

SKAGIT COUNTY COMMISSIONERS' AGENDA

I. MONDAY, DECEMBER 28, 2015:

- a) *9:00 a.m. – 10:00 a.m. Briefing – County Commissioners/County Administrator with Public Works; Planning and Development Services; Parks, Recreation & Fair; and Facilities Management
- b) 10:30 a.m. – 11:30 a.m. Public Works – Dan Berentson, Director:
 - 1. Public Hearing/Possible Action Regarding the 2016-2021 Six-Year (6) Transportation Improvement Program (TIP)
- c) 1:30 p.m. – 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) 2:30 p.m. – 2:50 p.m. Budget and Finance – Trisha Logue, Director:
 - 1. Resolution to Adopt the 2016 Skagit County Budget
 - 2. Resolution to Adopt the 2016 Central Valley Ambulance Authority Budget
 - 3. Resolution Approving a 1% Property Tax Limit Factor Increase for the General Levy
 - 4. Resolution Approving a 1% Property Tax Limit Factor Increase for the Road Levy
 - 5. Resolution Approving a 1% Property Tax Limit Factor Increase for the Conservation Futures Levy
 - 6. Resolution Approving a 1% Property Tax Limit Factor Increase for the Emergency Medical Services Levy
 - 7. Resolution Approving the 2016 General Property Tax Levy
 - 8. Resolution Approving the 2016 Road Property Tax Levy
 - 9. Resolution Approving the 2016 Conservation Futures Property Tax Levy
 - 10. Resolution Approving the 2016 Emergency Medical Services Property Tax Levy
 - 11. Resolution Authorizing a Diversion of \$1,350,000 from the Road Levy for Traffic Law Enforcement
 - 12. Resolution Certifying the Skagit County 2015 Estimated Tax Levies for 2016 Collection
- e) 2:50 p.m. – 3:00 p.m. Human Resources – Jessica Neill Hoyson, Director:
 - 1. Resolution Establishing 2016 Salary Levels for Certain Skagit County Elected Officials
 - 2. Resolution Establishing 2016 Salary Increases and Benefits for Non-Represented County Employees

II. TUESDAY, DECEMBER 29, 2015:

- a) 9:00 a.m. – 9:30 a.m. Planning and Development Services – Dale Pernula, Director:
 - 1. Presentation: Certificate of Appreciation Recognizing Keith Greenwood's Service on the Skagit County Planning Commission

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- b) 9:30 a.m. – 9:45 a.m. Budget and Finance – Trisha Logue, Director:
 - 1. Public Hearing to Consider Testimony Regarding the Supplemental Budget for 2015
- c) 10:00 a.m. – 11:00 a.m. Presentation: Quarterly Program Update by Washington State University (WSU) Skagit County Extension
- d) 11:00 a.m. – 11:30 a.m. Public Works – Dan Berenson, Director:
 - 1. Discussion/Possible Action: Resolution Directing Public Works to Conduct an All-Electrical Ferry Feasibility Analysis and Pursue Funding for Vessel Replacement
- e) 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. FRIDAY, JANUARY 01, 2016:

NEW YEAR'S HOLIDAY OBSERVED – COUNTY OFFICES CLOSED

FUTURE BID OPENING:

- Monday, January 11, 2016, 2:30 p.m. Procurement of Maintenance Materials with Annual Purchases Expected to Exceed \$25,000
- Monday, January 11, 2016, 2:45 p.m. Rental Equipment for Various Projects During the Time Period Beginning on April 1, 2016, through March 31, 2017

FUTURE PUBLIC HEARING:

- Tuesday, January 12, 2016, 9:30 a.m. To Consider Testimony Regarding Amendments to Skagit County Code 12.05, On-Site Sewage Systems

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 28, 2015 (items 1 through 39):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, December 21, 2015.
2. Record of the Proceedings for Tuesday, December 22, 2015.
3. Resolution appointing Melissa Nelson to fill the position vacated by Bill Piliska on the Northwest Senior Services Board (NWSSB). Ms. Nelson's term will expire on June 30, 2017.
4. Resolution appointing Tim Raschko to the Skagit County Planning Commission. Mr. Raschko shall fill the vacant seat in District 2. His term shall end on August 31, 2016.

b) ADMINISTRATIVE SERVICES:

5. Cooperative Service Agreement with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), USDA Agreement No. 16-73-53-2009-RA to conduct wildlife damage management activities to control various nuisance birds to reduce risks to human health and safety on County property. The Agreement shall commence on January 1, 2016, and continue until December 31, 2020.
6. Cooperative Service Agreement No. 16-73-53-2009-RA, Work Plan/Financial Plan, with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), to set forth the objectives, activities and budget of the wildlife control to assist Skagit County in reducing damage caused by European starlings, blackbirds, cowbirds, and pigeons. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. APHIS-WS shall assign one Wildlife Specialist for up to 560 hours during 2016. Compensation shall not exceed \$18,000.

c) BUDGET AND FINANCE:

7. Amendment No. 4 to Personal Services Agreement No. C20110438 with Public Financial Management, Inc. to provide financial advisory services and analysis. This Amendment extends the termination date of the Agreement from December 31, 2015, to December 31, 2017. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the compensation amount not to exceed \$100,000.
8. Funding Agreement with the Town of La Conner to distribute economic development funds pursuant to the Revised Code of Washington (R.C.W.) 82.14.370. The funds will be used to reimburse the Town for the expense of membership in the Economic Development Association of Skagit County (EDASC). The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20150252, and continues until December 31, 2015. Compensation shall not exceed \$1,000.
9. Funding Agreement with the Skagit Valley Festival of Farms which awards \$20,000 of Lodging Tax funds to support the Skagit Valley Festival of Farms Across Skagit County event on October 1, and 2, 2016, as authorized by Resolution No. R20150361. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016.
10. Funding Agreement with the City of Burlington to distribute economic development funds pursuant to the Revised Code of Washington (R.C.W.) 82.14.370. The funds will be used to reimburse the City for the expense of membership in the Economic Development Association of Skagit County (EDASC). The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20150252, and continues until December 31, 2015. Compensation shall not exceed \$7,500.

d) FACILITIES MANAGEMENT:

11. Amendment No. 1 to Personal Services Agreement No. C20140172 with HKP Architects to provide revisions, additional information and vetting of strategic planning concepts with various departments and the Board of County Commissioners related to updating the draft November 27, 2013, Skagit County Facilities Needs Analysis. This Amendment extends the term of Agreement from December 31, 2015, to June 30, 2016, to allow for the preparation of schematic floor plans proposed for Departments facing potential relocation; and the preparation of nonbinding preliminary Rough Order of Magnitude cost estimates associated with relocations and remodels. Compensation is increased by an additional \$5,000 for a new

compensation amount not to exceed \$32,520. All other terms and conditions of the original Agreement shall remain in effect.

12. Amendment No. 1 to Vendor Services Agreement No. C20150354 with Guardian Security Systems Inc. to provide combined lease and monitoring service via AES wireless radio at the following Skagit County facilities: Transfer Station; Courthouse; Burlington Parks Facility; Commissioners Administration; Public Works Mechanic Shop; Information Technology Services; Crisis Center; Ted W. Anderson (East County Resource Center); Mount Vernon Senior Center; Surplus Storage; and Administration Building. This Agreement revises Exhibit "A" Scope of Services to include telephone line monitoring. Compensation is increased by an additional \$4,300 for a new compensation amount not to exceed \$39,150. All other terms and conditions of the original Agreement shall remain in effect.
13. Utility Easement Agreement with Puget Sound Energy, Inc. to convey and warrant to Puget Sound Energy, Inc. a strip of land ten foot in width lying within a portion of NW32, Township 34N, Range 04E, Assessor's Property Tax Parcel No. P119267, aka Skagit County Jail Site, located at 419 Suzanne Lane, Mount Vernon. The purpose of this Agreement is to provide Puget Sound Energy, Inc. the right to construct, operate, maintain, repair, replace, improve, enlarge, and use the easement area for one or more utility systems for the transmission, distribution and sale of electricity.

e) GEOGRAPHIC INFORMATION SERVICES:

14. Interlocal Technology Service Agreement with the City of Burlington for the County to provide geographic information professional services to the City. The Agreement shall commence on the date of execution and continue for three (3) years. The County shall invoice the City on a quarterly basis on a service for compensation fee schedule.

f) INFORMATION SERVICES:

15. Personal Services Agreement with Dimensional Communications to provide troubleshooting, hardware and software support and service of Skagit 21 Television's recording and broadcast equipment, as well as Hearing Room audio/visual equipment. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$4,000.

g) PLANNING AND DEVELOPMENT SERVICES:

16. Ordinance adopting the 2014 Comprehensive Plan Amendments.
17. Ordinance adopting the 2016-2021 Capital Facilities Plan and Amendment Skagit County Code 14.30 Public Facilities Impact Fees.
18. Amendment No. 2 to Personal Services Agreement No. C20140466 with Berk Consulting, Inc. to assist the County with the 2016 Comprehensive Plan Update. The purpose of this Amendment is to revise the Scope of Work to include drafting edits to the twelve (12) Comprehensive Plan Chapters and developing supporting documentation and analysis. This Amendment also anticipates BERK's potential participation in up to six (6) public meetings during the deliberation stage of the update; and increases compensation by an additional \$44,380 for a new compensation amount not to exceed \$137,309.40. All other terms and conditions of the original Agreement shall remain in effect including the Termination date of June 30, 2016.

h) PROSECUTING ATTORNEY:

19. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$5,000 and is based on a fee schedule.
20. Personal Services Agreement with Allen R. Emerson & Associates to provide court reporter and transcription services for victim, witness, and/or defendant interviews and depositions. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$2,000 and is based on fee schedule.

i) PUBLIC DEFENDER:

21. Personal Services Agreement with Shauna L. Bean to provide consultation and representation for a maximum of 33 District Court cases per month for the Skagit County Public Defender's office. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$65,000 and is based on a fee schedule.
22. Personal Services Agreement with Geoff McCann to provide consultation and representation for a maximum of 33 District Court cases per month for the Skagit County Public Defender's office. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$65,000 and is based on a fee schedule.
23. Personal Services Agreement with The Language Exchange to provide interpreting, translation and transcription services upon request for the Skagit County Public Defender. Compensation shall not exceed \$8,000 and is based on a fee schedule.

j) PUBLIC HEALTH:

24. Amendment No. 1 to Interlocal Cooperative Agreement No. C20140638 with the Mount Vernon High School District to support a special education group for families of students in special services. This Amendment extends the term of the Agreement from December 31, 2015, to July 1, 2016, and increases total compensation from \$15,000 to \$22,500 and is funded by Developmental Disabilities Millage funds. All other terms and conditions of the original Agreement shall remain in effect.
25. Personal Services Agreement with People First of Skagit County to provide self-advocacy trainings, activities, and events, as well as information and outreach to the community at-large. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$6,500 and is funded by Developmental Disabilities Millage Funds.
26. Personal Services Agreement with Community Action of Skagit County to provide nutrition services and consultation for the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) and Maternity Support Services/Nurse-Family Partnership. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$18,000 and is funded by federal WIC funding, Skagit County Contract No. C20150571; Medicaid and federal Maternal Infant Early Childhood Home Visiting (MIECHV) funding, Skagit County Consolidated Contract No. C20140646.
27. Contract Agreement with Northwest Regional Council, Northwest Washington Area Agency on Aging to provide meals and nutrition support through congregate and home-delivered meals. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$281,861.

k) PUBLIC WORKS:

28. Resolution authorizing the adoption of new County Road Projects (CRP) for the Cascade River Road Stabilization Project and Illabot Creek Alluvial Fan Restoration Project (Rockport Cascade Road).
29. Addendum No. 2 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. Addendum No. 2 updates award number and date information to meet the A-133 requirements. This Addendum No. 2 incorporates Addendum No. 1, dated November 19, 2012, which updated the language in the Agreement to provide updated award number and date information to meet the A-133 requirements. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect including the Agreement remaining in effect until terminated and the estimated compensation to total approximately \$24,000.
30. Permanent Perpetual Slope Easement granted to Skagit County by the Upper Skagit Indian Tribute for Assessor's Parcel No. P123324 for the Bow Hill Reconstruction Project, Federal Aid #STPR-T290(001).

31. Cooperative Service Agreement No. 16-73-53-2009-RA, Work Plan/Financial Plan, with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), to set forth the objectives, activities and budget of the wildlife control to assist Skagit County in reducing damage caused by European starlings, blackbirds, cowbirds, and pigeons at the Anacortes, /Guemes Island Ferry Terminal. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$10,000 and is based on an activity schedule.
32. Interlocal Agreement with the City of Sedro-Woolley to perform work, provide materials, and provide the use of County equipment operated by a County operator, for the City of Sedro-Woolley, as requested. The Agreement shall commence on the date of execution and continue until December 31, 2020. The City shall reimburse the County for work performed plus an additional nine percent (9%) of the total cost for overhead costs for accounting, billing, and administrative services.
33. Supplemental Agreement No. 1 to Local Agency Standard Consultant Agreement No. C20130621 with Shearer Design LLC to provide on-call structural engineering services for Skagit County projects. This Supplemental Agreement replaces Exhibit "E-2" Consultant Fee Determination Summary of Costs, with the Fee Schedule for January 1, 2016, through December 31, 2016; amends the time for completion from February 29, 2016, to February 29, 2017; and increases the compensation by an additional \$150,000 for a new compensation amount not to exceed \$350,000. All other terms and conditions of the original shall remain in effect.
34. Personal Services Agreement with Art Anderson Associates, Inc. for Naval Architectural and Marine Engineering Services for the Ferry Division of Public Works. The Agreement shall commence on the date of execution and continue until December 31, 2017. Compensation shall not exceed \$150,000.
35. Amendment No. 1 to Vendor Services Agreement No. C20150358 with Lake Union Drydock Company for the annual haul-out of the vehicle passenger ferry M/V Guemes. During the 2015 haul-out, it was discovered that the mounting shafts and thrust collars were worn and new thrust collars needed to be fabricated and installed. This Amendment increases compensation by an additional \$21,693 for a new compensation amount not to exceed \$684,150. All other terms and conditions of the original Agreement shall remain in effect including the termination date of August 23, 2016.
36. Amendment No. 2 to Conservation Easement Deed Contract No. C20100633, Skagit County Auditor No. AF 201012300135, between Skagit County and Maynard Axelson to extinguish three development rights on 157.85 acres comprised of Parcels P15911, P15913, P15909, and P15910. This Amendment corrects the legal description of the easement boundary which incorrectly encumbered a portion of Parcel No. P15880, owned by an independent third party. This correction to the Grant Deed corrects the legal description for the easement boundary to properly exclude Parcel No. P15880. Parcel No. P15880 is entirely surrounded by the conservation easement. All other terms and conditions of the original contract shall remain in effect.

l) RISK MANAGEMENT:

37. Personal Services Agreement with Daphne R. Schneider & Associates to provide investigative and consultant services and training for Skagit County as directed by the Human Resources/Risk Management Director. The Agreement shall commence on December 31, 2015, and continue until December 31, 2016. Compensation shall not exceed \$25,000 and is based on a fee schedule.

m) SHERIFF:

38. Interlocal Cooperative Agreement with Whatcom County (Northwest Minichain) to provide transportation services for prisoners for Skagit County. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$76,766.
39. Amendment No. 2 to Personal Services Agreement No. C20140455 with Medical Teams International to provide a mobile dental van to be used for jail inmate dental care. This

Amendment extends the term of the Agreement from December 31, 2015, to December 31, 2016. All other terms and conditions of the original Agreement shall remain in effect including the compensation not exceeding \$15,000 per year.

V. RATIFICATION AGENDA (items 40 through 46):

n) PARKS, RECREATION & FAIR:

40. Resolution authorizing the ratification of a Salmon Project Agreement with the Salmon Recovery Funding Board (SRFB) Washington State Recreation and Conservation Office, Project No. 07-2017P for the acquisition and establishment of Ann Wolford Park, Parcel No. P41571. It was only recently discovered that the Agreement had been signed at the Department level and now needs the Board of County Commissioners' approval.
41. Salmon Project Agreement with the Salmon Recovery Funding Board (SRFB) Washington State Recreation and Conservation Office, Project No. 07-2017P for the acquisition and establishment of Ann Wolford Park, Parcel No. P41571. The Project reimbursement period began on December 13, 2007, and ended on June 30, 2011. The SRFB funded 85%, \$1,250,468.15; and Skagit Land Trust funded 15%, \$220,670.85, of the project.
42. Notice of Grant with Skagit Land Trust and the Washington State Recreation and Conservation Office Grant Agreement (Project No. 07-2017P), regarding the acquisition and establishment of the Ann Wolford Park, Parcel No. P41571, Skagit County Auditor's No. 200911300250.

o) PUBLIC HEALTH:

43. Resolution authorizing the ratification of a Personal Services Agreement with Sandra Higman to provide mental health consultation to the Nurse-Family Partnership (NFP) team and clients regarding the psychosocial needs of pregnant women and families with infants and toddlers. Review of the contract provisions and delay in receiving the source-funding contract delayed the finalization of the Agreement.
44. Personal Services Agreement with Sandra Higman to provide mental health consultation to the Nurse-Family Partnership (NFP) team and clients regarding the psychosocial needs of pregnant women and families with infants and toddlers. The Agreement commenced on October 1, 2015, and shall continue until September 30, 2016. Compensation shall not exceed \$7,500 and is funded by federal WIC funding, Skagit County Contract No. C20150571; Medicaid and federal Maternal Infant Early Childhood Home Visiting (MIECHV) funding, Skagit County Consolidated Contract No. C20140646.

p) PUBLIC WORKS:

45. Resolution authorizing the ratification of Vendor Services Agreement with Reisner Distributor, Inc. for mobile marine refueling services for the vehicle and passenger ferry, M/V Guemes. A signed Agreement was not received in time to be finalized prior to the start date of December 15, 2015.
46. Vendor Services Agreement with Reisner Distributor, Inc. for mobile marine refueling services for the vehicle and passenger ferry, M/V Guemes. The Agreement commenced on December 15, 2015, and shall continue for an initial term of two (2) years, without amendment. As specified in the bid documents, at the sole option and discretion of the County, the Agreement may be extended for up to two (2) additional successive terms of one (1) year each on substantially similar terms. Compensation for the initial two-year period shall not exceed \$225,000, based on a rate schedule and pursuant to Resolution to award the bid, Resolution No. R20150395, signed by the Board of County Commissioners on December 14, 2015.

VI. MISCELLANEOUS AGENDA (item 1 and 2):

a) COMMISSIONERS:

1. Resolution to appoint members to the Central Valley Ambulance Authority Board: Fire Chief Rusty Feay, City of Mount Vernon Mayor Jill Boudreau, City of Burlington Administrator

Bryan Harrison; and City of Sedro-Woolley Administrator Eron Berg. All appointments will begin on January 1, 2016, and expiration dates will be staggered between 2017 and 2018.

b) EMERGENCY MEDICAL SERVICES:

2. Amendment No. 3 to Personal Services Agreement No. C20140640 with City of Anacortes for the provision of trauma and verified ambulance services 24 hours per day/7 days per week. This Amendment extends the term of the Agreement from December 31, 2015, to December 31, 2018, and amends monthly compensation in the amount of \$68,952 for Advanced Life Support Services (ALS); not to exceed \$827,424 for 2016; plus reimbursement for laryngoscopes shall not exceed \$24,000 and reimbursement for CPAP machines shall not exceed \$42,000.