

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 22, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, August 22, 2016, with Chair Lisa Janicki, Commissioner Ron Wesen, and Commissioner Kenneth A. Dahlstedt present.

I. CALL TO ORDER:

Chair Janicki called the proceedings to order at 1:31 p.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

a) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administration with Planning and Development Services, Public Works, Parks, Recreation and Fair, and Facilities Management Departments

b) *10:30 a.m. - 11:30 a.m. Discussion with the Skagit Valley Family YMCA

The Commissioners attended a discussion and update with the Skagit Valley Family YMCA from 10:35 a.m. to 11:30 a.m. The purpose of the meeting was to discuss the future home of the Skagit Valley Family YMCA.

Attendees:

Chair Lisa Janicki;
Commissioner Ron Wesen;
Commissioner Kenneth A. Dahlstedt;
County Administrator Tim Holloran;
Skagit Bank Chief Executive Officer/YMCA Development Director Cheryl Bishop;
YMCA Development and Communications Director Renata Maybruck; and
YMCA Chief Executive Officer Bob Shrumm.

Please note, an audio recording of the meeting can be obtained by contacting the Skagit County Commissioners' office.

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

d) 2:30 p.m. - 3:00 p.m. Jail Construction Update - Marc Estvold, Project Manager

e) *3:00 p.m. -4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

Chair Lisa Janicki, Commissioner Ron Wesen, and Commissioner Kenneth A. Dahlstedt attended an executive session on Thursday, August 25, 2016, from 1:10 p.m. to 1:55 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 provided legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich; Chief Civil Deputy Prosecuting Attorney Melinda Miller; Senior Civil Deputy Prosecuting Attorney Will Honea. Other attendees: County Administrator Tim Holloran; and Planning and Development Services Director Dale Pernula.

IV. DISCUSSION CONSENT ITEMS:

V. CONSENT AGENDA FOR MONDAY, AUGUST 22, 2016 (items 1 through 20):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda items 1 through 20, Ratification Agenda items 21 and 22, vouchers and warrants for Monday, August 22, 2016.

Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, August 15, 2016. **(Approved)**
2. Record of the Proceedings for Tuesday, August 16, 2016. **(Approved)**

b) EMERGENCY MEDICAL SERVICES:

3. Ordinance to amend Skagit County Ordinance No. O20090004 and Skagit County Code Chapter 2.52 which relates to Central Valley Ambulance Authority's by-laws relating to member composition, member term lengths, member term limits, and standardized process for filing member vacancies. **(Ordinance No. O20160008)**

c) FACILITIES MANAGEMENT:

4. Amendment No. 1 to Vendor Services Agreement No. C20140484 with Commercial Fire Protection Inc. to provide maintenance inspections and recharge fire extinguishers at several Skagit County locations. This Amendment adds service for the fire extinguishers at the Skagit County Recycling and Transfer Station. Compensation is increased by \$1,350 for a new compensation amount not to exceed \$6,325 and is based on a fee schedule. All other terms and conditions of the original Agreement shall remain in effect including the expiration date of October 12, 2016. **(Amendment No. A20160108)**

d) OFFICE OF JUVENILE COURT:

5. Interlocal Cooperative Agreement with the Sedro-Woolley School District to jointly fund a BECCA Case Manager position to serve the School District and the Skagit County Office of Juvenile Court in implementing the truancy position of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement shall commence on September 1, 2016, and continue until August 31, 2017. The Sedro-Woolley School District shall compensate Skagit County in an amount not exceed \$6,120. **(Contract No. C20160362)**

e) PUBLIC HEALTH:

6. Personal Services Agreement with Conscious Moves to provide job development training for Developmental Disabilities Employment agency leadership and staff on sales fundamentals. The training will consist of an eight (8) hour training and manual for up to twelve (12) staff members from Chinook Enterprises, Washington Vocational Services and Service Alternatives. The Agreement shall commence on September 1, 2016, and continue until June 30, 2017. Compensation shall not exceed \$1,410 and is based on a fee schedule and funded by County Program Agreement, Contract No. 1563-43216, (Skagit County Contract No. C20150343 and Amendment No. A20160096) with Washington State Department of Social & Health Services, Division of Development Disabilities. **(Contract No. C20160363)**
7. Amendment No. 1 to Personal Services Agreement No. C20150566 with Compass Health to provide mental health treatment services through the Community Wellness Program. This Amendment replaces Exhibit "C" Compensation to accommodate services to additional clients. All other terms and conditions of the original Agreement shall remain in effect including the compensation amount not exceeding \$10,000 and the termination date remains as December 31, 2016. **(Amendment No. A20160109)**
8. Amendment No. 3 to Personal Services Agreement No. C20150443 with Eleven Vexler to provide behavioral health interventions to children and youth in grades K-12 and their families in multiple Skagit County school districts. This Amendment increases compensation by \$5,000 due to a higher number of clientele. The term remains the same, ending August 30, 2016. The new compensation amount shall not exceed \$55,000 and is based on a fee schedule and is funded through the 1/10 sales tax. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20160110)**

9. Memorandum of Understanding between Skagit County and Home Trust of Skagit regarding affordable housing assistance through the Community Development Block Grant (CDBG) eligible Homeownership Assistance Project as funded by the United States Department of Housing and Urban Development (HUD) and administered by the Washington State Department of Commerce (Commerce). Skagit County is administrating the CDBG-funded Homeownership Assistance Project. The Agreement shall commence on the date of execution and continue until Homeownership Assistance Project funds are fully expended. The County shall provide assistance in the form of homeownership assistance provided directly by check submitted to eligible homebuyers' escrow accounts. Such assistance is contingent on the availability of CDBG funding and will cease when the grant is fully expended. Maximum Assistance is \$25,000 per household. Funds will be used solely to provide assistance to persons of low-income to moderate income. **(Contract No. C20160364)**
10. Memorandum of Understanding between Skagit County and Skagit Habitat for Humanity regarding affordable housing assistance through the Community Development Block Grant (CDBG) eligible Homeownership Assistance Project as funded by the United States Department of Housing and Urban Development (HUD) and administered by the Washington State Department of Commerce (Commerce). Skagit County is administrating the CDBG-funded Homeownership Assistance Project. The Agreement shall commence on the date of execution and continue until Homeownership Assistance Project funds are fully expended. The County shall provide assistance in the form of homeownership assistance provided directly by check submitted to eligible homebuyers' escrow accounts. Such assistance is contingent on the availability of CDBG funding and will cease when the grant is fully expended. Maximum Assistance is \$25,000 per household. Funds will be used solely to provide assistance to persons of low-income to moderate income. **(Contract No. C20160365)**
11. Memorandum of Understanding between Skagit County and Whatcom-Skagit Housing regarding affordable housing assistance through the Community Development Block Grant (CDBG) eligible Homeownership Assistance Project as funded by the United States Department of Housing and Urban Development (HUD) and administered by the Washington State Department of Commerce (Commerce). Skagit County is administrating the CDBG-funded Homeownership Assistance Project. The Agreement shall commence on the date of execution and continue until Homeownership Assistance Project funds are fully expended. The County shall provide assistance in the form of homeownership assistance provided directly by check submitted to eligible homebuyers' escrow accounts. Such assistance is contingent on the availability of CDBG funding and will cease when the grant is fully expended. Maximum Assistance is \$25,000 per household. Funds will be used solely to provide assistance to persons of low-income to moderate income. **(Contract No. C20160366)**
12. Memorandum of Understanding between Skagit County and Kulshan Community Land Trust regarding affordable housing assistance through the Community Development Block Grant (CDBG) eligible Homeownership Assistance Project as funded by the United States Department of Housing and Urban Development (HUD) and administered by the Washington State Department of Commerce (Commerce). Skagit County is administrating the CDBG-funded Homeownership Assistance Project. The Agreement shall commence on the date of execution and continue until Homeownership Assistance Project funds are fully expended. The County shall provide assistance in the form of homeownership assistance provided directly by check submitted to eligible homebuyers' escrow accounts. Such assistance is contingent on the availability of CDBG funding and will cease when the grant is fully expended. Maximum Assistance is \$25,000 per household. Funds will be used solely to provide assistance to persons of low-income to moderate income. **(Contract No. C20160367)**
13. Memorandum of Understanding between Skagit County and Habitat for Humanity of Island County regarding affordable housing assistance through the Community Development Block Grant (CDBG) eligible Homeownership Assistance Project as funded by the United States Department of Housing and Urban Development (HUD) and administered by the Washington State Department of Commerce (Commerce). Skagit County is administrating the CDBG-funded Homeownership Assistance Project. The Agreement shall commence on the date of execution and continue until Homeownership Assistance Project funds are fully expended. The County shall provide assistance in the

form of homeownership assistance provided directly by check submitted to eligible homebuyers' escrow accounts. Such assistance is contingent on the availability of CDBG funding and will cease when the grant is fully expended. Maximum Assistance is \$25,000 per household. Funds will be used solely to provide assistance to persons of low-income to moderate income. **(Contract No. C20160368)**

f) PUBLIC WORKS:

14. Vendor Services Agreement with Pacific Star Marine USA, Inc. for the Outdrive and Maintenance for the M/V Guemes in accordance with the bid documents outlined in Resolution No. R20160163. The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$173,300 pursuant to Resolution No. R20160198 which awarded the bid and was approved by the Board of Skagit County Commissioners on July 18, 2016. **(Contract No. C20160369)**
15. Amendment No. 1 to Sub-Award Grant Agreement No. C20150023 with the University of Washington to perform work to assist Skagit County in completing certain tasks related to the Pollution Identification and Correction Program. This Amendment extends the term of the Agreement from September 9, 2016, to December 31, 2016. Rain events typically generate the highest pollution levels in the Samish and Padilla Bay watersheds. However, there were no rain events in the spring of 2016 that could be sampled and it is necessary to extend the Agreement to meet grant requirements. All other terms and conditions of the original Agreement shall remain in effect including the funding amount which shall not exceed \$125,239 and is 100% funded through a Federal Pass-through Grant from the Washington State Department of Health (DOH), No. N20689, Skagit County Contract No. C20140380. **(Amendment No. A20160111)**
16. Supplemental Agreement No. 1 to Local Agency A & E Professional Services Negotiated Hourly Rate Consultant Agreement No. C20150315 with Shearer Design, LLC to provide engineering services for the Samish River Bridge Repair (Old Hwy 99 North), the Friday Creek Bridge Repair (Old Hwy 99 North), and the Lower Finney Creek Bridge Repair. This Supplement authorizes \$15,136.32 to be added to the compensation amount in order to cover unforeseen costs for additional permitting efforts. In the review of the project's National Environmental Policy Act-Categorical Exclusion (NEPA-CE) documentation by the Washington Department of Transportation (WSDOT), it was determined that a Biological Assessment was required to analyze the noise and potential impacts on the northern spotted owl and murrelet habitat. The new compensation amount shall not exceed \$147,371.32. All other terms and conditions of the original Agreement shall remain in effect including the project completion date of December 31, 2018. **(Amendment No. A20160112)**
17. Interlocal Cooperative Agreement with Public Utility District No. 1 of Skagit County to allow the County to contribute partial reimbursement funding to the District for a portion of the repaving work on Josh Wilson Road, Higgins Airport Way to Walker Road Project. The District is upgrading the waterline and installing fiber optic within the Josh Wilson Road right-of-way from Higgins Airport Way to Walker Road. However, the District will only be in the roadway from Bay Meadows Lane (just east of Farm-to-Market Road) to Walker Road. The County seeks to pave the other lane of roadway for continuity purposes while also avoiding the additional time and expense of independently contracting the asphalt paving. The Agreement shall commence on the date of execution and continue until December 31, 2017. The District will invoice the County for the total estimated costs of the County's portion of the project in an amount not to exceed \$135,000. **(Contract No. C20160370)**
18. Amendment No. 1 to Vendor Services Agreement No. C20160153 with Hertz Equipment Rental Corporation to provide equipment rental for various projects, per Exhibit "A". This Amendment reflects the name change from Hertz Equipment Rental Corporation to Herc Rentals, Inc. All other terms and conditions shall remain in effect including the compensation amount not exceeding \$150,000 and the termination date remains as March 31, 2017. **(Amendment No. A20160113)**
19. Amendment No. 1 to Vendor Services Agreement No. C20160167 with Granite Construction for the procurement of Road Maintenance Materials including gravel products and specialty and mixed asphalt products listed in Exhibit "A". The Road Operations Division did not anticipate purchasing as much asphalt and chip seal rock

for planned projects. This Amendment increases compensation from \$50,000 to \$150,000 to allow the road crews to purchase materials to finish projects.

(Amendment No. A20160114)

20. Agreement for purchase and sale of mitigation credits between Nookachamps, LLC and Skagit County (buyer) for the Burlington Northern Overpass Project #ES50510-8 Federal Aid #BRS-M291(006). Impacts by the project to the environment are compensated by preserving, creating, enhancing and/or restoring wetlands, protected species and/or habitat or by purchasing sufficient suitable mitigation values and/or credits to offset the impacts. The Agreement shall commence on the date of execution and continue until completion of the Project. The purpose of this Agreement is to purchase 0.071 mitigation credits from the Nookachamps Wetland Bank at a cost of \$175,000 per unit for a total purchase price not to exceed \$12,425. **(Contract No. C20160371)**

VI. RATIFICATION AGENDA (items 21 and 22):

g) OFFICE OF JUVENILE COURT:

21. Resolution authorizing the ratification of Interagency Agreement No. IAA17436 with the Washington State Administrative Office of the Courts to process Truancy, At Risk Youth (ARY) and Child in Need of Services (CHINS) for BECCA programs and services pursuant to the Revised Code of Washington (RCW) chapter 13.32A. The contract was not received in time to be fully executed prior to July 1, 2016. **(Resolution No. R20160218)**
22. Interagency Agreement No. IAA17436 with the Washington State Administrative Office of the Courts to process Truancy, At Risk Youth (ARY) and Child in Need of Services (CHINS) for BECCA programs and services pursuant to the Revised Code of Washington (RCW) chapter 13.32A. The Agreement commenced on July 1, 2016, and continues until June 30, 2017. Compensation to Skagit County shall not exceed \$329,672. **(Contract No. C20160372)**

VII. VOUCHERS AND WARRANTS:

- a. 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 \$83.73 (Transmittal No. C-106-16); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$13,197.44 (Transmittal No. C-107-16); and
 - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$124,736.99 (Transmittal No. C-108-16); and
 - d) Warrants numbered 446897 through 447081 from Clearing Fund 696 in the total dollar amount of \$2,019,609.82 (Transmittal No. C-109-16).

VIII. ADJOURNMENT:

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board