

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, DECEMBER 21, 2020:**

- a) 8:45 a.m. - 9:45 a.m. Briefing - County Administrator, Planning and Development Services, Public Works, Public Health and Department of Emergency Management (Listen to the meeting by calling: 1 (646) 749-3122 Access Code: 734 350 413 or join by computer: <https://global.gotomeeting.com/join/734350413>)
- b) 9:45 a.m. - 10:15 a.m. Growth Management Technical Advisory Committee Meetings Briefing from Planning and Development Services and Public Health (Listen to the meeting by calling: 1 (872) 240-3212 Access Code: 322 048 933 or join by computer: <https://global.gotomeeting.com/join/322048933>)
- c) *10:30 a.m. - 11:00 a.m. Planning and Development Services – Hal Hart, Director: (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: 1 (786) 535-3211 Access Code: 544 234 797 or join by computer: <https://global.gotomeeting.com/join/544234797>):
1. Discussion/Possible Action: An Ordinance Adopting the 2019 Amendments to the Comprehensive Plan, Zoning Map, and Development Regulations (Docket)
- d) *11:30 a.m. - 12:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items (Watch the meeting live on Skagit21 Television, streamed online at 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>)
- e) 1:00 p.m. - 3:00 p.m. Commissioners may attend a Homeless Outreach Event located at Edgewater Park located at 600 Behrens Millet Road in Mount Vernon
- f) 3:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

II. **TUESDAY, DECEMBER 22, 2020:**

- a) *10:30 a.m. - 11:00 a.m. Public Works – Dan Berentson, Director: (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: 1 (646) 749-3122 Access Code: 669 263 357 or join by computer: <https://global.gotomeeting.com/join/669263357>):
1. Presentation: 14-Year Ferry Capital Improvement Plan
- b) *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 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
- c) *2:00 p.m. - 3:00 p.m. Board of Health Special Session (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: 1 (408) 650-3123 Access Code: 632 327 501 or join by computer: <https://global.gotomeeting.com/join/632327501>):

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1. Discussion/Possible Action: A Resolution to Call for a Public Hearing to Adopt New Health Code to Establish Civil Penalties for Violations of Health Officer Orders on Wednesday, January 20, 2020, at 10:30 a.m. or as soon thereafter as possible

III. FRIDAY, DECEMBER 25, 2020:

CHRISTMAS DAY HOLIDAY OBSERVED - COUNTY OFFICES CLOSED

FUTURE PUBLIC HEARINGS:

Monday, December 28, 2020, 1:45 p.m. To Consider Testimony Regarding Amending the 2020 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

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 a.m./p.m. and can also be viewed ON DEMAND online at www.skagitcounty.net/Skagit21

IV. CONSENT AGENDA FOR MONDAY, DECEMBER 21, 2020 (items 1 through 50):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, December 14, 2020.
2. Record of the Proceedings for Tuesday, December 15, 2020.
3. Resolution reappointing Terry Sapp, Michael Hughes, Kraig Knutzen, and John Morrison to the Agricultural Advisory Board for a three-year term beginning on January 1, 2021, and expiring on December 31, 2023.

b) ADMINISTRATIVE SERVICES:

4. Amendment No. 1 to Personal Services Agreement No. C20200179 with Gordon Thomas Honeywell Governmental Affairs to perform on-call consulting work for Skagit County's grant seeking program. This Amendment extends the term of the Agreement from December 31, 2020, to December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.
5. Cooperative Services Agreement No. 21-7353-2009-RA Work Plan with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Services (APHIS) Wildlife Services (WS) to provide assistance to Skagit County in reducing damage caused by nuisance birds that create human health and safety risks and property damage to Skagit County facilities. Compensation shall be included in an annual Work Plan/Financial Plan. The Agreement shall commence on January 1, 2021, and continue until December 31, 2025.
6. Cooperative Services Agreement No. 21-7353-2009-RA Work Plan/Financial Plan with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Services (APHIS) Wildlife Services (WS) for wildlife control activities. Compensation shall not exceed \$21,770.62. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
7. Personal Services Agreement with Innovative Environments, LLC to provide policy assistance related to forest practice issues, including administration of the Forest Advisory Board and advising Skagit County on state-level forest lands and natural resources issues. Compensation shall not exceed \$60,000 and is based on an hourly rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.

c) ASSIGNED COUNSEL:

8. Personal Services Agreement with Alyssa Ryan, 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. Compensation shall not exceed \$100,000 and is based on an hourly rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2022.

d) BUDGET AND FINANCE:

9. Funding Agreement with Skagit Valley Tulip Festival (Annual Brochure) to award \$7,000 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement shall commence on January 1, 2021, and continue through December 31, 2021.
10. Funding Agreement with Skagit Valley Tulip Festival (Traffic Control and Roundabout Maintenance) to award \$31,200 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement shall commence on January 1, 2021, and continue through December 31, 2021.
11. Funding Agreement with Skagit County Historical Museum (Tourism Marketing Project) to award \$22,797 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement shall commence on January 1, 2021, and continue through December 31, 2021.
12. Funding Agreement with Skagit County Chamber Executive Directors Association (SCCEDA) to award \$46,000 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement shall commence on January 1, 2021, and continue through December 31, 2021.
13. Funding Agreement with Museum of Northwest Art (MoNA) to award \$2,500 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement shall commence on January 1, 2021, and continue through December 31, 2021.
14. Personal Services Agreement with Volunteers of America Western Washington (VOAWW) to provide services for Skagit County operating as the designated Dispute Resolution Center as outlined in the Revised Code of Washington (RCW 7.75). Compensation for 2021 shall not exceed \$54,241; compensation for 2022 and 2023 will be as approved in the 2022 and 2023 annual budget process. Additionally, for January 1, 2021 through December 31, 2023 the County will transfer the surcharge collected from District Court civil and small claims

filing fees designated for a Dispute Resolution Center. The Agreement shall commence on January 1, 2021, and continue until December 31, 2023.

15. Funding Agreement with Skagit Valley Festival of Family Farms to award \$25,000 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement shall commence on January 1, 2021, and continue through December 31, 2021.
16. Amendment No. 1 to Interlocal Cooperative Agreement No. C20190334 with the City of Burlington to award \$430,000 of Economic Development/Public Facilities Project grant funds to support the arterial connection of Burlington Boulevard and South Walnut Street. This Amendment extends the term of the Agreement from December 31, 2020 to December 31, 2021. All other terms and conditions of the original Agreement shall remain in effect.

e) CORONER:

17. Personal Services Agreement 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. Compensation shall not exceed \$5,000 which is based on a fee structure. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.

f) EMERGENCY MEDICAL SERVICES:

18. Personal Services Agreement with Matthew Russell, M.D., to provide Emergency Medical Services Medical Program Director (MDP) services pursuant to Washington Administrative Code (WAC) 246-976-920. Compensation shall not exceed \$6,375 per month and is based on a fee schedule. In the event that there is no Assistant MPD, and the Contractor is responsible for the Assistant MPD's additional duties, the Contractor shall be paid an additional \$2,000 per month. The Agreement shall commence on January 1, 2021, and continue until December 31, 2023.
19. Personal Services Agreement with Rachel Mank, D.O. to provide assistance to the Skagit County Medical Program Director. Compensation shall not exceed \$3,000 per month and is based on a fee schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2023.

g) HUMAN RESOURCES:

20. Resolution establishing 2021 compensation and benefits for non-represented County employees.

h) INFORMATION SERVICES:

21. Personal Services Agreement with Ivoxy Consulting, LLC to provide troubleshooting, configuration, architecture recommendations, software support, upgrade support for NetApp, VMWare systems, VEEAM software, and MS Exchange. Compensation is based on a fee schedule and shall not exceed \$30,000 plus applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2021.
22. Personal Services Agreement with Handel Information Technologies, Inc. to provide report, configuration, interface and SQL table changes and other functions, outside of the law changes that are included in normal maintenance, as needed to assist Skagit County in the management and operation of the RiteTrack Case Management system installed at Skagit County. Compensation shall not exceed \$10,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2021.
23. Amendment No. 3 to License-Hosted Case Management Services License Agreement No. C20140277 with Probatum Technologies, Inc. for software license and support of the Probatum Case Manager system operated by Skagit County's Adult Probation Department. This Amendment increases compensation by \$600 per year to include one (1) additional Probatum License. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

i) OFFICE OF JUVENILE COURT:

24. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation services including spoken language interpreting, sign language interpreting, court interpreting, translation of technical and/or non-technical documents, and bilingual fluency testing for clients on an as needed basis. Compensation is estimated to not exceed \$16,000 for the entire term of the Agreement and is based on a rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2023.

j) PARKS, RECREATION AND FAIR:

25. Personal Services Agreement with Reid Middleton, Inc. to provide a revised engineered design for the Skagit County Playfields project. Compensation shall not exceed \$5,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2021.

k) PUBLIC DEFENDER:

26. Personal Services Agreement with Eileen Sterns to prepare court transcripts as needed upon the specific request by the Skagit County Public Defender. Compensation shall not exceed \$11,500 for the entire term of the Agreement and is based on a fee schedule. The Agreement is ratified to commence on September 1, 2020, and continue until December 31, 2022.

l) PUBLIC HEALTH:

27. Amendment No. 2 to Personal Services Agreement No. C20200127 with John Bowey dba Transmediavision to assist Skagit County Public Health in conveying critical and time sensitive messaging to the public at large regarding COVID-19. This Amendment increases compensation by \$20,000 for additional messaging to the public about issues and concerns. Total compensation shall not exceed \$95,000. The term of the Agreement shall be extended from December 31, 2020 to June 30, 2021. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
28. Amendment No. 1 to Personal Services Agreement No. C20190592 with Community Action of Skagit County to process mileage reimbursement requests for Skagit Meals on Wheels volunteers. This Amendment replaces Exhibit "B", Compensation, with Exhibit "B", Compensation – Revised, increasing compensation from \$15,000 to an amount not to exceed \$17,000. All other terms and conditions of the original Agreement shall remain in effect including the term which shall continue until December 31, 2020.
29. Amendment A to Grant Agreement with the Washington State Department of Commerce through the Community Services and Housing Division Housing Assistance Unit, Contract No. 21-4614C-123, Skagit County Contract No. C20200448 to provide rent assistance for low income households to help prevent evictions. This Amendment increases compensation from \$1,412,932 to an amount not to exceed \$1,537,932. The Amendment is ratified to commence on November 18, 2020, and continue until December 31, 2020. All other terms and conditions of the original Agreement shall remain in effect.
30. Personal Services Agreement with Community Action of Skagit County for the provision of motel vouchers for homeless households that include an individual at the highest risk of complications from COVID-19. Compensation shall not exceed \$37,500. The Agreement is ratified to commence on December 1, 2020, and continue until December 31, 2020.
31. Vendor Services Agreement with UniFirst to provide and deliver gowns, as well as the pick-up and laundering of used gowns at the COVID-19 Testing Site, located at 501 Taylor Street in Mount Vernon. Compensation shall not exceed \$2,400. The Agreement is ratified to commence on November 1, 2020, and continue for one year.
32. Regional Insertion Order Agreement with National CineMedia, LLC to provide behavioral health promotion through digital marketing. Compensation shall not exceed \$3,000 and is based on a rate schedule. The Agreement shall commence on January 1, 2021, and continue until March 31, 2021.
33. Interlocal Cooperative Agreement with Washington State Department of Veterans Affairs (WDVA) to work collaboratively with the County to provide a full-time Skagit County Veteran Service Officer to identify the needs of clients and their families living within the County. The County shall reimburse WDVA an amount not to exceed \$60,000 which is based on the completion of the services and requirements specified in the Agreement. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
34. 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. Skagit County will reimburse the City for services provided in the Agreement. Total reimbursement shall not exceed two-thirds (2/3) of the total cost of the program, for a total sum not to exceed \$60,000. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
35. Vendor Services Agreement with Oliver Packaging & Equipment Company to provide dual oven/microwave meal trays and equipment to seal home-delivered meals. Compensation shall not exceed \$75,000. The Agreement shall commence on January 1, 2021, and continue for one year.
36. Personal Services Agreement with Sunrise Services, Inc. to provide outpatient substance use disorder treatment related services to Skagit County residents who meet eligibility requirements. Compensation shall not exceed \$15,000 and is based on an hourly rate schedule. The Agreement shall commence on January 1,

2021, and continue until December 31, 2021.

37. Personal Services Agreement with Sunrise Services, Inc. to provide mental health recovery services to individuals who meet the eligibility criteria with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. Compensation shall not exceed \$35,000 and is based on an hourly rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
38. Amendment No. 1 to Personal Services Agreement No. C20200498 with Catholic Community Services of Western Washington to administer the Eviction Rental Assistance Program (ERAP) Grant to prevent evictions by paying past due and future rent, targeting limited resources to those with the greatest need while working to distribute funds equitably. This Amendment increases compensation from \$395,360 to an amount not to exceed \$435,360. All other terms and conditions of the original Agreement shall remain in effect including the term which expires on December 31, 2020.
39. Amendment No. 1 to Personal Services Agreement No. C20200493 with Housing Authority of Skagit County to administer the Eviction Rental Assistance Program (ERAP) Grant to prevent evictions by paying past due and future rent, targeting limited resources to those with the greatest need while working to distribute funds equitably. This Amendment increases compensation from \$77,970 to an amount not to exceed \$158,220. All other terms and conditions of the original Agreement shall remain in effect including the term which expires on December 31, 2020.
40. Amendment No. 1 to Personal Services Agreement No. C20200495 with Pioneer Human Services to provide Criminal Justice Treatment Account eligible services to individuals referred for participation in the Skagit County Felony Drug Court. This Amendment updates the Scope of Work to include additional Recovery Support Services and increases compensation from \$100,000 to an amount not to exceed \$249,545. All other terms and conditions of the original Agreement shall remain in effect including the term which expires on June 30, 2021.

m) PUBLIC WORKS:

41. Amendment No. 2 to Interlocal Cooperative Agreement No. C20170471 with Skagit County Drainage District No. 21 to financially participate in the Turner Creek and Turner Creek Sediment Pond drainage conveyance improvement project. This Amendment increases compensation from \$150,000 to an amount not to exceed \$400,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect including the term which shall continue until October 16, 2023.
42. Interlocal Cooperative Agreement with Skagit Conservation District (SCD) to coordinate on the development, implementation and maintenance of water quality programs in Skagit County and to utilize the SCD to meet the goals of Skagit County's Shellfish Protection District, in accordance with RCW 90.72. Compensation shall not exceed \$263,000. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
43. Personal Services Agreement with Skagit Watershed Council to assist Skagit County as lead entity for salmon recovery grant funding pursuant to RCW 77.85 and to coordinate with other member organizations to further salmon recovery in the Skagit Watershed. Compensation shall not exceed \$30,000, which is based on work performed or services rendered, labor, materials, supplies, equipment, and incidentals necessary to perform the work. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
44. Personal Services Agreement with Maul Foster & Alongi, Inc. to provide consultation and support of the development of a long-range planning document (Plan) for the Natural Resources Division programs and activities. The Plan will include strategic goals, a mission statement, financial analysis of programs and activities, and recommendations for future funding sources for programs and activities. Compensation shall not exceed \$49,500. The Agreement shall commence on the date of execution and continue until December 31, 2021.
45. Escrow Agreement with U.S. Bank National Association to establish an escrow account to serve as the account for the Whitmarsh Landfill Settlement (Contract No. C20200013) funds from Shell Oil Company, Texaco, and the State of Washington Department of Natural Resources to be used to pay for the remediation of the Whitmarsh Landfill Site located in Anacortes.
46. Street Waste Facility Use Agreement with Whirlwind Services, Inc. dba Whirlwind Clean & Green to provide access to the Skagit County Waste Facility to dispose of waste generated from cleaning streets and stormwater drainage systems. The Agreement shall commence on the date of execution and continue for two years. Whirlwind Services, Inc. dba Whirlwind Clean & Green shall pay the established fees which are outlined in Skagit County's Solid Waste Disposal Rates.

n) RISK MANAGEMENT:

47. Personal Services Agreement with Braun Consulting Group to provide assistance with a range of collective bargaining activities as requested by the Human Resources Director. Compensation shall not exceed \$60,000 per year and is based on a rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.

o) SHERIFF:

48. Lease Agreement with Mt. Constitution Sites, Inc. for the lease of specified portions of a tower and space for equipment and property for the purpose of 2-way communications (repeater). The initial lease amount shall be \$350 per month. Compensation shall be adjusted annually by the Consumer Price Index. The Agreement shall commence on January 1, 2021, and continue for five (5) years with the option to extend the term for three (3) additional periods of five (5) years each.

49. Interlocal Cooperative Agreement with Whatcom County (Northwest Minichain) to provide transportation services for Skagit County prisoners with at least one trip per weekday. Compensation shall not exceed \$177,725 and is based on a rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.

p) SUPERIOR COURT:

50. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services for hearings and trials as requested by Skagit County Superior Court and Skagit County District Court. Compensation shall not exceed \$150,000 and is based on a rate schedule. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.

V. MISCELLANEOUS OTHER (1 through 5):

a) PUBLIC HEALTH:

1. Personal Services Agreement with Community Action of Skagit County to utilize Community Action of Skagit County as a subrecipient to administer the Tenant Based Rental Assistance (TBRA) program in Skagit County to provide tenant based rental assistance to low-income individuals and/or families who are homeless or at risk of becoming homeless. Skagit County will provide the subrecipient Community Action of Skagit County with \$156,701.56 of HOME funding to implement the Consortium's TBRA program. The Agreement shall commence on January 1, 2021, and continue until December 31, 2022.
2. Personal Services Agreement with Opportunity Council to utilize Opportunity Council as a subrecipient to administer the Tenant Based Rental Assistance (TBRA) program in Island County to provide tenant based rental assistance to low-income individuals and/or families who are homeless or at risk of becoming homeless. Skagit County will provide the subrecipient Opportunity Council with \$78,350.56 of HOME funding to implement the Consortium's TBRA program. The Agreement shall commence on January 1, 2021, and continue until December 31, 2022.
3. Amendment No. 1 to Personal Services Agreement No. C20200344 with Community Action of Skagit County to provide Emergency COVID-19 HOME Tenant Based Rental Assistance in Skagit County. This Amendment extends the term of the Agreement from December 31, 2020 to September 30, 2021. All other terms and conditions of the original Agreement shall remain in effect.
4. Personal Services Agreement with Community Action of Skagit County to provide HOME Tenant Based Rental Assistance (TBRA) for people with behavioral health disorders. Compensation shall not exceed \$30,000 and is based on an administrative rate schedule for the provision of the TBRA program. The Agreement shall commence on January 1, 2021, and continue until December 31, 2021.
5. Personal Services Agreement with Opportunity Council to utilize Opportunity Council as a subrecipient to administer the Tenant Based Rental Assistance (TBRA) program in Whatcom County to provide tenant based rental assistance to low-income individuals and/or families who are homeless or at risk of becoming homeless. Skagit County will provide the subrecipient Opportunity Council with \$121,087.37 of HOME funding to implement the Consortium's TBRA program. The Agreement shall commence on January 1, 2021, and continue until December 31, 2022.