

## SKAGIT COUNTY COMMISSIONERS' AGENDA

All meetings will be held remotely. You may attend meetings by computer, tablet or smartphone: <https://us06web.zoom.us/j/87180001980?pwd=eEVGUGkxZ3NkQkhYSnhBMEo2RTQrdzo9> or by telephone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573

### **I. MONDAY, DECEMBER 6, 2021:**

- a) 8:45 a.m. - 9:45 a.m. Briefing - Administrative Services, Public Works, Planning and Development Services, Public Health and Emergency Medical Services
- b) \*11:00 a.m. Pledge of Allegiance
- c) \*11:00 a.m. - 12:00 p.m. Budget and Finance - Trisha Logue, Director:
  - 1. Public Hearing to Consider Testimony Regarding the 2022 Skagit County Budget and 2022 Property Tax Levies
- d) \*1:00 p.m. - 1:30 p.m. Public Works - Dan Berentson, Director:
  - 1. Presentation/Discussion Regarding Resolution No. R20210241 -Designating Selection of the Electrical Systems Integrator (ESI) for Guemes Island Ferry Replacement Project #ESMVGUE-1 to Canal Marine
- e) \*1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- f) \*2:00 p.m. - 2:15 p.m. Election of the 2022 Chair of the Board of Commissioners
- g) 2:30 p.m. - 4:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
  - 1. Call Public Meeting to Order/Roll Call
  - 2. Executive Session (Potential Litigation - RCW 42.30.110(1)(i)) (Approximately 90 minutes)
  - 3. Reconvene Public Meeting/Adjournment

### **II. TUESDAY, DECEMBER 7, 2021:**

- a) 10:00 a.m. - 10:30 a.m. Work Session with Public Health
- b) \*11:00 a.m. Pledge of Allegiance
- c) \*11:00 a.m. - 11:30 a.m. Planning and Development Services - Hal Hart, Director:
  - 1. Discussion/Possible Action: Planning Commissioner Appointment Process
- d) \*11:30 a.m. - 11:45 a.m. Board of County Commissioners:
  - 1. County and Individual Success Stories
  - 2. Public Comment Period
  - 3. Miscellaneous Announcements
- e) 1:30 p.m. - 2:15 p.m. Work Session with Public Health

**Continued OVER...**

**III. WEDNESDAY, DECEMBER 8, 2021:**

- a) 11:30 a.m. - 12:00 p.m.      Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
  - 1. Call Public Meeting to Order/Roll Call
  - 2. Executive Session (Potential Litigation - RCW 42.30.110(1)(i)) (Approximately 30 minutes)
  - 3. Reconvene Public Meeting/Adjournment
  
- b) 2:00 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 (Potential Litigation - RCW 42.30.110(1)(i)) (Approximately 1 hour)
  - 3. Reconvene Public Meeting/Adjournment

**IV. THURSDAY, DECEMBER 9, 2021:**

- a) 10:00 a.m. - 12:00 p.m.      Northwest Regional Council Meeting hosted by Northwest Regional Council

**FUTURE BID OPENINGS:**

- Monday, December 13, 2021, 2:30 p.m.      COVID-19 Isolation/Quarantine Facility Meal Catering
- Monday, January 3, 2022, 10:15 a.m.      Morgue Equipment
- Wednesday, January 5, 2022, 10:00 a.m.      East Community Resource Center Modifications located at 45770 Main Street, Concrete, WA

**FUTURE PUBLIC HEARING:**

- Tuesday, December 21, 2021, 1:00 p.m.      To Consider Testimony Regarding Revising Skagit County Resolution No. R20170124 - Ambulance Fee Schedule

**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, December 6, 2021 (items 1 through 43):**

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, November 23, 2021.
2. Record of the Proceedings for Monday, November 29, 2021.

b) ADMINISTRATIVE SERVICES:

3. Personal Services Agreement with KnoxWorks Consulting to assist Skagit County with intergovernmental coordination regarding County and City human services funding. Activities may include facilitation of group meetings, preparation of documents and presentations, research on best practices, and individual conversations with key stakeholders. Compensation is based on a reimbursement schedule and shall not exceed \$10,000. The Agreement is ratified to commence on November 1, 2021, and continue until December 31, 2022.

c) ASSIGNED COUNSEL:

4. Amendment No. 1 to Personal Services Agreement No. C20200631 with Ronald Heiman, Attorney at Law, to provide legal representation on Guardianship cases filed in Skagit County Superior Court and referred to the Office of Assigned Counsel for the appointment of counsel. This Amendment replaces Exhibit "B" Compensation language #1, to reflect new hourly compensation rates effective January 1, 2022. Compensation remains at an amount not to exceed \$100,000. All other terms and conditions of the original Agreement remain in effect including the term which expires on December 31, 2022.
5. Amendment No. 1 to Personal Services Agreement No. C20200546 with Ronald Heiman, Attorney at Law, to provide indigent defense representation for indigent defendants who have been deemed conflict of interest cases for the Skagit County Public Defender's Office and have been determined to be within the scope of indigent defense. This Amendment replaces Exhibit "B" Compensation language #1-3, to reflect new hourly compensation rates effective January 1, 2022. Compensation remains at an amount not to exceed \$200,000. All other terms and conditions of the original Agreement remain in effect including the term, which expires on December 31, 2022.
6. Amendment No. 1 to Personal Services Agreement No. C20200478 with Jason Weiss, Attorney at Law, to provide consultation and representation for cases that are considered to be conflict of interest cases for Skagit County Public Defender's office and have been determined to be within the scope of indigent defense. This Amendment replaces Exhibit "B" Compensation language #1-3, to reflect new hourly compensation rates effective January 1, 2022. Compensation remains at an amount not to exceed \$200,000. All other terms and conditions of the original Agreement remain in effect including the term which, expires on December 31, 2022.

d) BUDGET AND FINANCE:

7. Interlocal Cooperative Agreement with the City of Mount Vernon to assist in providing library materials to the residents of unincorporated Skagit County during 2021. Compensation shall not exceed \$13,430. The Agreement shall commence on the date of execution and continue until December 31, 2021.
8. Interlocal Cooperative Agreement with the City of Burlington to assist in providing library materials to the residents of unincorporated Skagit County during 2021. Compensation shall not exceed \$9,298. The Agreement shall commence on the date of execution and continue until December 31, 2021.
9. Resolution awarding Hotel/Motel Tax Funding for 2022 in the amount of \$427,000.
10. Resolution certifying the Property Tax Levies for taxing districts for collection in 2022 pursuant to RCW 84.52.070.

e) CORONER:

11. Personal Services Agreement with Mount Vernon Cemetery Inc., dba Kern Funeral Home 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 Coroner's office. Compensation is based on a fee schedule and shall not exceed \$7,500. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.
12. Amendment No. 1 to Personal Services Agreement No. C20200706 with Valley Memorials, Inc., dba Hawthorne Funeral Homes to have a person available twenty-four (24) hours a day, seven (7) days a week to receive the deceased at the funeral facility. This Amendment updates Exhibit "A" Scope of Work and Compensation to increase the Indigent Fee from \$5,000 to an amount not to exceed \$7,500. The term remains the same and shall expire on December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.

f) FACILITIES MANAGEMENT:

13. Amendment No. 2 to Vendor Services Agreement No. C20200145 with Rhema Electric, Inc. for the provision of electrician services for Skagit County Facilities Management Department. This Amendment increases compensation by \$15,000 for a new compensation amount not to exceed \$40,000 due to multiple unanticipated electrical projects. The term remains the same and shall expire on April 12, 2022. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

g) INFORMATION SERVICES:

14. Personal Services Agreement with Cities Digital Inc. (CDI) to integrate Laserfiche with Granicus GovServices business portal for the Senior Exemption Program. Compensation is based on a fee schedule and shall not exceed \$40,000 including applicable taxes. The Agreement shall commence on the date of execution and continue until June 30, 2022.
15. Statement of Work Agreement with CDW-Government LLC to assist with unscheduled and/or break/fix engineering and consulting services. Compensation is based on a fee schedule and shall not exceed \$25,000. The Agreement shall commence on the date of execution and continue until December 31, 2022.
16. Personal Services Agreement with Firstline Communications, Inc. to provide services to troubleshoot phone problems; configuration of call flow; distribution and installation of personal call manager software; announcement or message recording; and support and maintenance relating to the existing phone system. Compensation is based on a fee schedule and shall not exceed \$10,000 plus any applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2022.
17. Amendment No. 1 to ServicePlus Vendor Services Agreement No. C20210425 with Avocette Technologies Inc. to fix the integration issues with the Granicus e-Payment solution and support the transition to the Permit Plus system for Electronic Payment Processing. This Amendment adds an additional 50 hours of professional services to provide support and consulting services to support the Accela system. The new compensation amount shall not exceed \$13,750. The term remains the same and shall expire on July 23, 2022. All other terms and conditions of the original Agreement shall remain in effect.
18. Personal Services Agreement with David Lowrance, aka Family History Videos, to produce and edit audio/visual productions for Skagit 21. Compensation is based on an hourly fee schedule and shall not exceed \$10,000. The Agreement shall commence on the date of execution and continue until December 31, 2022.
19. Personal Services Agreement with Handel Information Technologies Inc. to provide report, configuration, interface, and SQL table changes and other functions outside of the new law changes that are included in normal maintenance to assist Skagit County in the management and operation of the Rite Track Case Management system. Compensation is based on a fee schedule and shall not exceed \$10,000. The Agreement shall commence on the date of execution and continue until December 31, 2022.

h) PARKS, RECREATION AND FAIR:

20. Interlocal Cooperative Agreement with Skagit Valley College for scheduling the use of the recreational complex known as the Pavilion. There is no compensation associated with this Agreement. The Agreement shall commence on the date of mutual execution and continue until December 31, 2026.
21. Personal Services Agreement with Semrau Engineering and Survey PLLC to provide civil engineering and surveying services for the Veterans Plaza project located at Northern State Recreation Area. Project work includes the design, construction details, permitting, specifications, bid package, and construction staking and observation services. Compensation is based on a fee schedule and shall not exceed \$45,000. The Agreement shall commence on the date of execution and continue until December 31, 2022.
22. Vendor Services Agreement with A-1 Safety Tree Service to remove one (1) large cottonwood tree at the Skagit County Fairgrounds. Compensation is based on a fee schedule and shall not exceed \$9,600. The Agreement shall commence on the date of execution and continue for one year.

i) PUBLIC HEALTH:

23. Personal Services Agreement with Sea Mar Community Health Centers to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery to individuals who meet the eligibility criteria. Compensation is based on a reimbursement schedule and shall not exceed \$10,000. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.
24. Interlocal Cooperative Agreement with Eastern Washington University to maintain a data indicator web-based SkagitTrends dashboard; a data website used to inform users about a wide range of health status

statistics in key sectors of the community. Compensation shall not exceed \$16,000. The Agreement shall commence on the date of execution and continue until June 30, 2022.

25. Interlocal Cooperative Agreement with the City of Mount Vernon to set forth the duties between the City and the County regarding a law enforcement embedded social worker program that hires a social worker to provide outreach and engagement to enhance and assist in community support services to vulnerable populations. The County shall reimburse the City in an amount not to exceed \$72,000. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.
26. Personal Services Agreement with Mount Vernon School District to develop and support Multi-Tiered System of Support (MTSS) practice teams with the shared goals of increasing school attendance, academic achievement and addressing social and emotional determinates of health and learning. Compensation is based on a fee schedule and shall not exceed \$80,000. The Agreement is ratified to commence on September 1, 2021, and continue until August 31, 2022.
27. Personal Services Agreement with Little Mountain Counseling to provide mental health consultation to the Nurse-Family Partnership team regarding the psychosocial needs of pregnant women and families with infants and toddlers. Compensation is based on fee schedule and shall not exceed \$3,000. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.
28. Personal Services Agreement with NAMI Skagit to provide education and outreach to individuals living with mental illness. Compensation is based on a fee schedule and shall not exceed \$25,000. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.
29. Resolution authorizing Chair Lisa Janicki to electronically sign the submission of Amendment No. 23 to Contract No. C20180132 with the Washington State Department of Health (DOH Contract No. CLH18259).
30. Amendment No. 23 to Consolidated Contract with the Washington State Department of Health (DOH Contract No. CLH18259) Skagit County Contract No. C20180132, to facilitate the delivery of public health services in Skagit County. This Amendment amends Statements of Work for public health programs, increases compensation by \$980,867 for a new total compensation amount to Skagit County not to exceed \$9,571,773. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect including the term, which shall continue until December 31, 2021.
31. Resolution authorizing Chair Lisa Janicki to electronically sign the submission of Consolidated Contract with the State of Washington Department of Health (DOH Contract No. CLH31025).
32. Consolidated Contract with Washington State Department of Health (DOH Contract No. CLH31025) for the delivery of public health services in Skagit County. Compensation will be outlined in an upcoming Amendment. The Agreement will commence on January 1, 2022, and continue until December 31, 2024.
33. Amendment No. 1 to Personal Services Agreement No. C20200679 with Catholic Community Services of Western Washington to provide case management services to individuals enrolled in Skagit County Family Treatment Court. This Amendment increases compensation from \$10,000 to an amount not to exceed \$16,700 due to the provision of additional services. The term remains the same and shall expire on December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.
34. Amendment No. 1 to Personal Services Agreement No. C20210383 with Lifeline Connections to provide case management and recovery support services to individuals enrolled in Skagit County Adult Felony and Drug Court. This Amendment extends the term of the Agreement from June 30, 2022, to December 31, 2022, and increases compensation from \$174,060 to an amount not to exceed \$366,090. All other terms and conditions of the original Agreement shall remain in effect.
35. Interlocal Cooperative Agreement with the City of Burlington to provide funding for staffing to operate the Senior Services Program and employ a staff of qualified and professional personnel to develop, direct and coordinate a comprehensive system for the delivery of services to seniors. Compensation to Skagit County shall not exceed \$13,526. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.
36. Personal Services Agreement with Pioneer Human Services to provide safe, stable transitional housing to ten (10) individuals at a time who have mental illness and/or substance use disorders. Compensation is based on a reimbursement schedule and shall not exceed \$257,500. The Agreement shall commence on January 1, 2022, and continue until December 31, 2022.

j) PUBLIC WORKS:

37. Resolution declaring the condition of the breakwater at the Anacortes Ferry Terminal to be an emergency and authorizing the expenditure of funds necessary for immediate repairs to be made.

38. Vendor Services Agreement with Sonshine Tree Care LLC to provide hazardous tree removal services for trees that are outside of the County crews' capabilities due to the size of the tree and the equipment required. Compensation is based on a fee schedule and shall not exceed \$24,000. The Agreement shall commence on the date of execution and continue until December 31, 2022.
39. Amendment No. 2 to Personal Services Agreement No. C20200185 with Northwest Center Services, dba Lithtex NW (formerly known as Lithtex NW, LLC) to provide bulk mailing services for projects and programs, such as the Clean Samish Initiative, Lake Management District newsletters, public meeting invitations, and landowner outreach correspondence. This Amendment extends the term of the Agreement from December 31, 2021, to December 31, 2022. Compensation remains at an amount not to exceed \$25,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
40. Interlocal Cooperative Agreement with the Swinomish Indian Tribal Community to establish the respective responsibilities of the County and the Tribe regarding the continued placement, use, operation, and maintenance of existing traffic control devices installed by the Tribe as part of the Safe Routes to School Project as established by Skagit County Contract No. C20170238. There is no compensation associated with this Agreement. The Agreement shall commence on the date of mutual execution and continue until December 31, 2031.

k) RISK MANAGEMENT:

41. Personal Services Agreement with Listen Audiology Services Inc. to provide on-site employee audiometric testing services at various County locations. Compensation is based on a fee schedule and shall not exceed \$6,500. The Agreement shall commence on the date of execution and continue until December 31, 2022.

l) SHERIFF:

42. Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Number PA-WAW-0343 for fiscal year 2022, for the purpose of receiving reimbursement for costs incurred by the Skagit County Sheriff's Office in providing resources to joint operations/task forces. OCDETF shall reimburse Skagit County in an amount not to exceed \$15,000. The Agreement is ratified to commence on October 1, 2021, and continue until September 30, 2022.

m) SUPERIOR COURT:

43. Interagency Agreement No. IAA22495 with Washington State Administrative Office of the Courts to provide reimbursement for interpreter and language access services. Compensation to Skagit County shall not exceed \$28,173. The Agreement is ratified to commence on July 1, 2021, and continue until June 30, 2022.

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

a) FACILITIES MANAGEMENT:

1. Personal Services Agreement with Kaeka Group Inc., to maintain applicable licenses, insurance, training, and experience to provide security officer services at the Public Safety Building located at 600 South 3<sup>rd</sup> Street in Mount Vernon (daily security officer services) and the Community Justice Center located at 700 South 2<sup>nd</sup> Street in Mount Vernon (as required security officer services). Compensation is based on a rate schedule and shall not exceed \$500,000 for the entire term of the Agreement. The Agreement shall commence on January 1, 2022, and continue until December 31, 2025.

b) PUBLIC WORKS:

2. Farmland Legacy Program Grant Deed of Conservation Easement with Gerald E. Nelson and Jenny T. Nelson to place a Conservation Easement to protect 90.49 acres of agricultural land on Parcel Numbers P33858, P33860, P33865 and P106593 and eliminates one (1) residential development right for the compensation of \$90,000. The Conservation Values include protection of agricultural productivity and the protection of prime and important agricultural soils. The Agreement shall commence upon mutual execution and continue in perpetuity.