

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, DECEMBER 11, 2023:

- a) *8:15 a.m. Pledge of Allegiance
- b) *8:15 a.m. - 8:30 a.m. Public Works - Grace Kane, Director:
 - 1. Discussion/Possible Action: Adoption of the Six-Year Transportation Improvement Program (TIP) 2024-2029
- c) *8:30 a.m. - 8:45 a.m. Planning and Development Services - Jack Moore, Director:
 - 1. Discussion/Possible Action: Adoption of the Annual Capital Facilities Plan
- d) *8:45 a.m. - 9:15 a.m. Budget and Finance - Trisha Logue, Director:
 - 1. Discussion/Possible Action: Adoption of the 2024 Skagit County Budget and 2024 Tax Levies
 - a. Resolution Adopting the 2024 Skagit County Budget
 - b. Resolution Authorizing the Property Tax Limit Factor For The 2024 General Levy
 - c. Resolution Authorizing The Property Tax Limit Factor For The 2024 Road Levy
 - d. Resolution Authorizing the Property Tax Limit Factor for the 2024 Conservation Futures Levy
 - e. Resolution Authorizing the Property Tax Limit Factor for the 2024 Emergency Medical Services Levy
 - f. Resolution Authorizing the Property Tax Levy for the 2024 General Levy
 - g. Resolution Authorizing the Property Tax Levy for the 2024 Road Levy
 - h. Resolution Authorizing The Property Tax Levy for the 2024 Conservation Futures Levy
 - i. Resolution Authorizing the Property Tax Levy for the 2024 Emergency Medical Services Levy
 - j. Resolution Authorizing a Diversion of \$1.35 Million from the Road Levy to the General Levy for Traffic Law Enforcement
- e) *9:30 a.m. - 10:00 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
 - 1. Public Comment (Specifically related to the agenda item)
- f) 10:30 a.m. - 11:30 a.m. Briefing - Planning and Development Services, Facilities Management, Central Services - Information Services, Geographic Information Services, Records Management, and Public Health
- ~~g) 11:30 a.m. - 12:00 p.m. Monthly Briefing with Public Works (Cancelled)~~
- h) 3:00 p.m. - 4:30 p.m. Executive Session (Infrastructure and Security of Computer and Telecommunications Networks - RCW 42.30.110(1)(a)(ii))
 - 1. Call Public Meeting to Order/Roll Call
 - 2. Executive Session
 - 3. Reconvene Public Meeting/Adjournment

Continued OVER...

II. TUESDAY, DECEMBER 12, 2023:

- a) *9:30 a.m. Pledge of Allegiance
- b) *9:30 a.m. - 10:00 a.m. Board of County Commissioners:
 - 1. Deliberations/Possible Action: Closed Record Appeal No. PL23-0478 submitted by Predators of the Heart of Hearing Examiner's Decision to Deny an After-the-Fact Special Use Permit No.PL22-0133 to Allow the Continued Operation of an Animal Preserve on the Applicant's Property located at 4709 Welch Lane in Anacortes
- c) 10:30 a.m. - 12:00 p.m. Skagit Council of Governments (SCOG) Comprehensive Economic Development Strategy (CEDS) Community Stakeholder Group Meeting #1 (Burlington Council Chambers, 833 South Spruce Street, Burlington)
- d) 12:00 p.m. - 1:00 p.m. County Connects: Meet and Greet

III. WEDNESDAY, DECEMBER 13, 2023:

- a) 7:00 a.m. - 9:00 a.m. Forest Advisory Board (FAB) Meeting hosted by FAB
- b) 9:30 a.m. - 10:15 a.m. Briefing with Innovative Environments

IV. THURSDAY, DECEMBER 14, 2023:

- a) 7:30 a.m. Breakfast with Elected Officials (Calico Cupboard, 121 Freeway Drive, Mount Vernon)
- b) 10:00 a.m. - 11:30 a.m. (SWISS) Regional Partnership Quarterly Meeting hosted by Washington State Association of Counties (WSAC)
- c) 3:00 p.m. - 4:00 p.m. Commissioners Briefing

MONDAY, DECEMBER 11, 2023: *BID OPENING (Clerk of the Board and Public Works Staff)*

*10:00 a.m. One (1) New Latest Model Three (3) Axle Paint Striper Truck ***(This bid opening was rescheduled from November 27, 2023)***

FUTURE BID OPENINGS:

Monday, December 18, 2023, 2:00 p.m. Guemes Island Electric Ferry Project #ESMVGUE-1 ***(This bid opening was rescheduled from December 4, 2023)***

FUTURE PUBLIC HEARING:

Tuesday, December 19, 2023, 11:15 a.m. To Consider Testimony Regarding the Amending the 2023 Skagit County Budget

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.

2. CONSENT AGENDA FOR MONDAY, DECEMBER 11, 2023 (items 1 through 27):**a) COMMISSIONERS:**

1. Record of the Proceedings for Wednesday, November 29, 2023.
2. Record of the Proceedings for Monday, December 4, 2023.
3. Record of the Proceedings for Wednesday, December 6, 2023.
4. Record of the Proceedings for Thursday, December 7, 2023.
5. Resolution appointing Daniel Valdez, Crystle Stidham, Peter Cavan, and Luis Reyna to the Housing Authority Board of Skagit County. Mr. Valdez' term will expire on December 9, 2028. Ms. Stidham's term will expire on February 28, 2028. Mr. Cavan's term will expire on October 31, 2025. Mr. Reyna's term will expire on December 9, 2024.
6. Resolution authorizing payment of overtime to staff who were activated at the Emergency Operations Center during 2023 flood event.

b) ADMINISTRATIVE SERVICES:

7. Cooperative Service Agreement No. 24-7353-2009-RA Work Plan with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS) for wildlife control activities. Compensation shall not exceed \$28,442.18. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.
8. Personal Services Agreement with Skagit Tourism Bureau to undertake all duties outlined in Interlocal Cooperative Agreement No. C20200219 (Exhibit "D") and the Work Plan (Exhibit "E"). Compensation shall be up to, but not exceed 100% of the monthly revenue received by Skagit County. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.

c) ASSIGNED COUNSEL:

9. Personal Services Agreement with Legal Counsel for Youth and Children to provide indigent defense representation to defendants referred by the Office of Assigned Counsel, Superior Court, Juvenile Court and District Court who have been deemed conflict of interest cases for the Skagit County Public Defender's Office. Cases include those under the Uniform Guardianship Act RCW 11.130.200. Compensation shall not exceed \$150,000. The Agreement is ratified to commence on October 1, 2023 and shall continue until December 31, 2024.

d) BUDGET AND FINANCE:

10. Funding Agreement with Concrete Heritage Museum Association to award \$3,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20230222. The Agreement shall commence January 1, 2024 and continue until December 31, 2024.
11. Funding Agreement with Museum of Northwest Art (MoNA) to award \$8,250 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20230222. The Agreement shall commence January 1, 2024 and continue until December 31, 2024.

e) EMERGENCY MEDICAL SERVICES:

12. Resolution calling for a public hearing regarding the placement of Ballot Measure: Skagit County - Proposition No. 1, Continuation of Emergency Medical Services Levy (Skagit County EMS System) on the April 23, 2024 Special Election and if necessary, the August 6, 2024 Primary Election. The public hearing is scheduled to take place on Monday, January 22, 2024, at 2:00 p.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.

f) FACILITIES MANAGEMENT:

13. Personal Services Agreement with GeoTest Services, Inc. to supply all labor, demolition, materials, equipment, and supervision to supply engineering services for construction special inspection, material testing and building envelope testing during the Skagit County Courthouse 4th Floor Removal Project located at 205 West Kincaid Street in Mount Vernon. Compensation is based on a rate schedule and shall not exceed \$8,510.34 including applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2024.

g) INFORMATION SERVICES:

14. Resolution to award the bid for replacement of Skagit County's backup and recovery system to Stonefly, Inc. in the amount of \$125,535.80, plus applicable taxes. Proposals were received by Skagit County on October 12, 2023.

h) OFFICE OF JUVENILE COURT:

15. Personal Services Agreement with Technical Resource Management dba Cordant Health Solutions to provide drug and alcohol testing. Compensation is based on a fee schedule and shall not exceed \$5,000. The Agreement is ratified to commence on June 1, 2023 and continue until May 31, 2024.
16. Personal Services Agreement with Hilltop Pharmacy LLC to fill prescriptions and deliver medications to the Detention Facility located at 605 South 3rd Street in Mount Vernon. Compensation is based on a rate schedule and shall not exceed \$6,000. The Agreement shall commence on January 1, 2024 and continue until December 31, 2025.

i) PARKS, RECREATION AND FAIR:

17. Resolution to call for a public hearing to consider testimony regarding raising the fees at the Swinomish Boat Launch. The public hearing is scheduled to take place on Monday, January 8, 2024, at 11:00 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 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.

j) PUBLIC HEALTH:

18. Personal Services Agreement with Community Action of Skagit County to provide housing and supportive services to Skagit County Veterans in accordance with all relevant RCWs and the Skagit County Veterans Assistance Funds Policies and Procedures. Compensation is based on a reimbursement fee schedule and shall not exceed \$30,000. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.
19. Personal Services Agreement with Community Action of Skagit County to provide case management and emergency financial assistance to veterans, and to provide space for services at Skagit Vets Connect Center located at 160 Cascade Place in Burlington. Compensation is based on a reimbursement fee schedule and shall not exceed \$273,088. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.
20. Interlocal Cooperative Agreement with the Town of La Conner to provide funding for staffing and program supplies for the Senior Services Program. Compensation shall not exceed \$6,966. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.
21. Interlocal Cooperative Agreement with the Town of Concrete to facilitate a Community Services Program and provide congregate and home-delivered meals to the Concrete community. Compensation to Skagit County shall not exceed \$9,048. The Agreement shall commence on January 1, 2024 and continue until December 31, 2024.

k) PUBLIC WORKS:

22. Vendor Services Agreement with Reisner Distributor, Inc. for the Mobile Marine Refueling Service for the Vehicle and Passenger Ferry, M/V Guemes. Compensation was awarded by Resolution No. R20230240 and shall not exceed \$456,015.60. The Agreement shall commence on December 14, 2023 and continue for an initial term of two (2) years with the option to be extended for up to two (2) additional successive terms of one (1) year each.
23. Amendment No. 5 to RCO (Recreation and Conservation Office) Project Agreement with Washington State Recreation and Conservation Office through the Salmon Recovery Funding Board for the grant award to Skagit County for the Cedar Grove Fish Passage Improvement Project # 18-1490R, Skagit County Contract No. C20190357. This Amendment extends the project period from June 30, 2023 to June 30, 2024 to provide additional time for completion of certain ADA access improvements. Compensation to Skagit County remains the same and shall not exceed \$ 798,483. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.
24. Resolution authorizing Chair Wesen to electronically sign the submission of Amendment No. 2 to Water Quality Combined Financial Assistance Agreement No. WQC-2021-SkCoPW-00083, Skagit County Agreement No. C20210045 with the Washington State Department of Ecology (DOE) to return remaining unspent grant funds in the amount of \$48,701.64.

25. Amendment No. 2 to Water Quality Combined Financial Assistance Agreement No. WQC-2021-SkCoPW-00083, Skagit County Agreement No. C20210045 with the Washington State Department of Ecology (DOE) to provide funding to improve water quality in Lorenzan Creek through the design of stormwater treatment facilities for Skagit County's Public Works shop in the town of Concrete. This Amendment returns remaining unspent grant funds in the amount of \$48,701.64. All other terms and conditions of the original Agreement shall remain in effect.

l) SHERIFF:

26. Grant Agreement No. G23NW0017A with the Office of National Drug Control Policy to allow Skagit County Interlocal Drug Enforcement Unit (SCIDEU) to participate in the National High Intensity Drug Trafficking Areas (HIDTA) Program. Compensation to Skagit County shall not exceed \$43,680. The Agreement is ratified to commence on January 1, 2023 and continue until December 31, 2024.

27. Interlocal Cooperative Agreement with Skagit County Interlocal Drug Enforcement Unit (SCIDEU) and Tahoma Narcotics Enforcement Team to allow SCIDEU to share assets in joint operation cases. The Agreement shall commence on the date of execution and will continue until terminated. There is no compensation associated with this Agreement.

3. MISCELLANEOUS AGENDA (items 1 through 5):

a) PUBLIC HEALTH:

1. Amendment No. 2 to Subaward Agreement No. C20220050 with Opportunity Council for the provision of Tenant Based Rental Assistance (TBRA) in Island County with Federal HOME Funding through the Skagit HOME Consortium. This Amendment increases compensation from \$76,294.30 to an amount not to exceed \$84,530.30. The term remains the same and shall continue until December 31, 2024. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
2. Amendment No. 1 to Subaward Agreement No. C20220090 with Community Action of Skagit County for the provision of Tenant Based Rental Assistance (TBRA) with Federal HOME Funding through the Skagit HOME Consortium. This Amendment extends the term from December 31, 2023 to March 31, 2024. Compensation remains the same and shall not exceed \$152,588.59. All other terms and conditions of the original Agreement shall remain in effect.
3. Amendment No. 1 to Subaward Agreement No. C20230376 with Opportunity Council to provide Tenant Based Rental Assistance (TBRA) in Whatcom County with Federal HOME Funding through the Skagit HOME Consortium. This Amendment increases compensation from \$125,820.72 to an amount not to exceed \$134,056.72 to implement and operate the County's TBRA program. The term remains the same and shall continue until June 30, 2025. All other terms and conditions of the original Agreement shall remain in effect.
4. Amendment No. 1 to Personal Services Agreement No. C20230345 with Community Action of Skagit County for the provision of Tenant Based Rental Assistance (TBRA) with Federal HOME Funding through the Skagit HOME Consortium. This Amendment increases compensation from \$162,826.82 to an amount not to exceed \$171,062.82 to implement and operate the County's TBRA program. The term remains the same and shall continue until June 30, 2025. All other terms and conditions of the original Agreement shall remain in effect.

b) PUBLIC WORKS:

5. Resolution to authorize the closure of South Skagit Highway Road #07000 to all through traffic at milepost 18.30 (Mill Creek) for public safety and to allow Skagit County crews to conduct emergency repairs due to a severe weather event. The closure commenced on December 6, 2023 and will continue until December 15, 2023 or until adequate repairs are completed as determined by the County Engineer.