

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 16, 2024**

The Skagit County Board of Commissioners met in regular session on Monday, December 16, 2024, with Chair Peter Browning, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

II. AGENDA:

- a) 8:45 a.m. - 9:45 a.m. Briefing - Public Works, and Department of Emergency Management
- b) 9:45 a.m. - 10:45 a.m. Briefing - Planning and Development Services
- c) 11:00 a.m. - 11:30 a.m. Briefing - Central Services
- d) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties (WSAC) Virtual Assembly hosted by WSAC
- e) *1:30 p.m. Pledge of Allegiance

Chair Browning reconvened the proceedings at 1:30 p.m. and led the attendees in the salute to the flag.

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

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

Cindy Kamp of Guemes Island commented on Consent Agenda item 42.

- 2. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

The Commissioners discussed Consent Agenda items 7, 14, 16 through 23, 33, 46, 49.

Ferry Operations Division Manager Rachel Rowe was present to discuss Consent Agenda item 42.

- 3. CONSENT AGENDA FOR MONDAY, DECEMBER 16, 2024 (items 1 through 54):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 54 including all items requiring ratification, vouchers and warrants for Monday, December 16, 2024. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, December 9, 2024. **(Approved)**
- 2. Record of the Proceedings for Tuesday, December 10, 2024. **(Approved)**
- 3. Record of the Proceedings for Wednesday, December 11, 2024. **(Approved)**
- 4. Record of the Proceedings for Thursday, December 12, 2024. **(Approved)**
- 5. Resolution to appoint Kylee Fortygin to serve on the La Conner Regional Library Board of Trustees. Ms. Fortygin will serve a five-year term effective January 1, 2025 and ending December 31, 2029. **(Resolution No. R20240271)**

b) ADMINISTRATIVE SERVICES:

- 6. Cooperative Service Agreement No. 25-7353-2009-RA Work Plan with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS) for wildlife control activities. Compensation shall not exceed \$28,442.18. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240651)**
- 7. Personal Services Agreement with Gordon Thomas Honeywell Governmental Affairs to act as Skagit County's principal state lobbyist to develop and maintain ongoing relationships with appropriate state elected and appointed officials and staff. Compensation is based on a fee schedule and shall not exceed \$265,632 for the entire term of the Agreement. The Agreement shall commence on January 1, 2025 and continue until December 31, 2027. **(Contract No. C20240652)**

c) ASSIGNED COUNSEL:

- 8. Personal Services Agreement with McPhee 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 \$200,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2026. **(Contract No. C20240653)**
- 9. Personal Services Agreement with McPhee Law, PLLC to provide indigent defense representation for Guardianship cases to clients referred by Superior Court or approved by the Presiding Judge for Assigned Counsel. Cases include those under the Uniform Guardianship Act RCW 11.130.200. 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 26, 2026. **(Contract No. C20240654)**
- 10. Personal Services Agreement with Law Offices of Nancy A. Beckford, 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. C20240655)**

11. Personal Services Agreement with Law Offices of Nancy A. Beckford, PLLC to provide indigent defense representation for Guardianship cases to clients referred by Superior Court or approved by the Presiding Judge for Assigned Counsel. Cases include those under the Uniform Guardianship Act RCW 11.130.200. 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 26, 2026. **(Contract No. C20240656)**
 12. Personal Services Agreement with Angelyn Gates, Attorney at Law 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. C20240657)**
- d) BUDGET AND FINANCE:
13. Resolution revising Resolution No. R20240253 certifying the Property Tax Levies for taxing districts for collection in 2025 pursuant to RCW 84.52.070 to correct the attachment. **(Resolution No. R20240272)**
 14. Resolution authorizing the issuance and sale of a limited tax general obligation refunding bonds of the County in the aggregate principal amount of not to exceed \$42,750,000 for the purpose of refunding certain outstanding bonds of the County; providing for the annual levy of taxes to pay the principal of and interest on the bonds; delegating certain authority to the County Administrator/Budget Finance Director in connection with the sale. **(Resolution No. R20240273)**
 15. Resolution revising Resolution No. R20240220 awarding Hotel/Motel Tax Funding for 2025 to have awarded funds in the amount of \$20,000 to the Lincoln Theatre Center Foundation be rescinded and instead awarded to the City of Mount Vernon as the owner of the property. **(Resolution No. R20240274)**
 16. Funding Agreement with Skagit Valley Tulip Festival (Website) 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. C20240658)**
 17. Funding Agreement with Skagit Valley Tulip Festival (Traffic and Roundabout Maintenance) to award \$23,500 of Lodging Tax funds to support traffic control and roundabout maintenance as authorized by Resolution No. R20240220. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240659)**
 18. Funding Agreement with Skagit Valley Tulip Festival (Marketing) to award \$80,000 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. C20240660)**
 19. Funding Agreement with Concrete Theatre to award \$2,000 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. C20240661)**
 20. Funding Agreement with Concrete Chamber of Commerce to award \$28,000 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. C20240662)**
 21. Funding Agreement with Children's Museum of Skagit County 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. C20240663)**
 22. Funding Agreement with Cascade Loop Association to award \$19,000 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. C20240664)**
 23. Funding Agreement with WSU Skagit County Master Gardener Foundation to award \$2,000 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. C20240665)**
- e) EMERGENCY MEDICAL SERVICES:
24. Resolution declaring a sole source purchase for Target Solutions Online Learning Management System for Emergency Medical Services continuing education. **(Resolution No. R20240275)**
 25. Amendment No. 3 to Service Agreement No. C20220395 with TargetSolutions Learning, LLC d/b/a Vector Solutions to allow for the implementation of training and tracking software. This Amendment increases compensation by \$29,593.14 including sales tax for a new total compensation amount not to exceed \$89,975.73 and extends the term of the Agreement from November 29, 2024 to November 30, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20240268)**
 26. Interlocal Agreement with Skagit County Fire District 13 to provide trauma-verified ambulance services on a twenty-four (24) hours per day, seven (7) days a week basis, with appropriate personnel, ambulances and equipment in accordance with WAC Chapter 246-976, North Region EMS & Trauma Care Patient Care Procedures, and other applicable laws, regulations, ordinances and established policies of the Skagit County Medical Program Director when authorized by state law. Compensation shall not exceed \$2,391,475 for the 2025-2030 levy cycle. The Agreement shall commence on January 1, 2025 and continue until December 31, 2030. **(Contract No. C20240666)**
 27. Amendment No. 4 to Interlocal Cooperative Agreement No. C20180462, COA #IL267, with the City of Anacortes for the provision of Basic Life Support (BLS) Ongoing Training and Evaluation Program (OTEP) training in the "Anacortes Fire Department Hub" that includes training Fire Districts 11, 13, 17, the Town of La Conner Fire EMS, and Skagit County Sheriff's Office personnel a minimum of 12 times per year. This Amendment extends the term of the Agreement from December 31, 2024 to June 30, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20240269)**
 28. Amendment No. 3 to Interlocal Cooperative Agreement No. C20180482 with City of Burlington Fire Department for the provision of Basic Life Support (BLS) Ongoing Training and Evaluation Program (OTEP) training in the "Burlington Fire Department Training Hub" that includes training Fire Districts 5, 6, 12, 14, and the Skagit County Sheriff's Office (specific

f) HUMAN RESOURCES:

29. Amendment No. 1 to Benefit Specification Form Agreement No. C20240438 with Costco Health Solutions for management of Skagit County's pharmacy benefit plan. This Amendment increases the High-Deductible Health Plan (HDHP) deductible to \$1,650 for individuals and \$3,300 for families to match the 2025 IRS minimums. The Amendment shall commence on the date of execution and continue until terminated. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20240271)**

g) INFORMATION SERVICES:

30. Personal Services Agreement with Ednetics Inc. for wireless professional services to configure a pair of C9800 Wireless Controllers and 60 Cisco Wireless Access Points. Compensation shall not exceed \$7,000 including applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2026. **(Contract No. C20240667)**
31. Agreement with Axon Enterprise, Inc. to provide Axon Evidence Justice Services software subscription services for fifty (50) licenses with unlimited storage to include API access for use by the Prosecuting Attorney's Office with the Karpel Solutions Case Management System. Compensation is based on an annual subscription fee schedule and shall not exceed \$397,320 for the term of the Agreement. The Agreement shall commence on January 1, 2025 and continue for ten (10) years. **(Contract No. C20240668)**

h) OFFICE OF JUVENILE COURT:

32. Personal Services Agreement with Volunteers of America Western Washington (VOAWW) to provide Victim Offender Impact Competency Education (VOICE) and conflict resolution classes. Compensation shall not exceed \$7,200 annually for a total compensation amount not to exceed \$21,600. The Agreement shall commence on January 1, 2025 and continue until December 31, 2027. **(Contract No. C20240669)**

i) PARKS, RECREATION AND FAIR:

33. Vendor Services Agreement with Concept Construction LLC to reconstruct the remnant trails and bridges, day-use areas, and service roads at Northern State Recreation Area. The trails and service roads were once a part of the trail network on the Farmstead Parcel of the Northern State Recreation Area. Compensation is based on an hourly rate schedule and shall not exceed \$15,000 including applicable sales tax. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20240670)**

j) PLANNING AND DEVELOPMENT SERVICES:

34. Amendment No. 1 to Vendor Services Agreement No. C20200737 with The Drain Doctor to provide operations and maintenance services for the Edison Subarea Clean Water District. This Amendment updates the scope of work to more accurately fit the needs for the operations and maintenance of the Edison Subarea sewer system with clarifying language and increases compensation by \$169,000 for a new total compensation amount not to exceed \$261,000. The term remains the same and shall continue until December 31, 2025. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20240272)**

k) PROSECUTING ATTORNEY:

35. County Program Agreement with State of Washington Department of Social and Health Services (DSHS), DSHS Contract No. 2463-57750, Division of Child Support (DCS) to update requirements and standards for data security and use of state resources for non DSHS staff. The prosecuting attorney provides Title IV-D child support enforcement services on behalf of DCS and utilizes state resources to do that work. There is no compensation associated with this Agreement. The Agreement is ratified to commence on July 1, 2024 and continue until June 30, 2029. **(Contract No. C20240671)**

l) PUBLIC HEALTH:

36. Resolution authorizing Chair Peter Browning to electronically sign the submission of the 2025-2027 Consolidated Contract with the Washington State Department of Health (DOH Contract No. CLH32065). **(Resolution No. R20240276)**
37. Consolidated Contract with Washington State Department of Health (DOH Contract NO. CLH32065) for the delivery of public health services in Skagit County. Compensation will be outlined in an upcoming Amendment. The Agreement shall commence on January 1, 2025 and continue until December 31, 2027. **(Contract No. C20240672)**
38. Personal Services Agreement with Tenfold Health LLC to assist Skagit County with the redesign of Skagit County's behavioral health and homeless services funding framework and to develop a meaningful allocations approach that maximizes investments and aligns with the North Star Initiative. Compensation is based on a reimbursement for services fee schedule and shall not exceed \$92,000. The Agreement is ratified to commence on November 1, 2024 and continue until August 31, 2025. **(Contract No. C20240673)**
39. Interlocal Cooperative Agreement with the Town of La Conner to provide funding for staffing and program supplies for the Senior Services Program. Compensation shall not exceed \$6,966. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240674)**
40. Interlocal Cooperative Agreement with the Town of Concrete to facilitate a Community Services Program and provide congregate and home-delivered meals to the Concrete community. Compensation to Skagit County shall not exceed \$9,229. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240675)**
41. Subrecipient Agreement with Catholic Community Services of Western Washington to provide State Opioid Response recovery support services to eligible individuals with opioid use disorders through a grant from the Washington State Health Care Authority (Contract No. C20230029 and Amendment No. A20240249). Compensation shall not exceed \$235,000. The Agreement is ratified to commence on September 30, 2024 and continue until September 29, 2025. **(Contract No. C20240676)**

m) PUBLIC WORKS:

42. Resolution to approve the Guemes Island Ferry Fourteen-Year Capital Improvement Plan 2025-2038. **(Resolution No. R20240277)**

43. Resolution to call for a public hearing to consider testimony regarding the adoption and designation of the 2025 Washington State Noxious Weed List, and for consideration of alterations and additions to the 2025 Skagit County Noxious Weed List. The public hearing is scheduled to take place in person by the Skagit County Noxious Weed Control Board on Thursday, January 16, 2025 at 5:30 p.m. or as soon thereafter as possible in the Skagit Conference Room, 1800 Continental Place in Mount Vernon or remote via Microsoft Teams link or telephone number. **(Resolution No. R20240278)**
44. Resolution authorizing Commissioner Peter Browning to electronically sign the submission of a Grant Agreement with the Washington State Department of Ecology (DOE) (WQC-2025-SkCoPW-00010) to provide funding in the amount of \$113,437 to improve water quality in the Little Indian Slough and Padilla Bay through design and future installation of stormwater treatment facilities at the Skagit County Recycling and Transfer Station in the City of Mount Vernon. **(Resolution No. R20240279)**
45. Washington State Department of Ecology (DOE) Water Quality Combined Financial Assistance Agreement (No. WQC-2025-SkCoPW-00010) to provide funding to improve water quality in the Little Indian Slough and Padilla Bay through design and future installation of stormwater treatment facilities at the Skagit County Recycling and Transfer Station in the City of Mount Vernon. DOE shall provide \$113,437 in grant funding and Skagit County shall contribute \$20,018.29 for a total compensation amount not to exceed \$133,455.29. The Agreement is ratified to commence on July 1, 2024 and continue until February 5, 2026. **(Contract No. C20240677)**
46. Personal Services Agreement with Skagit Fisheries Enhancement Group to provide services in the Samish and Padilla Bay watersheds to assist with the protection and improvement of water quality in saltwater shellfish growing and harvesting areas, consistent with the goals of the County's Shellfish Protection District and in accordance with RCW 90.72. Compensation shall not exceed \$30,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240678)**
47. Personal Services Agreement with AECOM Technical Services, Inc. to provide Guemes Ferry Design Services Support, which includes Ferry System Planning and Facility Design, Marina and Coastal Engineering, and Marine Engineering, on an as-needed, task order basis, for capital projects that are not federally funded. Compensation is based on a rate schedule and shall not exceed \$200,000. The Agreement shall commence on the date of execution and continue for two (2) years. **(Contract No. C20240679)**
48. Personal Services Agreement with PND Engineers, Inc. to provide Guemes Ferry Design Services Support, which includes Ferry System Planning and Facility Design, Marina and Coastal Engineering, and Marine Engineering, on an as-needed, task order basis, for capital projects that are not federally funded. Compensation is based on a rate schedule and shall not exceed \$200,000. The Agreement shall commence on the date of execution and continue for two (2) years. **(Contract No. C20240680)**
- n) RECORDS MANAGEMENT:
 49. Resolution adopting amendments to the rules of procedure for proceedings before the Hearing Examiner. **(Resolution No. R20240280)**
- o) RISK MANAGEMENT:
 50. Personal Services Agreement with Summit Law Group, PLLC to provide at the request and direction of Skagit County Prosecuting Attorney, Human Resources Director, Deputy Civil Attorney and/or designee, representation and assistance on matters related to labor relations/negotiations and any related litigation. Compensation is based on a rate schedule and shall not exceed \$75,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240681)**
 51. Personal Services Agreement with Summit Law Group, PLLC to provide at the request and direction of Skagit County Prosecuting Attorney or designee, Human Resources Director, Chief Deputy or Deputy Attorney or the Risk Manager, representation and assistance on matters related to employment law and litigation. Compensation is based on a rate schedule and shall not exceed \$75,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240682)**
- p) SHERIFF:
 52. Amendment No. 1 to Personal Services Agreement No. C20230135 with Police Training Solutions to provide, at the request and direction of the Skagit County Sheriff's Office, training and consultation services, management consulting to review current practices, policies and procedures, create a five-year strategic training plan, support services to enhance the County's internal training program and also deliver skill/drill-based training, as requested. This Amendment extends the term of the Agreement from December 31, 2024 to December 31, 2025 and updates compensation which shall not exceed \$30,000 per calendar year and is based on a rate schedule. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20240273)**
 53. Amendment No. 2 to Interlocal Agreement No. C20210679 with the Town of La Conner for law enforcement services. This Amendment increases compensation for the calendar year 2025 to \$394,035 and will be paid quarterly to the County. The term remains the same and shall continue until December 31, 2026. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20240274)**
- q) SUPERIOR COURT:
 54. Memorandum of Understanding with YWCA to coordinate, monitor and fund Parents for Parents programming for families on the Superior Court dependency court calendars and shelter care hearings. There is no compensation associated with this Agreement. The Agreement shall commence on the date of execution and continue for two (2) years. **(Contract No. C20240683)**
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) Warrants numbered 591686 through 592221 from Clearing Fund 696 in the total dollar amount of \$6,325,307.35 (Transmittal No. C-322-24).

5. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

6. MISCELLANEOUS AGENDA (1 item):

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

The vote passed unanimously.

a) PUBLIC HEALTH:

1. Personal Services Agreement with Community Action of Skagit County to process mileage reimbursement requests for Skagit Meals on Wheels volunteers. Compensation shall not exceed \$15,000. The Agreement shall commence on January 1, 2025 and continue until December 31, 2025. **(Contract No. C20240684)**

g) *2:00 p.m. - 2:30 p.m. Planning and Development Services – Jack Moore, Director:

1. Discussion/Comments/Possible Action: Adoption of the 2024 Docket of Comprehensive Plan Land Use/Zoning Map and Policy Amendments

A motion was made by Commissioner Wesen to approve an Ordinance to adopt the 2024 Amendments to the Comprehensive Plan, Zoning Map and Development Regulations. **(Ordinance No. O20240010)** Commissioner Janicki seconded the motion.

The vote passed unanimously.

2. Miscellaneous

h) 2:45 p.m. - 3:45 p.m. Work Session with Human Resources

III. ADJOURNMENT:

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

Peter Browning, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board