

## SKAGIT COUNTY COMMISSIONERS' AGENDA

In-person public attendance at meetings has resumed. Remote access will continue through Zoom. To join remotely use this link: <https://bit.ly/SkagitBoCCMtg> or call: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573

Public comments prior to final action per RCW 42.30.20(4) must relate to the specific agenda item

### **I. MONDAY, FEBRUARY 27, 2023:**

- a) 8:30 a.m. - 9:30 a.m. Briefing - Planning and Development Services, Facilities Management, Central Services: Information Services, Geographic Information Services and Records Management
- b) 9:30 a.m. - 10:00 a.m. Public Works Monthly Briefing
- c) 10:00 a.m. - 10:30 a.m. Weekly Check-In with Gordon Thomas Honeywell Governmental Affairs
- d) 10:45 a.m. - 11:00 a.m. Discussion/Public Comment/Possible Action: Resolution Authorizing Participation in the Juul Government Entity Settlement
- e) 2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)
- f) 6:00 p.m. Samish Island Community Meeting (Samish Island Community Center, 11292 Blue Heron Road, Bow)

### **II. TUESDAY, FEBRUARY 28, 2023:**

- a) \*9:00 a.m. Pledge of Allegiance
- b) \*9:00 a.m. - 10:00 a.m. Public Works – Grace Kane, Director:
  - 1. Public Hearing/Possible Action: To Consider Testimony Regarding the Establishment and Adoption of Policies and Procedures for Operating Small Unmanned Aircraft System (SUAS) by the Skagit County Public Works Department
  - 2. Miscellaneous
- c) \*10:00 a.m. - 11:30 a.m. Public Works – Grace Kane, Director:
  - 1. Public Hearing/Possible Action: To Consider Testimony Regarding Amending the Guemes Island Ferry Rate Structure
  - 2. Miscellaneous
- d) \*11:30 a.m. - 11:45 a.m. Board of County Commissioners:
  - 1. Public Comment Period
  - 2. County and Individual Success Stories
  - 3. Miscellaneous
- e) \*1:00 p.m. - 1:45 p.m. Public Health – Keith Higman, Director:
  - 1. Presentation: Commerce Housing Estimates and HB 1220 Implementation
  - 2. Miscellaneous
- f) \*1:45 p.m. - 2:15 p.m. Public Health – Keith Higman, Director:
  - 1. Public Hearing: To Consider Testimony Regarding the Authorization of the Submittal of the 2022-2023 Community Development Block Grant Public Service Final Closeout Report to the Washington State Department of Commerce

**Continued OVER...**

SKAGIT COUNTY COMMISSIONERS' AGENDA

- g) \*2:15 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
  - 1. Public Comment (Specifically related to the agenda item)
- h) \*2:30 p.m. - 3:30 p.m. Broadband Update from Port of Skagit Executive Director Sara Young

**III. WEDNESDAY, MARCH 1, 2023:**

- a) ~~8:30 a.m. - 10:00 a.m.~~ ~~Work Session with Human Resources~~ **(Cancelled)**
- b) 10:00 a.m. - 11:00 a.m. Work Session with Public Works
- c) 2:00 p.m. - 3:00 p.m. Work Session with Public Works

**IV. FRIDAY, MARCH 3, 2023:**

- a) 2:00 p.m. - 3:00 p.m. Commissioners' Briefing

**V. SATURDAY, MARCH 4, 2023:**

- a) 11:00 a.m. Soroptimist International of Burlington 8<sup>th</sup> Annual Achieving Dreams Auction (Skagit Golf and Country Club, 16701 Country Club Drive, Burlington)

**FUTURE BID OPENINGS:**

- Monday, March 6, 2023, 2:00 p.m. County Legal Printing for 2023 through 2024
- Monday, March 13, 2023, 1:00 p.m. Public Works Vehicle Upfitting, Including but not limited to Sheriff Vehicles and Public Works Vehicles

**FUTURE PUBLIC HEARINGS:**

- Monday, March 13, 2023, 2:00 p.m. To Consider Testimony Regarding the Proposed Compost Procurement Ordinance
- Tuesday, March 14, 2023, 10:00 a.m. To Consider Testimony Regarding the HOME Investment Partnerships 2023-2027 Consolidated Plan

**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**

Sessions marked with an asterisk \* will be televised live on Comcast Channel 21, WAVE cable channel 21 (La Conner and surrounding areas,) and in Anacortes on Comcast channel 26 and streamed online live at [www.skagitcounty.net/skagit21](http://www.skagitcounty.net/skagit21). Recorded meetings are re-broadcast daily at 3:00, 6:00, 9:00, 12:00 am and pm and can also be viewed ON DEMAND online at [www.skagitcounty.net/Skagit21](http://www.skagitcounty.net/Skagit21).

**1. CONSENT AGENDA FOR TUESDAY, FEBRUARY 28, 2023 (items 1 through 26):**

**a) COMMISSIONERS:**

1. Record of the Proceedings for Tuesday, February 21, 2023.
2. Record of the Proceedings for Wednesday, February 22, 2023.
3. Record of the Proceedings for Thursday, February 23, 2023.
4. Resolution delegating signature authority to the Deputy County Administrator beginning February 22, 2023 and ending March 12, 2023.
5. Resolution Amending Resolution No. R20200015 appointing members to the North Sound Behavioral Health Administrative Services Organization Advisory Board.
6. Resolution to appoint David Nielsen to fill the remainder of the term vacated by Ken Osborn on the Forest Advisory Board. Mr. Nielsen's term shall begin on January 1, 2023 and the term expires on December 31, 2024.

**b) ADMINISTRATIVE SERVICES:**

7. Interlocal Cooperative Agreement with Washington State University for the provision of education programs provided by Cooperative Extension Services and in coordination with Skagit County Administrative Services. Compensation shall not exceed \$395,479. The Agreement is ratified to commence on January 1, 2023 and shall continue until December 31, 2023.

**c) BUDGET AND FINANCE:**

8. Amendment No. 1 to Interlocal Cooperative Agreement No. C20220486 with Port of Anacortes to award \$250,000 of Economic Development/Public Facilities Projects grant funds to support Curtis Wharf Access Improvement Project. This Amendment extends the term of the Agreement from March 31, 2023 to August 31, 2023 to complete the project that had been delayed by the review process of the Washington State Department of Ecology. All other terms and conditions of the original Agreement shall remain in effect.
9. Funding Agreement with Lincoln Theater to award \$25,000 of Lodging Tax funds to support facility HVAC and fire suppression as authorized by Resolution No. R20220205. The Agreement is ratified to commence on January 1, 2023 and continue until December 31, 2023.

**d) FACILITIES MANAGEMENT:**

10. Vendor Services Agreement with Dimensional Communications, Inc. to provide and install new AV Upgrades at the Skagit County Parker Building located at 1700 East College Way in Mount Vernon. Compensation shall not exceed \$37,002.88. The Agreement shall commence on the date of execution and continue until September 30, 2023.
11. Ground Lease Agreement with Skagit 911 to sublease a portion of property at 2911 East College Way in Mount Vernon at no cost for continued occupancy in a new 48' x 60' modular building. The Agreement shall commence on the date of execution and continue for 30 years.
12. Amendment No. 1 to Vendor Services Agreement No. C20220103 with VECA Electrical and Technologies, LLC to provide electrician services for County Facilities. This Amendment extends the term of the Agreement by one year to continue until March 13, 2024. Compensation remains the same and shall not exceed \$30,000. All other terms and conditions of the original Agreement shall remain in effect.

**e) INFORMATION SERVICES:**

13. Master Services Agreement and Statement of Work with CDW-Government LLC to perform a Business Impact Analysis, Disaster Recovery Planning runbook development and ad-hoc network support. Compensation shall not exceed \$153,348 including applicable sales tax. The Agreement shall commence on the date of execution and continue until December 31, 2025.
14. Personal Services Agreement with Nicholas Nakis for support of Skagit 21 productions. Compensation shall not exceed \$20,000 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2026.

**f) PARKS, RECREATION AND FAIR:**

15. Vendor Services Agreement with WIN Home Inspection to provide inspection services for Parcel numbers P45245, P45194, and other County Parks properties as requested. Compensation shall not exceed \$3,000. The Agreement shall commence on the date of execution and continue for two years.

g) PLANNING AND DEVELOPMENT SERVICES:

16. Resolution adopting a Work Plan for 2023 for Legislative Land Use Plans, Policies, and Development Regulations.

h) PUBLIC HEALTH:

17. Lease Agreement with Bud (Lewis E.) Norris to lease storage space located at 1711 East College Way in Mount Vernon for the Syringe Exchange Program. Monthly rent shall not exceed \$939.35 plus utilities, insurance, and maintenance costs as applicable. The Agreement is ratified to commence on January 1, 2023 and continue until December 31, 2023.
18. Interlocal Agreement with North Sound Behavioral Health Administrative Services Organization, LLC (North Sound BH-ASO) Contract #North Sound BH-ASO-Skagit County-Interlocal-23 to provide coordination and subcontracting services for programs and services including Dedicated Cannabis Account Program, Jail Services Program, Trueblood funding, and the Co-Responder Program. Compensation to Skagit County shall not exceed \$179,765.70. The Agreement is ratified to commence on January 1, 2023 and continue until June 30, 2023.

i) PUBLIC WORKS:

19. Vendor Services Agreement with ProScapes, Inc. to provide landscaping maintenance for divisions in Public Works to include the Conway Roundabout, South LaVenture Median, and the Solid Waste Transfer Station. Compensation shall not exceed \$39,521.58. The Agreement shall commence on the date of execution and continue for one year.
20. Amendment No. 1 to Personal Services Agreement No. C20220297 with Northwest Aquatic Management, LLC to provide aquatic plant management services for Lake Management District No. 2 for Lake McMurry (LMD2) to continue implementing the control strategy to monitor and manage invasive aquatic weeds such as Eurasian Milfoil and control noxious fragrant white water lilies with a mechanical harvester. This Amendment increases compensation by \$682 for an NPDES permit. Total compensation shall not exceed \$15,932. The term remains the same and shall continue until May 31, 2023. All other terms and conditions of the original Agreement shall remain in effect.
21. Resolution to Adopt the 2023 Annual Construction Program, Revision No. 1.
22. Resolution initiating County Road Projects (CRP) and assigning CRP numbers.
23. Resolution Amending Resolution No. R20180014 to dissolve Imprest Cash Fund #117 in the amount of \$300 for the Operations Division petty cash fund of Public Works and return the funds to the County Treasurer to deposit to Fund 117.

j) RISK MANAGEMENT:

24. Personal Services Agreement with Sound Employment Solutions, LLC to provide Effective Team Communications training that will include communications and defusing techniques to up to 40 attendees in a class. Compensation shall not exceed \$7,000. The Agreement shall commence on the date of execution and continue until December 31, 2023.

k) TREASURER:

25. Resolution authorizing the cancellation of uncollectible personal property taxes in the amount of \$21,418.33.
26. Armored Car Services Agreement with SecureTrans, Inc. dba Axiom Armored Transport to provide armored courier transport during normal business hours between the Treasurer's Office and a bank identified in Schedule A. Compensation is based on a pick-up fee schedule. The Agreement is ratified to commence on January 1, 2023 and shall continue for one year.

**1. MISCELLANEOUS AGENDA (1 item):**

a) PUBLIC WORKS:

1. Amended and Restated Access and Utility Easement on Parcel Nos. P41204, P41175, P41193, P134893, P41201 and P41178 granted by Skagit County to Punkin Center West, LLC, Punkin Center, LLC, JA Hamilton, LLC, and JF Hamilton, LLC. This Amends, restates, supersedes and replaces Skagit County Contract No. C20200329, a permanent, perpetual, non-exclusive, access and utility easement granted by Skagit County for the benefit of Grantee, over, upon, across, along, in, and under a portion of real property located within and

upon the Grantor's property, as described in Exhibit "A". This Amended and Restated Easement will provide utilities to access abutting properties to provide service. The Easement shall commence on the date of execution and shall continue in perpetuity.