

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, NOVEMBER 20, 2023:

- a) 8:45 a.m. - 9:45 a.m. Briefing - Public Works and Department of Emergency Management
- b) 11:00 a.m. - 12:00 p.m. Monthly Briefing with Planning and Development Services
- c) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Virtual Assembly hosted by WASC
- d) *1:00 p.m. Pledge of Allegiance
- e) *1:00 p.m. - 2:00 p.m. Budget and Finance - Trisha Logue, Director:
 - 1. Preliminary Budget Presentation
- f) *2:00 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
 - 1. Public Comment (Specifically related to the agenda item)
- g) 2:30 p.m. - 3:30 p.m. Work Session with Key Focus Area (KFA) Leads
- h) 3:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

II. TUESDAY, NOVEMBER 21, 2023:

- a) 8:30 a.m. - 9:30 a.m. Commissioners Briefing
- b) *10:00 a.m. Pledge of Allegiance
- c) *10:00 a.m. - 11:00 a.m. Board of Health Meeting
- 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
- e) 12:30 p.m. - 1:00 p.m. Interview Applicant for Housing Authority Board of Skagit County

III. WEDNESDAY, NOVEMBER 22, 2023:

- a) 9:00 a.m. - 9:30 a.m. Interview Applicant for Housing Authority Board of Skagit County
- b) 9:45 a.m. - 10:15 a.m. Interview Applicant for Housing Authority Board of Skagit County
- c) 10:30 a.m. - 11:00 a.m. Interview Applicant for Housing Authority Board of Skagit County
- d) 11:30 a.m. - 12:30 p.m. Work Session with Public Health
- e) 1:30 p.m. - 3:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
 - 1. Call Public Meeting to Order/Roll Call
 - 2. Executive Session

Continued OVER...

3. Reconvene Public Meeting/Adjournment

- f) 3:00 p.m. - 3:30 p.m. Interview Applicant for Housing Authority Board of Skagit County
- g) 3:45 p.m. - 4:15 p.m. Interview Applicant for Housing Authority Board of Skagit County

IV. THURSDAY, NOVEMBER 23, 2023:

THANKSGIVING HOLIDAY OBSERVED - COUNTY OFFICES CLOSED

V. FRIDAY, NOVEMBER 24, 2023:

DAY AFTER THANKSGIVING HOLIDAY OBSERVED - COUNTY OFFICES CLOSED

FUTURE BID OPENINGS:

- Monday, November 27, 2023, 2:30 p.m. One (1) New Latest Model Three (3) Axle Paint Striper Truck (***This bid opening will be rescheduled to a later date.***)
- Monday, December 4, 2023, 1:00 p.m. Guemes Ferry Electric Project #ESMVGUE-1
- Monday, December 4, 2023, 2:00 p.m. Bay View-Edison Joe Leary Slough Bridge (Deck Overlay) Project #ES31210-5: Federal Aid #BHS-L291(002)
- Tuesday, December 5, 2023, 11:00 a.m. Skagit County Courthouse Rooftop Jail Removal

FUTURE PUBLIC HEARING:

- Tuesday, November 28, 2023, 8:30 a.m. To Consider Testimony Regarding the 2024-2029 Six-Year Transportation Improvement Program (TIP)

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.

1. CONSENT AGENDA FOR MONDAY, NOVEMBER 20, 2023 (items 1 through 24):**a) COMMISSIONERS:**

1. Record of the Proceedings for Monday, November 13, 2023.
2. Resolution to re-appoint Elizabeth Detillion to the Parks and Recreation Advisory Board for a three-year term. Ms. Detillion's term shall expire on December 31, 2026.
3. Resolution to re-appoint Michael Hughes to the Agricultural Advisory Board representing District 2. Mr. Hughes' term shall expire on December 31, 2026.
4. Resolution to re-appoint Kraig Knutzen to the Agricultural Advisory Board representing District 1. Mr. Knutzen's term shall expire on December 31, 2026.
5. Resolution to re-appoint Terry Sapp to the Agricultural Advisory Board representing District 3. Mr. Sapp's term shall expire on December 31, 2026.
6. Resolution to re-appoint John Morrison to the Agricultural Advisory Board representing District 2. Mr. Morrison's term shall expire on December 31, 2026.
7. Resolution to reappoint Jamie Hillery (District 2), Gordon Iverson (District 3), Steve Tift (District 3) and Peter Janicki (District 3) to a three-year term on the Skagit County Forest Advisory Board. The three-year term shall expire on December 31, 2026.

b) BUDGET AND FINANCE:

8. Resolution to call for a public hearing to consider testimony regarding the 2024 Skagit County Budget and the 2024 property tax levies. The public hearing is scheduled to take place on Monday, December 4, 2023 at 10:00 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 remote by computer, tablet or smartphone: <https://bit.ly/SkagitBoCCMtg> or by telephone: 1 (253) 215-8782; Meeting ID: 871 8000 1980 Passcode: 143573.

c) CORONER:

9. Personal Services Agreement with Evans Funeral Chapel and Crematory, Inc. to have a funeral home representative available twenty-four (24) hours a day, seven (7) days a week to assist and/or respond to a death scene when requested by the Skagit County Coroner's office. Compensation is based on a fee schedule and shall not exceed \$15,000. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.

d) FACILITIES MANAGEMENT:

10. Vendor Services Agreement with Lyndale Glass Inc. to supply all labor, materials, parts, testing, equipment, and supervision for a prevailing wage project to install a storefront glass countertop, two (2) doors, frames with storefront glass and hardware at the Skagit County Administration Building located at 700 South 2nd Street in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$40,915.33. The Agreement shall commence on the date of execution and continue until March 1, 2024.
11. Personal Services Agreement with O'Brien360 to provide LEED design review in compliance with Washington State Building Commissioning Standards. Compensation shall be a fixed amount of \$10,500 with some allowable reimbursable expenses and shall not exceed \$12,000. The Agreement shall commence on the date of execution and continue until June 30, 2025.
12. Resolution to call for bids for custodial cleaning and paper supplies. The bid opening is scheduled to take place on Tuesday, December 5, 2023 at 10:45 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: <https://bit.ly/SkagitBoCCMtg> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573.

e) INFORMATION SERVICES:

13. Personal Services Agreement with Dimensional Communications Inc. to support the County's audio-visual systems at various locations. Compensation is based on a fee schedule and shall not exceed \$98,000. The Agreement shall commence on the date of execution and continue until December 31, 2024.

f) PUBLIC HEALTH:

14. Resolution authorizing Chair Wesen to electronically sign the submission of Amendment No. 16 to Skagit County Contract No. C20210602 with the Washington State Department of Health (DOH Contract No. CLH31025) to increase funding by an additional \$200,000 for a total contract amount of \$9,374,407 to support Public Health's programming.
15. Amendment No. 16 to Skagit County Contract No. C20210602 with the Washington State Department of Health (DOH Contract No. CLH31025) for the delivery of public health services in Skagit County. This Amendment amends Statements of Work for Public Health programs and increases compensation by \$200,000 for a new total compensation amount not to exceed \$9,374,407. The term remains the same and shall continue until December 31, 2024. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.
16. Personal Services Agreement with Lifeline Connections to provide case management and recovery support services to individuals enrolled in Skagit County Adult Felony Drug Court. Compensation is based on a reimbursement fee schedule and shall not exceed \$349,738. The Agreement is ratified to commence on July 1, 2023 and continue until June 30, 2024.
17. Personal Services Agreement with Makers Architecture and Urban Design LLP to provide planning services to evaluate the suitability of County-owned properties for potential housing development. Compensation shall not exceed \$54,000. The Agreement shall commence on the date of execution and continue until December 31, 2024.
18. Amendment No. 2 to Personal Services Agreement No. C20230111 with Hand Crank Films to help Skagit County engage, educate, and inform the community about the North Star Project and convey critical messages about homelessness and behavioral health. This Amendment extends the term from December 31, 2023 to December 31, 2024. Compensation remains the same and shall not exceed \$30,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

g) PUBLIC WORKS:

19. Interlocal Cooperative Agreement with Samish Indian Nation for continued water quality monitoring in the Samish Watershed. Compensation is based on reimbursement for services performed and shall not exceed \$24,000. The Agreement shall commence on January 1, 2024 and continue until December 31, 2025.
20. Resolution to adopt the 2024 Annual Construction Program.
21. Grant Agreement with Washington State Recreation and Conservation Office (RCO) Project No. 23-1182P for the Mill Creek at South Skagit Highway Phase 1 Design Project to design a new channel alignment and two (2) new crossings on the South Skagit Highway. Compensation to Skagit County shall not exceed \$458,263, and Skagit County will contribute \$81,213. The Agreement is ratified to commence on September 14, 2023 and continue until April 30, 2027.
22. Resolution awarding the bid for Mobile Marine Refueling Services for the Vehicle and Passenger Ferry M/V Guemes to Reisner Distributor, Inc. for a two (2) year term for an amount not to exceed \$456,015.60. The bid opening was held on Monday, November 13, 2023, at 1:30 p.m.
23. Resolution authorizing tree removal/topping within County right-of-way in the vicinity of and adjacent to parcel number P44797 on Littlefield Road (County Road #97550).

h) SHERIFF:

24. Resolution delegating authority to the Skagit County Interlocal Drug Enforcement Unit Commander to sign the "Letter of Submittal" for the Washington Department of Commerce Department of Justice Edward Byrne Memorial Assistance Grant Funding Opportunity F22-34440-600.

2. MISCELLANEOUS AGENDA (items 1 through 3):

a) FACILITIES MANAGEMENT:

1. Vendor Services Agreement with Valley Cabinets & More Inc. to supply all labor, materials, parts, testing, equipment, and supervision for a prevailing wage project to install new casework at the Skagit County Administration Building located at 700 South 2nd Street in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$14,361.60. The Agreement shall commence on the date of execution and continue until March 1, 2024.

b) PUBLIC HEALTH:

2. Amendment No. 1 to Personal Services Agreement No. C20220560 with Community Action of Skagit County to process mileage reimbursement requests for Skagit Meals on Wheels volunteers. This Amendment revises

Exhibit “B” Compensation to increase compensation from \$19,500 to an amount not to exceed \$22,500. The term remains the same and shall continue until December 31, 2023. All other terms and conditions of the original Agreement shall remain in effect.

c) PUBLIC WORKS:

3. Farmland Legacy Program Grant Deed of Conservation Easement between Edison Fields, LLC, Grantor, and Skagit County, Grantee. The Conservation Easement protects 25.48 acres of agricultural land and eliminates one (1) residential development right on parcel number P33799. The Conservation Values include protection of agricultural productivity and the protection of prime and important agricultural soils. Compensation shall not exceed \$90,000. The Agreement commences on mutual execution and continues in perpetuity.