

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JUNE 11, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, June 11, 2018, with Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

Chair Dahlstedt called the proceedings to order at 8:30 a.m.

II. PLEDGE OF ALLEGIANCE:

Chair Dahlstedt reconvened the proceedings at 1:30 p.m. and 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, Central Services: Information Services, Geographic Information Services and Records Management Departments

b) *9:45 a.m. - 10:15 a.m. Bi-Weekly Briefing with Public Works

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

1. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Behavioral Health and Housing Program Coordinator Sarah Hinman provided additional information about Consent Agenda item nos. 8, 9 and 10.

Commissioner Wesen announced that he was the Chair on the Community Action of Skagit County Board of Directors and would recuse himself from voting on Consent Agenda item nos. 8 and 9. Chair Dahlstedt moved the items to the Miscellaneous Agenda.

2. CONSENT AGENDA FOR MONDAY, JUNE 11, 2018 (items 1 through 17):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 7, and 10 through 17, including all items requiring ratification, vouchers and warrants for Monday, June 11, 2018. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, June 4, 2018. **(Approved)**

2. Record of the Proceedings for Tuesday, June 5, 2018. **(Approved)**

3. Record of the Proceedings for Wednesday, June 6, 2018. **(Approved)**
- b) BUDGET AND FINANCE:
4. Resolution to call for a public hearing to consider testimony regarding a resolution to amend the 2018 Skagit County Budget. The public hearing is scheduled to take place on Monday, June 25, 2018, at 1:15 p.m., in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20180117)**
- c) DEPARTMENT OF EMERGENCY MANAGEMENT:
5. Amendment A to Snohomish County Homeland Security Grant Program (16HSGP) Agreement No. E17-059-Skagit, Skagit County Contract No. C20170008, between Skagit County, the Washington State Military Department, and the U.S. Department of Homeland Security to provide funding for the implementation of the National Preparedness System by supporting the building, sustainment and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient nation. This Amendment extends the term of the contract by 60 days to facilitate the repair or replacement of DEM communications trailer equipment that allows multi-band interoperability between responding agencies from different jurisdictions. Compensation remains the same and shall not exceed \$61,230. The Agreement is extended from June 30, 2018, to August 31, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180069)**
- d) PUBLIC DEFENDER:
6. Personal Services Agreement with Kevin Steward for investigator services for the Public Defender's office. Compensation shall not exceed \$110,833 and is based on a fee schedule. The Agreement shall commence on June 11, 2018, and continue until December 31, 2018. **(Contract No. C20180270)**
 7. Personal Services Agreement with Lana Reichert for investigator services for the Public Defender's office. Compensation shall not exceed \$110,833 and is based on a fee schedule. The Agreement shall commence on June 11, 2018, and continue until December 31, 2018. **(Contract No. C20180271)**
- e) PUBLIC HEALTH:
8. Resolution allocating funds for Consolidated Homeless Grant for July 1, 2018, through June 30, 2019, for a total amount of \$570,587 to the following organizations: Community Action of Skagit County for \$519,587 for rental assistance and case management; and to Community Action of Skagit County for \$51,000 for family shelter operations and staffing. **(This item was removed from the Consent Agenda and was placed on the Miscellaneous Agenda.)**
 9. Resolution allocating funds for homeless housing and assistance projects per Substitute House Bill 2163 to provide funds for housing programs from July 1, 2018, through June 30, 2019, for a total amount of \$695,000 to the following organizations: Anacortes Family Center for \$40,000 for shelter operations and staffing; Community Action of Skagit County for \$110,656 for rental assistance and case management; Community Action of Skagit County for \$229,000 for coordinated entry operations and staffing; Community Action of Skagit County for \$140,614 for family shelter operations and staffing; Friendship House for \$86,730 for low-barrier emergency shelter; Northwest Youth Services for \$50,000 for shelter and transitional housing for homeless youth and young adults; and to Skagit Domestic Violence and Sexual Assault Services for \$38,000 for domestic violence emergency shelter. In addition to the funding recommendations, this resolution authorizes the Public Health Director to approve funding to address emergent community needs that may arise mid-year during the 2018-19 State Fiscal

Year. Such funding may not exceed 10% of funds reserves or \$69,500. **(This item was removed from the Consent Agenda and was placed on the Miscellaneous Agenda.)**

10. Resolution allocating low-income housing funds per Substitute House Bill 2060 to provide funds for housing programs from July 1, 2018, through June 30, 2019, to the Housing Authority of Skagit County for \$50,000 for emergency shelter and rental assistance; Housing Authority of Skagit County for \$10,000 for repairs and weatherization of a house to be used to house homeless families; Samish Indian Nation for \$25,000 for rental assistance and case management; Skagit YMCA/Oasis Teen Shelter for \$30,000 for youth emergency shelter operations and staffing. In addition to the funding recommendations, this Resolution authorizes the Public Health Director to approve funding to address emergent community needs that may arise during the period July 1, 2018, through June 30, 2019. Such funding may not exceed 10% of funds reserves or \$11,500. **(Resolution No. R20180118)**
11. Amendment No. 3 to County Program Agreement No. 1763-96103, Skagit County Contract No. C20170368, with the Washington State Department of Social and Health Services Division of Developmental Disabilities to provide a coordinated and comprehensive state and local program of services for persons with developmental disabilities. This Amendment increases compensation to Skagit County by \$1,882,243 for a new compensation amount not to exceed \$3,758,605 which is funded with developmental disabilities funding. The term of the Agreement is extended from June 30, 2018, to June 30, 2019. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180070)**
12. Amendment No. 5 to County Program Agreement No. C20150623 with the Washington State Department of Social and Health Services (DSHS) Behavioral Health and Service Integration-Division of Behavioral Health and Recovery DSHS Agreement No. 1663-53477 to provide vouchers to Access to Recovery eligible clients for chemical dependency treatment and/or recovery services. This Amendment increases funding to Skagit County by an additional \$105,572 for a new compensation amount not exceed \$440,572 which is funded by a Federal Access to Recovery grant. The term of the Agreement is extended from April 30, 2018, to December 31, 2018. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180071)**
13. Amendment No. 1 to Contract Agreement with Northwest Regional Council, Contract No. 202018-NUTR (01), Skagit County Contract No. No. C20180059, to provide meals and nutrition support through congregate and home-delivered meals to the senior services community. This Amendment increases compensation from \$300,729 to \$307,246 to facilitate and incorporate a Senior Farmer's Market Nutrition Program in Skagit County. All other terms and conditions of the original Agreement shall remain in effect including the termination date of December 31, 2018. **(Amendment No. A20180072)**
14. Amendment No. 1 to Personal Services Agreement No. C20170605 with Public Hospital District #304 to develop coalitions for substance use disorder prevention activities under the Washington State Department of Social and Health Services Agreement No. 1763-94269 in regards to the Community Prevention and Wellness Initiative. This Amendment temporarily increases staff time from .5 FTE to 1 FTE for two months in order to fully staff the MV HOPE coalition due to the absence of available County staff. Compensation is increased from \$273,285.78 to \$297,154.18. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 30, 2019. **(Amendment No. A20180073)**

f) PUBLIC WORKS:

15. Vendor Services Agreement with Industrial Mowing and Spraying to provide mowing services at various locations in Skagit County. Compensation shall not exceed \$9,950 and is based on a fee schedule. The Agreement shall

commence on the date of execution and continue for one year from the date of execution. **(Contract No. C20180272)**

16. Construction Contract Agreement with P & P Excavating LLC for the Samish Island Road Slide Repair Project No.ES30910-3. Resolution No. R20180095 awarded the bid to P & P Excavating LLC on May 7, 2018. Compensation shall not exceed \$91,134.32. The Agreement shall commence on the date of execution and shall continue until the project acceptance date. **(Contract No. C20180273)**
17. Amendment No. 2 to Local Agency A&E Professional Services Cost Plus Fixed Fee Consultant Agreement No. C20170376 with Glosten to provide the design services for the replacement vessel for the Anacortes/Guemes Island route and support Skagit County through vessel procurement and construction. This Amendment extends the completion timeline from July 31, 2018, to December 31, 2018. The compensation remains at an amount not to exceed \$534,316.18. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect. **(Amendment No. A20180074)**

3. MISCELLANEOUS AGENDA (items 1 through 4):

Ms. Hinman provided additional information about Miscellaneous Agenda items 1 and 2.

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda items 1 and 2. Commissioner Wesen seconded the motion.

The vote passed unanimously.

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda items 3 and 4. Chair Dahlstedt seconded the motion.

The vote passed unanimously.

a) PUBLIC HEALTH:

1. Resolution to approve the Analysis of Impediments to Fair Housing Choice. **(Resolution No. R20180119)**
2. Resolution authorizing the approval of submission of amendments to the 2015-2017 Consolidated Plan, the 2016 Annual Action Plan, the 2017 Annual Action Plan, and the Citizen Participation Plan. **(Resolution No. R20180120)**
3. Resolution allocating funds for Consolidated Homeless Grant for July 1, 2018, through June 30, 2019, for a total amount of \$570,587 to the following organizations: Community Action of Skagit County for \$519,587 for rental assistance and case management; and to Community Action of Skagit County for \$51,000 for family shelter operations and staffing. **(Resolution No. R20180121)**
4. Resolution allocating funds for homeless housing and assistance projects per Substitute House Bill 2163 to provide funds for housing programs from July 1, 2018, through June 30, 2019, for a total amount of \$695,000 to the following organizations: Anacortes Family Center for \$40,000 for shelter operations and staffing; Community Action of Skagit County for \$110,656 for rental assistance and case management; Community Action of Skagit County for \$229,000 for coordinated entry operations and staffing; Community Action of Skagit County for \$140,614 for family shelter operations and staffing; Friendship House for \$86,730 for low-barrier emergency

shelter; Northwest Youth Services for \$50,000 for shelter and transitional housing for homeless youth and young adults; and to Skagit Domestic Violence and Sexual Assault Services for \$38,000 for domestic violence emergency shelter. In addition to the funding recommendations, this resolution authorizes the Public Health Director to approve funding to address emergent community needs that may arise mid-year during the 2018-19 State Fiscal Year. Such funding may not exceed 10% of funds reserves or \$69,500. **(Resolution No. R20180122)**

**Note, Commissioner Wesen inadvertently voted on Miscellaneous Agenda items 1 and 2 but did not to sign the Resolutions because he had recused himself.*

d) 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 11, 2018.

IV. 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 Services Corporation from Clearing Fund 696 in the total dollar amount of \$107,234.44 (Transmittal No. C-84-18); and
- b) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$68,652.36 (Transmittal No. C-85-18); and
- c) Warrants numbered 482335 through 482636 from Clearing Fund 696 in the total dollar amount of \$7,417,002.30 (Transmittal No. C-86-18)
- d) Payroll warrants numbered 401500 through 402233 in the total dollar amount of \$1,435,129.70 (Transmittal No. P-21-18); and
- e) Junior District Payroll warrants numbered 819534 through 819667 in the total dollar amount of \$274,655.59 (Transmittal No. P-22-18).

V. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 1:42 p.m.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki Commissioner

RON WESSEN, COMMISSIONER

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board