

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 18, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, November 18, 2013, with Chair Sharon D. Dillon, Commissioner Ron Wesen, and Commissioner Kenneth A. Dahlstedt present.

I. CALL TO ORDER:

Chair Dillon called the proceedings to order at 9:45 a.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

a) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator

b) 9:45 a.m. - 10:30 a.m. Public Works - Dan Berentson, Interim Director:

Chair Dillon introduced Dan Berentson.

1. Overview of the 2014 Project Delivery by the Engineering and Natural Resources Divisions

Mr. Berentson introduced County Engineer Paul Randall-Grutter, Surface Water Section Manager Jan Flagan, and Design and Construction Manager David Walde. They briefed the Commissioners on the cycle of a project, detailing the steps Public Works takes before, during, and after completion of a project.

The Commissioners thanked Public Works for the information and Commissioner Dahlstedt explained why pre-development planning was important. Commissioner Wesen and Ms. Flagan discussed rating criteria for prioritizing drainage projects. Public Works and the Commissioners discussed the importance of public input early on in the cycle of the project.

2. Miscellaneous

Public Works did not have any miscellaneous items to discuss. Chair Dillon recessed the proceedings at 10:17 a.m.

c) 11:30 a.m. - 11:45 a.m. Board of County Commissioners:

Chair Dillon reconvened the proceedings at 11:31 a.m.

1. Public Comment Period

Bruce Lisser of Mount Vernon was present as an Elected Commissioner of Public Hospital District No. 1 and he encouraged the Commissioners to maintain high public health standards, partner with hospitals, and support Skagit County Alliance for Health Care Access (SCAHA).

2. Miscellaneous Announcements

Commissioner Wesen reported on the County-wide 4-H recognition ceremony he attended.

Chair Dillon announced the following future public hearings:

Tuesday, November 26, 2013, at 10:30 a.m. to consider testimony regarding the 2014 – 2019 Six-Year Transportation Improvement Program (TIP); and
Tuesday, November 26, 2013, at 1:30 p.m. to consider testimony regarding the final report for the Public Service Grant Component of the Community Development Block Grant.

Chair Dillon recessed the proceedings at 11:36 a.m.

d) 1:00 p.m. - 1:30 p.m. Planning and Development Services - Dale Pernula, Director:

Chair Dillon reconvened the proceedings at 1:00 p.m. and introduced Dale Pernula.

1. Discussion/Possible Action: Planning Commission Recorded Motion on 2012 Comprehensive Plan Amendments

Dale Pernula, Senior Planner Kirk Johnson, Chair of the Planning Commission Annie Lohman, and Deputy Prosecuting Attorney Ryan Walters were present and briefed the Commissioners on the Planning Commissions recorded motion regarding the proposed 2012 Comprehensive Plan Amendments which included: C-1 Proposal to re-designate and rezone four parcels near La Conner to Rural Business;

C-2 Proposal to re-designate and rezone a parcel from Rural Resource-NRL to Rural Reserve;

C-3 Proposal to incorporate into the Comprehensive Plan by reference the 2012 Parks and Recreation Comprehensive Plan;

C-4 Proposal to amend the Bay View Ridge Subarea Plan.

After discussion, the Commissioners agreed with C-1 and C-2. They encouraged Director of Parks, Recreation, and Fairgrounds Brian Adams to work with the Parks and Recreation Advisory Board on finalizing C-3. The Board also agreed to work on finalizing C-4. They asked Mr. Adams and Mr. Walters to bring C-3 and C-4 back for discussion and possible action.

A motion was made by Commissioner Wesen to approve discussing and taking possible action on the 2012 Comprehensive Plan Amendments on Tuesday, December 3, 2013, at 2:00 p.m.

Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

2. Miscellaneous

Planning and Development did not have any miscellaneous items to discuss.

e) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

Chair Dillon reconvened the proceedings at 1:44 p.m.

A motion was made by Commissioner Dahlstedt to approve consent agenda items 1 through 17, ratification agenda items 18 and 19, vouchers and warrants for Monday, November 18, 2013.

Commissioner Wesen seconded the motion.

The vote passed unanimously.

- f) 2:15 p.m. - 2:45 p.m. Budget and Finance - Trisha Logue, Director:

Chair Dillon reconvened the proceedings at 2:15 p.m. and introduced County Administrator Tim Holloran.

1. Presentation: 2014 Preliminary Budget

Mr. Holloran introduced Trisha Logue who presented the proposed budget and discussed the general fund. She briefed the Board on the county's financial position and discussed major revenue sources, including a new one which would be formed from the sales-tax measure that was approved by Skagit County voters for the construction and operations of a new jail facility. Ms. Logue said that the county's budget came in short by \$8 million dollars, which the Commissioners had been working with county departments to balance.

A public hearing would be held on the proposed 2014 budget on Monday, December 2, 2013 at 10:30 a.m., and the adoption was scheduled for Tuesday, December 10, 2013 at 8:30 a.m.

Mr. Holloran shared Skagit County's 2014 budget message with the audience, highlighting the proposed difficult decisions being considered to balance the budget.

The Commissioners thanked Skagit County departments for doing their best to remain efficient and work within their budgets. They also thanked Skagit County's unions and staff.

2. Miscellaneous

Budget and Finance did not have any miscellaneous items to discuss. Chair Dillon recessed the proceedings at 2:38 p.m.

- g) 2:45 p.m. - 3:00 p.m. Proclamation Recognizing November 22, 2013, as National Adoption Day in Skagit County

Chair Dillon reconvened the proceedings at 2:45 p.m. and introduced Court Administrator Delilah George who thanked the Commissioners for bringing attention to the importance of giving children permanent, safe and loving families through adoption.

Commissioner Wesen read the proclamation recognizing November 22, 2013 as National Adoption Day.

Chair Dillon recessed the proceedings.

- h) *3:00 p.m. - 4:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

Chair Dillon announced an executive session on Monday, November 18, 2013. Commissioner Dillon, Wesen and Dahlstedt attended the executive session from 3:05 p.m. - 3:45 p.m. The purpose of the executive session was Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present at the executive session and gave legal advice to the Board of County Commissioners: Stephen Fallquist, Rich Weyrich, and Will Honea. Skagit County Administrator Tim Holloran, Public Works Interim Director Dan Berentson, Hydrogeologist Margo Gillaspy, Environmental Health Manager Corinne Story, Planning and

Development Services Director Dale Pernula, Environmental Health Specialist Alison Mohns, and Building Official Jack Moore were also in attendance.

IV. CONSENT AGENDA FOR MONDAY, NOVEMBER 18, 2013 (items 1 through 17):

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, November 12, 2013. **(Approved)**

b) ASSESSOR:

2. Personal Services Agreement with The Masters Touch to provide printing and mailing Change of Value notices. The Agreement shall commence on the date of execution and continue for two (2) years. Compensation for the two (2) year period shall not exceed \$50,000. **(Contract No. C20130465)**

c) BUDGET AND FINANCE:

3. Resolution calling for a public hearing to consider testimony regarding the 2014 Preliminary Skagit County Budget. The public hearing is scheduled to take place on Monday, December 2, 2013, at 10:30 a.m., or as soon thereafter as possible. **(Resolution No. R201303)**

d) CIVIL SERVICE:

4. Use and Security Agreement with California POST Commission on Peace Officer Standards and Training to allow access to the Oral Interview Question Bank. The Agreement shall commence on the date of execution and continue until terminated. There is no monetary compensation associated with this Agreement. **(Contract No. C20130466)**

e) COMMUNITY SERVICES:

5. Personal Services Agreement with Tara Ettlin to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$10,000. **(Contract No. C20130467)**
6. Personal Services Agreement with Linda Seales to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$10,000. **(Contract No. C20130468)**
7. Vendor Services Agreement with Rick's Refrigeration to repair and/or replace defective parts on the central and satellite kitchens for the Senior Nutrition Program. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$14,000. **(Contract No. C20130469)**
8. Resolution Request for Statement of Qualifications (RSQ) to provide a scope of work for a contracted professional(s) to coordinate the development of a multi-county HOME Consortium. **(Resolution No. R20130336)**
9. Amendment No. 1 to Personal Services Agreement No. C20130255 with Colibri Facilitation to provide consultation, coordination, direction and direct public conversations for the Developmentally Disabled community needs assessment and consultation with Community Services on how to best meet the needs of the community, as well as utilize millage funding for the greatest impact. The original Agreement commenced June 1, 2013. This purpose of this Amendment is to extend the expiration date from December 31, 2013, to March 31, 2014, and increase compensation by \$2,500 for a new compensation amount not to exceed \$20,170. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130134)**

10. Resolution authorizing allocation of Skagit County 0.1% Sales Tax funds for 2014. **(Resolution No. R20130337)**

f) FACILITIES MANAGEMENT:

11. Amendment No. 1 to Personal Services Agreement No. C20110462 with Howard Consulting, LLC to provide on-call Capital Project Management services to Skagit County by telephone, e-mail, or in-person, as requested by the County Administrator and to assist other project managers as needed. The original Agreement commenced on October 24, 2011, and the expiration date remains as December 31, 2013. The purpose of this Amendment is to increase compensation by \$20,000 for a new compensation amount not to exceed \$170,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130135)**

g) OFFICE OF JUVENILE COURT:

12. Personal Services Agreement with Paul Douhan to provide specialized child, adolescent, adult and/or family assessment, evaluation, treatment, consultation, education classes, monitoring with written reports as required, and training for juveniles and/or their families. The Agreement shall commence on January 1, 2014, and continue until December 31, 2015. Compensation for the two (2) year period shall not exceed \$50,000. **(Contract No. C20130470)**

h) PROSECUTING ATTORNEY:

13. Subscription Agreement with LexisNexis for the provision of online research services and print publication subscriptions to be used by the Prosecuting Attorney, Public Defender, and Information Services departments. The Agreement shall commence upon activation and continue until December 31, 2016. Compensation for three (3) years shall not exceed \$73,328.52. **(Contract No. C20130471)**

i) PUBLIC WORKS:

14. Resolution calling for a public hearing to consider testimony regarding an Ordinance amending Chapter 12.18, Solid Waste Disposal System, of the Skagit County Code. The public hearing is scheduled to take place on Tuesday, December 3, 2013, at 8:30 a.m. or as soon thereafter as possible. **(Resolution No. R20130338)**
15. Resolution calling for a public hearing to consider testimony regarding a Resolution to set Solid Waste Disposal Rates. The public hearing is scheduled to take place on Tuesday, December 3, 2013, at 8:30 a.m., or as soon thereafter as possible. **(Resolution No. R20130339)**

j) SHERIFF:

16. Jail Facility Use Agreement with the Town of Hamilton, pursuant to Revised Code of Washington (RCW) Chapters 70.48 and 39.34. The Agreement shall become effective on the date of execution by all parties and shall remain in effect for the life of the Bonds used to finance the construction and operation of the new jail facility. The Town shall contribute a portion of the its Sales and Use Tax to be used for jail facilities, police and fire protection purposes in exchange for continued access to the Jail. **(Contract No. C20130472)**
17. Jail Facility Use Agreement with the Town of Lyman, pursuant to Revised Code of Washington (RCW) Chapters 70.48 and 39.34. The Agreement shall become effective on the date of execution by all parties and shall remain in effect for the life of the Bonds used to finance the construction and operation of the new jail facility. The Town shall contribute a portion of the its Sales and Use Tax to be used for jail facilities, police and fire protection purposes in exchange for continued access to the Jail. **(Contract No. C20130473)**

V. RATIFICATION AGENDA (items 18 and 19):

k) EMERGENCY MANAGEMENT:

18. Resolution authorizing the ratification of a Washington State Military Department Homeland Security FY13 Emergency Management Performance Grant (EMPG) Agreement No. E14-127 to receive funds from the U.S. Department of Homeland Security to provide local jurisdictions and tribes with emergency management program support and to provide funding to enhance those programs. Execution of the Agreement was delayed because it was not received by the County prior to the commencement date of June 1, 2013. **(Resolution No. R20130340)**
19. Washington State Military Department Homeland Security FY13 Emergency Management Performance Grant (EMPG) Agreement No. E14-127 to receive funds from the U.S. Department of Homeland Security to provide local jurisdictions and tribes with emergency management program support and to provide funding to enhance those programs. The Agreement commenced on June 1, 2013, and shall continue until August 31, 2014. Compensation to Skagit County shall not exceed \$34,509. **(Contract No. C20130474)**

VII. ADJOURNMENT:

Chair Dillon adjourned the proceedings at 2:55 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board