

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, APRIL 29, 2024:

- a) 2:30 p.m. - 3:30 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
 - 1. Call Public Meeting to Order
 - 2. Executive Session
 - 3. Reconvene Public Meeting for the Sole Purpose of Adjournment
- b) *3:30 p.m. Pledge of Allegiance
- c) *3:30 p.m. - 4:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
 - 1. Public Comment (Specifically related to the agenda item)
- d) 4:00 p.m. - 5:00 p.m. Work Session with Human Resources

II. TUESDAY, APRIL 30, 2024:

- a) 4:00 p.m. - 5:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
 - 1. Call Public Meeting to Order
 - 2. Executive Session
 - 3. Reconvene Public Meeting for the Sole Purpose of Adjournment

III. WEDNESDAY, MAY 1, 2024:

- a) 4:00 p.m. - 5:00 p.m. Work Session with Public Health

IV. THURSDAY, MAY 2, 2024:

- a) 12:00 p.m. National Day of Prayer (Superior Courthouse Steps, 205 West Kincaid Street, Mount Vernon)
- b) ~~2:00 p.m. - 3:00 p.m.~~ ~~Work Session with Human Resources~~ (***Meeting cancelled***)
- c) 3:00 p.m. - 4:00 p.m. Commissioners Briefing
- d) 5:30 p.m. Leadership Skagit 20th Anniversary Celebration (Christianson's Nursery, 15806 Best Road, Mount Vernon)

~~**TUESDAY, APRIL 30, 2024:**~~ ~~***BID OPENING (Clerk of the Board & Facilities Management Staff)***~~

~~*10:30 a.m. (or soon thereafter)~~ ~~Skagit County Crisis Stabilization Center~~ (***Bid opening cancelled and rescheduled to May 7, 2024 at 10:00 a.m.***)

FUTURE BID OPENINGS:

Monday, May 6, 2024, 11:00 a.m. 2024 HMA Overlay Project #ESHMA24-1 (***Bid opening was rescheduled from Monday, April 22, 2024***)

Continued OVER...

Tuesday, May 7, 2024 at 10:00 a.m. Skagit County Crisis Stabilization Center (***Bid opening was rescheduled from Tuesday, April 30, 2024***)

Tuesday, May 21, 2024, 12:00 p.m. Upfitting of One (1) Skagit County Sheriff Department Transit Cargo Van

REQUEST FOR PROPOSALS (RFP):

Thursday, May 16, 2024, 3:30 p.m. Campground Reservation System for Parks and Recreation 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. 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.

2. CONSENT AGENDA FOR MONDAY, APRIL 29, 2024 (items 1 through 26):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, April 22, 2024.
2. Record of the Proceedings for Tuesday, April 23, 2024.
3. Record of the Proceedings for Wednesday, April 24, 2024.
4. Resolution to appoint Anja Roozen to the Upper Skagit Library Board of Trustees to serve the remainder of the term formerly held by Christine Dispas. Anja Roozen's term shall continue until December 31, 2024.

b) ASSIGNED COUNSEL:

5. Amendment No. 1 to Personal Services Agreement No. C20230154 with James Nelson, 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 cases for the Skagit County Public Defender's Office. This Amendment increases compensation from \$200,000 to \$400,000 for continued work on multiple pending cases. 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) FACILITIES MANAGEMENT:

6. Vendor Services Agreement with Salish Backflow Testing to provide annual backflow preventor testing and required maintenance. Compensation shall not exceed \$40,000. The Agreement shall commence on June 6, 2024 and continue until June 5, 2025.

d) HUMAN RESOURCES:

7. Memorandum of Agreement, Amendment No. 1 to Agreement No. C20230150 with the Skagit County Sheriff Corrections Deputy and Sergeant's Guild to extend the term of the Agreement to December 31, 2024 to provide an incentive for overtime during a declared emergency staffing shortage.
8. Resolution to revise policy 4.4.a regarding the accrual of vacation.

e) INFORMATION SERVICES:

9. Vendor Services Agreement with NW Tel, LLC to add network services at the Skagit County Bayview Sheriff Detachment building. Compensation shall not exceed \$8,000. The Agreement shall commence on the date of execution and continue until June 30, 2024.
10. Vendor Services Agreement with NW Tel, LLC to add network infrastructure at the Skagit County Department of Health building. Compensation shall not exceed \$3,600. The Agreement shall commence on the date of execution and continue until June 30, 2024.

f) PARKS, RECREATION AND FAIR:

11. Vendor Services Agreement with Honey Bucket Portable Restrooms to provide delivery, rental, pumping, cleaning and removal of portable chemical toilets to locations in and around Skagit County Parks and shall include ADA accessible units and standard units. Compensation shall not exceed \$30,000 per year and is based on a fee schedule. The Agreement shall commence on the date of execution and continue for two years.
12. Resolution to award the bid for the Skagit County Parks-Fairgrounds Sewer Replacement Project to McCann Trucking LLC in the amount of \$93,839.13 plus applicable taxes.
13. Amendment No. 1 to Personal Services Agreement No. C20220177 with Cowling & Company LLC dba Widener & Associates to assist with the completion of the required procedures and documentation for Federal Emergency Management Agency (FEMA) Public Assistance Washington Flooding and Mudslides (DR-4635) Projects. This Amendment extends the term of the Agreement from May 2, 2024 to December 31, 2025. Compensation remains the same and shall not exceed \$35,306.40. All other terms and conditions of the original Agreement shall remain in effect.
14. Amendment No. 3 to Online Services Agreement No. C20140254 with Caracal Enterprises LLC, dba VenTek International LLC., to collect and manage electronic payments at the Swinomish Boat Launch pay station. This Amendment shall commence on July 1, 2024 and extends the Agreement by four years, ending June 30, 2028. Annual service fees and compensation will increase by 3% each year. All other terms and conditions of

the original Agreement and prior Amendments shall remain in effect.

g) PUBLIC HEALTH:

15. Amendment B to Interagency Grant Agreement No. C20230325 with the Washington State Department of Commerce through the Housing Division Homelessness Assistance Unit Emergency Housing Fund, Contract No. 24-4619D-121, to provide resources to maintain current levels of homeless subsidies and emergency housing services. This Amendment increases compensation from \$1,452,929 to an amount not to exceed \$1,689,290 and retroactively replaces the federal fund source from Coronavirus State and Local Fiscal Recovery Funds to General Funds State and replaces the Special and General Terms and Conditions of the grant to reflect state terms. The term remains the same and shall continue until June 30, 2024. All other terms and conditions of the original Agreement shall remain in effect.

h) PUBLIC WORKS:

16. Resolution to authorize the closure of Bayview Edison Road No. 31210 to all through traffic at milepost 5.96 to conduct bridge repairs and improvements on the Joe Leary Slough Bridge. The closure will last approximately 20 working days and will commence on or about May 20, 2024, or dates thereabout to be determined by the County Engineer.
17. Resolution to call for a public hearing to consider testimony regarding proposed Solid Waste Disposal Rates. The public hearing is scheduled to take place on Tuesday, May 21, 2024 at 8:30 a.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.
18. Resolution to call for a public hearing to consider an Ordinance Amending Skagit County Code Chapter 12.19 to clarify and revise the Drainage Utility rate structure. The public hearing is scheduled to take place on Monday, May 20, 2024 at 2:00 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.
19. Resolution to call for a public hearing to consider rates and charges for the Skagit County Drainage Utility Assessment. The public hearing is scheduled to take place on Monday, May 20, 2024 at 2:30 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.
20. Amendment No. 7 to Grant Agreement No. C20230364 with the Washington State Conservation Commission (2023-25 Biennium Contract No. K2425) to continue implementation of the Voluntary Stewardship Program (VSP) plan work. This Amendment decreases compensation by \$509.80 to update the budget for five Intermediate Outcomes and Programs/Projects. The new total compensation amount shall not exceed \$697,589.85. The term remains the same and shall continue until June 30, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.
21. Construction Contract Agreement with Highline Construction for the Little Fisher Creek Restoration Project #WA402234 to provide livestock access and repair a fish passage barrier. Compensation shall not exceed \$286,491.96 and was awarded by Resolution No. R20240055. The Agreement shall commence on the date of execution and continue for one year.
22. Vendor Services Agreement with Simply Yards Landscape and Design for the Guemes Ferry Parking Lot Landscaping Maintenance. Compensation shall not exceed \$3,367.40. The Agreement shall commence on May 1, 2024 and continue until October 31, 2024.
23. Personal Services Agreement with GeoTest Services, Inc. to provide materials testing services for the Bay View-Edison Joe Leary Slough Bridge (Deck Overlay) Project #ES31210-5. Compensation shall not exceed \$5,864.15. The Agreement shall commence on the date of execution and continue until December 31, 2024.

i) RISK MANAGEMENT:

24. Settlement and Release Agreement with Glenn E. Simmons regarding Superior Court Case Number 24-2-00151-29.
25. Amendment to Administrative Services Agreement No. C20240114 with Healthcare Management Administrators, Inc. (HMA) to provide claims processing and other ministerial services for the Skagit County employee/dependents health plan. This Amendment includes Designated Business Associates, Multi Year Fee

Guarantee and DOH Form 4403 and compiles all contract documents into one record. Compensation remains the same and is based on a fee schedule. The Amendment is ratified to commence on January 1, 2024. The term remains the same and shall continue through December 31, 2024 and will be renewed annually. All other terms and conditions of the original Agreement shall remain in effect.

j) SHERIFF:

26. Interagency Agreement with the Washington State Criminal Justice Training Commission (WSCJTC) per RCW 43.101 to provide part-time services of an on-duty and qualified agency personnel to provide academy instruction and instructional support. WSCJTC will reimburse the Skagit County Sheriff's Office for the payment of part-time instructors. Reimbursement will be based on an hourly rate assigned to each instructor and will be based on the WSCJTC Contractor Pay Scale. The Agreement shall commence on May 1, 2024 and continue until June 30, 2025.