

SKAGIT COUNTY COMMISSIONERS' AGENDA

I. MONDAY, DECEMBER 17, 2018:

- a) *8:45 a.m. - 9:45 a.m. Briefing - County Commissioners/County Administrator with Public Works, Planning and Development Services, Public Health, and Emergency Management
- b) *9:45 a.m. - 10:15 a.m. Growth Management Technical Advisory Committee Meetings Briefing from Planning and Development Services and Public Health
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *2:30 p.m. - 3:15 p.m. Facilities Management Work Session
- e) *3:15 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)
- f) *5:00 p.m. - 6:00 p.m. Sedro-Woolley Community Wellness Key Leader Orientation Event (Sedro-Woolley High School, 1235 3rd Street, Sedro-Woolley)

II. TUESDAY, DECEMBER 18, 2018:

- a) 8:30 a.m. - 10:00 a.m. Public Works - Dan Berentson, Director:
 - 1. Public Hearing/Possible Action: To Consider Testimony Regarding Vacating a Portion of County Right-of-Way Known as B.D. Minkler Road, County Road #93030
 - 2. Presentation/Possible Action: 14-Year Ferry Capital Improvement Plan
 - 3. Presentation from the Roads Department
- b) 11:00 a.m. - 11:15 a.m. Budget and Finance - Trisha Logue, Director:
 - 1. Public Hearing/Possible Action: To Consider Testimony Regarding Amending the 2018 Skagit County Budget
- c) 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

III. WEDNESDAY, DECEMBER 19, 2018:

- a) *7:30 a.m. - 9:00 a.m. Breakfast with Elected Officials (Calico Cupboard at 121B Freeway Drive, Mount Vernon)
- b) *1:00 p.m. Public Transportation Benefit Area - Board of Director's Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington)
- c) *1:45 p.m. Skagit Council of Governments - Transportation Policy Board Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington)
- d) *2:15 p.m. Skagit Council of Governments – Board Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington)
- e) *2:45 p.m. Growth Management Act Steering Committee Meeting (Burlington City Council Chambers, 833 South Spruce Street, Burlington)

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IV. FRIDAY, DECEMBER 21, 2018:

- a) 10:30 a.m. - 11:30 a.m. Retirement Recognition of Sheriff Will Reichardt, Treasurer Katie Jungquist, Clerk Mavis Betz and Auditor Jeanne Youngquist
- b) 11:30 a.m. - 12:00 p.m. Swearing In and Oath of Office of Skagit County Elected Officials
- c) *12:30 p.m. - 1:00 p.m. Work Session with Administrative Services

FUTURE PUBLIC HEARING:

- Tuesday, January 8, 2019, 9:00 a.m. To Consider Testimony Regarding the Proposed Opioid Overdose Reporting Ordinance to Create a Mechanism for Hospitals and other Medical Professionals to Confidentially Report Fatal and Non-Fatal Overdoses to the Local Health Department
- Tuesday, January 15, 2019, 10:30 a.m. To Consider Testimony Regarding Updated Solid Waste Disposal Rates

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

Except for the items marked with an asterisk *, these sessions will be telecast live on Comcast Channel 21 and re-broadcast on Wave broadband - Channel 3, Thursdays at 12:00 noon and at 7:00 p.m.; Anacortes AT&T Cable - Channel 10, Fridays at 2:00 p.m. and at 7:00 p.m.; and Comcast Channel 21 daily at 12:00 noon and 6:00 p.m.

IV. CONSENT AGENDA FOR MONDAY, DECEMBER 17, 2018 (items 1 through 41):

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, September 4, 2018.
2. Record of the Proceedings for Tuesday, September 11, 2018.
3. Record of the Proceedings for Monday, December 10, 2018.
4. Record of the Proceedings for Tuesday, December 11, 2018.
5. Resolution to reappoint Jason D.S. Benson to an additional three (3) year term on the Skagit County Parks and Recreation Advisory Board on behalf of District 1 effective January 1, 2019 and expiring on December 31, 2021.
6. Resolution reappointing Bud Bowers to the Civil Service Commission for an additional six-year term which will expire on December 31, 2024.

b) ADMINISTRATIVE SERVICES:

7. Amendment No. 2 to Personal Services Agreement No. C20170558 with PFM Financial Advisors LLC to provide financial advisory and consulting services for debt planning and financing services initiated by Skagit County. This Amendment extends the expiration from December 31, 2018, to December 31, 2020. Compensation remains the same and shall not to exceed \$100,000 for the term of two-years, based on a fee and hourly rate schedule. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.
8. Cooperative Services Agreement No. 19-73-53-2009-RA Work Plan/Financial 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 European starlings, blackbirds, cowbirds, and pigeons. This assistance may be in the form of technical assistance and/or direct control. Compensation shall not exceed \$21,541 and is based on a fee schedule. The Agreement shall commence on January 1, 2019, and shall continue until December 31, 2019.

c) AUDITOR:

9. Amendment No. 1 to Service Level Agreement No. C20160427 with the State of Washington, Office of the Secretary of State, Archives & Records Management Division (OSOS No. 829Q-1395) for document preparation and imaging services. This Amendment extends the term an additional year, and shall continue until December 31, 2019. All other terms and conditions of the original Agreement shall remain in effect.

d) BOARD OF EQUALIZATION:

10. Resolution authorizing the Skagit County Board of Equalization to conduct taxpayer appeal hearings outside the 28-day period which began on November 13, 2018, for the 2018 assessment year. Pursuant to the Revised Code of Washington, when taxpayer petitions filed exceed 25 or 10% of the number of petitions filed in the preceding year, the Board of Equalization may meet outside of the 28-day period. As of November 5, 2018, 80 appeals were filed with the Skagit County Board of Equalization for the 2018 assessment year.

e) BUDGET AND FINANCE:

11. Funding Agreement with Economic Development Alliance of Skagit County (EDASC), which awards \$10,000 in Lodging Tax funds to reimburse contracted and legal and accounting expenses incurred in the formation of a Tourism Promotion Area as authorized by Resolution No. R20180199. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019.
12. Funding Agreement with Shakespeare Northwest Association, which awards \$1,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20180199. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019.
13. Funding Agreement with Skagit County Historical Museum, which awards \$21,304 in Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20180199. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019.
14. Interlocal Cooperative Agreement with Public Utilities District No. 1 which awarded \$110,000 of Economic Development/Public Facilities Projects grant funds to support fiber optics. The purpose of this Agreement is to complete work already authorized by C20160429 and C20170439. This Agreement is ratified to be effective on July 18, 2016, per Resolution No. R20160202, and shall continue until December 31, 2018.

15. Interlocal Cooperative Agreement with the City of Mount Vernon to assist in providing library materials to the residents of unincorporated Skagit County during 2018. Compensation shall not exceed \$15,765. The Agreement shall commence on the date of execution and end on December 31, 2018.

f) CORONER:

16. Personal Services Agreement with Carl Walter Wigren, MD to provide autopsy services and on-scene investigations as needed. Compensation shall not exceed a total of \$80,000 which is based on a fee structure. The Agreement shall commence on January 1, 2019, and shall continue through December 31, 2019.
17. Personal Services Agreement with Jan Garavaglia, MD to perform examinations, forensic autopsy, on-scene investigation and consultation as requested by the Skagit County Coroner's Office. Compensation shall not exceed \$80,000 and is based on a fee schedule. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019.

g) GEOGRAPHIC INFORMATION SERVICES:

18. Amendment No. 2 to General Services Administration Federal Supply Schedule Contract No. GS-35F-0801N Agreement, Skagit County Contract No. C20160494, with Pictometry International Corp. for the purchase and licensing of Pictometry aerial imagery products. This Amendment increases compensation by \$377 for updates made to the flight path to remove the Upper Baker Lake area and add several other small areas. All other terms and conditions of the original Agreement shall remain in effect.
19. Amendment No. 3 to Agreement No. C20160184 with Pictometry International Corp. to allow Pictometry to provide Skagit County with a trial of their "ChangeFinder" detection service for parcels. This Amendment increases compensation by \$16,922.35 plus tax, to provide map building footprints and changes to building footprints for comparison between 2017 and 2019. Total compensation is estimated to not exceed \$44,701.95. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.

h) HUMAN RESOURCES:

20. Personal Services Agreement with CPS HR Consulting to provide professional recruitment services for the position of Skagit County Administrator. Compensation shall not exceed \$25,000 and is based on a rate schedule. The Agreement shall commence on December 17, 2018, and shall continue until December 31, 2019.

i) INFORMATION SERVICES:

21. Memorandum of Understanding with eRecording Partners Network (ePN) for the provision of electronic recording of real property documents. The consumer will pay ePN for the electronic recording service and ePN will submit the recording fees to the Auditor's Office. The Agreement shall commence on December 31, 2018, and continue until terminated.

j) OFFICE OF JUVENILE COURT:

22. Personal Services Agreement with Glenn Hutchings, Hutch's Polygraph Services to provide polygraph services upon request of the Office of Juvenile Court. Compensation shall not exceed \$10,000 (5,000 per calendar year) and is based on a rate schedule. The Agreement shall commence on January 1, 2019, and continue until December 31, 2020.

k) PARKS AND RECREATION:

23. Vendor Services Agreement with Guyline Construction, Inc. for the removal and replacement of 166' of extension fencing on the south border of Clear Lake Park. Compensation shall not exceed \$6,841.80. The Agreement shall commence on the date of execution and continue for up to one year.
24. Vendor Services Agreement with Guyline Construction, Inc. for the removal and replacement of 236' of fencing at the west and north corner of the Skagit County Fairgrounds. Compensation shall not exceed \$5,672.62. The Agreement shall commence on the date of execution and continue for up to one year.

l) PROSECUTING ATTORNEY:

25. Personal Services Agreement with Pacific Coast Attorney Services to provide process service and related services for Skagit County Prosecuting Attorney's Family Support, Civil or Criminal Divisions. Compensation shall not exceed \$3,500 and is based on a rate schedule. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019.

m) PUBLIC HEALTH:

26. Amendment No. 1 to Personal Services Agreement No. C20180369 with Sutherland Design Works to assist with the design, creation and publication of public health assessment, planning reports and community education materials. Additional funding was received from the Accountable Communities of Health for the role expansion of lead health strategist, specifically in health promotion and this Amendment updates the Scope of Work and increases compensation by \$24,000. Total compensation shall not exceed \$28,000, is based on a fee schedule and supported by the Population Health Trust Advisory Committee. The term is also extended by one year and shall continue until December 31, 2019. All other terms and conditions of the original Agreement shall remain in effect.
27. Amendment No. 6 to County Program Agreement No. C20150623 with the Washington State Department of Social and Health Services (DSHS) Behavioral Health and Service Integration-Division of Behavioral Health and Recovery DSHS Agreement No. 1663-53477 to provide vouchers to Access to Recovery eligible clients for chemical dependency treatment and/or recovery services. This Amendment decreases funding to Skagit County by \$17,000 and ends the Agreement one month earlier due to a shift in funding made by the State to another jurisdiction that was overspent. Total compensation shall not exceed \$423,572 which is funded by a Federal Access to Recovery grant. The new term of the Agreement ended November 30, 2018. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.
28. Personal Services Agreement with Community Action of Skagit County to facilitate the Veteran's Assistance Fund program, which includes: providing emergency financial assistance for eligible veterans, staff to administer funds, coordinate with other veteran services within the agency and community, and provide a case manager to work one-on-one with veterans to provide support and stabilization services. Compensation shall not exceed \$226,029. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019.
29. Amendment No. 4 to County Program Agreement No. C20170418 with Washington State Health Care Authority through Federal awarding agency, pass-through entity, Washington State Department of Social and Health Services, Division of Behavioral Health and Recovery, DSHS Agreement Number 1763-94269. This Amendment increases compensation from \$424,000 to \$489,455 for the purpose of providing prevention services and community coalition coordination to the Community of Sedro-Woolley. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the termination date of June 30, 2019.
30. Personal Services Agreement with Pioneer Human Services to provide jail-based substance use disorder treatment, program oversight and management, and aftercare case management in the community incidental to the performance of the Residential Substance Abuse Treatment (RSAT) program for inmates of the Skagit County Community Justice Center. Compensation shall not exceed \$180,000. The Agreement shall commence on January 1, 2019, and shall continue until December 31, 2019.
31. Water Quality Combined Financial Assistance Agreement No. WQC-2019-SkCoHD-00127 with the Washington State Department of Ecology to provide State Revolving Loan Funds to Skagit County for the Skagit County Non-point Septic Repair Fund to provide loans to Skagit County residents to repair failing on-site septic systems in sensitive areas in order to improve water quality. The Agreement is ratified to commence on July 1, 2018, and shall continue through June 30, 2021. The Department of Ecology has made up to \$750,000 available for this program.
32. Vendor Services Agreement with Rick's Refrigeration to provide repair and replacement of defective parts of Senior Nutrition Program's central and satellite kitchen equipment. Compensation shall not exceed \$14,000 and is based on an hourly rate. The Agreement shall commence on January 1, 2019 and shall continue for one year.

n) PUBLIC WORKS:

33. Resolution calling for a public hearing and notice of expiration of terms of office for the Skagit County Noxious Weed Control Board. The public hearing is scheduled to take place in front of the Skagit County Noxious Weed Control Board on Thursday, January 17, 2019, at 5:30 p.m. in the Commissioners Hearing Room.
34. Amendment No. 2 to Personal Services Agreement No. C20170133 with PND Engineers, Inc. for work related to the anticipated potential replacement of a breakwater, approach pier, gangway and floating dock serving Sinclair Island. This Amendment adds employment classes to the compensation page listed on Exhibit "B". The term remains the same and shall continue until February 28, 2019. Compensation remains the same and shall not exceed \$77,833. All other terms and conditions of the Agreement and subsequent Amendment shall remain in effect.

35. Interlocal Cooperative Agreement with Skagit Conservation District to coordinate the development, implementation and maintenance of water quality programs to meet the goals of Skagit County's Shellfish Protection District in accordance with RCW 90.72. Compensation to the District shall not exceed \$263,000 and is based on a task schedule. The Agreement shall commence on January 1, 2019, and continue through December 31, 2019.
36. Amendment No. 3 to General Services Administration Federal Supply Schedule Contract No. GS-35F-0801N Agreement, Skagit County Contract No. C20160494, with Pictometry International Corp. for the purchase and licensing of Pictometry aerial imagery products. This Amendment provides for additional photogrammetric imagery to aid the department monitor vegetation change for Voluntary Stewardship Program (VSP) intersect areas and is a component of the Fish and Wildlife Habitat Conservation Area monitoring outlined in the County's VSP Work Plan. Compensation is increased by \$12,768 for a new total amount estimated not to exceed \$372,692. The term remains the same and shall continue through December 31, 2022. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.
37. Interlocal Cooperative Agreement with Skagit County Dike, Drain, and Irrigation Improvement District No. 25 for the financial contribution from Skagit County to the work to restore a section of failed levee to pre-damage conditions. Compensation from Skagit County shall not exceed \$7,000. The Agreement shall commence on the date of execution and continue for two (2) years.
38. Addendum No. 3 to Interlocal Cooperative Agreement No. C20050039 with the Skagit Council of Governments for Public Works to provide traffic counting services to the Cities of Anacortes, Burlington, Mount Vernon and Sedro-Woolley. This Addendum updates the current award information for work performed and expenditures incurred beginning November 1, 2018 to be funded by the award dated July 23, 2018. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect.

o) RISK MANAGEMENT:

39. Personal Services Agreement with Training for IMPACT, LLC dba Verbal Judo Institute to provide de-escalation training for county employees, primarily for employees in law enforcement. Compensation shall not exceed \$25,000 and is based on a training schedule. The Agreement shall commence on and date of execution and continue until December 31, 2019.
40. Personal Services Agreement with Listen Audiology Services, Inc. to provide annual mandated audiology testing for required employees. Compensation shall not exceed \$6,500 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2019.

p) SHERIFF:

41. Software Maintenance and Support Services Certificate with Signalscape, Inc. for the provision of unlimited technical support via phone and email and software updates for two (2) StarWitness Field Interviewer systems. Compensation shall not exceed \$649.22. The Agreement shall commence on December 27, 2018, and continue until December 26, 2019.

V. MISCELLANEOUS AGENDA (1 item):

a) FACILITIES:

1. Personal Services Agreement with Davido Consulting Group, Inc. to provide engineering services for the Skagit County Courthouse, which includes seismic and ADA evaluation and a feasibility study. Compensation shall not exceed \$45,000 and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until December 31, 2019.