

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, JUNE 19, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, June 19, 2017, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

Chair Wesen called the proceedings to order at 9:30 a.m.

II. PLEDGE OF ALLEGIANCE:

Chair Wesen 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 with Planning and Development Services and Public Health Departments

b) 9:30 a.m. - 10:30 a.m. Presentation Regarding Skagit County's Economic Cluster by Andrew Miller, Director of Business Development and Retention, Economic Development Alliance of Skagit County

Economic Development Alliance of Skagit County's (EDASC) Director of Business Development and Retention Andrew Miller provided a PowerPoint presentation and a background about the Industry Clusters Project. He provided a brief overview of the meeting hosted by EDASC on June 7, 2017, and noted that economic clusters were groups of local industries that met regularly to discuss ways to grow their businesses. He said that they had identified 13 industry clusters in Skagit County which include agriculture, maritime, natural resources, clean technology, recreation, tourism and arts, festivals and events. Mr. Miller stressed the need to address Skagit County's housing shortage and promote workforce training. He provided information about the goals of forming Action Teams to address the goals set forth in each of the 13 industry cluster sectors.

There was a discussion about the lack of multi-family housing in Skagit County and changing behaviors to incentivize employers to hire more people.

Mr. Miller noted that the Action Teams would not meet over the summer months but would reconvene meetings in September.

More information about serving on an Action Team can be found by contacting Andrew Miller by e-mail at: [andrewm@skagit.org](mailto:andrewm@skagit.org) or by visiting EDASC's website at <http://www.skagit.org/skagit/locate-here/industries-and-clusters>.

Link to PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/06192017/>

Chair Wesen recessed the proceedings at 10:32 a.m.

c) 11:00 a.m. - 11:30 a.m. Discussion/Possible Action Regarding Certification of the Housing Authority of Skagit County's Annual Plan

Chair Wesen reconvened the proceedings at 11:00 a.m.

Housing Authority of Skagit County Executive Director Melanie Corey and Section 8 Program Manager Cathy Kerr provided an overview of the standard requirements and guidelines for the Section 8 Administrative Plan. Ms. Corey pointed out the changes to the Public Housing Agency (PHA) Plan and said that the document was a requirement of the U.S. Department of Housing and Urban Development (HUD).

Public Health Analyst Kayla Schott-Bresler confirmed that PHA Plan had been reviewed by Skagit County Public Health staff for consistency with Skagit County's Consolidated Plan objectives to provide decent housing; a suitable living environment; and expanded economic opportunities.

There was a discussion about a joint board meeting with the Skagit County Board of Commissioners and the Housing Authority of Skagit County's Board and the status of the Raspberry Ridge third-phase housing proposal, sewer extension and retrofit.

A motion was made by Commissioner Dahlstedt to approve signing of the Certification of the Housing Authority of Skagit County's Annual Plan. **(The signed Certification form was provided to the Housing Authority of Skagit County.)** Commissioner Janicki seconded the motion.

The vote passed unanimously.

Chair Wesen recessed the proceedings at 11:23 a.m.

- d) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- e) \*2:30 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 June 19, 2017.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

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

Senior Planner Brandon Black provided additional information about Consent Agenda item no. 8.

County Engineer Paul Randall-Grutter provided additional information about Consent Agenda item no. 24.

Ferry Operations Division Manager Rachel Rowe provided additional information about Consent Agenda item no. 25.

V. CONSENT AGENDA FOR MONDAY, JUNE 19, 2017 (items 1 through 25):

A motion was made by Commissioner Janicki to approve the Consent Agenda items 1 through 12, 14 through 17 and items 19 through 25, including all items requiring ratifications, vouchers and warrants for Monday, June 19, 2017. **(Consent Agenda items 13 and 18 were pulled for future consideration.)** Chair Wesen seconded the motion.

The vote passed unanimously. Commissioner Kenneth A. Dahlstedt's absence was excused

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, June 12, 2017. **(Approved)**
- 2. Record of the Proceedings for Tuesday, June 13, 2017. **(Approved)**

b) AUDITOR:

- 3. Vendor Services Agreement with K&H Printers to print and mail ballot and election materials for any official election as directed by the Skagit County Auditor's Office. Annual compensation shall not exceed \$350,000 and is based on a fee schedule. The Agreement shall commence on August 1, 2017, and continues for three years. **(Contract No. C20170281)**

c) BUDGET AND FINANCE:

- 4. Funding Agreement with the City of Burlington to distribute economic development funds pursuant to RCW 82.14.370. Funds will be used to reimburse the City for the

expense of membership in the Economic Development Alliance of Skagit County. Compensation shall not exceed \$7,500. The Agreement commenced on January 1, 2017, pursuant to Resolution No. R20170108, and ends of December 31, 2017. **(Contract No. C20170282)**

5. Funding Agreement with the Town of La Conner to distribute economic development funds pursuant to RCW 82.14.370. Funds will be used to reimburse the Town for the expense of membership in the Economic Development Alliance of Skagit County. Compensation shall not exceed \$1,000. The Agreement commenced on January 1, 2017, pursuant to Resolution No. R20170108, and ends of December 31, 2017. **(Contract No. C20170283)**
  6. Interlocal Cooperative Agreement with the Port of Anacortes which awards \$300,000 of Economic Development/Public Facilities grant funds pursuant to RCW 82.14.370. The funds will support the Pier 2 Bulkhead Wall Improvements Project at the Port of Anacortes. The Agreement shall commence on the date of execution and ends on November 30, 2018. **(Contract No. C20170284)**
- d) FACILITIES MANAGEMENT:
7. Vendor Services Agreement with Multifacet Group LLC to provide siding placement for the Crisis Center located at 201 Lila Lane in Burlington. Compensation shall not exceed \$20,400 plus applicable taxes. The Agreement shall commence on the date of execution and continues for six months. **(Contract No. C20170285)**
- e) PLANNING AND DEVELOPMENT SERVICES:
8. Grant Deed of Conservation Easement, for Short Plat #PL16-0083 submitted by the Shane Family LLC. The proposed land division, in compliance with Skagit County Code 14.16.860, will create one residential lot of one acre with the existing residence, and a second lot of 23.6 acres which will be encumbered by this easement. The site is located at 16235 State Route 536 in Skagit County. **(Contract No. C20170286)**
- f) PUBLIC HEALTH:
9. Resolution to authorize an Interlocal Agreement with other municipalities in Skagit, Whatcom, and Island Counties for participation as a member of the regional consortium to qualify the area for additional funding for homelessness and affordable housing. **(Resolution No. R20170129)**
  10. Interlocal Cooperative Agreement between Skagit County (Lead Agency), the jurisdictions of Anacortes, Blaine, Burlington, Concrete, Coupeville, Everson, Ferndale, Hamilton, Island County, La Conner, Langley, Lyman, Lynden, Mount Vernon, Nooksack, Oak Harbor, Sumas, and Whatcom County (Members) to establish a HOME Consortium that will be eligible for HOME grant funds from the U.S. Department of Housing and Urban Development (HUD) to increase the Members' ability to assist in the provision of affordable housing for low-income residents under the HOME Investment Partnership Program. The term of this Agreement shall be for the qualification period ending June 30, 2021, and includes federal fiscal years 2018, 2019, and 2020. This Agreement shall automatically be renewed for the Consortium's participation in successive qualification periods of three federal fiscal years each. **(Contract No. C20170287)**
  11. Personal Services Agreement with Pioneer Human Services to provide jail transition services to adult inmates with mental illness to facilitate safe transition from Skagit County Jail into Public Health. The County shall reimburse Pioneer Human Services for services outlined in Exhibit "B", Scope of Work an amount not exceed \$24,000, which is funded through Behavioral Health Organization funds. The Agreement shall commence on July 1, 2017, and continue until September 30, 2017. **(Contract No. C20170288)**
  12. Amendment No. 1 to Personal Services Agreement No. C20160339 with Able Opportunities, Inc. to provide training and consultancy services for Skagit County's community employment agencies and the business community as Skagit County seeks to place more high acuity clients into integrated community employment settings. This Amendment increases funding by an additional \$26,000 due to the increase in training

and technical assistance needed to facilitate the scope of work. The new compensation amount shall not exceed \$43,500 and is funded through County Program Agreement No. 1563-43216, Skagit County Contract No. C20150343, with the Washington State Department of Social & Health Services to provide services for individuals with developmental disabilities. **(Amendment No. A20170064)**

13. Amendment No. 1 to Toxics Cleanup Remedial Action Grant Program Agreement No. TCPRA-2016-SkCoHD-00016, Skagit County Contract No. C20160395, with the State of Washington Department of Ecology to perform approximately 18 Initial Investigations and 7 Site Hazard Assessments in response to public complaints and referred from the Department of Ecology. This Amendment extends the term of the Agreement from June 30, 2017, to August 31, 2017, and transfers \$1,600 in grant funds from task 1 to task 3 to allow Skagit County to continue work under the grant. All other terms and conditions of the original Agreement shall remain in effect including compensation to Skagit County remaining at an amount not to exceed \$39,000. **(This item was pulled for future consideration.)**

g) PUBLIC WORKS:

14. Resolution granting voting authority to the Skagit County Board of Commissioners' representative on the Solid Waste System Governance Board for approval of the Skagit County Comprehensive Solid Waste Management Plan (CSWMP). **(Resolution No. R20170130)**
15. Resolution to adopt the 2017 Annual Construction Program, Revision No. 2. **(Resolution No. R20170131)**
16. Resolution initiating County Road Projects for the Blanchard Quiet Zone (Legg Road/Colony Road); Tye Road Culvert; and the Guemes Ferry Parking Lot Improvements. **(Resolution No. R20170132)**
17. Resolution calling for a public hearing before the Skagit County Noxious Weed Board to consider testimony regarding updating and designating weeds for control in Skagit County. The public hearing is scheduled to take place on Thursday, July 20, 2017, at 6:00 p.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20170133)**
18. Resolution to rescind Resolution No. R20150318 Establishing Policies and Procedures for the Creation of Railroad Quiet Zones, Terminating Railroad Quiet Zone Funding Agreement with Blanchard Quiet Zone, LLC (Skagit County Contract No. C20160297) and Establishing Terms of New Railroad Quiet Zone Funding Agreement with Blanchard Quiet Zone, LLC. (This item was pulled for further discussion.) **(This item was pulled for future consideration.)**
19. Personal Services Agreement with Tierra Right of Way Services, Ltd. to provide a scope of work and cost proposal to acquire real estate interests for one parcel for the Lafayette Road Improvements (Raspberry Ridge) Project. Compensation shall not exceed \$16,140 which is based on a fee and reimbursable schedule. The Agreement shall commence on the date of execution and continue until December 31, 2017. **(Contract No. C20170289)**
20. Vendor Services Agreement with Maintenance Services LLC to install communication modules and perform ongoing required maintenance at Skagit County owned fuel sites located at the Concrete Shop, Burlington Shop and Sheriff's Office. Compensation shall not exceed \$15,000 to achieve the outlined scope of services as outlined in Exhibit "A". The Agreement shall commence on the date of execution and continue for two years. **(Contract No. C20170290)**
21. Vendor Services Agreement with Northwest Aquatic Eco-Systems to provide aquatic plant management services for Lake Management District No. 1 for Big Lake (LMD 1) to continue implementing the control strategy to manage noxious aquatic plants such as Eurasian milfoil, Brazilian elodea, fragrant water lilies, yellow-flag iris, purple loosestrife, and other nuisance aquatic vegetation. Compensation for the entire term of the Agreement shall not exceed \$92,333 which is based on a fee schedule and funded through a special district assessment on residents in LMD 1. The Agreement is being

ratified to commence on June 1, 2017, and continues until May 31, 2019. **(Contract No. C20170291)**

22. Vendor Services Agreement with Northwest Aquatic Eco-Systems to provide aquatic plant management services for Lake Management District No. 3 for Lakes Erie and Campbell (LMD 3) to continue implementing the control strategy to manage noxious aquatic plants such as Eurasian milfoil, Brazilian elodea, fragrant water lilies, yellow-flag iris, purple loosestrife, and other nuisance aquatic vegetation. Compensation for the entire term of the Agreement shall not exceed \$76,046 which is based on a fee schedule, and funded through a special district assessment on residents in the LMD 3. The Agreement is being ratified to commence on June 1, 2017, and continues until May 31, 2019. **(Contract No. C20170292)**
23. Vendor Services Agreement with Northwest Aquatic Eco-Systems to provide aquatic plant management services for Lake Management District No. 4 for Clear and Beaver Lakes (LMD 4) to continue implementing the control strategy to manage noxious aquatic plants such as Eurasian milfoil, Brazilian elodea, fragrant water lilies, yellow-flag iris, purple loosestrife, and other nuisance aquatic vegetation. Compensation shall not exceed \$18,974.50 which is based on a fee schedule and funded through a special district assessment on residents in LMD 4. The Agreement is being ratified to commence on June 1, 2017, and continues until May 31, 2018 with the option to extend for one additional year until May 31, 2019. **(Contract No. C20170293)**
24. Amendment No. 1 to Personal Services Agreement No. C20170134 with Aspect Consulting, LLC to provide geotechnical engineering support related to the shoulder slide repair along Samish Island Road #30910, specifically with respect to design of the new storm drain catch basin, outfall, and diffuser section on the steep slope below the wall. Aspect Consulting prepared a geotechnical report and provided the County with plans for construction of the retaining wall and storm drain outfall system. These deliverables were provided based on the understanding that the project would be constructed by County forces. Subsequently, Skagit County determined that the project would go out for public bidding and procurement. This Amendment is to expand the design drawings into bid-ready plans and specifications. Compensation is increased from \$9,915 to \$26,637. All other terms and conditions of the original Agreement shall remain in effect including the termination date of December 31, 2017. **(Amendment No. A20170065)**
25. Amendment No. 1 to Vendor Services Agreement No. C20160435 with Hatton Marine Engine and Generator Systems Inc. for the purchase, installation, and maintenance of one marine auxiliary generator for the M/V Guemes Ferry. After the generator system was installed, it was discovered that it did not provide enough power to run the docks in emergencies. The Contractor provided a 65kw, Tier 3, generator at no additional costs for the trade-in of the original generator. The bigger unit required additional upgrades including a new keel cooler, new exhaust, bigger air intakes, and rerouting the cooling piping, which resulted in additional charges for installation. Compensation is increased from \$50,000 to an amount not to exceed \$79,412. All other terms and conditions of the original Agreement shall remain in effect including the termination date of October 17, 2017. **(Amendment No. A20170066)**

VI. MISCELLANEOUS AGENDA (item 1):

Facilities Management Director Dan Fitting provided additional information about Miscellaneous Agenda item no. 1.

a) **FACILITIES MANAGEMENT:**

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda item no. 1. Chair Wesen seconded the motion.

The vote passed unanimously. Commissioner Kenneth A. Dahlstedt's absence was excused

1. Resolution to award the bid for the Re-roof Project at the Skagit County Courthouse Annex Building, located at 605 South Third Street in Mount Vernon for the amount of \$198,055 to Scholten Roofing, Inc. **(Resolution No. R20170134)**

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 \$76,763.45 (Transmittal No. C-81-17); and
  - b) Warrants numbered 463147 through 463653 from Clearing Fund 696 in the total dollar amount of \$3,994,739.83 (Transmittal No. C-82-17).

VIII. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 1:51 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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

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Kenneth A. Dahlstedt , Commissioner

\_\_\_\_\_  
Lisa Janicki, Commissioner

ATTEST:

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Clerk of the Board