

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 2, 2024**

The Skagit County Board of Commissioners met in regular session on Monday, December 2, 2024, with Chair Peter Browning, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

Chair Browning called the proceedings to order at 8:49 a.m.

II. AGENDA:

a) 8:45 a.m. - 9:45 a.m. Work Session with WSU Snohomish County Extension Center

The Commissioners held a work session with WSU Snohomish County Extension Center and the Center for Inclusive Entrepreneurship to discuss expanding services and support in Skagit County.

Attendees:

Chair Peter Browning
Commissioner Lisa Janicki
Commissioner Ron Wesen
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Mike Skinner
Marisa Herrera
Victor Ponce
Devin Gonzalez

Chair Browning recessed the proceedings at 9:50 a.m.

b) *10:00 a.m. Pledge of Allegiance

Chair Browning reconvened the proceedings at 10:01 a.m. and led the gallery in the salute to the flag.

c) *10:00 a.m. - 11:00 a.m. Budget and Finance – Trisha Logue, Director:

Chair Browning introduced Budget and Finance Director/County Administrator Trisha Logue.

1. Public Hearing: To Consider Testimony Regarding the 2025 Skagit County Budget and the 2025 Property Tax Levies

Ms. Logue and the Commissioners were present to hold a public hearing on the proposed 2025 Skagit County Budget and the four levies: general, road fund, Conservation Futures, and Emergency Medical Services (EMS).

Ms. Logue reviewed the timeline for preparing the 2025 budget that started in July and was scheduled for adoption on December 9, 2024. One change made to the proposed budget since it had been posted on November 18, 2024 was that a reduction of approximately \$3,300 to the Law Library for part-time staff had been added back in.

Chair Browning opened the public hearing. Seeing no one wishing to provide public testimony, Commissioner Janicki made a motion to close the public hearing which was seconded by Commissioner Wesen. The vote passed unanimously.

Ms. Logue said that written comments could be submitted until 4:30 p.m.

Discussion was held on junior taxing districts and the levy request process.

Chair Browning recessed the proceedings at 10:10 a.m.

d) *11:00 a.m. - 11:30 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:

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

1. Public Comment (Specifically related to the agenda item)

The Commissioners commented on Consent Agenda items 3, 4, 6, 11 through 25, 26, 32, 33, and 35.

2. CONSENT AGENDA FOR MONDAY, DECEMBER 2, 2024 (items 1 through 37):

A motion was made by Commissioner Janicki to approve Consent Agenda Items 1 through 37, including all items requiring ratification, vouchers and warrants for Monday, December 2, 2024. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, November 25, 2024. **(Approved)**
2. Record of the Proceedings for Tuesday, November 26, 2024. **(Approved)**
3. Resolution reappointing Andrea Xavier to the Conservation Futures Program Advisory Board. Ms. Xavier's term will expire December 31, 2028. **(Resolution No. R20240250)**

4. Resolution reappointing Margery Hite to the Conservation Futures Program Advisory Board. Ms. Hite's term will expire December 31, 2028. **(Resolution No. R20240251)**
5. Resolution reappointing Anja Roozen and Stephanie Dalias (formerly Stephanie Henning) to serve an additional term on the Upper Skagit Library Board of Trustees. Their terms will expire on December 31, 2029. **(Resolution No. R20240252)**
- b) ADMINISTRATIVE SERVICES:
 6. Personal Services Agreement with Communication Resources Northwest, LLC to assist with the development of an all-day retreat on February 25, 2025 for a group of elected officials and department heads as outlined in Exhibit "D", Project Proposal. Compensation is based on a reimbursement schedule and shall not exceed \$15,000. The Agreement shall commence on the date of execution and continue until March 1, 2025. **(Contract No. C20240604)**
- c) ASSIGNED COUNSEL:
 7. Personal Services Agreement with Beschen Law, PLLC to provide consultation and representation for cases considered to be conflict of interest cases for the Skagit County Public Defender's Office that have been determined to be within the scope of indigent defense. Case referrals will be from Superior Court, Juvenile Court, and District Court. Compensation is based on a rate schedule and shall not exceed \$300,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2026. **(Contract No. C20240605)**
 8. Personal Services Agreement with Law Office of Jennifer Bouwens, PLLC to provide consultation and representation for cases considered to be conflict of interest cases for the Skagit County Public Defender's Office that have been determined to be within the scope of indigent defense. Case referrals will be from Superior Court, Juvenile Court, and District Court. Compensation is based on a rate schedule and shall not exceed \$200,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2026. **(Contract No. C20240606)**
 9. Personal Services Agreement with Law Office of Patrick T. Lackie, PLLC to provide consultation and representation for cases considered to be conflict of interest cases for the Skagit County Public Defender's Office that have been determined to be within the scope of indigent defense. Case referrals will be from Superior Court, Juvenile Court, and District Court. Compensation is based on a rate schedule and shall not exceed \$300,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2026. **(Contract No. C20240607)**
- d) BUDGET AND FINANCE:
 10. Resolution certifying the Property Tax Levies for taxing districts for collection in 2025 pursuant to RCW 84.52.070. **(Resolution No. R20240253)**
 11. Funding Agreement with The Salish Sea School to award \$10,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240608)**
 12. Funding Agreement with McIntyre Hall Performing Arts & Conference Center/Skagit Valley College to award \$20,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240609)**
 13. Funding Agreement with Lincoln Theatre Foundation Center to award \$13,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240610)**
 14. Funding Agreement with Skagit Valley Festival of Family Farms to award \$25,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240611)**
 15. Funding Agreement with Skagit Tourism Bureau to award \$125,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240612)**
 16. Funding Agreement with Skagit Runners to award \$30,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240613)**
 17. Funding Agreement with Port of Skagit to award \$2,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220 for Northern State Hospital History Day. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240614)**
 18. Funding Agreement with Port of Skagit to award \$10,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220 for Skagit Skies Airshow and Community Aviation Festival. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240615)**
 19. Funding Agreement with Museum of Northwest Art to award \$10,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240616)**
 20. Funding Agreement with La Conner Arts Foundation to award \$3,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240617)**
 21. Funding Agreement with Heritage Flight Museum to award \$12,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240618)**
 22. Funding Agreement with Concrete Heritage Museum Association to award \$3,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240619)**
 23. Funding Agreement with Christianson's Nursery and Greenhouse to award \$5,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025

and continue until December 31, 2025. **(Contract No. C20240620)**

24. Funding Agreement with Celtic Arts Foundation to award \$10,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240621)**
25. Funding Agreement with Northwest Agriculture Business Center to award \$32,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20240220 for Skagit Farm to Pint Fest & Skagit Tidewater Boil. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240622)**

e) FACILITIES MANAGEMENT:

26. Resolution to call for bids for two (2) Security X-Ray Imaging Systems. The bid opening is scheduled to take place on Monday, December 23, 2024 at 10:30 a.m., or as soon thereafter as possible in the Skagit County Commissioners Hearing Room located at 1800 Continental Place in Mount Vernon. Attendance will be in-person, remote <https://us06web.zoom.us/j/87180001980?pwd=eEVGUGkxZ3NkQkhYSnhBMEo2RTQrdzo9> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980. **(Resolution No. R20240254)**

f) INFORMATION SERVICES:

27. Resolution to waive the competitive bidding requirements of RCW 36.32.245 pursuant to 36.32.270 and authorizing the purchase of Axon Evidence Services. **(Resolution No. R20240255)**
28. Amendment No. 50 to Contract No. 00484 with Spillman Technologies, Inc. for remote server migration services from Motorola Solutions. Compensation for this Amendment is increased by \$7,787.87 plus applicable sales taxes. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20240264)**
29. Personal Services Agreement with Lauren Tatman to provide production and editing of Skagit 21 audio and visual content. Compensation shall not exceed \$60,000 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2026. **(Contract No. C20240623)**

g) PARKS, RECREATION & FAIR:

30. Personal Services Agreement with Semrau Engineering and Surveying, PLLC to provide civil engineering, land surveying and permitting services for Skagit County Parks and Recreation as requested by the Parks and Recreation Director. Compensation shall not exceed \$30,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2025. **(Contract No. C20240624)**
31. Personal Services Agreement with Northwest Real Estate Valuation, LLC to prepare property appraisal services for Parks, Recreation and Fair properties. Compensation is based on an hourly rate schedule and shall not exceed \$10,000. The Agreement shall commence on the date of execution and continue until December 31, 2026. **(Contract No. C20240625)**

h) PUBLIC HEALTH:

32. Personal Services Agreement with Skagit Valley Hospitality House dba Friendship House to operate a low-barrier temporary, seasonal shelter at First Steps Center located at 465 Pease Road in Burlington. Compensation is based on a reimbursement schedule and shall not exceed \$273,275. The Agreement is ratified to commence on November 1, 2024 and continue until April 30, 2025. **(Contract No. C20240626)**

i) PUBLIC WORKS:

33. Resolution to call for public hearing to consider testimony regarding amending the Guemes Island Ferry Rate Schedule and Fare Revenue Target Methodology. The public hearing is scheduled to take place on Friday, December 20, 2024, at 1:30 p.m. or as soon thereafter as possible in the Skagit County Commissioners Hearing Room located at 1800 Continental Place in Mount Vernon. Attendance will be in-person or remote by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 or by computer, tablet, or smartphone through this link: <https://us06web.zoom.us/j/87180001980?pwd=eEVGUGkxZ3NkQkhYSnhBMEo2RTQrdzo9> **(Resolution No. R20240256)**
34. Personal Services Agreement with Skagit Watershed Council to assist with administrative oversight and responsibilities as the lead entity organization for Salmon recovery in Skagit County. Compensation shall not exceed \$27,000. The Agreement is ratified to commence on June 1, 2024 and continue until December 31, 2024. **(Contract No. C20240627)**
35. Aquatic Lands Sediment Remediation Temporary Easement from Washington State Department of Natural Resources for remedial action for contaminated sediments located on Parcel No. P19707 from the Whitmarsh/March's Point Landfill. The Agreement shall commence on April 1, 2025 and continue until terminated. **(Contract No. C20240628)**

j) SHERIFF:

36. Agreement with Whatcom County (Northwest Minichain) to provide transportation services for Skagit County prisoners with at least one trip per weekday. Compensation is based on a fee schedule and shall not exceed \$258,784. The Agreement is ratified to commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240629)**
37. Memorandum of Understanding between Skagit County Emergency Medical Services and Skagit County Sheriff Search and Rescue (SAR) to provide SAR with support and supplemental funding from the EMS levy consistent with other non-transport licensed aid agencies in Skagit County for trauma-verified aid services. The Agreement shall commence on January 1, 2025 and continue until December 31, 2030. **(Contract No. C20240630)**

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 Delta Dental from Clearing Fund 696 in the total dollar amount of \$16,532.20 (Transmittal No. C-307-24); and
 - b) ACH Transfer Request Form and Certification to HealthEquity from Clearing Fund 696 in the total dollar amount of \$5,444.32 (Transmittal No. C-308-24); and

- c) ACH Transfer Request Form and Certification to HMA from Clearing Fund 696 in the total dollar amount of \$117,156.66 (Transmittal No. C-309-24); and
- d) ACH Transfer Request Form and Certification to HealthEquity from Clearing Fund 696 in the total dollar amount of \$15,755.84 (Transmittal No. C-310-24); and
- e) Warrants numbered 591005 through 591334 from Clearing Fund 696 in the total dollar amount of \$2,675,587.31 (Transmittal No. C-311-24).

4. MISCELLANEOUS AGENDA (1 item):

The Commissioners discussed the Miscellaneous Agenda item and the generosity of Kim and Brenan Filippini for donating the property to Skagit County for the use of a future public park. The property was near Howard Miller Steelhead Park and was peaceful with a beautiful waterfall.

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

The vote passed unanimously.

a) PARKS, RECREATION AND FAIR:

- 1. Real Estate Purchase and Sale Agreement with Kim Filippini and Brenan Filippini for the donation of real property known as Skagit County Assessor Tax Parcel Number P30951 to Skagit County for Parks and Recreation purposes. Compensation shall not exceed \$10. The Agreement shall commence on the date of execution. **(Contract No. C20240631)**

Chair Browning recessed the proceedings at 11:09 a.m.

e) *11:30 a.m. - 11:45 a.m. Board of County Commissioners:

Chair Browning reconvened the proceedings at 11:30 a.m.

1. Public Comment Period

Larita Humble of Lake Cavanaugh discussed public safety concerns when windstorm events blocked roadways with fallen trees and/or power poles.

2. County and Individual Success Stories

Success stories were not shared.

3. Miscellaneous (announcements, letters, etc.)

The Commissioners talked about the holiday season and remembering to visit local shops and stores. They talked about the Sedro-Woolley tree lighting event and the Festival of Trees event.

Chair Browning recessed the proceedings at 11:43 a.m.

f) *11:45 a.m. - 12:00 p.m. Election of the 2025 Chair of the Board of County Commissioners

Chair Browning reconvened the proceedings at 11:45 a.m.

Commissioner Wesen commented on RCW 36.32.100 regarding the election of the chair of the board and that they were acting now that the general election had been certified.

A motion was made by Commissioner Wesen to approve to nominate Commissioner Lisa Janicki as Chair of the Board of Skagit County Commissioners effective January 1, 2025. Chair Browning seconded the motion.

The vote passed unanimously.

The Commissioners commented on their positive working relationship and appreciated that the duties of the chair continued to rotate each year.

Chair Browning recessed the proceedings at 11:48 a.m.

g) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties Virtual Assembly hosted by WSAC

h) 1:00 p.m. - 2:30 p.m. Commissioners Briefing

Chair Browning reconvened the proceedings at 1:03 p.m.

The purpose of the briefing was for the Commissioners to provide an update on items of interest from meetings they had attended and for Administrative Services to discuss any items of interest with the Board.

Attendees:

Chair Peter Browning
Commissioner Lisa Janicki
Commissioner Ron Wesen
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson

Chair Browning recessed the proceedings at 1:53 p.m.

i) 3:00 p.m. - 5:00 p.m. Legislative Reception

Chair Browning reconvened the proceedings at 3:10 p.m.

The Commissioners held a meeting with Legislators and other elected officials to discuss 2025 legislative priorities.

Attendees:

Chair Peter Browning
Commissioner Lisa Janicki
Commissioner Ron Wesen
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Director of Strategic Initiatives Monica Negrila
Mike Bonetto with Tenfold
Community Action of Skagit County Executive Director Bill Henkel
Josh Weiss with Gordon, Thomas Honeywell Governmental Affairs
City of Anacortes Mayor Matt Miller
City of Burlington Mayor Bill Aslett
City of Mount Vernon Mayor Peter Donovan
City of Sedro-Woolley Mayor Julia Johnson
Representative Clyde Shavers, District 10
Representative Carolyn Eslick, District 39
Representative Sam Low, District 39
Senator Keith Wagoner, District 39
Senator Liz Lovelett, District 40
Representative Alex Ramel, District 40
Amanda Hubik, Staff for Alex Ramel
Carolyn Moulton, Anacortes City Councilmember

III. ADJOURNMENT:

Chair Browning adjourned the proceedings at 4:55 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

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board