SCOG's financial accounts held by the Skagit County Treasurer. The Agreement shall commence on the date of execution and continue for two years. The line of credit shall not exceed \$200,000.
3. Personal Services Agreement with Opportunity Council to provide access to Earth Advantage EPS Auditor software for the Skagit Clean Energy Challenge (SCEC). The Agreement shall commence on the date of execution and continue until November 5, 2012. Compensation shall not exceed \$3,800 and is funded by the U.S. Department of Energy through the County's Energy Efficiency and Conservation Block Grant.
4. Personal Services Agreement with Energy Solutions, LLC to complete an update of the Skagit County Greenhouse Gas Inventory to include large regional emitters. The Agreement shall commence on the date of execution and continue until June 30, 2012. Compensation shall not exceed \$3,500 and is funded by a grant through the Northwest Clean Air Agency.

b) ASSIGNED COUNSEL:

5. Personal Services Agreement with Rebecca Carroll, Attorney at Law, to provide indigent defense representation for 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, 2012, and continue until December 31, 2013. Compensation shall not exceed \$100,000.

c) BOUNDARY REVIEW BOARD:

6. Personal Services Agreement with Carole Korelin to perform clerical duties for the Boundary Review Board as outlined in Exhibit "A". The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$9,000.

d) BUDGET AND FINANCE:

7. Funding Agreement with Skagit Valley Festival of Family Farms, which awards \$25,000 of Lodging Tax funds to support the promotion of the festival, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012.
8. Funding Agreement with Sedro-Woolly Loggerodeo, which awards \$3,000 of Lodging Tax funds for marketing and promotion, as authorized by Resolution No. R20100417. The Agreement shall commence on January 1, 2011, and shall continue until December 31, 2011.
9. Funding Agreement with Sedro-Woolly Loggerodeo, which awards \$3,000 of Lodging Tax funds for marketing and promotion, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012.
10. Funding Agreement with Skagit Valley Tulip Festival (Project 2), which awards \$19,050 of Lodging Tax funds for traffic control and roundabout maintenance, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012.

e) COMMUNITY SERVICES:

11. Interlocal Cooperative Agreement with the City of Burlington for the provision of administrative and professional care services to senior citizens. The Agreement shall commence on January 1, 2012, and continue through December 31, 2012. Compensation shall not exceed \$16,174.
12. Personal Services Agreement with Sunrise Services to provide social, recreational, and recovery focused activities at the Peer Connections Center in Mount Vernon. The Agreement shall commence on January 1, 2012, and continue until February 28, 2012. Compensation shall not exceed \$6,250 and is funded by 0.1% sales tax.
13. Personal Services Agreement with Sunrise Services to provide information to eligible Skagit County residents regarding application for benefits at the Department of Social and Health Services and other publically funded insurance programs. The Agreement shall commence on the date of execution and continue until December 31, 2012. Compensation shall not exceed \$10,000.
14. Personal Services Agreement with Arely Jimenez to provide mental health services through the Community Wellness Program. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$30,000.
15. Personal Services Agreement with Skagit County Community Action Agency to process mileage reimbursement to Meals on Wheels volunteer drivers. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$11,000.
16. Personal Services Agreement with the ARC of Washington to provide information, education, skill training on system and individual advocacy through the agency's Parent Coalition Program. The Agreement shall commence on January 1, 2012, and continue through December 31, 2012. Compensation shall not exceed \$6,000.
17. Personal Services Agreement with the ARC of Island and Skagit to provide family support services to families and adults with developmental disabilities. The Agreement shall commence on January 1, 2012, and continue through December 31, 2012. Compensation shall not exceed \$9,916.
18. Amendment No. 1 to Funding Agreement No. C20100578 with Northwest Youth Services to distribute low-income housing funds for support services for at-risk children and youth, pursuant to Substitute House Bill 2163. This Amendment extends the Agreement through June 30, 2012. All other terms and conditions of the original Agreement shall remain in effect.
19. Personal Services Agreement with Chinook Enterprises to hire an activities coordinator to support the duties and officers of People 1st of Skagit County. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$3,258 and is funded by Developmental Disability Millage Services.
20. Resolution of Sole Source provider for dual oven/microwave meal trays distributed by Oliver Packaging & Equipment Company.
21. Vendor Services Agreement with Oliver Packaging and Equipment Company to provide dual oven/microwave meal trays for home-delivered meals. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$23,650.
22. Interlocal Cooperative Agreement with Western Washington University, Recreation Program, Department of Physical Education, Health and Recreation to support an integrated camp experience for up to 20 Skagit County teens and adults with disabilities through the WWU Camp TEAM program. The Agreement shall commence on April 1, 2012, and continue until June 30, 2012. Compensation shall not exceed \$1,000.

f) CORONER:

23. Vendor Services Agreement with Evans Funeral Chapel and Crematory, Inc. to have staff 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 code to the funeral facility. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$5,000, which is based on a fee structure that consists of set charges for the type of work performed including each transfer, transport, indigent, and autopsy performed.

g) DISTRICT COURT:

24. Amendment No. 1 to Interlocal Cooperative Agreement No. C20100647 with the City of Mount Vernon for the provision of court service administration to the Mount Vernon Municipal Court. Section 4 of the Agreement shall be amended to allow for billings based on budgeted expenses instead of actual expenses. All other terms and conditions of the original Agreement shall remain in effect.

h) HUMAN RESOURCES:

25. Personal Services Agreement with Daphne R. Schneider & Associates to provide professional investigative services. The Agreement shall commence on December 31, 2011, and continue until December 31, 2012. Compensation shall not exceed \$25,000.

26. Personal Services Agreement with John A. Follis, Anderson and Hunter law Firm to provide Workers Compensation representation. The Agreement shall commence on December 31, 2011, and continue until December 31, 2012. Compensation shall not exceed \$10,000.

27. Personal Services Agreement with Summit Law Group to provide legal assistance pertaining to labor matters. The Agreement shall commence on December 31, 2011, and continue until December 31, 2012. Compensation shall not exceed \$25,000.

28. Agreement by and between Skagit County Commissioners, the Sheriff of Skagit County, and Skagit County Corrections Deputy Guild. Effective January 1, 2011, through December 31, 2011.

i) INFORMATION SERVICES:

29. Personal Services Agreement with Diversint to provide a hardware support technician to repair and maintain printers, workstations, monitors, and servers. The Agreement shall commence on the date of execution and continue until December 31, 2012. Compensation shall not exceed \$40,000.

j) LAW LIBRARY:

30. Contract with West, a Thomson Reuters business to provide WestlawNext computer services. The Agreement shall commence on January 1, 2012, and continue until December 31, 2013. Compensation shall not exceed \$50,000.

k) OFFICE OF JUVENILE COURT:

31. Personal Services Agreement with Paul Douhan to provide specialized child, adolescent, adult and/or family assessment, evaluation and treatment, consultation, education classes and training for juveniles and/or their families. The Agreement shall commence on January 1, 2012, and continue until December 31, 2013. Compensation shall not exceed \$50,000.

32. County Program Agreement No. 1263-43166 with the State of Washington Department of Social and Health Services to fund the juvenile rehabilitation programs. The Agreement shall commence on January 1, 2012, and continue until June 30, 2013. Compensation shall not exceed \$46,119 per Fiscal Year.

33. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services for various languages. The Agreement shall commence on January 1, 2012, and continue until December 31, 2014. Compensation shall not exceed \$8,000.

l) PROSECUTING ATTORNEY:

34. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$5,000.
35. Personal Services Agreement with Orland D. Freeman to provide process service and related services for the family support, civil, and criminal divisions. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$10,000.

m) PUBLIC DEFENDER:

36. Personal Services Agreement with Orland D. Freeman to provide process service and related services for the Skagit County Public Defender. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$5,000.
37. Personal Services Agreement with The Language Exchange to provide interpreting, translation and transcription services upon request. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$5,000.
38. Agreement No. ICA 12207 with the Washington State Office of Public Defense to allow for the distribution of funds for the purpose of improving the quality of public defense services pursuant to R.C.W. 10.101.070. The Agreement shall commence on January 1, 2012, and continue until June 30, 2012. Skagit County will receive \$62,922 from the Washington State Office of Public Defense.

n) PUBLIC WORKS:

39. Personal Services Agreement with Terracon Consultants, Inc. to provide geotechnical work for gravel resource exploration at the Butler Gravel Pit property. This work will include exploratory borings, construction of a monitoring well, laboratory testing on boring samples, and a final written report of the site. The Agreement shall commence on the date of execution and continue until June 30, 2012. Compensation shall not exceed \$75,000.
40. Resolution rejecting all bids for the haul out and maintenance of the vehicle and passenger ferry, M/V Guemes.
41. Personal Services Agreement with Western Washington Agricultural Association (WWAA) to allow the WWAA to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the implementation of agricultural and other best management practices consistent with Skagit County's Critical Areas Ordinance and Clean Water Program in 2012. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$20,000.
42. Personal Services Agreement with the Skagit Watershed Council to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the implementation of agricultural and other best management practices consistent with Skagit County's Critical Areas Ordinance and Clean Water Program in 2012. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$30,000.
43. Interlocal Agreement with Skagit Conservation District to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the implementation of agricultural and other best management practices consistent with Skagit County's Critical Areas

Ordinance and Clean Water Program in 2012. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$243,000.

44. Personal Services Agreement with the Skagit Conservation Education Alliance to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the implementation of agricultural and other best management practices consistent with Skagit County's Critical Areas Ordinance and Clean Water Program in 2012. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$12,000.
 45. Personal Services Agreement with Skagit Fisheries Enhancement Group to perform work, on a reimbursable basis, to assist Skagit County in completing certain tasks related to the implementation of agricultural and other best management practices consistent with Skagit County's Critical Areas Ordinance and Clean Water Program in 2012. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$30,000.
 46. Coordinated Prevention Grant Agreement No. G1200236 with the State of Washington Department of Ecology which provides funding for Moderate Risk Waste Collection, Disposal and Outreach and Waste Reduction/Recycling – Public Education and Outreach in the amount of \$400,474.67. The Agreement shall commence on January 1, 2012, and end on June 30, 2013. The State of Washington shall fund 75% for an amount not to exceed \$300,356 and Skagit County shall fund 25% for an amount not to exceed \$100,118.67.
 47. Amendment No. 1 to Interagency Agreement No. C1100185 with the State of Washington Department of Ecology (DOE) for the Samish Watershed Restoration, as part of Skagit County's Natural Resource Stewardship Program in support of the Clean Samish Initiative. This Amendment extends the expiration date to December 31, 2012, and adds three additional projects, increasing funding by \$33,000 for a new total compensation amount not to exceed \$76,700 and is funded by the Department of Ecology. All other terms and conditions of the original Agreement shall remain in effect.
 48. Interlocal Agreement with Central Valley Ambulance Authority (CVAA) to allow the Equipment Division of Skagit County Public Works to perform vehicle maintenance and provide parts; upon request on a reimbursable basis for the CVAA. The Agreement shall commence on the date of execution, and continue through December 31, 2012. CVAA will reimburse Skagit County for costs and expenses incurred.
 49. Amendment No. 2 to Personal Services Agreement No. C20090193 with Skagit Fisheries Enhancement Group to assist in implementing Skagit County's Natural Resource Stewardship Program (NRSP). This amendment includes a new task (Task 5) and amends Exhibit A and B. All other terms and conditions of the original Agreement shall remain in effect.
- o) RISK MANAGEMENT:
50. Resolution regarding update of deferred compensation plan.
- p) SUPERIOR COURT:
51. Personal Services Agreement with Northwest Family and Children's Services to provide Guardian ad Litem services required for dependency cases filed and heard in Skagit County Superior Court. Northwest Family and Children's Services will provide legal representation for proceedings that qualify for such representation at public expense. The Agreement shall commence on January 1, 2012, and continue through December 31, 2012. Compensation shall not exceed \$156,000.

VI. RATIFICATION AGENDA (items 52 through 55):

- q) HEALTH:

52. Resolution authorizing the ratification of Interagency Agreement with Northwest Educational Service District No. 189 (NWESD) which will provide funds for consultation and coordination by county public health nurses to licensed childcare providers on behalf of the NWESD member school districts within Skagit County. The contract was not executed before its commencement due to language negotiations which had not been completed.
53. Interagency Agreement with Northwest Educational Service District No. 189 (NWESD) which will provide funds for consultation and coordination by county public health nurses to licensed childcare providers on behalf of the NWESD member school districts within Skagit County. The Agreement commenced on November 15, 2011, and shall continue until June 30, 2012. Compensation from NWESD to Skagit County shall not exceed \$23,028.
54. Resolution authorizing the ratification of Amendment No. 1 to Personal Services Agreement No. C20110546 with Skagit Business & Staffing LLC. The Agreement was inadvertently prepared and executed with an incorrect start date and services have been provided starting October 12, 2011.
55. Amendment No. 1 to Personal Services Agreement No. C20110546 with Skagit Business & Staffing LLC. The Amendment provides for an earlier start date of October 12, 2011. All other terms and conditions of the original Agreement shall remain in effect.