

**SKAGIT COUNTY COMMISSIONERS' AGENDA**

Meetings are held at 1800 Continental Place, Mount Vernon unless noted otherwise. Access for some meetings provided [through Zoom](#) or 1 (253) 215-8782 #871 8000 1980

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

**I. MONDAY, SEPTEMBER 16, 2024:**

- a) 8:45 a.m. - 9:45 a.m. Briefing - Public Works and Department of Emergency Management
- b) 9:45 a.m. - 10:45 a.m. Briefing - Planning and Development Services
- c) 11:00 a.m. - 11:30 a.m. Briefing - Central Services
- d) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Virtual Assembly hosted by (WSAC)
- e) \*1:00 p.m. Pledge of Allegiance
- f) \*1:00 p.m. - 1:30 p.m. Planning and Development Services - Jack Moore, Director:
  - 1. Update from Small Business Regulatory Roundtable held by the Governor's Office for Regulation and Innovation Assistance
  - 2. Miscellaneous
- g) \*1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
  - 1. Public Comment (Specifically related to agenda item)
- h) 2:30 p.m. - 3:30 p.m. Work Session with Budget and Finance
- i) 3:30 p.m. - 4:30 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

**II. TUESDAY, SEPTEMBER 17, 2024:**

- a) \*9:30 a.m. Pledge of Allegiance
- b) \*9:30 a.m. - 10:00 a.m. Proclamation Recognizing September as National Senior Center Month
- c) \*10:00 a.m. - 11:00 a.m. Planning and Development Services - Jack Moore, Director:
  - 1. Discussion: Permit Software Implementation Update
  - 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 (announcements, letters, etc.)

***Continued OVER...***

- e) 12:00 p.m. Skagit County Centennial Celebration (Skagit County Court House, 205 West Kincaid Street, Mount Vernon)
- f) \*3:00 p.m. - 4:30 p.m. Public Works - Grace Kane, Director:
  - 1. Presentation/Public Comment: 2024 Ferry Fare Revenue Target Report and Proposed 2025 Ferry Rate Schedule
  - 2. Miscellaneous

**III. WEDNESDAY, SEPTEMBER 18, 2024:**

- a) 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)
- b) 9:45 a.m. Skagit Council of Governments (SCOG) - Growth Management Act Steering Committee Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington with remote option hosted by SCOG)
- c) 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)
- d) 1:00 p.m. Washington State Association of Counties (WSAC) Timber Counties Caucus hosted by WSAC

**IV. FRIDAY, SEPTEMBER 20, 2024:**

- a) 1:00 p.m. - 2:30 p.m. Commissioners Briefing

**V. SATURDAY, SEPTEMBER 21, 2024:**

- a) 11:00 a.m. First Responder BBQ: Law / Fire / EMS / 911 (Alger Community Hall, 18735 Parkview Lane Burlington)

**FUTURE BID OPENING:**

Tuesday, September 24, 2024, 12:00 p.m. Upfit of One (1) Skagit County Sheriff Jail Transport Van

**FUTURE PUBLIC HEARING:**

Monday, September 23, 2024, 1:00 p.m. To Consider Testimony Regarding HOME Consortium Consolidated Annual Performance and Evaluation Report (CAPER) for the Plan Year 2023

Tuesday, September 24, 2024, 11:45 a.m. To Consider Testimony Regarding Amending the 2024 Skagit County Budget

**REQUEST FOR QUALIFICATIONS (RFQ):**

Friday, October 4, 2024, 4:00 p.m. Professional Engineering, Environmental Permitting, and Right of Way Services for the Fonk Road Culvert Replacement Project No. EO221-302; FEMA Project No. 711399

**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**

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, SEPTEMBER 16, 2024 (items 1 through 14):**

**a) COMMISSIONERS:**

1. Record of the Proceedings for Monday, September 9, 2024.
2. Record of the Proceedings for Tuesday, September 10, 2024.
3. Record of the Proceedings for Thursday, September 12, 2024.

**b) EMERGENCY MEDICAL SERVICES:**

4. Amendment No. 5 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 \$8,000 to an amount not to exceed \$8,500 for the 12-month term ending September 10, 2025 to include Health Data Exchange and ODMAPS Integration. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

**c) FACILITIES MANAGEMENT:**

5. Amendment No. 1 to Vendor Services Agreement No. C20240115 with Northwest Site Solutions LLC dba Skagit Electric for electrical services for the Skagit County Facilities Management Department. This Amendment authorizes additional electrical upgrades and repairs that were unanticipated with the HVAC replacement due to damages in inmates pod and the new Election's space. Compensation is increased from \$40,000 to an amount not to exceed \$70,000. The term remains the same and shall continue until March 15, 2025. All other terms and conditions of the original Agreement shall remain in effect.

**d) INFORMATION SERVICES:**

6. Resolution to call for bids for Getac Computer Hardware consisting of 65 Getac S510 Laptops. The bid opening is scheduled to take place on Monday, October 7, 2024, at 11:45 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: [Zoom Link](#) or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980.
7. Amendment No. 2 to Service Agreement No. C20190413 with LexisNexis for VitalChek Network Inc. Payment Solutions for credit or debit card hardware and software services. This Amendment adds payment services for the County's Public Works Ferry Ticketing system. The term remains the same and shall continue until terminated. All other terms and conditions of the original Agreement shall remain in effect.

**e) OFFICE OF JUVENILE COURT:**

8. Interlocal Cooperative Agreement with Anacortes School District to jointly fund the BECCA Case Manager position to serve the School District and the Skagit County Office of Juvenile Court in implementing the truancy portion of the BECCA Bill as outlined in RCW and WAC. Compensation to Skagit County shall not exceed \$2,401. The Agreement is ratified to commence on September 1, 2024 and continue until August 31, 2025.

**f) PUBLIC HEALTH:**

9. Amendment No. 2 to Interlocal Agreement No. C20230467 with Washington State Department of Children, Youth, and Families (DCYF) DCYF Agreement No. 24-1173 to provide high quality home visiting services to vulnerable families for the purpose of improving outcomes for participants and strengthening coordination of services. This Amendment extends the term of the Agreement from July 31, 2024 to July 31, 2025 through SFY25. This Amendment also increases compensation from \$475,355.41 to a new compensation not to exceed \$938,310.82. All other terms and conditions of the original Agreement shall remain in effect.
10. Amendment No. 1 to Professional Services Contract with Washington State Health Care Authority (HCA) for Access to Baby and Child Dentistry (ABCD) Services, HCA Contract No. K7481, Skagit County Contract No. C20240258, to detect and prevent early childhood dental decay by engaging dentists in seeing Apple Health/Medicaid eligible children and engaging local public health departments in outreach and case management. This Amendment amends Section 4.4 to correct a definition, fixes clerical numbering errors, and updates Nondiscrimination language. This Amendment also increases compensation from \$76,386 to an amount not to exceed \$107,886. The term remains the same and shall continue until June 30, 2026. All other terms and conditions of the original Agreement shall remain in effect.
11. Resolution approving signature delegation for the limited purpose of transferring ownership of a vehicle for Veterans transportation program pursuant to Skagit County per Skagit County Contract No. C20240280 and

C20240423. Skagit County Administrator or Deputy County Administrator are authorized to sign documents transferring vehicle ownership on behalf of Skagit County.

g) PUBLIC WORKS:

12. Resolution to authorize the closure of Cook Road No. 63000 to all through traffic at milepost 1.890 to allow Burlington Northern Sante Fe crews to conduct rail crossing repairs. The closure will commence at 6:00 p.m. on Wednesday, September 25, 2024, or dates thereabout to be determined by the County Engineer. The closure will be approximately sixteen (16) hours.

h) RISK MANAGEMENT:

13. Client Services Agreement with Benefitfocus, Inc., Order Form #CON-004250, per Skagit County Contract No. C20240246, to provide confirmation statements for employee's open enrollment selections. Compensation is based on a per employee unit rate and estimated to not exceed \$1,638. The Agreement shall commence on October 1, 2024 and continue until December 31, 2024.

i) TREASURER:

14. Personal Services Agreement with Three+One Company, LLC dba three+one to assist Skagit County with Request for Proposals for banking services (RFP) rfpPrep; a three-phase approach utilizing three+one's online platform for making RFP issuance, submission, and evaluation simple. Compensation shall not exceed \$9,900. The Agreement shall commence on the date of execution and continue until December 31, 2025.

**2. MISCELLANEOUS AGENDA (items 1 through 6):**

a) PUBLIC HEALTH:

1. Personal Services Agreement 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. Compensation is based on reimbursement for services and shall not exceed \$867,200. The Agreement is ratified to commence on July 1, 2024 and continue until June 30, 2025.
2. Subaward Agreement with Community Action of Skagit County for the provision of Tenant Based Rental Assistance (TBRA) with Federal HOME Funding through the Skagit HOME Consortium. Compensation shall not exceed \$72,415. The Agreement is ratified to commence on June 1, 2024 and shall continue until December 31, 2026.
3. Personal Services Agreement with Community Action of Skagit County to provide Diversion services, including one-time support, short-term services, and financial assistance to households who qualify for homeless services but can be diverted away from shelter and the homeless service system with immediate financial assistance. Compensation is based on a fee schedule and shall not exceed \$142,950. The Agreement is ratified to commence on July 1, 2024 and continue until June 30, 2025.
4. Resolution approving FY2015 HOME Investment Partnerships Program Closeout Certification, Grant No. M15DC530210 and designating Chair Peter Browning as the authorized representative to sign the Grant Closeout Certification.
5. Facility Use Agreement with Sedron Technologies to store thirteen (13) County pallet shelter units and two (2) pallet hygiene units to be used as shelter for unhoused individuals and for quarantine/isolation during public health emergencies. Compensation is based on a rental schedule of \$10 per month for a total compensation amount not to exceed \$130. The Agreement is ratified to commence on June 4, 2024 and continue until June 30, 2025.

b) PUBLIC WORKS:

6. Second Amended and Restated Access and Utility Easement on Parcel Nos.P134893, P41201, P41178, P41204, P41175, and P41193, granted by Skagit County (Grantor) to Punkin Center West, LLC, Punkin Center, LLC, JA Hamilton, LLC, and JF Hamilton, LLC. (Grantee) This Amends, restates, supersedes and replaces Skagit County Auditor's File No. 202303020040 (Skagit County Contract No. C20200329 and Amendment No. A20230041), 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 utility and access routes to Grantees' adjacent properties. The Easement shall commence on the date of execution and shall continue in perpetuity.