

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 28, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, January 28, 2013, with Commissioners Sharon D. Dillon, Ron Wesen, and Kenneth A. Dahlstedt present.

I. CALL TO ORDER:

Chair Dillon called the meeting to order at 1:30 p.m.

II. PLEDGE OF ALLEGIANCE:

Chair Dillon led the gallery in the salute to the flag.

III. AGENDA:

- a) *8:30 a.m. - 10:30 a.m. Briefing - County Commissioners/County Administrator
- b) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items
- c) *2:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

IV. CONSENT AGENDA FOR MONDAY, JANUARY 28, 2013 (items 1 through 15):

A motion was made by Commissioner Wesen to approve the Consent Agenda items 1 through 15, Ratification Agenda items 16 through 23, vouchers and warrants for Monday, January 28, 2013. Commissioner Dahlstedt seconded the motion.
The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, January 22, 2013. **(Approved)**
- 2. Resolution to appointing Josh Carpenter as a member of the Skagit County Fire Chief's Association to serve a two (2) year term on the Skagit County Emergency Medical Services (EMS) Commission commencing on the date of execution and expiring on December 31, 2015. **(Resolution No. R20130012)**

b) ADMINISTRATIVE SERVICES:

- 3. Amendment No. 1 to Personal Services Agreement No. C20120201 with Dally Environmental, LLC. This Amendment increases compensation by \$20,000, for a new total compensation amount not to exceed \$40,000 in order to continue to provide facilitation services for the Coordinating Council Public Safety Jail Project meetings and other related meetings which are more involved, and, run longer than originally scheduled. All other terms and conditions of the original Agreement shall remain in effect, including the termination date of June 28, 2013. **(Amendment No. A20130005)**

c) BUDGET AND FINANCE:

- 4. Funding Agreement with WSU County Extension Master Gardeners Foundation to award \$350 of Lodging Tax funds to support marketing and advertising of the Step-on-Guide Bus and Garden Tours. The Agreement commenced on January 1, 2013, pursuant to Resolution No. R20120373, and shall continue until December 31, 2013. **(Contract No. C20130029)**

5. Funding Agreement with the La Conner Quilt and Textile Museum to award \$1,000 of Lodging Tax funds to support marketing and advertising of the 2013 Quilt Festival. The Agreement commenced on January 1, 2013, pursuant to Resolution No. R20120373, and shall continue until December 31, 2013. **(Contract No. C20130030)**
6. Funding Agreement with North Cascades Institute to award \$2,500 of Lodging Tax funds to support marketing and advertising of programs. The Agreement commenced on January 1, 2013, pursuant to Resolution No. R20120373, and shall continue until December 31, 2013. **(Contract No. C20130031)**
7. Funding Agreement with the Festival of Family Farms to award \$25,000 of Lodging Tax funds to support marketing and advertising programs. The Agreement commenced on January 1, 2013, pursuant to Resolution No. R20120373, and shall continue until December 31, 2013. **(Contract No. C20130032)**
8. Resolution awarding additional hotel/motel lodging tax funding for 2013. **(Resolution No. R20130013)**

d) COMMUNITY SERVICES:

9. Amendment No. 1 to Personal Services Agreement No. C20120304 with Skagit Preschool and Resource Center (SPARC) to provide informational and emotional support services through the Parent to Parent Program to Skagit County families who have a family member with a disability. The purpose of this Amendment is to increase funding by an additional \$9,000 for a new compensation amount not to exceed \$29,000, which is funded by federal Medicaid and state funds. All other terms and conditions of the original Agreement shall remain in effect including the term of the Agreement which commenced on July 9, 2012, and shall continue until June 30, 2013. **(Amendment No. A20130006)**
10. Personal Services Agreement with Sunrise Community Services to provide mental health services through the Community Wellness Program. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$25,000 and is funded by the 0.1% sales tax. **(Contract No. C20130033)**

e) INFORMATION SERVICES:

11. Purchase Reimbursement Agreement No. PRA13001 with the Washington State Administrative Office of the Courts (AOC), AOC Information Technology Primary Purchase Agreement (ITPPA) No. IAA05938 and the Clerk of the Superior Court for the replacement of four (4) desktop computers and four (4) monitors. The Agreement shall commence on the date of execution and shall continue until February 16, 2013. AOC will reimburse Skagit County up to \$700 for each desktop computer and \$200 for each monitor, or the actual costs, whichever is lower. The actual cost shall include any tax and shipping costs incurred by Skagit County. **(Contract No. C20130034)**
12. Resolution awarding the bid for the security system installation, testing and training on an electronic access control system to manage twelve (12) electronic doors at the Ovenell Transfer Station to RFI Communication and Security Systems in the amount of \$24,734. The bid opening took place on Monday, December 10, 2012, at 2:30 p.m. in the Commissioners' Hearing Room. **(Resolution No. R20130014)**
13. Vendor Services Agreement with RFI Communications and Security Systems to provide all labor, materials, testing, training, and other incidentals for the installation and configuration of proximity readers, dual door modules and request to exit devices of sufficient quantity to implement access control on twelve (12) electronic doors at the Skagit County Transfer Station, located at 14104 Ovenell Road. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$24,734. **(Contract No. C20130035)**

f) PARKS, RECREATION AND FAIRGROUNDS:

14. Amendment No. 1 to Vendor Services Agreement No. C20120116 with Rivercity Screen Printing to provide tee-shirts, apparel, and screen printing. The purpose of this Amendment is to extend the termination date of the Agreement from March 26, 2013, to March 26, 2014, as provided for in paragraph #5 of the original Agreement. This Amendment increases compensation by an additional \$17,000 for a new compensation amount not to exceed \$34,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130007)**

g) PUBLIC WORKS:

15. Local Agency Standard Consultant Agreement with PND Engineers, Inc. to provide engineering, design, development, permitting and environmental services related to the Guemes Ferry Dolphin Replacement Project FEMP-5. The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$187,578. **(Contract No. C20130036)**

V. RATIFICATION AGENDA (items 15 through 23):

h) COMMUNITY SERVICES:

16. Resolution authorizing the ratification of Personal Services Agreement with Skagit County Community Action Agency (SCCAA) to provide homeless data tracking services to reduce homelessness in Skagit County by 50% between 2005 and 2015, in accordance with the timeline and requirements of State of Washington Substitute House Bill 2163 (the "Homeless Prevention Act"), and its companion bill, SHB 5767. Administrative delays experienced by the SCCAA postponed finalization of the Agreement. **(Resolution No. R20130015)**
17. Personal Services Agreement with Skagit County Community Action Agency (SCCAA) to provide homeless data tracking services to reduce homelessness in Skagit County by 50% between 2005 and 2015, in accordance with the timeline and requirements of State of Washington Substitute House Bill 2163 (the "Homeless Prevention Act"), and its companion bill, SHB 5767. The Agreement commenced on January 1, 2013, and shall continue until December 31, 2014. Compensation shall not exceed \$71,000. **(Contract No. C20130037)**
18. Resolution authorizing the ratification of a Funding Agreement with Compass Health to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. The Agreement was not received in time to route for execution prior to the commencement date of January 1, 2013, and it was important to provide these resources. **(Resolution No. R20130016)**
19. Personal Services Agreement with Compass Health to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. The Agreement commenced on January 1, 2013, and shall continue until December 31, 2013. Compensation shall not exceed \$46,114. **(Contract No. C20130038)**
20. Resolution authorizing the ratification of a Personal Services Agreement with Presbyterian Counseling Services North to provide mental health services through the Community Wellness program. Review of the contract's terms and conditions delayed finalization of the Agreement prior to the commencement date of January 1, 2013, and it was important to continue to provide these services. **(Resolution No. R20130017)**
21. Personal Services Agreement with Presbyterian Counseling Services North to provide mental health services through the Community Wellness program. The Agreement commenced on January 1, 2013, and shall continue until December 31, 2013. Compensation shall not exceed \$20,000 and is funded by the 0.1% sales tax. **(Contract No. C20130039)**

i) PUBLIC WORKS:

22. Resolution authorizing the ratification of a Vendor Services Agreement with Island Building and Marine to provide repair work for the Sinclair Island dock float. Negotiations of the project scope delayed finalization of the Agreement prior to the commencement date of October 1, 2012, and it was necessary to secure the float at a protected beach location. **(Resolution No. R20130018)**
23. Vendor Services Agreement with Island Building and Marine to provide repair for the Sinclair Island dock float. The Agreement commenced on October 1, 2012, and shall continue for one year. Compensation shall not exceed \$2,200. **(Contract No. C20130040)**

VI. VOUCHERS AND WARRANTS:

1. Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080, and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing, which has been made available to the Board. As of this date, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:
 - a) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$181,541.89 (Transmittal No. C-10-13); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$63,939.69 (Transmittal No. C-11-13); and
 - c) Warrants numbered 376013 through 376518 from Clearing Fund 696 in the total dollar amount of \$3,170,763.96 (Transmittal No. C-12-13); and
 - d) Warrants numbered 376519 through 376519 from Clearing Fund 696 in the total dollar amount of \$350,000 (Transmittal No. C-13-13); and
 - e) Warrants numbered 376520 through 376520 from Clearing Fund 696 in the total dollar amount of \$20,000 (Transmittal No. C-14-13); and
 - f) Payroll warrants numbered 309918 through 310602 in the total dollar amount of \$1,115,075.11 (Transmittal No. P-03-13); and
 - g) Junior District Payroll warrants numbered 990001 through 990184 in the total dollar amount of \$248,837.86 (Transmittal No. P-04-13).

VII. ADJOURNMENT:

Chair Dillon adjourned the proceedings at 1:32 p.m. and announced that no executive sessions had been scheduled for the week of January 28, 2013.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board