

## 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 15, 2023:**

- a) \*8:30 a.m. Pledge of Allegiance
- b) \*8:30 a.m. - 9:00 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
  - 1. Public Comment (Specifically related to the agenda item)
  - 2. Discussion: Washington State Association of Counties (WSAC) Survey
- c) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Virtual Assembly hosted by WSAC

### **II. TUESDAY, MAY 16, 2023 - FRIDAY, MAY 19, 2023:**

NATIONAL ASSOCIATION OF COUNTIES (NACO)  
2023 WESTERN INTERSTATE REGIONAL (WIR) CONFERENCE  
WASHINGTON COUNTY, UTAH

### **MONDAY, MAY 15, 2023: BID OPENING (Clerk of the Board and Public Works Staff)**

\*2:00 p.m. (or soon thereafter) Skagit County Barrier Protection Project #ES78600; Federal Aid #HSIP-000S(625)

### **FUTURE BID OPENINGS:**

Tuesday, May 23, 2023, 12:30 p.m. Skagit County Administration Building & Courthouse – Fire Alarms Replacement  
Tuesday, May 23, 2023, 12:40 p.m. Skagit County Parker Building – HVAC Replacement Project  
Tuesday, May 30, 2023, 2:30 p.m. 2023 HMA Overlay Project #ESHMA23-1

### **FUTURE PUBLIC HEARING:**

Tuesday, May 23, 2023, 11:45 a.m. To Consider Testimony Regarding an Application for Public Service Grant Component of the Community Development Block Grant (CDBG)

### **REQUEST FOR QUALIFICATIONS (RFQ) / PROPOSALS (RFP):**

Thursday, May 25, 2023, 4:00 p.m. Professional Engineering and Environmental Services for Project #ES40071-1 Preventative Maintenance – Bridge Deck Repair (Bundle)  
Thursday, June 29, 2023, 3:30 p.m. Replace Skagit County Prosecutor's Case Management System

**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, MAY 15, 2023 (items 1 through 24):**

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, May 8, 2023.
2. Record of the Proceedings for Tuesday, May 9, 2023.
3. Record of the Proceedings for Friday, May 12, 2023.

b) ADMINISTRATIVE SERVICES:

4. Amendment No. 1 to Personal Services Agreement No. C20220348 with Northwest Agriculture Business Center (NABC) to provide Skagit Valley producers access to available resources for business development support and implement an economic recovery program for Skagit Valley producers establishing new wholesale markets to promote Genuine Skagit Valley to increase sales that were lost because of the COVID-19 pandemic. This Amendment updates the reimbursable eligible expenses from \$23,700 per quarter to \$30,000 per quarter for a total amount not to exceed \$190,000. The term remains the same and shall continue until September 30, 2024. All other terms and conditions of the original Agreement shall remain in effect.

c) ASSIGNED COUNSEL:

5. Personal Services Agreement with Donna Gibson, Attorney at Law, to provide indigent defense representation to defendants referred by the Office of Assigned Counsel who have been deemed conflict of interest cases for the Skagit County Public Defender's Office. Referrals will be from Skagit County Superior Court, Juvenile Court, and District Court. Compensation is based on a rate schedule and shall not exceed \$150,000. The Agreement is ratified to commence on May 1, 2023 and continue until December 31, 2024.

d) FACILITIES MANAGEMENT:

6. Resolution declaring an emergency to repair the Hobart Commercial Dishwasher at the Community Justice Center, located at 201 Suzanne Lane in Mount Vernon that was deemed inoperable by kitchen and jail staff on April 28, 2023 and authorizing expenditures of funds necessary for the repair.
7. Vendor Services Agreement with Generator Services Northwest to provide semi-annual inspections, annual maintenance services, and preventive maintenance utilizing manufactures recommendations (as required) for various emergency power supply systems and any others as directed by the Facilities Management Department. Compensation is based on a rate schedule and shall not exceed \$39,000. The Agreement shall commence on June 23, 2023, and continue for three (3) years.
8. Vendor Services Agreement with Mr. Hood Clean to supply all labor, materials, equipment, and supervision to semi-annual clean three kitchen hoods at the Skagit County Community Justice Center located at 201 Suzanne Lane in Mount Vernon and at the Concrete Community Center located at 45821 Railroad Street in Concrete. Compensation is based on a fee schedule and shall not exceed \$16,000. The Agreement shall commence on the date of execution and continue for three (3) years.
9. Amendment No. 1 to Vendor Services Agreement No. C20220223 with Trane U.S. Inc. to provide all labor, materials, and parts to repair the Trane HVAC equipment at the Community Justice Center, located at 201 Suzanne Lane in Mount Vernon. This Amendment extends the term of the Agreement from June 13, 2023 to June 12, 2024 and changes the hourly rate for straight time from \$267 per hour to \$290 per hour. Compensation remains the same and shall not exceed \$30,000. All other terms and conditions of the original Agreement shall remain in effect.

e) HUMAN RESOURCES:

10. Advertising Agreement with Skagit Publishing for Special Program Advertising for Sheriff's Office Corrections Recruitment in the Skagit County Spring Job Guide. Compensation shall not exceed \$435. The Agreement shall commence on May 20, 2023 and continue until May 24, 2023.

f) PARKS, RECREATION AND FAIR:

11. Amendment No. 3 to Personal Services Agreement No. C20200490 with Equinox Research and Consulting International, Inc. (ERCI) to provide up to thirty (30) days of archeological monitoring both on the terrace and in the flood plain where needed for the Presentin Park Project. This Amendment extends the term of the Agreement from June 30, 2023 to December 31, 2024. Compensation remains the same and shall not exceed

\$50,000. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

12. Vendor Services Agreement with United Site Services of Nevada, Inc. to provide delivery, rental, pumping, cleaning, and removal of portable chemical toilets, which shall include ADA accessible units; standard units; event units and deluxe units. These units will be delivered to designated locations in and around Skagit County parks and at the Fairgrounds. Compensation is based on a fee schedule and shall not exceed \$30,000 per year plus applicable sales taxes. The Agreement shall commence on the date of execution and continue for two (2) years.

g) PUBLIC HEALTH:

13. Amendment No. 1 to Personal Services Agreement No. C20220276 with Community Action of Skagit County to provide short-term rental assistance for households at imminent risk of homelessness through a Targeted Prevention model that will serve those households most likely to become homeless without assistance. This Amendment increases compensation from \$973,594 to an amount not to exceed \$976,978 for personnel, facility support, direct client services and administrative expenses. The term remains the same and shall continue until June 30, 2023. All other terms and conditions of the original Agreement shall remain in effect.
14. Amendment No. 1 to Personal Services Agreement No. C20210552 with Anacortes Family Center to plan, manage, and operate a temporary low-barrier shelter provided through a motel voucher program and provide Rapid Re-Housing services to quickly move households experiencing homelessness to permanent housing. This Amendment increases Emergency Motel Voucher direct assistance from \$130,791 to \$214,569 and decreases Rapid Re-Housing direct assistance from \$162,000 to \$78,223. Compensation remains the same and shall not exceed \$358,413. The term of the Agreement remains the same and shall continue until June 30, 2023. All other terms and conditions of the original Agreement shall remain in effect.
15. Amendment No. 1 to Personal Services Agreement No. C20210524 with Northwest Youth Services to plan, manage and operate a temporary low-barrier shelter for at-risk youth and young adults, 18-24 years old. This Amendment increases compensation from \$251,745 to an amount not to exceed \$273,237. The term remains the same and shall continue until June 30, 2023. All other terms and conditions of the original Agreement shall remain in effect.
16. Interlocal Cooperative Agreement with Cascade Job Corps to provide quarterly public health inspections at Cascade Job Corps located at 2060 Powerhouse Drive in Sedro-Woolley. Compensation is based on the current Skagit County Public Health's Schedule of Charges and shall not exceed \$3,500 per calendar year. The Agreement is ratified to commence on April 1, 2023 and continue until March 31, 2025 with the option to renew.
17. Interlocal Cooperative Agreement with the City of Sedro-Woolley for the purpose of addressing the use of housing and behavioral health funds as part of the North Star Project. The City shall allocate forty percent (40%) of its housing sales tax to the Skagit County Notice of Funding Availability (NOFA) homeless housing and assistance fund. The Agreement shall commence on July 1, 2023 and continue until June 30, 2024.
18. Resolution authorizing the allocation of funds for Consolidated Homeless Grant from July 1, 2023 through June 30, 2024 for a total of \$1,046,492 to the following organizations: Community Action of Skagit County in the amount of \$753,262 for rental assistance and case management, Skagit YMCA/Oasis Teen Shelter in the amount of \$12,600 for youth emergency shelter operations and staffing, and Coordinated Entry in the amount of \$280,630 for coordinated entry operations and staffing.
19. Resolution authorizing the allocation of funds for homeless housing and assistance projects pursuant to Substitute House Bill 2163 from July 1, 2023 through June 30, 2024 for a total amount of \$558,000 to the following organizations: Anacortes Family Center in the amount of \$192,500 for shelter operations and staffing; Community Action of Skagit County in the amount of \$158,500 for shelter operations and staffing; Family Promise of Skagit Valley in the amount of \$63,100 for diversion; Northwest Youth Services in the amount of \$48,300 for diversion; Skagit Domestic Violence and Sexual Assault Services in the amount of \$49,300 for domestic violence emergency shelter; Skagit YMCA/Oasis Teen Shelter in the amount of \$46,300 for youth emergency shelter operations and staffing.
20. Vendor Services Agreement with Oliver Packaging & Equipment Company to provide dual oven/microwave meal trays and equipment to seal home-delivered meals. Compensation shall not exceed \$73,505 with a 3% increase for each additional year. The Agreement is ratified to commence on April 1, 2023, and continue for four (4) years.

h) PUBLIC WORKS:

21. Personal Services Agreement with Northwest Aquatic Eco-Systems to provide aquatic plant management services for Lake Management District No. 3 for Lakes Erie and Campbell (LMD 3) to continue implementing

the control strategy to manage noxious aquatic plants such as Eurasian milfoil, fragrant water lilies, yellow flag iris, purple loosestrife, and other nuisance aquatic vegetation. Total compensation shall not exceed \$49,000 which is based on a fee schedule and is funded by annual assessments collected from the residents of LMD 3. The Agreement is ratified to commence on June 1, 2023 and continue until May 31, 2024.

22. Resolution awarding the bid for Upfit of One (1) Skagit County Public Health Department Full Size Cargo Van to North Point Metalworks for \$59,868.47. The bid opening was held on May 8, 2023.

i) SHERIFF:

23. Agreement with Hubbard Radio, LLC for Digital Master Services regarding the Skagit County Sheriff's Office Hiring Campaign. Compensation shall not exceed \$10,500. The Agreement shall commence on June 1, 2023 and continue until November 1, 2023.
24. Amendment A. to Interagency Agreement No. C20220366 with the State of Washington Department of Commerce (DOC) through the Community Services Division, Community Safety Unit, Justice Assistance Grant/Byrne Formula Grant to allow Skagit County to participate in the multi-jurisdictional drug, gang and violent crime enforcement unit, DOC Contract No. F20-31440-209. This Amendment amends budget to move a total of \$30,000 from salaries and benefits into goods and services category for the purchase of needed goods and services. Compensation to Skagit County remains the same and shall not exceed \$226,563. The term remains the same and shall continue until September 30, 2023. All other terms and conditions of the original Agreement shall remain in effect.