

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, FEBRUARY 3, 2014**

The Skagit County Board of Commissioners met in regular session on Monday, February 3, 2014, with Commissioner Kenneth A. Dahlstedt, and Commissioner Sharon D. Dillon present. Chair Ron Wesen excused.

I. CALL TO ORDER:

Commissioner Dahlstedt called the proceedings to order at 1:30 p.m. and excused Chair Wesen's absence.

II. PLEDGE OF ALLEGIANCE:

Commissioner Dahlstedt led the gallery in the salute to the flag.

III. AGENDA:

- a) \*9:00 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)

There were no executive sessions scheduled for the week of February 3, 2014.

IV. CONSENT AGENDA FOR MONDAY, FEBRUARY 3, 2014 (items 1 through 19):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda 1 through 19, Ratification Agenda items 20 through 31, vouchers, and warrants for Monday, February 3, 2014. Chair Dillon seconded the motion.

The vote passed unanimously. Commissioner Ron Wesen's absence was excused

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, January 21, 2014. **(Approved)**
- 2. Resolution calling for bids for security improvements to the Office of Juvenile Court reception area, located at 611 South 2nd Street in Mount Vernon, and for the replacement of a damaged folding partition wall in the third floor conference room of the Skagit County Administration Building, located at 700 south 2nd Street in Mount Vernon. The bid openings are scheduled to take place on Monday, February 24, 2014, at 2:15 p.m. or as soon thereafter as possible. **(Resolution No. R20140021)**
- 3. Resolution to appoint Barbara Cleve to the vacant seat in District 1 on the Skagit County Agricultural Advisory Board. Ms. Cleve's term shall end on December 31, 2016. **(Resolution No. R20140022)**

b) ADMINISTRATIVE SERVICES:

- 4. Personal Services Agreement with Public Financial Management, Inc. to assist with the transition of Emergency Medical Services (EMS) from a Commission run operation to a County department. The Agreement shall commence on the date of execution, and shall continue until December 31, 2014. Compensation shall not exceed \$40,000. **(Contract No. C20140034)**

c) ASSIGNED COUNSEL:

- 5. Personal Services Agreement with Rebecca K. Carroll, Attorney at Law, to provide consultation and representation for cases considered to be conflict of interest cases for the Skagit County Public Defender's office and have been determined to be within the scope of indigent defense.

The Agreement shall commence on January 28, 2014, and shall continue until December 31, 2015. Compensation shall not exceed \$100,000 and is based on a fee schedule. **(Contract No. C20140035)**

6. Personal Services Agreement with Sue Goolsbee, Attorney at Law, to provide consultation and representation for cases considered to be conflict of interest cases for the Skagit County Public Defender's office and have been determined to be within the scope of indigent defense. The Agreement shall commence on January 31, 2014, and shall continue until December 31, 2015. Compensation shall not exceed \$100,000 and is based on a fee schedule. **(Contract No. C20140036)**

d) BUDGET AND FINANCE:

7. Funding Agreement with Skagit Valley Tulip Festival for Traffic Control, and Roundabout Maintenance, which awards \$20,950 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140037)**
8. Funding Agreement with Skagit Valley Tulip Festival for the Skagit Valley Tulip Festival Annual Brochure, which awards \$9,500 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140038)**
9. Funding Agreement with Skagit Valley Festival of Farms, which awards \$25,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140039)**
10. Funding Agreement with the Concrete Chamber of Commerce for the Visitors Center Signage, which awards \$1,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140040)**
11. Funding Agreement with the Concrete Chamber of Commerce for the Skagit Eagle Festival, which awards \$15,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20130361. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140041)**
12. Funding Agreement with Cascade Days, which awards \$7,500 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140042)**
13. Funding Agreement with Pacific Northwest Giant Pumpkin Growers, which awards \$1,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140043)**

e) COMMUNITY SERVICES:

14. Amendment No. 1 to Personal Services Agreement No. C20130549 with Community Action of Skagit County to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Skagit County Community Action Agency will provide shelter and transitional housing at ten (10) fully furnished apartments at the William J. Shuler Family Development Center. The purpose of this Amendment is to add funding for rapid rehousing and homeless services for Temporary Assistance for Needy Families (TANF). This Amendment increases funding by \$50,000 for a new compensation amount not to exceed \$253,653. All other terms and conditions of the original Agreement shall remain the same including the termination date of December 31, 2014. **(Amendment No. A20140004)**

15. Personal Services Agreement with NAMI Skagit to provide education and outreach to individuals living with mental illness. The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$12,000 and is funded by the mental health millage funds. **(Contract No. C20140044)**

f) PUBLIC WORKS:

16. Resolution to award the bids for rental equipment with expected annual expenditures to exceed \$25,000 to Birch Equipment Rental, Hertz Equipment Rental Corporation, NC Machinery Co., NW Relining, Pape Machinery, Inc., Van's Equipment Co., and Xylem Dewatering Solutions, Inc., dba Godwin Pumps of America. **(Resolution No. R20140023)**
17. Resolution calling for bids for the purchase and installation of Marine Radars and Equipment for the M/V Guemes. The bid opening is scheduled to take place on Monday, February 24, 2014, at 2:00 p.m. or as soon thereafter as possible. **(Resolution No. R20140024)**
18. Funding and Project Agreement with Skagit Fisheries Enhancement Group for the Davis Slough Bridge Project ES7000-11 to enhance salmon habitat to Davis Slough and its tributaries in Skagit County by the construction of a new crossing structure on South Skagit Highway, #07000. The Agreement shall commence on the date of execution and continue until completion of the Project, or until June 30, 2016 (whichever occurs sooner). Compensation shall not exceed \$81,315 and is funded by the Salmon Recovery Funding Board (SRFB) grant #13-1052R. **(Contract No. C20140045)**

g) SUPERIOR COURT:

19. Amendment No. 1 to Interagency IAA14222, Skagit County Contract No. C20130579, with the State of Washington Administrative Office of the Courts (AOC) to improve the quality and availability of court interpreter services for Limited English Proficient "LEP", deaf, and hard of hearing persons in accordance with Chapters 2.42 and 2.43 of the Revised Code of Washington (RCW). The purpose of this Amendment is to increase compensation, by replacing the amount of compensation with the correct 2014 fiscal year amount. This Amendment increases the amount reimbursed to Skagit County from \$8,435 to \$10,917 for costs incurred during the period July 1, 2013 through June 30, 2014. All other terms and conditions shall remain unchanged. **(Amendment No. A20140005)**

V. RATIFICATION AGENDA (items 20 through 31):

h) COMMUNITY SERVICES:

20. Resolution authorizing the ratification of a Personal Services Agreement with Skagit Valley YMCA to provide funding for the Oasis Teen Shelter program, including personnel, food, and operating supply costs. Administrative delays experienced by Skagit Valley YMCA in signing and submitting the Agreement for funding of crucial homeless and housing services delayed finalization of the Agreement. **(Resolution No. R20140025)**
21. Personal Services Agreement with Skagit Valley YMCA to provide funding for the Oasis Teen Shelter program, including personnel, food, and operating supply costs. Skagit Valley YMCA will operate the Oasis Teen Shelter, seven (7) days per week, three hundred and sixty-five (365) days for the year 2014. Capacity of the shelter will be seven (7) youth staying in the shelter per night. The Agreement commenced on January 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$76,516. **(Contract No. C20140046)**
22. Resolution authorizing the ratification of a Personal Services Agreement Elizabeth Holmes to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. Receipt of the Agreement delayed finalization. **(Resolution No. R20140026)**
23. Personal Services Agreement Elizabeth Holmes 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 commenced on January 1, 2014, and shall continue until

December 31, 2014. Compensation shall not exceed \$10,000. **(Contract No. C20140047)**

24. Resolution authorizing the ratification of a Personal Services Agreement with Catholic Community Services to provide recovery planning and care coordination services for transition age youth and youth adults (ages 16-24) who are exiting a substance abuse treatment program. A delay in the receipt of the State Revenue Contract delayed the finalization of the Agreement. **(Resolution No. R20140027)**

25. Personal Services Agreement with Catholic Community Services to provide recovery planning and care coordination services for transition age youth and youth adults (ages 16-24) who are exiting a substance abuse treatment program. The Agreement commenced on January 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$150,000 and is funded by the .1% sales tax. **(Contract No. C20140048)**

i) OFFICE OF JUVENILE COURT:

26. Resolution authorizing the ratification of Amendment No. 1 to County Program Agreement, DSHS No. 1363-84195, Skagit County Contract No. C20130436, Juvenile Accountability Block Grant(JABG) with the Department of Social and Health Services (DSHS) to provide funding for diversion programming. A signed Amendment was not received in time to be fully executed prior to the commencement date of January 20, 2014. **(Resolution No. R20140028)**

27. Amendment No. 1 to County Program Agreement, DSHS No. 1363-84195, Skagit County Contract No. C20130436, Juvenile Accountability Block Grant (JABG) with the Department of Social and Health Services (DSHS) to provide funding for diversion programming. The purpose of this Amendment is to increase compensation to Skagit County by \$2,000 for a new compensation amount not to exceed \$9,000. All other terms and conditions of the original Agreement including the termination date of June 30, 2014, shall remain unchanged. **(Amendment No. A20140006)**

j) PROSECUTING ATTORNEY:

28. Resolution authorizing the ratification of a Personal Services Agreement with Claudia Peters to provide a trained facility dog for the Children's Advocacy Center in Mount Vernon to assist with child interviews and as a courtroom dog to assist children, and adult victims with special needs. A signed Agreement was not executed prior to the commencement of services due to the immediate need for the use of the service dog. **(Resolution No. R20140029)**

29. Personal Services Agreement with Claudia Peters to provide a trained facility dog for the Children's Advocacy Center in Mount Vernon to assist with child interviews and as a courtroom dog to assist children, and adult victims with special needs. The Agreement commenced on January 21, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$2,000. **(Contract No. C20140049)**

k) PUBLIC DEFENDER:

30. Resolution authorizing the ratification of a Personal Services Agreement with Orland D. Freeman to provide process service and related services for the Skagit County Public Defender. A partially signed contract was misplaced and was not located prior to the commencement services on January 1, 2014. **(Resolution No. R20140030)**

31. Personal Services Agreement with Orland D. Freeman to provide process service and related services for the Skagit County Public Defender. The Agreement commenced on January 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$5,000. **(Contract No. C20140050)**

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 Delta Dental from Clearing Fund 696 in the total dollar amount of \$66,914.59 (Transmittal No. C-15-14); and
- b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$79,501.79 (Transmittal No. C-16-14); and
- c) Warrants numbered 397326 through 397735 from Clearing Fund 696 in the total dollar amount of \$5,345,709.30 (Transmittal No. C-17-14).

VII. ADJOURNMENT:

Commissioner Dahlstedt adjourned the proceedings at 1:33 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Ron Wesen, Chair

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Kenneth A. Dahlstedt, Commissioner

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Sharon D. Dillon, Commissioner

ATTEST:

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Clerk of the Board