

**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, MAY 13, 2024:**

- a) 8:45 a.m. - 9:45 a.m. Briefing - Planning and Development Services, Facilities Management, and Public Health
- b) 10:00 a.m. - 10:30 a.m. Briefing with Public Works
- c) 10:30 a.m. - 11:00 a.m. Briefing with Central Services
- d) 11:00 a.m. - 12:00 p.m. Commissioners Briefing
- e) \*1:45 p.m. Pledge of Allegiance
- f) \*1:45 p.m. - 2:30 p.m. Planning and Development Services - Jack Moore, Director:
  - 1. Deliberations/Possible Action Regarding Proposed Petitions for the 2024 Docket to Amend the Skagit County Comprehensive Plan, Land Use/Zoning Map, or Development Regulations
- g) \*2:30 p.m. - 3:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
  - 1. Public Comment (Specifically related to the agenda item)
- h) 3:00 p.m. - 4:00 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

**II. TUESDAY, MAY 14, 2024:**

- a) \*11:30 a.m. Pledge of Allegiance
- ~~b) \*11:00 a.m. - 11:30 a.m. Public Works - Grace Kane, Director:
 
  - 1. Presentation - Feasibility Study for Mill Creek at South Skagit Highway
  - 2. Miscellaneous (***These agenda items will be rescheduled to a later date***)~~
- c) \*11:30 a.m. - 11:45 a.m. Board of County Commissioners
  - 1. Public Comment Period
  - 2. County and Individual Success Stories
  - 3. Miscellaneous (announcements, letters, etc.)
- d) 12:00 p.m. - 1:00 p.m. County Connects Meet and Greet

**III. WEDNESDAY, MAY 15, 2024:**

- a) 7:00 a.m. - 9:00 a.m. Forest Advisory Board (FAB) Meeting with remote option hosted by FAB

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- b) 9:00 a.m. Skagit Council of Governments (SCOG) - Transportation Policy Board Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington with remote option hosted by SCOG)
- c) 9:30 a.m. Skagit Council of Governments (SCOG) - Board of Directors Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington with remote option hosted by SCOG)
- d) 11:00 a.m. Skagit Transit (SKAT) Board of Directors Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington with remote option hosted by SKAT)
- e) 6:00 p.m. Retirement Recognition Event for Washington State Association of Counties (WSAC) Executive Director Eric Johnson with remote option hosted by WSAC

**FUTURE BID OPENINGS:**

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

**FUTURE PUBLIC HEARINGS:**

Monday, May 20, 2024, 2:00 p.m. To Consider Testimony Regarding an Ordinance Amending Skagit County Code Chapter 12.19 to Clarify and Revise the Drainage Utility Rate Structure

Monday, May 20, 2024, 2:30 p.m. To Consider Testimony Regarding Proposed Rates and Charges for the Skagit County Drainage Utility Assessment

Tuesday, May 21, 2024, 8:30 a.m. To Consider Testimony Regarding Proposed Solid Waste Disposal Rates

**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](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 MONDAY, MAY 13, 2024 (items 1 through 33):****a) COMMISSIONERS:**

1. Record of the Proceedings for Monday, April 29, 2024.
2. Record of the Proceedings for Tuesday, April 30, 2024.
3. Record of the Proceedings for Wednesday, May 1, 2024.
4. Record of the Proceedings for Thursday, May 2, 2024.

**b) AUDITOR:**

5. Personal Services Agreement with The Language Exchange, Inc. to provide translation, editing, proofreading, and over-the-phone interpreting services as needed for election materials, voter pamphlets, and outreach materials for the August 2024 Primary Election and November 2024 General Election. Compensation is based on a reimbursement fee schedule and shall not exceed \$75,000. North Sound ACH will reimburse the Auditor's Office/Elections Department for expenses incurred. The Agreement is ratified to commence on April 1, 2024 and shall continue until December 31, 2028.

**c) EMERGENCY MEDICAL SERVICES:**

6. Amendment No. 4 to Master Subscription and License Agreement No. C20210219 with ESO Solutions, Inc. to provide an electronic patient care reporting platform utilized by all licensed ambulance and aid services in Skagit County. This Amendment increases annual compensation from \$7,566.76 to \$8,000 for the 12-month term ending September 10, 2024 to include ODMAPS Integration. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

**d) FACILITIES MANAGEMENT:**

7. Vendor Services Agreement with Eaton Corporation to provide all labor, materials, equipment, and supervision for Uninterruptible Power Supply (UPS) equipment repair and maintenance at the Community Justice Center located at 201 Suzanne Lane in Mount Vernon and the Data Center located at 2915 East College Way in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$80,852.08 including applicable taxes. The Agreement shall commence on June 13, 2024 and continue for three (3) years.
8. Vendor Services Agreement with Trane U.S. Inc. to repair the Trane HVAC system at the Skagit County Community Justice Center located at 201 Suzanne Lane in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$30,000 including applicable taxes. The Agreement commence on the date of execution continue for two (2) years with the option to extend one (1) additional year.
9. Personal Services Agreement with HKP Architects to create conceptual level building modeling to illustrate proposed changes on two sites at the Law and Justice Center. Site 1 is located between 2<sup>nd</sup> and 3<sup>rd</sup> Streets and Gates and Myrtle Streets. Site 2 is located between the BNSF Railway and 3<sup>rd</sup> Street and Kincaid and Broadway Streets. Compensation is based on an hourly rate schedule and shall not exceed \$12,000. The Agreement shall commence on the date of execution and continue until December 31, 2024.

**e) INFORMATION SERVICES:**

10. Amendment No. 5 to Subscription Agreement No. C20110371 with AV Capture All, Inc. for digital recording of Skagit County District and Superior Court sessions, and the Commissioners' Hearing Room. This Amendment will provide a subscription downgrade for six (6) District Court Licenses. These licenses will be downgraded from Judicial Plus to Judicial Basic. The price of the Judicial Basic licenses is \$125 per month and will become effective upon execution and be pro-rated with the September 1, 2024 billing. The term remains the same and shall continue until terminated. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.
11. Resolution to accept the proposal for the Facility Work Order and Asset Management System for the Facilities Management Department from Brightly Software, Inc.

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

12. Vendor Services Agreement with Trico Companies, LLC to remove all lead and asbestos materials as identified at 59992 State Route 20 in Marblemount. Compensation shall not exceed \$10,000 plus applicable taxes. The Agreement shall commence on the date of execution and continue for one (1) year.
13. Vendor Services Agreement with Mr. Haul King Recycling & Excavating to provide demolition services for property located at 1412 South Walter Street in Mount Vernon. The contractor will dispose of all concrete debris, dig and backfill water/power trench for RV hookups and fill and finish the entire site with 5/8" minus

crushed rock. Compensation is based on a rate schedule and shall not exceed \$35,950 plus applicable taxes. The Agreement shall commence on the date of execution and continue for one (1) year.

g) PUBLIC DEFENDER:

14. Personal Services Agreement with Cara Lorenzo, Attorney at Law, to provide occasional coverage for calendars regularly handled by the Public Defender, when no Public Defender is available. Compensation is based on an hourly rate schedule and shall not exceed \$7,200 annually. The Agreement is ratified to commence on May 1, 2024 and continue until December 31, 2025.

h) PUBLIC HEALTH:

15. Amendment No. 3 to Personal Services Agreement No. C20230282 with Welcome Home Skagit to provide a year-round low-barrier drop-in shelter service at Salem Lutheran Church, located at 2529 North Laventure Road in Mount Vernon. This Amendment increases compensation from \$263,553 to an amount not to exceed \$300,553. The term remains the same and shall continue until June 30, 2024. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.
16. Amendment No. B to Interagency Agreement No. 24-46108-26, Skagit County Contract No. C20230300, with Washington State Department of Commerce through the Community Services and Housing Division Homelessness Assistance Unit to provide resources to fund homelessness crisis response systems and to assist people who are experiencing homelessness or are at risk of homelessness obtain or maintain housing stability. This Amendment increases compensation from \$4,983,459.27 to an amount not to exceed \$4,991,459.27. The term remains the same and shall continue until June 30, 2025. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
17. Amendment No. 2 to Personal Services Agreement No. C20230318 with Skagit Valley Hospitality Association dba Friendship House to provide motel vouchers to shelter a maximum of 12 individuals at any given time to serve households on the Coordinated Entry Housing Interest Pool. This Amendment increases compensation from \$338,120 to an amount not to exceed \$354,120. The term remains the same and shall continue until June 30, 2024. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
18. Amendment No. 1 to Personal Services Agreement No. C20230323 with Skagit Valley Hospitality Association dba Friendship House to manage and oversee the operation and provision of support services delivered at the shelter site owned and provided by the City of Burlington located at 465 Pease Road. This Amendment increases compensation from \$565,020 to an amount not to exceed \$631,820. 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.

i) PUBLIC WORKS:

19. Resolution amending Resolution No. R20230041 modifying the Imprest Cash Fund for County Fund No. 117. The Public Works Ferry Division has determined that it no longer requires a Change Fund at the Guemes Ferry Terminal. The Ferry Box A Fund in the amount of \$250 shall be transferred to the Public Works Administration site with a designated custodian and Ferry Box B and C in the total amount of \$750 shall be dissolved and returned to the County Treasurer for deposit into the Skagit County Road Fund No. 117.
20. Resolution awarding the bid for 2024-2025 Vegetation Management within Skagit County to Ash Creek Forest Management in the amount of \$80,075.25. The bid opening was held on April 23, 2024.
21. Grant Agreement with Washington State Recreation and Conservation Office (RCO) through the Department of Fish and Wildlife RCO Project No. 21-1473P for the Carpenter Creek at Cascade Ridge Design. Compensation to Skagit County shall not exceed \$250,125, and Skagit County will contribute \$83,375 for a total project cost not to exceed \$333,500. The Agreement is ratified to commence on July 1, 2023 and continue until December 31, 2025.
22. Resolution to adopt the 2024 Annual Construction Program, Revision No. 1.
23. Resolution electing to receive National Forest related safety-net payments under PL 106-393 – Secure Rural Schools and Community Self Determination Act of 2000 for federal fiscal year 2024.
24. Amendment No. 8 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 increases compensation by \$53,581.33. The new total compensation amount shall not exceed \$751,171.18 to cover the cost of additional VSP projects with Skagit Land Trust, McDougall, Skagit River Maple Burke, and Blanken part 2. 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.

25. Construction Contract Agreement with Konnerup Construction, Inc. to do all work and furnish all tools, materials, equipment, and transportation required for the construction of South Blanchard Culvert Replacement Project #WA402241. Compensation is based on a fee schedule and shall not exceed \$421,541.76 which was award by Resolution No. R20240078.
26. Landowner Agreement with Heath Benson to install livestock exclusion fencing, plant approximately two (2) acres of native plants along the Skagit River and restore almost twenty (20) acres of pasture to address shoreline erosion at 26910 Duffy Road in Sedro-Woolley. This project will re-establish grazing pasture for cattle. Compensation will be funded by the Washington State Conservation Commission (SCC) 2023-25 Biennium Contract No. K2425 and pursuant to Skagit County Agreement No. C20230364 . The Agreement is ratified to commence on July 1, 2023 and continue until June 30, 2025.
27. Vendor Services Agreement with Cherry Valley Logging, Co., Inc., dba CVL for the purchase and delivery of one hundred (100) pieces of large woody debris (logs with attached rootwads) Project #RD76B-1,2,3 . Large woody debris will be utilized in in-water habitat, restoration, and stormwater projects completed by Skagit County. Compensation shall not exceed \$53,312 and was awarded by Resolution No. R20240073. The Agreement shall commence on the date of execution and continue for one year.
28. Vendor Services Agreement with ZF Marine Propulsion Systems Miramar, LLC for the purchase of parts and services for the Skagit County Ferry transmissions; this is to include, but may not be limited to, complete overhaul of the gears, pursuant to Sole Source Resolution No. R20110060. Compensation shall not exceed \$100,000. The Agreement shall commence on the date of execution and continue for two years.
29. Vendor Services Agreement with Staeluca Endeavors, LLC dba SignDog NW to design, produce, and install various types of signs as directed by the Public Works Director (or her/his designee), for the purposes of providing information to the public informing ferry patrons of matters related to the Guemes Island Ferry operations. Compensation shall not exceed \$25,000 plus applicable taxes. The Agreement shall commence on the date of execution and continue for two (2) years.
30. Local Agency A & E Professional Services Negotiated Hourly Rate Consultant Agreement with KPFF, Inc. for Construction Management Services for Fisher Creek Restoration at Cedardale and Starbird Road Projects; Federal Aid #PROTECT 2029(060). Compensation shall not exceed \$1,165,881.12. The Agreement shall commence on the date of execution and continue through December 31, 2025.

j) SHERIFF:

31. Personal Services Agreement with Dr. Radha Sadacharan to participate cooperatively as a member of the unexpected fatality review team to analyze the root cause or causes of an unexpected fatality, identify an associated corrective action plan for the jail to address root causes, and make recommendations as provided in R.C.W. 70.48.510(1)(d). Compensation shall not exceed \$2,000. The Agreement is ratified to commence on March 27, 2024 and continue until December 31, 2024.

k) SUPERIOR COURT:

32. Interlocal Agreement No. ICA25014 with Washington State Administrative Office of the Courts (AOC) to provide support of the Family and Juvenile Court Improvement Plan Coordinator pursuant to RCW 2.56.220-230. AOC will reimburse Skagit County an amount not to exceed \$114,000. The Agreement shall commence on July 1, 2024 and continue until June 30, 2025.
33. Amendment No. 1 to Interagency Agreement No. IAA24268, Skagit County Contract No. C20230432, with the Washington State Administrative Office of the Courts to provide reimbursement of Uniform Guardianship, Conservatorship and Other Protective Arrangements Act (UGA) appointment services for attorney and visitor appointments under RCW 11.130. This Amendment updates section VI. Revenue Sharing to include the provision of reimbursements for others under Protective Arrangements Act. Compensation remains the same and shall not exceed \$68,777. 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.

**2. MISCELLANEOUS AGENDA (items 1 and 3):**

a) ADMINISTRATIVE SERVICES:

1. **(For motion only)** Proclamation Recognizing May 31, 2024, as Eric Johnson Day of Recognition.

b) PUBLIC WORKS:

2. Notice of Assignment that Northwest Territory LLC, an Oklahoma Limited Liability Company, as Grantor (“Seller”) under the Grant Deed of Conservation Easement, Skagit County Contract No. C20240124, has assigned its rights as Seller, but not its obligations, to First American Exchange of Skagit County, Exchange

No. 24-02501 (Qualified Intermediary (QI)), for the purposes of completing a tax deferred exchange under Internal Revenue Code Section 1031. This is an assignment of rights only and Exchangor will deed the property directly to Skagit County (Grantee or Buyer). There is no compensation associated with this Notice of Assignment. The Notice of Assignment shall commence on the date of execution.

3. Resolution to call for a public hearing to consider testimony regarding the adoption of the Skagit County Americans with Disabilities Act (ADA) Transition Plan within public rights-of-way. The public hearing is scheduled to take place on Tuesday, May 28, 2024 at 10:30 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 Passcode: 143573.