

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, JUNE 18, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, June 18, 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 8:33 a.m.

II. AGENDA:

a) \*8:30 a.m. - 9:30 a.m. Briefing - County Administrator with Planning and Development Services and Public Health

b) PLEDGE OF ALLEGIANCE:

Chair Dahlstedt reconvened the proceedings and led the gallery in the salute to the flag.

c) 10:30 a.m. - 10:45 a.m. Public Works - Dan Berentson, Director:

Public Works Director Dan Berentson introduced Ferry Operations Division Manager Rachel Rowe.

1. Possible Action: Resolution Rescinding Resolution No. R20150261, Establishing a Vessel Replacement Surcharge and Establishing the Skagit County Ferry Fare Schedule

Ms. Rowe provided a brief overview of the proposed surcharge Public Works put together following their discussion with the Board on June 12, 2018. She said that public comments had also been taken into consideration: the bike fare had been eliminated and the expiration date for vehicle punch cards had been extended from 90 days to 120 days.

Discussion was held regarding the proposed surcharge and the anticipated difficulties to obtain funding in the future for a new vessel due to changes in revenues, projects, and debt service.

A motion was made by Commissioner Janicki to approve the Resolution Rescinding Resolution No. R20150261, Establishing a Vessel Replacement Surcharge and Establishing the Skagit County Ferry Fare Schedule. **(Resolution No. R20180123)** Commissioner Wesen seconded the motion.

The vote passed unanimously.

Chair Dahlstedt recessed the proceedings at 10:44 a.m.

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

Chair Dahlstedt reconvened the proceedings at 11:01 a.m.

Cathy Kerr, Section 8 Program Manager from the Housing Authority of Skagit County provided an overview of the Certification document for the Commissioners consideration. She said that their 5-year Plan was consistent with the Skagit County Consortium's plan and the document was a requirement of the U.S. Department of Housing and Urban Development.

Discussion was held on some of the accomplishments and barriers of the tenant-based vouchers program. Public Health Analyst Kayla Schott-Bresler informed the Commissioners that Public Health had reviewed the Housing Authority's Plan and they recommended that the Board certify that the plan was consistent with the Skagit HOME Consortium's Consolidated Plan and Analysis of Impediments to Fair Housing Choice (AI) objectives by helping households access affordable housing.

Ms. Schott-Bresler said that pursuant to the Skagit Council of Government's Housing Action Plan it was recommended that the Housing Authority explore the possibility of providing project-based vouchers in 2018.

Discussion followed regarding Section 8 Vouchers.

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

The vote passed unanimously.

Chair Dahlstedt recessed the proceedings.

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

Chair Dahlstedt reconvened the proceedings at 1:30 p.m.

1. Consent Agenda Items for Further Discussion:

County Engineer Paul Randall-Grutter provided additional information on Consent Agenda item numbers 18 and 19.

Margo Gillaspay provided additional information on Consent Agenda item number 20.

2. Consent Agenda for Monday, June 18, 2018 (items 1 through 21):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 21, including all items requiring ratification, vouchers and warrants for Monday, June 18, 2018. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, June 11, 2018. **(Approved)**
2. Record of the Proceedings for Tuesday, June 12, 2018. **(Approved)**

b) ADMINISTRATIVE SERVICES:

3. Advertising Agreement with Skagit Publishing to provide advertising services as requested by various departments. Compensation shall not exceed \$25,000 and is based on a rate schedule. The Agreement shall commence on August 1, 2018, and continue until July 31, 2019. **(Contract No. C20180276)**

c) PUBLIC HEALTH:

4. Funding Agreement with Skagit Valley YMCA to distribute low-income housing funds pursuant to Substitute House Bill 2163. Skagit County will reimburse YMCA for costs related to the Oasis Teen Shelter program, including personnel, food and operating supplies. Compensation shall not exceed \$30,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180277)**
5. Funding Agreement with Northwest Youth Services to distribute low-income housing funds pursuant to Substitute House Bill 2163. Skagit County will reimburse Northwest Youth Services for costs related to the Skagit County Transitional Living Program. Compensation shall not exceed \$50,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180278)**
6. Funding Agreement with Community Action of Skagit County to distribute low-income housing funds pursuant to Substitute House Bill 2163. Skagit County will reimburse Community Action of Skagit County for costs related to the Housing Resource Center at the primary Coordinated Point of Entry for Skagit County's homeless services. Compensation shall not exceed \$229,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180279)**
7. Funding Agreement with Community Action of Skagit County to distribute low-income housing funds pursuant to Substitute House Bill 2163 and the Consolidated Homeless Grant. Skagit County will reimburse Community Action of Skagit County for costs related to the family shelter operations and staffing. Compensation shall not exceed \$161,656. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180280)**
8. Funding Agreement with Housing Authority of Skagit County to distribute low-income housing funds pursuant to Substitute House Bill 2160. Skagit County will reimburse Housing Authority of Skagit County for costs related to the provision of emergency shelter and tenant-based rental assistance. Compensation shall not exceed \$50,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180281)**
9. Funding Agreement with Skagit Domestic Violence and Sexual Assault Services to distribute low-income housing funds pursuant to Substitute House Bill 2163. Skagit County will reimburse Skagit Domestic Violence and Sexual Assault Services for costs related to the operation of the domestic violence emergency shelter. Compensation shall not exceed \$38,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180282)**
10. Funding Agreement with Compass Health to distribute 1/10th of 1% chemical dependency and mental health treatment sales tax funds. Skagit County will reimburse Compass Health for costs related to the provision of rental assistance for individuals who are enrolled in the Assertive Community Treatment (PACT) Program. Compensation shall not exceed \$57,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180283)**
11. Funding Agreement with Compass Health to distribute 1/10th of 1% chemical dependency and mental health treatment sales tax funds. Skagit County will reimburse Compass Health for the provision of the Skagit County

Housing Assistance Voucher program. Compensation shall not exceed \$47,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180284)**

12. Personal Services Agreement with Community Action of Skagit County to provide a case manager for intensive case management services to individuals referred and/or enrolled in the Supportive Housing Program (SHP) and Tenant-Based Rental Assistance Program (TBRA). Compensation shall not exceed \$33,000 and will be funded by the 1/10th of 1% chemical dependency or mental health treatment sales tax. The Agreement shall commence on July 1, 2018, and continue until June 30, 2019. **(Contract No. C20180285)**
13. Amendment No. 3 to Funding Agreement No. C20170357 with Community Action of Skagit County to provide distribution services of low-income housing funds pursuant to Substitute House Bill 2163, the Emergency Solutions Grant, and the Consolidated Homeless Grant for rental assistance and case management. This Amendment increases compensation to Community Action of Skagit County through the Consolidated Homeless Grant by \$12,000 due to an increase of funding from the Department of Commerce. Total compensation shall not exceed \$728,439.50. The term remains the same and shall continue until June 30, 2018. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180075)**
14. Funding Agreement with Community Action of Skagit County to distribute low-income housing funds pursuant to Substitute House Bill 2163 and the Consolidated Homeless Grant. Skagit County will reimburse Community Action of Skagit County for costs related to providing Diversion services in conjunction with the Housing Resource Center. Compensation shall not exceed \$659,931. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180286)**
15. Funding Agreement with Anacortes Family Center to distribute low-income housing funds pursuant to Substitute House Bill 2163. Skagit County will reimburse Anacortes Family Center for costs related to the operation of the Anacortes Family Center as detailed in Deliverables and Services. Compensation shall not exceed \$40,000. The Agreement shall commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180287)**
16. Amendment No. 1 to Personal Services Agreement No. C20170322 with Washington Initiative for Supported Employment (W.I.S.E.) to provide technical assistance services to individuals with disabilities and their families, employment providers and Skagit County's Developmental Disabilities Program. This Amendment increases compensation by \$5,000 due to the need to provide additional training opportunities for employment providers. Total compensation shall not exceed \$15,000 and is funded by the Washington State Department of Social and Health Services Department. The term remains the same and shall continue until June 30, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180076)**

d) PUBLIC WORKS:

17. Amendment No. 1 to Personal Services Agreement No. C20160349 with GeoTest Services, Inc. to support the Public Works Department for material testing and geotechnical engineering of non-federally funded capital projects on an as needed basis. This Amendment increases compensation by \$50,000 and extends the term of the Agreement by one additional year pursuant to the terms of the original Agreement. Total compensation shall not exceed \$100,000. The new term will end on August 8, 2019. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180077)**
18. Vendor Services Agreement with Veca Electric Company, Inc. for electrical maintenance and repair services at Guemes Island Ferry Facilities, Solid Waste Facilities, and Operations Facilities. Compensation shall not exceed \$100,000 and was awarded by a Resolution awarding the bid, Resolution No. R20180094. The Agreement is

ratified to commence on June 17, 2018, and shall continue for two years and may be extended for up to one (1) successive period of two (2) years. **(Contract No. C20180288)**

19. Interlocal Cooperative Agreement with the Town of Lyman for the long-term repair of a closed portion of Prevedal Road. Skagit County will, in cooperation with the Town, facilitate the design, permitting, and construction of the project. The Town secured funding from the State in the amount of \$300,000 that will be used towards the project and transferred and directly paid to the County by the State. The Town will be responsible for any costs incurred that are not covered by and/or exceed \$300,000. The Agreement shall commence on the date of execution and continue until December 31, 2019. **(Contract No. C20180289)**
20. Street Waste Facility Agreement with Best Parking Lot Cleaning, Inc. to provide access to the Skagit County Waste Facility to dispose of waste generated from cleaning streets and stormwater drainage systems. The Agreement shall commence on the date of execution and continue for two years. Best Parking Lot Cleaning, Inc. shall pay the established fees that are outlined in in Skagit County's Solid Waste Disposal Rates. **(Contract No. C20180290)**

e) SHERIFF:

21. Amendment No. 1 to Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Number PA-WAW-0324, Skagit County Contract No. C20180171, for the purpose of receiving reimbursement for costs incurred by the Skagit County Sheriff's Office in providing resources to joint operations/task forces. This Amendment increases compensation by \$5,000 for the provision of additional resources to joint operations/task forces. Total compensation shall not exceed \$7,500. The term remains the same and shall continue until September 30, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180078)**

3. 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 \$273,197.07 (Transmittal No. C-87-18); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$246,196.75 (Transmittal No. C-88-18); and
  - c) Warrants numbered 482637 through 482975 from Clearing Fund 696 in the total dollar amount of \$2,836,493.19 (Transmittal No. C-89-18).
- e) \*2:30 p.m. - 3:00 p.m. Monthly Briefing - Department of Emergency Management
- f) \*3:30 p.m. - 4:30 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

The Commissioners attended an executive session on Monday, June 18, 2018, from 3:32 p.m. to 4:20 p.m., the purpose of the executive session was Potential Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorney was present and provided legal advice to the Board of County Commissioners: Chief Civil Deputy Prosecuting Attorney Melinda Miller. Other attendees included: Skagit County Administrator Tim Holloran, Director of Public Health

Jennifer Johnson, Housing Resource Coordinator Kayla Schott-Bresler, Housing Specialist Shelley Kjos, Budget and Finance Director Trisha Logue, and Assistant Director of Human Resources & Risk Management Donnie LaPlante.

III. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 4:22 p.m.

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

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Kenneth A. Dahlstedt, Chair

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Lisa Janicki, Commissioner

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Ron Wesen, Commissioner

ATTEST:

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Clerk of the Board