

## SKAGIT COUNTY COMMISSIONERS' AGENDA

Washington State Governor Inslee issued Proclamation 20-28 which among other things, temporarily prohibits in-person public attendance at meetings subject to the Open Public Meetings Act (OPMA). See below on how to join a meeting remotely.

### **I. MONDAY, NOVEMBER 2, 2020:**

- a) 8:45 a.m. - 9:45 a.m. Briefing – County Administrator, Planning and Development Services, Public Works, Public Health, and Emergency Medical Services (Listen to the meeting by calling: 1 (872) 240-3412 Access Code: 121 357 389 or join by computer: <https://global.gotomeeting.com/join/121357389>)
- b) 12:00 p.m. - 1:00 p.m. Commissioners may attend a Virtual Assembly hosted by Washington State Association of Counties (WSAC)
- c) \*1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items (Watch the meeting live on Skagit21 Television, streamed online at [www.skagitcounty.net/Skagit21](http://www.skagitcounty.net/Skagit21) or listen to the meeting by calling: 1 (872) 240-3212 Access Code: 944 178 613 or join by computer: <https://global.gotomeeting.com/join/944178613>)
- d) 2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

### **II. TUESDAY, NOVEMBER 3, 2020:**

- a) \*11:30 a.m. - 11:45 a.m. Board of County Commissioners (Watch the meeting live on Skagit21 Television, streamed online at [www.skagitcounty.net/Skagit21](http://www.skagitcounty.net/Skagit21) or listen to the meeting by calling: 1 (571) 317-3122 Access Code: 768 879 253 or join by computer: <https://global.gotomeeting.com/join/768879253>):
  - 1. County and Individual Success Stories
  - 2. Public Comment Period
  - 3. Miscellaneous Announcements

### **III. FRIDAY, NOVEMBER 6, 2020:**

- a) 10:00 a.m. - 11:00 a.m. Commissioners may attend a Virtual Tour of the Didgwalic Wellness Center
- b) \*1:00 p.m. - 2:30 p.m. Skagit County Community Justice Center – Policy Discussion (Listen to the meeting by calling: 1 (872) 240-3212 Access Code: 864 547 445 or join by computer: <https://global.gotomeeting.com/join/864547445>)

### **FUTURE PUBLIC HEARING:**

Monday, Nov. 16, 2020, 11:00 a.m. To Consider Testimony Regarding the Adoption of the Revised Public Health Schedule of Charges Regarding Vital Records

**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 a.m./p.m. and can also be viewed ON DEMAND online at [www.skagitcounty.net/Skagit21](http://www.skagitcounty.net/Skagit21)

**IV. CONSENT AGENDA FOR MONDAY, NOVEMBER 2, 2020 (items 1 through 38):**

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, October 26, 2020.
2. Record of the Proceedings for Tuesday, October 27, 2020.
3. Record of the Proceedings for Wednesday, October 28, 2020.
4. Resolution creating a new Skagit County Tourism Promotion Area (TPA) Fund from Fund 104.

b) ADMINISTRATIVE SERVICES:

5. Funding Agreement with Skagit Domestic Violence and Sexual Assault Services to provide Coronavirus Aid, Relief and Economic Security (CARES) Act funds for expenses to care for the homeless population in order to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions. Compensation shall not exceed \$12,500. The Agreement is ratified to commence on March 1, 2020, and continue to November 20, 2020.
6. Funding Agreement with the Sedro-Woolley School District to facilitate the safe reopening of schools and advance educational access and mitigate transmission of COVID-19 in the school environment, as described in Resolution No. R20200178. Through this contract, the County will distribute funds provided by Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid Relief, and Economic Security ("CARES Act") via the Washington State Department of Commerce, Skagit County Contract No. C20200207. Compensation shall not exceed \$221,100. The Agreement shall commence on the date of execution and continue until November 20, 2020.
7. Funding Agreement with the La Conner School District to facilitate the safe reopening of schools and advance educational access and mitigate transmission of COVID-19 in the school environment, as described in Resolution No. R20200178. Through this contract, the County will distribute funds provided by Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid Relief, and Economic Security ("CARES Act") via the Washington State Department of Commerce, Skagit County Contract No. C20200207. Compensation shall not exceed \$30,950. The Agreement shall commence on the date of execution and continue until November 20, 2020.
8. Funding Agreement with Immaculate Conception Regional School District to facilitate the safe reopening of schools and advance educational access and mitigate transmission of COVID-19 in the school environment, as described in Resolution No. R20200178. Through this contract, the County will distribute funds provided by Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid Relief, and Economic Security ("CARES Act") via the Washington State Department of Commerce, Skagit County Contract No. C20200207. Compensation shall not exceed \$9,200. The Agreement shall commence on the date of execution and continue until November 20, 2020.
9. Funding Agreement with the Mount Vernon School District to facilitate the safe reopening of schools and advance educational access and mitigate transmission of COVID-19 in the school environment, as described in Resolution No. R20200178. Through this contract, the County will distribute funds provided by Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid Relief, and Economic Security ("CARES Act") via the Washington State Department of Commerce, Skagit County Contract No. C20200207. Compensation shall not exceed \$346,400. The Agreement shall commence on the date of execution and continue until November 20, 2020.

c) BUDGET AND FINANCE:

10. Resolution to call for a public hearing regarding amending the 2020 Skagit County Budget. The public hearing is scheduled to take place on Monday, November 16, 2020, at 8:30 a.m., or as soon thereafter as possible. Please call the Clerk of the Board at 1 (360) 416-1300 before the meeting is scheduled to start if you would like to sign up to provide testimony. To participate in the public hearing, join by computer: <https://global.gotomeeting.com/join/207601597> or call 1 (872) 240-3212 Access Code: 207 601 597.

d) FACILITIES:

11. Amendment No. 1 to Agreement No. C20180678 with Skagit County Historical Society to provide funding for operation of the Museum, use of an artifact storage area, and support for information technology. This Amendment revises the terms of the Agreement. Compensation remains at an amount not to exceed \$170,000 annually. All other terms and conditions of the original Agreement shall remain in effect including the term that continues until December 31, 2021.

12. Resolution to approve a Request for Proposals in preparation for an Energy Savings Performance Contract toward installation of a ground-mounted photo-voltaic solar system at the Community Justice Center located at 201 Suzanne Lane in Mount Vernon.

e) HUMAN RESOURCES:

13. Resolution to amend Resolution No. R20190097, Human Resources Policies and Procedures Manual Policy 4.4 D “Vacation Cash-out”, to mitigate the budget impact while continuing to provide for conversion of vacation.

f) INFORMATION SERVICES:

14. Amendment No. 1 to Agreement No. C20200326 with RFI Communications and Security Systems to add Access Point Packages to install, program, test and commission physical security access measures at the Skagit County Administration, Annex, Courthouse, Public Defender, Public Safety, and Office of Juvenile Court Buildings. This Amendment includes the addition of a security access control package to an additional door in the Auditors Office. Compensation is increased by \$5,815.13 for a new total compensation amount not to exceed \$333,711.22. All other terms and conditions of the original Agreement shall remain in effect.

g) PARKS, RECREATION AND FAIR:

15. Amendment No. 1 to Personal Services Agreement with Semrau Engineering & Surveying, PLLC to provide civil engineering and surveying services for the Veterans Plaza project at the Northern State Recreation Area and provide the necessary survey for the Skagit Playfields. This Amendment extends the term of the Agreement from January 1, 2021 to December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.
16. Amendment No. 1 to Personal Services Agreement No. C20200009 with Carletti Architects, P.S. to prepare construction documents, permits, drawings and bid packets for the asphalt removal/replacement project for a portion of the fairgrounds along vehicle thoroughfares, buildings C, D, E and F at the fairgrounds, and to prepare documents for replacing the roof of the bathroom structure at the new parking lot and trailhead at Presentin Park. This Amendment extends the term of the Agreement from January 1, 2021 to December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.
17. Amendment No. 1 to Personal Services Agreement No. C20200065 with Urban Forestry Services/Bartlett Consulting-A Division of the F.A. Bartlett Tree Expert Company to provide services including: tree risk assessment and tree management plans, landscape tree appraisals, landscape plan review and other related arboricultural and horticultural challenges. This Amendment extends the term of the Agreement from January 1, 2021 to December 31, 2021. Compensation remains the same and shall not exceed \$5,000. All other terms and conditions of the original Agreement shall remain in effect.

h) PROSECUTING ATTORNEY:

18. Resolution to provide legal defense to current Skagit County Public Defender’s Office employees Keith Tyne, Robert Roth and Clifford Wesley Richards in a lawsuit filed by Kenneth Lohman.

i) PUBLIC HEALTH:

19. Personal Services Agreement with Catholic Community Services of Western Washington to provide administration of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Motel Voucher Program. Compensation shall not exceed \$6,500. The Agreement is ratified to commence on September 30, 2020, and continue until November 30, 2020.
20. Interlocal Cooperative Agreement with Sedro-Woolley School District to assist families that are eligible for assistance under the McKinney-Vento Act with rental assistance, motel vouchers and other housing related expenses to mitigate the impacts of COVID-19. Compensation shall not exceed \$30,000. The Agreement is ratified to commence on September 30, 2020, and continue until November 30, 2020.
21. Amendment No. A to Grant Agreement No. C20200355 with the Washington State Department of Commerce through the Community Services and Housing Division Housing Assistance Unit, Contract No. 20-4613C-123 to provide resources to prevent, prepare for, and respond to the COVID-19 pandemic among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homeless prevention activities to mitigate the impacts of COVID-19. This Amendment increases funding from \$267,575 to an amount not to exceed \$1,650,463, extends the term of the Agreement to September 30, 2022, and updates the Scope of Work to include youth and young adult performance measurement requirements and spend down requirements. All other terms and conditions of the original Agreement shall remain in effect.

22. Interlocal Cooperative Agreement with Swinomish Indian Tribal Community to provide case management and recovery support services to individuals enrolled in Skagit County Family Treatment Court. Compensation shall not exceed \$10,000 and is based on a reimbursement schedule. The Agreement is ratified to commence on July 1, 2020, and continue until December 31, 2020.
23. Memorandum of Understanding with Habitat for Humanity in Whatcom County regarding affordable housing assistance through the Community Development Block Grant (CDBG) eligible Homeownership Assistance Project as funded by a grant in the amount of \$750,000 from the United States Department of Housing and Urban Development (HUD) and administered by the Washington State Department of Commerce (Commerce). The County shall provide assistance in the form of homeownership assistance provided directly by check submitted to eligible homebuyers escrow accounts. The Agreement shall commence on the date of execution and continue until Homeownership Assistance Project funds are fully expended.
24. Personal Services Agreement with Anacortes Family Center for the provision of motel vouchers for homeless households that include individuals at the highest risk of complications from COVID-19. Compensation shall not exceed \$50,000. The Agreement is ratified to commence on September 30, 2020, and continue until November 30, 2020.
25. Personal Services Agreement with Anacortes Family Center to provide administration of the Coronavirus Aid, Relief and Economic Security (CARES) Act Motel Voucher Program. Compensation shall not exceed \$5,000. The Agreement is ratified to commence on September 30, 2020, and continue until November 30, 2020.
26. Personal Services Agreement with Catholic Community Services of Western Washington for the provision of motel vouchers for homeless households that include individuals at the highest risk of complications from COVID-19. Compensation shall not exceed \$50,000. The Agreement is ratified to commence on September 30, 2020, and continue until November 30, 2020.
27. Personal Services Agreement with Community Action of Skagit County to provide administration of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Motel Voucher Program. Compensation shall not exceed \$19,000. The Agreement is ratified to commence on September 30, 2020, and continue until November 30, 2020.

j) PUBLIC WORKS:

28. Access Easement on Parcel No. P40825 granted by property owners Dennis and Kathleen Simpson to provide access and utility route between Prevedal Road and Carpenter Road. Compensation shall not exceed \$15,500. The Access Easement shall commence on the date of mutual execution and continue in perpetuity.
29. Amendment No. 1 to Personal Services Agreement No. C20190159 with PRR, Inc. to fulfill the requirements of Task 5 of Grant Agreement No. GVL22580 (formerly N22580) with the Washington State Department of Health (Skagit County Contract No. C20170194). This Amendment revises Exhibit “A” Scope of Work to include Tasks 6 through 9, updates Exhibit “B” Compensation, increasing compensation by \$62,815 to an amount not to exceed \$150,338, and extends the term of the Agreement from March 31, 2021 to December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.
30. Amendment No. 1 to Local Agency Professional Services Negotiation Hourly Rate Consultant Agreement No. C20180067 with Watershed Science & Engineering, Inc. to provide management and administration support of flood, stormwater, and drainage projects. This Amendment extends the term of the Agreement to December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.
31. Farmland Legacy Program Grant Deed of Conservation Easement between Northwest Territory, LLC, an Oklahoma Limited Liability Company, Grantor, and Skagit County, Grantee. The Conservation Easement protects 81 acres of agricultural land on Parcel Numbers P34806 and P34811 and eliminates 2 residential development rights for the compensation of \$165,000. The Conservation Values include protection of agricultural productivity and the protection of prime and important agricultural soils. The Agreement shall commence on mutual execution and continue in perpetuity.
32. Personal Services Agreement with Canyon Environmental Group LLC to support the ongoing monitoring and reporting related to Skagit County’s Helmick Wetland Mitigation Site. Compensation shall not exceed \$37,500, and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until December 31, 2023.
33. 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 for the Guemes Ferry Charging Project No. ESMVGUE-2 to provide funding to develop the Guemes ferry dock shore power charging infrastructure. Compensation to Skagit County shall not exceed \$1,455,000. The Agreement is ratified to commence on November 1, 2020 and continue until June 30, 2023.

k) SHERIFF:

34. Subscriber Agreement with Public Safety Testing, Inc. to provide pre-employment testing services for the Sheriff's Office Deputies. Compensation is based on a rate schedule and shall not exceed \$4,936 for the first calendar year. Subscription fees are subject to an annual increase of 3%. The Agreement shall commence on January 1, 2021, and renew automatically until cancelled.
35. Personal Services Agreement with Skagit Bonded Collectors, LLC to provide collection services of unpaid accounts referred by the Skagit County Sheriff's Office. The collection fee shall be 35% of the principal amount of the account, pursuant to RCW 19.16.500. The Agreement shall commence on January 1, 2021, and continue until December 31, 2025.
36. Amendment No. 1 to Memorandum of Understanding (MOU) No. C20200376 between the Skagit County Sheriff's Office and Compass Health's Mobile Crisis Outreach Team (MCOT) to facilitate the coordination of services for individuals suffering from mental illness, substance use disorder who are in a behavioral health crisis and who are served by both organizations. This Amendment provides reimbursement to Compass Health for costs related to the MCOT program. Compensation shall not exceed \$4,000. All other terms and conditions of the original Agreement shall remain in effect including the term that continues until January 1, 2022.
37. Amendment No. 4 to Personal Services Agreement No. C20140522 with Everett Polygraph Services, LLC to provide polygraph and interview services for potential and existing employees of the Skagit County Sheriff's Office and the Skagit County Community Justice Center. This Amendment extends the term of the Agreement from December 31, 2020, through December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.

l) SUPERIOR COURT:

38. Interagency Agreement IAA21560 with Washington State Administrative Office of the Courts to provide reimbursement for interpreter services. Compensation to Skagit County shall not exceed \$20,869. The Agreement is ratified to commence on July 1, 2020, and shall continue until June 30, 2021.

V. MISCELLANEOUS AGENDA (item 1):

a) PUBLIC HEALTH:

1. Subrecipient Agreement with Community Action of Skagit County to administer the Community Development Block Grant (CDBG) Program services for the East County Critical Needs and Homeless Services Project pursuant to CDBG award Contract No. 20-62210-012. The Agreement is ratified to commence on July 1, 2020, and remains in effect for the time during which the Subrecipient remains in control of the CDBG funds. Skagit County shall pass through to Community Action of Skagit County an amount not to exceed \$58,688 in CDBG funds for eligible incurred costs and expenses for the project.