

## 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, MARCH 4, 2024:**

- a) 10:00 a.m. - 10:30 a.m. Weekly Check-In with Gordon Thomas Honeywell Governmental Affairs
- b) \*11:00 a.m. Pledge of Allegiance
- c) \*11:00 a.m. - 11:30 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
  - 1. Public Comment (Specifically related to the agenda item)
- 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) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties Virtual Assembly hosted by WSAC
- f) 2:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

### **II. TUESDAY, MARCH 5, 2024:**

FIRST WEEK - NO REGULAR AGENDA SCHEDULED

- a) 1:00 p.m. - 3:00 p.m. Puget Sound Energy (PSE) Samish Island Battery Project Ribbon Cutting Ceremony (Samish Island Fire Station, 10367 Halloran Road, Bow)

### **III. WEDNESDAY, MARCH 6, 2024:**

- a) 2:00 p.m. - 3:00 p.m. Work Session with Elected Officials and Department Heads

### **IV. THURSDAY, MARCH 7, 2024:**

- a) 1:00 p.m. - 2:00 p.m. Executive Session (Real Estate Acquisition - RCW 42.30.110(1)(b))
  - 1. Call Public Meeting to Order
  - 2. Executive Session
  - 3. Reconvene Public Meeting for the sole purpose of Adjournment
- b) ~~2:00 p.m. - 3:00 p.m. Work Session with Public Health and Skagit Regional Health (Canceled)~~
- c) 2:00 p.m. - 3:00 p.m. Commissioners Briefing

### **V. FRIDAY, MARCH 8, 2024:**

- a) 10:30 a.m. - 11:15 a.m. Work Session with Public Health
- b) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) 2024 Legislative Virtual Update hosted by WSAC

**Continued OVER...**

**VI. SATURDAY, MARCH 9, 2024:**

- a) 5:00 p.m. Raise the Roof Gala & Benefit Auction for Skagit Habitat for Humanity  
(Swinomish Casino & Lodge, 12885 Casino Drive, Anacortes)

**MONDAY, MARCH 4, 2024:**

\*11:45 a.m. (or soon thereafter)

***BID OPENING (Clerk of the Board)***

County Legal Printing for 2024 through 2025

**WEDNESDAY, MARCH 6, 2024:**

\*10:00 a.m. (or soon thereafter)

***BID OPENING (Clerk of the Board and Public Health Staff)***

Skagit County Public Health Isolation/Quarantine Shelters

**FUTURE BID OPENING:**

Monday, March 11, 2024, 2:30 p.m. Little Fisher Creek Restoration Project #WA402234

**FUTURE PUBLIC HEARING:**

Monday, March 25, 2024, 11:30 a.m. To Consider Testimony Regarding an Interim Ordinance/Moratorium No.  
O20240001 Pursuant to RCW 36.70A.390 and RCW 36.70.795

**REQUEST FOR PROPOSALS (RFP):**

Thursday, March 7, 2024, 3:30 p.m. Replacement of a Case Management System for the District Court Probation  
Department

Thursday, March 28, 2024, 3:30 p.m. Work Order and Asset Management System for the Facilities Management  
Department

**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).

**2. CONSENT AGENDA FOR MONDAY, MARCH 4, 2024 (items 1 through 25):**

a) **COMMISSIONERS:**

1. Record of the Proceedings for Monday, February 26, 2024.
2. Record of the Proceedings for Tuesday, February 27, 2024.
3. Record of the Proceedings for Friday, March 1, 2024.
4. Resolution to appoint Trudy Ladouceur to serve on the Darrington Rural Partial-County Library Board of Trustees for a five-year term. Ms. Ladouceur's term shall expire on February 19, 2029.
5. Resolution approving the appointment of Dwight Worden as the Consumer member of the Skagit County Emergency Medical Services and Trauma Care Council Advisory Board for a three year term ending February 19, 2027.
6. Resolution approving the appointment of Margie Campbell as a Local Hospital Representative member of the Skagit County Emergency Medical Services and Trauma Care Council Advisory Board. Margie Campbell shall fill the unexpired term of Lisa Edwards. Ms. Campbell's term shall end on February 19, 2025.

b) **ASSIGNED COUNSEL:**

7. Amendment No. 1 to Personal Services Agreement No. C20220411 with Paula Plumer, Attorney at Law, to provide indigent defense representation to defendants referred by the Office of Assigned Counsel, Superior Court, Juvenile Court and District Court who have been deemed conflict of interest for the Skagit County Public Defender's Office. This Amendment reduces compensation from \$200,000 to an amount not to exceed \$175,000. The term remains the same and shall continue until December 31, 2024. All other terms and conditions of the original Agreement shall remain in effect.

c) **BUDGET AND FINANCE:**

8. Resolution to establish Skagit County's Insurance Cost Assessment for fiscal year 2023.
9. Resolution to establish Skagit County's Cost Assessment Policy for fiscal year 2023.

d) **FACILITIES MANAGEMENT:**

10. Resolution to issue a Request for Qualifications (RFQ) for architectural services to design anti-climb measures in the Community Justice Center (Jail). The closing date for submittal of statements is 3:30 p.m. on Thursday, March 28, 2024.
11. Vendor Services Agreement with Northwest Site Solutions LLC dba Skagit Electric for electrical services for the Skagit County Facilities Management Department. Compensation is based on a rate schedule and shall not exceed \$40,000. The Agreement shall commence on March 15, 2024 and continue for one year with the option to extend for one additional year.
12. Vendor Services Agreement with Southwest Solutions Group, Inc. to supply all labor, materials, parts, testing, equipment, and supervision for a prevailing wage project to install a new tabulation cage for Skagit County Elections Department located in the hearing rooms of the Skagit County Administration Building located at 700 South 2<sup>nd</sup> Street in Mount Vernon. Compensation shall not exceed \$20,255.95 including applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2024.
13. Vendor Services Agreement with Lyndale Glass Inc. to supply all labor, materials, parts, testing, equipment, and supervision for a prevailing wage project to install a storefront glass countertop, 2 doors, frames with storefront glass and hardware in the hearing rooms at the Skagit County Administration Building located at 700 South 2<sup>nd</sup> Street in Mount Vernon. Compensation shall not exceed \$40,915.33 including applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2024.
14. Vendor Services Agreement with Harris Pacific Northwest, LLC to supply all labor, demolition, materials, equipment, and supervision for a prevailing wage project to supply and install two new HVAC Coils to the air handler unit at the Skagit County Public Safety Building located at 600 South 3<sup>rd</sup> Street in Mount Vernon. Compensation shall not exceed \$29,986.37 including applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2024.
15. Personal Services Agreement with Orkin Pest Control to supply all labor, disposal, materials, equipment, and certifications necessary for the provision of pest control services at various Skagit County facilities. Compensation shall not exceed \$15,000. The Agreement shall commence on the date of execution and

continue until April 30, 2026 with the option to extend for one additional year.

16. Amendment No. 1 to Personal Services Agreement No. C20230178 with Carletti Architects P.S. to provide architectural design services for multiple small projects. This Amendment extends the term of the Agreement from April 24, 2024 to April 23, 2025. Compensation remains the same and shall not exceed \$75,000. All other terms and conditions of the original Agreement shall remain in effect.

e) HUMAN RESOURCES:

17. Memorandum of Agreement (Amendment No. 1 to Agreement No. C20220489) by and between Skagit County and Skagit County Prosecuting Attorney's Legal Support Staff Local 176 PS, Council #2, AFSCME. This Amendment is necessary to implement the second phase of the compensation study involving leave and salary advancement and is ratified to begin on January 1, 2024. All other terms and conditions of the original Agreement shall remain in effect.

f) INFORMATION SERVICES:

18. Software as a Service (SAAS) Agreement and Order Form with Just Appraised Inc. to provide software for comparable sales solutions for public and internal staff use. Compensation shall not exceed \$110,000. The Agreement is ratified to commence on March 1, 2024 and continue until December 31, 2026.

g) PLANNING AND DEVELOPMENT SERVICES:

19. Resolution adopting a Work Plan for 2024 Legislative Land Use Plans, Policies, and Development Regulations.

h) PUBLIC WORKS:

20. Resolution authorizing the approval of maps, plans, specifications and calling for bids for the South Blanchard Culvert Replacement Project #WA402241. The bid opening is scheduled to take place on Monday, April 8, 2024, at 1:00 p.m. or as soon thereafter as possible, in the Skagit County Commissioners Hearing Room located at 1800 Continental Place in Mount Vernon. Attendance will be in-person or remote by computer, tablet or smartphone: <https://bit.ly/SkagitBoCCMtg> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980.
21. Personal Services Agreement with Anchor QEA, LLC to provide consulting services to develop the Skagit County Voluntary Stewardship Program Monitoring Plan for the County. The Contractor will work with the County to conduct background data review and stakeholder coordination, data gaps analysis, develop a database tool, and prepare a monitoring plan. Compensation is based on a fee schedule and shall not exceed \$45,097. The Agreement is ratified to commence on February 1, 2024 and continue until December 31, 2024.
22. Amendment B to Interagency Agreement with Washington State Department of Commerce through the Energy Division for Clean Energy Fund 4 Guemes Ferry Charging Project, Contract No. 19-92201-010, Skagit County Contract No. C20200591, for the Guemes Ferry Charging Project No. ESMVGUE-2 to provide funding to develop the Guemes ferry dock shore power infrastructure. This Amendment extends the term of the Agreement from March 1, 2024 to June 30, 2024. Compensation remains the same and shall not exceed \$1,914,780. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

i) RISK MANAGEMENT:

23. Resolution authorizing the Skagit County Administrator to execute a settlement agreement with MaxorPlus to effectuate the termination of the contract with MaxorPlus and resolve all claims and any potential litigation between the County and MaxorPlus including any claims of MaxorPlus against TPSC on behalf of Skagit County.

j) SHERIFF:

24. Mutual Law Enforcement Assistance Agreement No. 93-106632 with the Washington State Department of Natural Resources (DNR), pursuant to the authority granted by Washington Mutual Aid Peace Officers Powers Act (chapter 10.93 RCW) and the Interlocal Cooperation Act (chapter 39.34 RCW), to provide for special commissions for qualified DNR limited authority law enforcement officers to assist local law enforcement within Skagit County. Each party shall be responsible for its own costs incurred as a result of the Agreement. The Agreement shall commence on the date of execution and continue for five (5) years. This Agreement replaces and supersedes Agreement No. C20190135.

k) SUPERIOR COURT:

25. Contract Agreement with Thomson Reuters to provide West Complete Print and ProView eBook products for the Skagit County Law Library. Compensation is based on a fee schedule and shall not exceed \$106,330.38. The Agreement is ratified to commence on February 1, 2024 and continue until February 1, 2029.

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

a) PUBLIC WORKS:

1. Farmland Legacy Program Grant Deed of Conservation Easement with Northwest Territory, LLC to protect 78.89 acres of agricultural land on Parcel Numbers P38121, P38122, P38126, P128647, and P128648 for compensation in the amount of \$215,000. This Easement eliminates two residential development rights. The Conservation Values include protection of agricultural productivity and the protection of prime and important agricultural soils. The Agreement commences on mutual execution and continues in perpetuity.