

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, JUNE 13, 2022**

The Skagit County Board of Commissioners met in regular session on Monday, June 13, 2022, with Chair Peter Browning, Commissioner Ron Wesen, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

Chair Browning called the proceedings to order at 8:45 a.m.

II. AGENDA:

- a) 8:45 a.m. - 9:45 a.m. Briefing – Planning and Development Services, Central Services: Information Services, Geographic Information Services and Records Management

The purpose of the briefing was for Planning and Development Services, and Central Services to provide an update.

Attendees:

Chair Peter Browning  
Commissioner Ron Wesen  
Commissioner Lisa Janicki  
County Administrator Trisha Logue  
Deputy County Administrator Kayla Schott-Bresler  
Planning and Development Services Director Hal Hart  
Information Services Manager Mike Almvig  
Records Management Manager Cori Russell  
Human Resources/Risk Management Director Bonnie Beddall  
Members of the public Patrick Donnelly and Janice (no last name)

The briefing ended at 9:38 a.m.

Link to

briefings: <https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/06132022.zip>

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

The briefing commenced at 9:45 a.m. The purpose of the briefing was for Public Works to provide an update.

Attendees:

Chair Peter Browning  
Commissioner Ron Wesen  
Commissioner Lisa Janicki  
County Administrator Trisha Logue  
Deputy County Administrator Kayla Schott-Bresler  
Public Works Director Grace Kane  
Civil Deputy Prosecuting Attorney Stephen Fallquist  
Human Resources/Risk Management Director Bonnie Beddall  
Natural Resources Division Manager Michael See  
Member of the public Patrick Donnelly

The briefing ended at 10:18 a.m.

Link to

briefing: <https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/06132022.zip>

- c) \*10:30 a.m. Pledge of Allegiance

Chair Browning reconvened the proceedings at 10:33 a.m. and led the attendees in the salute to the flag.

- d) \*10:30 a.m. - 11:30 a.m. Planning and Development Services - Hal Hart, Director:

1. Shoreline Master Program Work Session

Planning and Development Services Director Hal Hart introduced the agenda item and welcomed Assistant Long Range Planner Jenn Rogers, Senior Planner, Team Supervisor and Project Manager Betsy Stevenson and Watershed Company Consultant Dan Nickel.

Mr. Nickel provided a PowerPoint presentation outlining a summary of recommended changes and staff responses to public comments for Lake Cavanaugh; climate change/sea level rise; public access docks; shoreline environment designations; vegetation conservation; imprecise terminology in aquaculture provision and flood hazard reduction policies.

Questions and discussion ensued about the proposed changes to the Shoreline Master Program (SMP).

Ms. Stevenson provided information about the Swinomish Tribe's public comments. She also said that the SMP would be incorporated into Skagit County Code once it had been approved by the State of Washington Department of Ecology.

The Commissioners discussed the next steps in the process and recommended that a Resolution to submit the SMP to the Department of Ecology be brought forward for the Commissioners to consider in July.

Chair Browning was excused from the proceedings at 10:45 a.m.

Commissioner Janicki recessed the proceedings at 11:32 a.m.

Link to meeting

document: <https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/06132022.zip>

e) 12:00 p.m. Commissioners may attend a Washington State Association of Counties (WSAC) Virtual Assembly hosted by WSAC

f) \*1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:

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

1. Consent Agenda items for Further Discussion:

Deputy County Administrator Kayla Schott-Bresler provided additional information about Consent Agenda item 5.

2. Public Comment (Prior to final action per RCW 42.30.20(4))

Chair Browning asked if there were any members of the public that would like to provide public comment prior to voting on the Consent Agenda. There were no members of the public who wished to provide public comment.

3. CONSENT AGENDA FOR Monday, June 13, 2022 (items 1 through 17):

A motion was made by Commissioner Janicki to approve the Consent Agenda items 1 through 17 including all items requiring ratification, vouchers and warrants for Monday, June 13, 2022. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, June 6, 2022. **(Approved)**
2. Record of the Proceedings for Tuesday, June 7, 2022. **(Approved)**
3. Record of the Proceedings for Thursday, June 9, 2022. **(Approved)**

b) BUDGET AND FINANCE:

4. Resolution to call for a public hearing to consider testimony to amend the 2022 Skagit County Budget. The public hearing is scheduled to take place on Tuesday, June 28, 2022, at 11:15 a.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. Attendance will be in-person or remote by computer, tablet, or smartphone: <https://bit.ly/SkagitBoCCMtg> or by phone: 1

c) DISTRICT COURT PROBATION:

5. Resolution authorizing the submission of the Bureau of Justice Assistance (BJA) 2022 National Community Courts Site-Based and Training and Technical Assistance Initiative Grant Application, along with all required certifications and forms, and designate Jennifer Howson, Presiding District Court Judge, as the authorized representative to act in all official matters in connection with this application. **(Resolution No. R20220115)**

d) FACILITIES MANAGEMENT:

6. Amendment No. 2 to Building Lease Agreement No. C20210466 with Telecare Mental Health Services of Washington, Inc. for a ten (10) year lease of the Evaluation and Treatment facility located at 1420 State Route 20 in Sedro-Woolley. This Amendment moves the possession date to no later than November 1, 2022. The base rent remains at an amount not to exceed \$7,000 per month for the first year with an increase of three (3) percent annually thereafter and shall not exceed \$840,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20220090)**
7. Resolution to waive the competitive bidding requirements provided pursuant to RCW 39.04.155 and declare sole source service provider for the County's Trane HVAC equipment. **(Resolution No. R20220116)**
8. Vendor Services Agreement with Trane U.S. Inc. to provide all labor, materials and parts to repair the Trane HVAC equipment at the Community Justice Center, located at 201 Suzanne Lane in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$30,000 including all applicable taxes. The Agreement shall commence on the date of execution with the option to extend for one (1) additional year. **(Contract No. C20220223)**

e) INFORMATION SERVICES:

9. Amendment No. 3 to Personal Services Agreement No. C20190417 with Cities Digital, Inc. to provide a personal property update system that integrates Laserfiche Electronic Document Management System and the Property Appraisal and Collection System (PACS). This Amendment adds an additional 20 hours for consulting work. Compensation is increased from \$39,132 to an amount not to exceed \$43,132. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20220091)**

f) PARKS, RECREATION AND FAIR:

10. Construction Contract Agreement with Tiger Construction, Ltd, for the Northern State Recreation Area Trailhead and Park Project #RCO 18-1609. Compensation shall not exceed \$750,069.89 which was awarded through the bidding process by Resolution No. R20220099. The Agreement shall commence on the date of execution and continue until the project acceptance date. **(Contract No. C20220224)**

g) PLANNING AND DEVELOPMENT SERVICES:

11. Ordinance to suspend Flood Permit fees for properties damaged during the November 2021 flood event, for all Emergency Flood Permits submitted prior to July 31, 2022. **(Ordinance No. O20220005)**
12. Amendment No. 1 to Personal Services Agreement No. C20180455 with Ravenhead Municipal Services for water and wastewater services, review of expenditures, provide reports and submittals as requested by the Skagit County Clean Water District Edison Sub-Area Board and Planning and Development Services, facilitate six (6) to twelve (12) Sub-Area Board meetings each year, coordinate services, and manage projects. This Amendment extends the term by one (1) year to continue until October 31, 2023. Compensation remains the same and shall not exceed \$10,800. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220092)**

h) PUBLIC HEALTH:

13. Client Service Contract with the Washington Department of Social & Health Services (DSHS) through the Aging & Long Term Support Administration Division of Home and Community Services to provide home-delivered meal service to eligible COPEs clients. Compensation to Skagit County is based on a fee for services schedule. The Agreement shall commence on July 1, 2022, and continue until June 30, 2026. **(Contract No. C20220225)**

i) PUBLIC WORKS:

14. Resolution to call for bids for the Active Warning Signs (Install Active Warning Signs) Project #ES53540-5, Federal Aid #HSIP-000S(515). The bid opening is scheduled to take place on Monday, July 11, 2022, at 2:30 p.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. Attendance will be in-person or remote by computer, tablet, or smartphone: <https://bit.ly/SkagitBoCCMtg> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573. **(Resolution No. R20220117)**

15. Construction Contract Agreement with Lakeside Industries, Inc. to do all the work and furnish all tools, materials, equipment, and transportation required for the construction of 2022 HMA Overlay Project #ESHMA22-1 in accordance with the plans and specifications and the Washington State Department of Transportation Standard Specifications for Road, Bridge and Municipal Construction M 41-10 2022 edition. Compensation is based on a fee schedule and shall not exceed \$494,544.90. The Agreement shall commence on the date of execution and continue until the project acceptance date. **(Contract No. C20220226)**

16. Resolution to issue a Request for Qualifications for Engineering and Environmental Services for 11 Washington State Recreation and Conservation Office (RCO) funded culvert replacement design projects in Skagit County to improve fish passage. **(Resolution No. R20220118)**

j) SHERIFF:

17. Vendor Services Agreement with Bellevue Healthcare to provide rental of a bariatric hospital bed, heavy-duty shower chair, electric patient lift and a bariatric commode. Compensation is based on a monthly rental rate and shall not exceed \$715 per month. The Agreement is ratified to commence on June 9, 2022, and continue until the equipment is returned. **(Contract No. C20220227)**

4. 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 Delta Dental Corporation from Clearing Fund 696 in the total dollar amount of \$8,078.78 (Transmittal No. C-91-22); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$213,792.84 (Transmittal No. C-92-22); and
  - c) Warrants numbered 547276 through 547561 from Clearing Fund 696 in the total dollar amount of \$2,118,536.48 (Transmittal No. C-93-22); and
  - d) Warrants numbered 547562 through 547564 from Clearing Fund 696 in the total dollar amount of \$763,455.44 (Transmittal No. C-94-22); and
  - e) Payroll warrants numbered 473226 through 473995 in the total dollar amount of \$1,641,984.03 (Transmittal No. P-21-22); and
  - f) Junior District Payroll warrants numbered 828938 through 829006 in the total dollar amount of \$159,746.43 (Transmittal No. P-22-22).

Chair Browning recessed the proceedings at 1:38 p.m.

g) \*2:00 p.m. - 2:30 p.m. Facilities Management - Ken Hansen, Director:

Chair Browning reconvened the proceedings at 2:02 p.m.

Facilities Management Director Ken Hansen provided historical background about the agenda item and introduced City of Mount Vernon Mayor Jill Boudreau.

1. Presentation by City of Mount Vernon Mayor Jill Boudreau and Facilities Management Director Ken Hansen Regarding a Purchase & Sale Agreement with the City of Mount Vernon and Memorandum of Option Agreement with the City of Mount Vernon Regarding the Parking Lot Property located in the vicinity of West Kincaid and South Third Street in Mount Vernon

Mayor Boudreau provided a PowerPoint presentation and estimated that the project would cost approximately \$53 million and provided a rendering of the Mount Vernon Library Commons project. She said the project would include a public library, community center, commercial kitchen, public parking, meeting rooms, commons area, and electric vehicle charging stations.

The Commissioners expressed support for the project.

2. Public Comment (Prior to final action per RCW 42.30.20 (4))

Chair Browning asked if there were any members of the public that would like to provide public comment.

City of Mount Vernon Library Foundation member Maryanne Ward and community member Patrick Donnelly spoke in support of the Mount Vernon Library Commons project.

3. Possible Action - Purchase and Sale Agreement with the City of Mount Vernon. This Agreement allows the City to move forward with the purchase of said property. Compensation to Skagit County shall not exceed \$352,000

A motion was made by Commissioner Janicki to approve the Purchase and Sale Agreement with the City of Mount Vernon. This Agreement allows the City to move forward with the purchase of said property. Compensation to Skagit County shall not exceed \$352,000 (**Contract No. C20220228**) Commissioner Wesen seconded the motion.

The vote passed unanimously.

4. Possible Action - Memorandum of Option Agreement with the City of Mount Vernon. This Memorandum provides notice that Skagit County has an Option Agreement with the City to re-purchase the Parking Lot Property from the City in the amount of \$352,000, if certain conditions are not met

A motion was made by Commissioner Wesen to approve the Memorandum of Option Agreement with the City of Mount Vernon. This Memorandum provides notice that Skagit County has an Option Agreement with the City to re-purchase the Parking Lot Property from the City in the amount of \$352,000, if certain conditions are not met (**Contract No. C20220229**) Commissioner Janicki seconded the motion.

The vote passed unanimously.

Chair Browning recessed the proceedings at 2:22 p.m.

h) 2:30 p.m. - 3:30 p.m. Executive Session (Real Estate Disposition - RCW 42.30.110(1)(c))

1. Call Public Meeting to Order/Roll Call

Chair Browning reconvened the proceedings at 2:30 p.m. and announced that they would be entering into an executive session for approximately one (1) hour.

Chair Peter Browning, Commissioner Ron Wesen and Commissioner Lisa Janicki were present. The following attorney was present at the executive session and gave legal advice to the Board of County Commissioners: Chief Civil Deputy Prosecuting Attorney Melinda Miller. Other attendees: County Administrator Trisha Logue, Deputy County Administrator Kayla Schott-Bresler, Facilities Management Director Ken Hansen and Public Health Director Jennifer Johnson.

2. Executive Session Property Disposition (RCW 42.30.110(1)(c)) (Approximately 1 Hour)

The executive session began at 2:31 p.m. and ended 3:20 p.m.

3. Reconvene Public Meeting/Adjournment

Chair Browning reconvened the proceedings at 3:20 p.m., announced that no action had taken place and recessed the proceedings.

i) 3:30 p.m. - 4:30 p.m. Executive Session (Real Estate Acquisition - RCW 42.30.110(1)(b))

1. Call Public Meeting to Order/Roll Call

Chair Browning reconvened the proceedings at 3:30 p.m. and announced that they would be entering into an executive session for approximately one (1) hour.

Chair Peter Browning, Commissioner Ron Wesen and Commissioner Lisa Janicki were present. The following attorney was present at the executive session and gave legal advice to the Board of County Commissioners: Stephan Fallquist. Other attendees: County Administrator Trisha Logue, Parks, Recreation and Fair Director Brian Adams.

2. Executive Session (Real Estate Acquisition - RCW 42.30.110(1)(b)) (Approximately 1 Hour)

The executive session began at 3:31 p.m. and ended at 4:07 p.m.

3. Reconvene Public Meeting/Adjournment

Chair Browning reconvened the proceedings at 4:07 p.m. and announced that no action had taken place.

III. ADJOURNMENT:

Chair Browning adjourned the proceedings at 4:07 p.m.

\*Note, to obtain an audio or video recording of this meeting; please contact the Skagit County Commissioners' office.

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

\_\_\_\_\_  
Peter Browning, Chair

\_\_\_\_\_  
Ron Wesen, Commissioner

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

ATTEST:

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Clerk of the Board