

## SKAGIT COUNTY COMMISSIONERS' AGENDA

Meetings are held at 1800 Continental Place, Mount Vernon unless noted otherwise. Access for some meetings provided [through Zoom](#) or 1 (253) 215-8782 #871 8000 1980

Public comments prior to final action per RCW 42.30.20(4) must relate to the specific agenda item.

### **I. SATURDAY, NOVEMBER 16, 2024:**

- a) 11:00 a.m. Skagit County Veterans Day Parade (Starts at Walnut Street to Fairhaven Avenue to Skagit Street, Burlington)

### **II. MONDAY, NOVEMBER 18, 2024:**

- a) 8:00 a.m. - 8:30 a.m. Briefing - Innovative Environments
- b) 8:30 a.m. - 9:30 a.m. Briefing - Public Works, and Department of Emergency Management
- c) 9:30 a.m. - 10:00 a.m. Briefing - Planning and Development Services
- d) \*10:00 a.m. Pledge of Allegiance
- e) \*10:00 a.m. - 10:30 a.m. Planning and Development Services - Jack Moore, Director:
1. Public Hearing to Consider Testimony Regarding Proposed Revisions to the Planning and Development Services Fee Schedule
  2. Possible Action to Adopt Proposed Revisions to the Planning and Development Services Fee Schedule
  3. Miscellaneous
- f) \*10:30 a.m. - 11:30 a.m. Budget and Finance - Trisha Logue, Director:
1. Preliminary Budget Presentation
- g) \*11:30 a.m. - 11:45 a.m. Board of County Commissioners:
1. Public Comment Period
  2. County and Individual Success Stories
  3. Miscellaneous (announcements, letters, etc.)
- h) \*11:45 a.m. - 12:15 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:
1. Public Comment (Specifically related to agenda item)
- i) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Virtual Assembly hosted by WSAC
- j) \*12:15 p.m. - 12:30 p.m. Decision: Closed Record Appeal No. PL24-0162 Submitted by Alexandra Lemelson and Kathy Lemelson Regarding the Hearing Examiner's Decision to Deny Special Use Permit No. PL20-0521 to Allow the Operation of a "Limited Kennel" on an Approximately 10.13-acre Property (Property located at 31004 Prevedell Road in Sedro-Woolley)
- k) 1:30 p.m. - 2:30 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i)):
1. Call Public Meeting to Order
  2. Executive Session
  3. Reconvene Public Meeting for the Sole Purpose of Adjournment

***Continued OVER...***

**III. TUESDAY, NOVEMBER 19, 2024 - THURSDAY, NOVEMBER 21, 2024:**

WASHINGTON STATE ASSOCIATION OF COUNTIES (WSAC)  
COUNTY LEADERS CONFERENCE  
VANCOUVER, WA, HILTON VANCOUVER

**IV. FRIDAY, NOVEMBER 22, 2024:**

- a) \*12:45 p.m. Pledge of Allegiance
- b) \*12:45 p.m. - 1:15 p.m. Decision: Closed Record Appeal No. PL24-0356 from Jan M. Edelstein and Robert Eleveld and Appeal No. PL24-0357 from Kimberly Sanford, Danny Sanford, Jacob Koopmans and Greg Wittendorf Regarding the Hearing Examiner's Decision on Shoreline Substantial Development Permit, Shoreline Variance, and a Shoreline Conditional Use Permit Application No. PL22-0528 for stormwater outfall improvements to convey stormwater from detention ponds across the Overlook Golf Course and proposed Overlook Crest development through the existing stormwater system into Big Lake
- c) 2:00 p.m. Celebration: Completion of the Wiley Slough Dike Project (Wiley Slough Picnic Shelter)

**FUTURE BID OPENINGS:**

- Monday, December 2, 2024, 12:15 p.m. Two (2) New Latest Model Kick-Off Broom
- Tuesday, January 14, 2025, 12:00 p.m. Skagit County Prosecutor's Office Tenant Improvements (TI) Project

**FUTURE PUBLIC HEARINGS:**

- Monday, November 25, 2024, 10:30 a.m. To Consider Testimony Regarding Establishing the Annual Assessment for the Edison Subarea of the Clean Water (Shellfish Protection) District
- Monday, November 25, 2024, 11:00 a.m. To Consider Testimony Regarding the 2025-2030 Six-Year Transportation Improvement Program (TIP)

**REQUEST FOR QUALIFICATIONS (RFQ):**

- Monday, December 2, 2024, 4:00 p.m. Professional Engineering, Bid Support, and Construction Management & Inspection Services for the South Osterman Creek Culvert Repair Project #EO214-5; FEMA Project No. 4650DR-674680
- Thursday, December 12, 2024, 4:00 p.m. Professional Engineering, Environmental Permitting, Hydraulic Evaluation, and Right of Way Services for the Concrete Sauk Valley Road Bank Stabilization - Milepost 3.7 Project #ES8000-12; Federal Aid #CDS-29SV(001)
- Thursday, December 19, 2024, 1:00 p.m. Skagit County Treasurer's Office Primary Banking Services

**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, NOVEMBER 18, 2024 (items 1 through 31):****a) COMMISSIONERS:**

1. Record of the Proceedings for Tuesday, November 12, 2024.
2. Record of the Proceedings for Thursday, November 14, 2024.

**b) AUDITOR:**

3. Amendment No. 1 to Washington State Department of Licensing Subagent Agreement No. C20190545 between Skagit County Licensing Agent and Subagent Anacortes Chamber of Commerce which allows the Subagent to provide vehicle and vessel registration and licensing services. This Amendment extends the term of the Agreement from December 31, 2024 to December 31, 2029. All other terms and conditions of the original Agreement shall remain in effect.
4. Amendment No. 1 to Washington State Department of Licensing Subagent Agreement No. C20190546 between Skagit County Licensing Agent and Subagent Skagit Auto Licensing, Inc. which allows the Subagent to provide vehicle and vessel registration and licensing services. This Amendment extends the term of the Agreement from December 31, 2024 to December 31, 2029. All other terms and conditions of the original Agreement shall remain in effect.

**c) BUDGET AND FINANCE:**

5. Resolution to call for a public hearing to consider testimony regarding the 2025 Skagit County Budget and the 2025 property tax levies. The public hearing is scheduled to take place on Monday, December 2, 2024 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 in-person or remote by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 or by computer, tablet, or smartphone through this link: <https://us06web.zoom.us/j/87180001980?pwd=eEVGUGkxZ3NkQkhYSnhBMEo2RTQrdz09>.
6. Funding Agreement with Haunted Warehouse Concrete Dress it Forward to award \$2,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and shall continue until December 31, 2025.
7. Funding Agreement with Skagit River Bald Eagle Awareness Team (SRBEAT) to award \$10,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and shall continue until December 31, 2025.

**d) EMERGENCY MEDICAL SERVICES:**

8. Interlocal Cooperative Agreement with Skagit County Regional Fire Authority to reflect the formal merger of Skagit County Fire District #10 and Skagit County Fire District #19 to provide trauma verified aid services in accordance with WAC 246-976 and RCW 52.26. This Agreement replaces and supersedes Skagit County Agreement Nos. C20190416 and C20190275. Compensation shall not exceed \$10,125. The Agreement is ratified to commence on October 8, 2024 and continue until December 31, 2024.
9. Amendment No. 1 to Interlocal Cooperative Agreement No. C20180391 with Skagit County Fire District 13 to provide Community CPR and First Aid training in the "Anacortes FD Training Hub" that includes training for Fire Districts 11, 13 and 17. This Amendment extends the term from December 31, 2024 to June 30, 2025. Compensation remains the same and shall not exceed \$7,000. All other terms and conditions of the original Agreement shall remain in effect.

**e) FACILITIES MANAGEMENT:**

10. Amendment No. 1 to Personal Services Agreement No. C20240094 with Universal Protection Service, OP dba Allied Universal Security Services to provide unarmed security guard services for public screening purposes at various court facilities in Mount Vernon. This Amendment reflects the increase in service rates for year 2025. Compensation is increased from \$500,000 to an amount not to exceed \$700,000. The term remains the same and shall continue until December 31, 2025. All other terms and conditions of the original Agreement shall remain in effect.
11. Amendment No. 2 to Personal Services Agreement No. C20230441 with ATS Automation, Inc. to provide building automation control system support, updates, and inspections at various Skagit County facilities. This Amendment reflects the updated rate schedule and policy changes. Compensation remains the same and shall not exceed \$132,000. The term remains the same and shall continue until December 31, 2026. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

f) HUMAN RESOURCES:

12. Resolution establishing the 2025 compensation and benefits package for non-represented County employees and Personnel Policy updates.

g) INFORMATION SERVICES:

13. Resolution awarding the Request for Proposals (RFP) for Financial Published Data System to GTY Technology Holdings Inc d/b/a Euna Solutions.
14. Resolution to rescind Resolution No. R20240153 and cancelling the need for submissions of Request for Proposals (RFP) for a Remote Access System.

h) PARKS, RECREATION AND FAIR:

15. Amendment No. 2 to Vendor Services Agreement No. C20230040 with Jeremy Oliver, dba Absolute Plumbing to provide plumbing and drainage services at multiple park locations. This Amendment increases compensation from \$35,000 to an amount not to exceed \$39,000 to complete the installation of a waterline at 59968 State Route 20 in Marblemount, Parcel No. P45245. The term remains the same and shall continue until January 24, 2025. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

i) PLANNING AND DEVELOPMENT SERVICES:

16. Amendment No. 1 to Vendor Services Agreement No. C20240519 with Dellinger Industries LLC to remove all junk vehicles, RV's, boat trailers, scrap metal, building salvage, debris, other scrap, and garbage from the properties commonly known as Parcel Numbers P35811 and P35833. This Amendment adds additional compensation due to additional junk and debris that had been buried and unanticipated road improvements that had to be performed to allow for the removal of junk, junk vehicles, other garbage, and debris. Compensation is increased from \$37,110.14 to an amount not to exceed \$49,844.73. The term remains the same and shall continue until October 21, 2025. All other terms and conditions of the original Agreement shall remain in effect.

j) PROSECUTING ATTORNEY:

17. Resolution authorizing a special assessment to reimburse Skagit County for costs incurred to abate a nuisance under RCW 36.32.120(10) against Cody Johnson.

k) PUBLIC DEFENDER:

18. Personal Services Agreement with Alice Neville to prepare court transcripts as needed upon the specific request by the Skagit County Public Defender. Compensation is based on a rate schedule and shall not exceed \$10,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2026.
19. Personal Services Agreement with Jennifer C. Pollino to prepare court transcripts as needed upon the specific request by the Skagit County Public Defender. Compensation is based on a rate schedule and shall not exceed \$10,000. The Agreement is ratified to commence on January 1, 2025 and continue until December 31, 2026.

l) PUBLIC HEALTH:

20. Resolution authorizing Chair Browning to electronically sign the submission of Amendment No. 22 to Skagit County Contract No. C20210602 with the Washington State Department of Health (DOH Contract No. CLH31025) to increase funding by \$35,363 for a total contract amount of \$13,920,820 to support Public Health's programming.
21. Amendment No. 22 to Skagit County Contract No. C20210602 with the Washington State Department of Health (DOH Contract No. CLH31025) to increase funding by \$35,363 for a total contract amount of \$13,920,820 to support Public Health's programming. 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.
22. Amendment No. 2 to Interagency Agreement for Recovery Support Services No. C20230029 with Washington State Health Care Authority (HCA Contract No. K6478) to implement and manage a program to provide State Opioid Response (SOR) services to eligible individuals. This Amendment extends the term from September 29, 2024 to September 29, 2025, updates the Statement of Work, updates Attachment 6, and increases compensation from \$555,000 to an amount not to exceed \$813,500. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

23. Amendment No. 1 to Interlocal Cooperative Agreement No. C20240447 with Mount Vernon School District to fund a school social worker and a migrant health nurse to develop and support a Multi-Tiered System of Support (MTSS) practice and teams, increase capacity to implement or maintain programs and practices that reduce substance use and target mental health promotion, prevention, and treatment. This Amendment removes funding for the migrant health nurse position because the position has now been funded and operates out of the Northwest Educational Service District (NWESD) 189. Compensation is decreased from \$103,000 to an amount not to exceed \$83,000. The term remains the same and shall continue until July 31, 2025. All other terms and conditions of the original Agreement shall remain in effect.
24. Memorandum of Understanding (MOU) with Skagit Valley College Dental Therapy Program, Skagit Valley College Contract No. MOU-2425-067. The purpose of this MOU is to establish a shared understanding between Skagit County Public Health Community Connect Event Planners and the Skagit Valley College Dental Therapy Program to allow students and faculty to provide free dental care to patients requesting dental care at the Community Connects Events. There is no compensation associated with this Agreement. The Agreement shall commence on the date of execution and continue until July 31, 2025.

m) PUBLIC WORKS:

25. Resolution amending Skagit County Resolution No. R20240150 appointing members to the Skagit County Marine Resources Committee (MRC).
26. Amendment No. 15 to Grant Agreement No. C20230364 with the Washington State Conservation Commission (2023-25 Biennium Contract No. K2425) to continue implementation of the Voluntary Stewardship Program (VSP) plan work. This Amendment moves \$12,000 from the technical assistance category to the project category for the Clear Valley project. Compensation remains the same and shall not to exceed \$1,228,404.68. The term remains the same and shall continue until June 30, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.
27. ~~Resolution to call for a public hearing to consider testimony to amend the Guemes Island Ferry Rate Schedule and Fare Revenue Target Methodology. The public hearing is scheduled to take place on Tuesday, December 10, 2024 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 in person or remote by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 or by computer, tablet, or smartphone through this link: <https://us06web.zoom.us/j/87180001980?pwd=cEVGUkxZ3NkQkhYSnhBMEo2RTQrdz09>. (Item pulled for further consideration.)~~
28. Local Agency Agreement with AECOM Technical Services, Inc. to provide design of projects, preparation of project plans, specifications in compliance with local, state, federal requirements, estimate of construction costs, environmental permitting, survey, topographic mapping, geotechnical design, cultural resource investigation for Eleven (11) Skagit County Fish Passage Improvement Projects - 3 Culvert Bundle. The projects are for Bulson Road - Bulson Creek (CR142) - #ES80750-3; Starbird Road - Unnamed Creek (CR80) - #ES82000-4; and Cascade Ridge Drive - Carpenter Creek (CR26 & CR188) - #ES82020-1. Compensation shall not exceed \$1,314,660.65. The Agreement shall commence on the date of execution and continue until December 31, 2026.

n) RISK MANAGEMENT:

29. Endorsement/Amendment No. 3 to Client Authorization to Bind Coverage Agreement No. C20240393 with Gallagher Risk Management Services LLC for marine vessels owned and operated by Skagit County. This Amendment adds Excess Marine Liability for the Zodiac Workboat to the Policy. Annual compensation is increased by \$1,107.82 for a new annual premium not to exceed \$148,763.89. The term remains the same and shall continue until August 1, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

o) SHERIFF:

30. Amendment No. 2 to Interlocal Agreement No. C20210134 with Snohomish County for jail services pursuant to Chapter 39.34 RCW and Chapter 70.48 RCW. This Amendment updates the booking, Daily Maintenance, and Video Court fees. The term remains the same and shall continue until December 31, 2026. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
31. Amendment No. 2 to Agreement No. C20220517 with Skagit Shooting Range, LLC to provide use of the Skagit Shooting Range located at 1340 Bouslog Road in Burlington. This Amendment extends the term by one year to continue until December 31, 2025 and increases compensation by \$3,500 for a new total compensation amount not to exceed \$14,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

**2. MISCELLANEOUS AGENDA (items 1 through 3):**

a) PLANNING AND DEVELOPMENT SERVICES:

1. Vendor Services Agreement with Facet NW, Inc. to provide on-call services that will be delegated via Task Order to assist with the new State Mandated permit timelines per RCW 36.70B.240. Compensation is based on a fee schedule and shall not exceed \$25,000. The Agreement is ratified to commence on November 1, 2024 and continue until June 30, 2025.

b) PUBLIC WORKS:

2. Interlocal Cooperative Agreement with Skagit River System Cooperative (SRSC) to provide \$555,000 to Skagit County from the National Oceanic and Atmospheric Administration (NOAA) Restoring Tribal Priority Fish Passage through Barrier Removal program grant (Award #NA23NMF4630035) to complete design work for fish passage at two (2) County-owned culverts, one on Hatchery Creek and the other on Martin Slough. The Agreement shall commence on the date of mutual execution and continue through May 1, 2026.
3. Resolution authorizing a call for public hearing to consider testimony regarding an Ordinance to amend Skagit County 11.30 (Primitive Roads), incorporating or modifying various County roads or portions thereof. The public hearing is scheduled to take place on Tuesday, December 10, 2024, at 9:00 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 phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 or by computer, tablet, or smartphone through this link:  
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29. Endorsement/Amendment No. 3 to Client Authorization to Bind Coverage Agreement No. C20240393 with Gallagher Risk Management Services LLC for marine vessels owned and operated by Skagit County. This Amendment adds Excess Marine Liability for the Zodiac Workboat to the Policy. Annual compensation is increased by \$1,107.82 for a new annual premium not to exceed \$148,763.89. The term remains the same and shall continue until August 1, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect.

o) SHERIFF:

30. Amendment No. 2 to Interlocal Agreement No. C20210134 with Snohomish County for jail services pursuant to Chapter 39.34 RCW and Chapter 70.48 RCW. This Amendment updates the booking, Daily Maintenance, and Video Court fees. The term remains the same and shall continue until December 31, 2026. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.
31. Amendment No. 2 to Agreement No. C20220517 with Skagit Shooting Range, LLC to provide use of the Skagit Shooting Range located at 1340 Bouslog Road in Burlington. This Amendment extends the term by one year to continue until December 31, 2025 and increases compensation by \$3,500 for a new total compensation amount not to exceed \$14,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect.

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**2. MISCELLANEOUS AGENDA (items 1 through 3):**

a) PLANNING AND DEVELOPMENT SERVICES:

1. Vendor Services Agreement with Facet NW, Inc. to provide on-call services that will be delegated via Task Order to assist with the new State Mandated permit timelines per RCW 36.708.240. Compensation is based on a fee schedule and shall not exceed \$25,000. The Agreement is ratified to commence on November 1, 2024 and continue until June 30, 2025.

b) PUBLIC WORKS:

2. Interlocal Cooperative Agreement with Skagit River System Cooperative (SRSC) to provide \$555,000 to Skagit County from the National Oceanic and Atmospheric Administration (NOAA) Restoring Tribal Priority Fish Passage through Barrier Removal program grant (Award #NA23NMF4630035) to complete design work for fish passage at two (2) County-owned culverts, one on Hatchery Creek and the other on Martin Slough. The Agreement shall commence on the date of mutual execution and continue through May 1, 2026.
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