

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 25, 2016

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS

Chairman Johnson

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

RECESS.

9:30 COUNTY COMMISSIONERS

- a) Declarations re: conflict of interest
- b) Pledge of Allegiance
- c) Public comment period (time limitations may be imposed)

PLEASE NOTE: *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.*

- d) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- e) **Public Hearing:**
 - 1) To consider declaring certain County-owned property identified as 310 West Poplar Street, 320 West Poplar Street, 328 West Poplar Street, and associated parking lots, as well as the parking lot located at the southwest corner of West Alder Street and Fifth Avenue, all in Walla Walla, Washington

COUNTY COMMISSIONERS (continued)

- f) Possible executive session re: real estate (*pursuant to RCW 42.30.110(c)*)
- g) **Action Agenda items:**
 - 1) Discussion and possible action/ direction regarding above
 - 2) Proposal 2016 01-25 CLK
Bid award for copy machine for Clerk's office
- h) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of January 19 and 20, 2016
 - 2) Resolution _____ - Salaries for Walla Walla County employees for 2016
 - 3) Resolution _____ - Approving Amendment No. 3 to State of Washington Department of Corrections Contract No. K7407
 - 4) County warrants as follows: 4171434 through 4171582 totaling \$411,977.63; 4171433 in the amount of \$3,268.72 (Elections); and 4171583 through 4171584 totaling \$146,569.88 (ER&R)
 - 5) Payroll action and other forms requiring Board approval
- i) Miscellaneous business to come before the Board
- j) Review reports and correspondence; hear committee and meeting reports
- k) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
AMENDMENT NO. 3 TO STATE OF
WASHINGTON DEPARTMENT OF
CORRECTIONS CONTRACT NO.
K7407

}

RESOLUTION NO.

WHEREAS, Walla Walla County entered into a contract with the State of Washington Department of Corrections pursuant to Resolution No. 06 180 for the provision of a cooperative process to quickly meet the demand of filled sandbags during a flooding emergency; and

WHEREAS, State of Washington Department of Corrections is requesting Amendment No. 3 to said contract to update the emergency contact information and remove the provision that the State of Washington will provide sandbags; and

WHEREAS, the contract benefits the citizens of Walla Walla County; and

WHEREAS, the County Prosecuting Attorney has also reviewed same; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve said contract amendment and authorize County Emergency Management Director, Liz Jessee and County Public Works Director, Randy Glaeser, to sign same.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

- a) Department update and miscellaneous



WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

January 25, 2016

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

- Last week I was down to 2 people in my office, so this week we are playing “catch up”. Next week is “go-live” for the Jail software.
- Will work from home part of next week.

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Network

- No issues

Other Projects

- **New**
- **Budget /Assets**
 - Still dealing with inventory
 - Monitors – still have some to deploy.
- **Server Replacement – VMWare**
 - Servers are in place, configuration and planning is ongoing.
 - Starting to virtualize servers and test.
 - 3 Physical servers converted
 - 21 Virtual servers created
- **Windows 10**
 - Starting to deploy some new PC's with Window's 10
- **New World**
 - Project is on schedule
 - Now month to month with CAI (Jail and SHE)
 - JJC will keep their PictureLink license
 - WWPD is going to pay for Jail PictureLink to stay active for 6 months
 - Go live for Jail is January 27. (NWS will be on site 1/26)
 - Data conversion comes later – but our current vendor gave us permission to access the current tables without cost.

- **Superior Court 1-2 Updates**
 - When these projects are complete I will start on the RFP/Q for the final phase
 - Have been working with JAVS to see how we can integrate all the pieces of technology into a single controller.
 - They have sent it off to their design group.
- **Cameras**
 - Progress – waiting for Tom to look at the locations. Not much I can do until then.
- **Backup Storage**
 - Low on backup storage capacity. We purchased the item because it had some scalability.
 - Looking at some options.
- **Public Record Requests Last 2 Weeks**
 - 3 = Requests received
 - 1 = Forwarded to departments
 - 2= Completed
 - 5 = Total Open
 - 5 = Being handled by the PRO
 - I have got little else done over the last 4 weeks than working on Pubic Records. We are getting up to speed on the process but searching for records is takes most of my time.
- **Search Tool and State Wide ECM**
 - Trying to schedule a conference call with a vendor. Looking for a system that is a better fit for enterprise.
- **Public Records Training**
 - Will get back to it when we can

Definitions

PAV=Potential Archival Value

AOC=Administrative Office of the Courts

PRO=Public Records Officer

USB=Universal Serial Bus

DOL=Department of Licensing

RFP=Request For Pricing

GIS=Geographic Information Systems

EOL=End of Life

JCDA=Joint Community Development Agency

W7=Windows 7

W10=Windows 10

OS=Operating System

JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System

AV-Audio/Visual

WiFi-Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

CAD=Computer Aided Dispatch (hosted at the city)

CAT5=Category 5 Ethernet cable (for data and voice)

ADA=Americans with Disabilities Act

ECM=Enterprise Content Management

NWS=New World Systems

10:00

COURT SERVICES/JUVENILE JUSTICE CENTER

Mike Bates

a) **Consent Agenda Items:**

- 1) Resolution _____ - Approving
Grant Agreement with Washington State
Department of Commerce, Community
Services and Housing Division, Office of
Homeless Youth, Street Youth Services
(16-46117-105)

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
GRANT AGREEMENT WITH
WASHINGTON STATE
DEPARTMENT OF COMMERCE,
COMMUNITY SERVICES AND
HOUSING DIVISION, OFFICE OF
HOMELESS YOUTH, STREET
YOUTH SERVICES (16-46117-105)



RESOLUTION NO.

WHEREAS, the State of Washington, Department of Commerce, has offered a Grant Agreement to the Walla Walla County Juvenile Justice Center, to provide outreach services and case management for street youth; and

WHEREAS, the Agreement for said services is for the period January 1, 2016, through June 30, 2016; and

WHEREAS, the Walla Walla County Juvenile Justice Center Administrator has reviewed said Agreement and recommends approval; and

WHEREAS, said Grant Agreement was submitted to the County Prosecuting Attorney's office for review; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve and the chairman shall sign said Grant Agreement (16-46117-105).

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

10:15

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

a) **Consent Agenda Items:**

- 1) Resolution _____ - Approving
Interagency Contract between Walla
Walla County and the Washington
State Department of Corrections
(Contract K9417)

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING AN
INTERAGENCY CONTRACT
BETWEEN WASHINGTON STATE
DEPARTMENT OF CORRECTIONS
AND WALLA WALLA COUNTY
(CONTRACT K9417(3))



RESOLUTION NO.

WHEREAS, RCW Chapter 39.34 authorizes local governmental units to enter into agreements; and

WHEREAS, Walla Walla County owns, operates and maintains an adult correctional facility (County Corrections); and

WHEREAS, the Washington State Department of Corrections wishes to contract with Walla Walla County to utilize said existing correctional facility to house offenders, and offered an Interagency Contract to the county for same; and

WHEREAS, the Corrections Director has reviewed and recommends approval of same; and

WHEREAS, said Contract was submitted to the County Prosecuting Attorney for review; now therefore,

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve and shall sign said Interagency Contract.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

a) Public Hearing:

- 1) To consider franchise application of Michael McCubbins

b) Action Agenda Items:

- 1) Resolution _____ - Application of Michael McCubbins for a franchise to construct, operate, and maintain a utility system within the county road right of way, in Walla Walla County, Washington

c) Consent Agenda items:

- 1) Resolution _____ - Initiating a county road project designated as CRP16-01 Collins Bridge on Lower Waitsburg Road, MP 5.2
- 2) Resolution _____ - Initiating a stormwater project designated as CRP16-02 Sunset Drive W., MP 0.65 to MP 0.68
- 3) Resolution _____ - Initiating a stormwater project designated as CRP16-03, Lakeview Drive, MP 0.0 to MP 0.30
- 4) Resolution _____ - Initiating a stormwater project designated as CRP16-04, Humorist Road W., MP 0.19 to MP 0.89
- 5) Resolution _____ - Initiating a stormwater project designated as CRP16-05, Fourth Avenue (Burbank), MP 0.0 to MP 0.26
- 6) Resolution _____ - Annual Certification to County Road Administration Board

d) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF THE
APPLICATION OF MICHAEL
McCUBBINS FOR A FRANCHISE TO
CONSTRUCT, OPERATE, AND
MAINTAIN A UTILITY SYSTEM WITH-
IN THE COUNTY ROAD RIGHT OF
WAY, IN WALLA WALLA COUNTY,
WASHINGTON



RESOLUTION NO.

WHEREAS, Michael McCubbins requested a franchise to construct, operate, and maintain a utility system within the public right of way; and

WHEREAS, any significant modification or any extensions of said system shall be approved by Public Works prior to construction; and

WHEREAS, January 25th, 2016, was the date set for holding a public hearing to consider said application; and

WHEREAS, the Notice of Hearing was advertised and posted as prescribed by law; and

WHEREAS, said Hearing was held on the date advertised; now therefore

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that Franchise No. 423 be granted to Michael McCubbins.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
COUNTY ROAD PROJECT
DESIGNATED AS CRP 16-01
COLLINS BRIDGE ON LOWER
WAITSBURG ROAD, MP 5.2

RESOLUTION NO.

WHEREAS, Collins Bridge, located on Lower Waitsburg Road over Dry Creek, has a portion of an old concrete structure located underneath it; and

WHEREAS, the old concrete structure is causing scour, which is creating fish passage and bank erosion problems; and

WHEREAS, the Washington Department of Fish and Wildlife (WDFW) has obtained a grant to remove the old concrete structure, improve fish passage and provide bank protection; and

WHEREAS, the WDFW will administer the project under a Memorandum of Agreement (MOA) to be signed by the WDFW and Walla Walla County; and

WHEREAS, Collins Bridge on Lower Waitsburg Road is listed on the Six Year Transportation Plan; now therefore

BE IT HEREBY RESOLVED that Collins Bridge on Lower Waitsburg Road, MP 5.2 Road Log No. 96110, located in Section 8, Township 8N, Range 36E, be improved as follows:

Remove the old concrete structure located beneath Collins Bridge, regrade the channel and install bank protection.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement for Collins Bridge and sign the MOA with WDFW.

IT IS FURTHER RESOLVED that appropriation from the officially adopted road fund budget and based on the County Engineer's estimate be made in the amounts and for the purpose shown:

Purpose	County Funds
Construction	\$90,000

[X] This project is included in the officially adopted annual road program as Item No. [10]

[] This project is hereby made a part of the officially adopted annual road program in accordance with RCW 36.81.130

Passed this 25th day of **January, 2016** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
STORMWATER PROJECT
DESIGNATED AS CRP 16-02,
SUNSET DRIVE W. MP 0.65 TO MP
0.68

RESOLUTION NO.

WHEREAS, Walla Walla County has implemented an enhanced municipal stormwater management program to serve our citizens, protect our waterways from pollution, and comply with state and federal regulations; and

WHEREAS, Sunset Drive W., MP 0.65 to MP 0.68, has stormwater ponding along the road; and

WHEREAS, Sunset Drive W. does not have stormwater facilities to manage and collect storm water runoff; and

WHEREAS, Walla Walla County has stormwater funds dedicated to managing stormwater issues; and

WHEREAS, Sunset Drive W., MP 0.65 to MP 0.68, is listed on the Six Year Transportation Plan; now therefore

BE IT HEREBY RESOLVED that Sunset Drive W., MP 0.65 to MP 0.68, Road Log No. 15700, located in Section 3, Township 9N, Range 30E, be improved as follows:

Design and construct stormwater facilities to eliminate ponding.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement for Sunset Dr. W., MP 0.65 to MP 0.68.

IT IS FURTHER RESOLVED that appropriation from the officially adopted budget and based on the County Engineer's estimate be made in the amounts and for the purpose shown:

Purpose	County Stormwater Funds
Design	\$15,000
Construction	<u>\$120,000</u>
	\$135,000

[X] This project is included in the officially adopted budget.

Passed this 25th day of **January, 2016** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
STORMWATER PROJECT
DESIGNATED AS CRP 16-03,
LAKEVIEW DRIVE MP 0.0 TO MP 0.30

RESOLUTION NO.

WHEREAS, Walla Walla County has implemented an enhanced municipal stormwater management program to serve our citizens, protect our waterways from pollution, and comply with state and federal regulations; and

WHEREAS, Lakeview Drive, MP 0.0 to MP 0.30, has stormwater ponding along the road; and

WHEREAS, Lakeview Drive does not have stormwater facilities to manage and collect storm water runoff; and

WHEREAS, Walla Walla County has stormwater funds dedicated to managing stormwater; and

WHEREAS, Lakeview Drive, MP 0.0 to MP 0.30, is listed on the Six Year Transportation Plan; now therefore

BE IT HEREBY RESOLVED that Lakeview Drive, MP 0.0 to MP 0.30, Road Log No. 18890, located in Sections 19 & 20, Township 9N, Range 32E, be improved as follows:

Design and construct stormwater facilities to eliminate ponding.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement for Lakeview Drive, MP 0.0 to MP 0.30.

IT IS FURTHER RESOLVED that appropriation from the officially adopted budget and based on the County Engineer's estimate be made in the amounts and for the purpose shown:

Purpose	County Stormwater Funds
Design	\$15,000
Construction	<u>\$120,000</u>
	\$135,000

[X] This project is included in the officially adopted budget.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
STORMWATER PROJECT
DESIGNATED AS CRP 16-04,
HUMORIST ROAD W., MP 0.19 TO
MP 0.89

RESOLUTION NO.

WHEREAS, Walla Walla County has implemented an enhanced municipal stormwater management program to serve our citizens, protect our waterways from pollution, and comply with state and federal regulations; and

WHEREAS, Humorist Road W., MP 0.19 to MP 0.89 incurs stormwater ponding along the road, which is utilized for accessing the Burbank schools; and

WHEREAS, Humorist Road W. does not have stormwater facilities to manage and collect storm water runoff; and

WHEREAS, Walla Walla County has stormwater funds dedicated to managing stormwater; and

WHEREAS, Humorist Road W., MP 0.19 to MP 0.89 is listed on the Six Year Transportation Plan; now therefore

BE IT HEREBY RESOLVED that Humorist Road W., MP 0.19 to MP 0.89, Road Log No. 14270, located in Sections 11 & 12, Township 8N, Range 30E, be improved as follows:

Design stormwater facilities to eliminate ponding and seek out future funding for construction.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement for Humorist Road W., MP 0.19 to MP 0.89.

IT IS FURTHER RESOLVED that appropriation from the officially adopted budget and based on the County Engineer's estimate be made in the amounts and for the purpose shown:

Purpose	County Stormwater Funds
Design	\$150,000

[X] This project is included in the officially adopted budget.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
STORMWATER PROJECT
DESIGNATED AS CRP 16-05,
FOURTH AVENUE (BURBANK), MP
0.0 TO MP 0.26

RESOLUTION NO.

WHEREAS, Walla Walla County has implemented an enhanced municipal stormwater management program to serve our citizens, protect our waterways from pollution, and comply with state and federal regulations; and

WHEREAS, Fourth Avenue (Burbank), MP 0.0 to MP 0.26 incurs stormwater ponding along the road which receives various users accessing the Burbank schools; and

WHEREAS, Fourth Avenue does not have stormwater facilities to manage and collect storm water runoff; and

WHEREAS, Walla Walla County has stormwater funds dedicated to managing stormwater; and

WHEREAS, Fourth Avenue, MP 0.0 to MP 0.26 is listed on the Six Year Transportation Plan; now therefore

BE IT HEREBY RESOLVED that Fourth Avenue, MP 0.0 to MP 0.26, Road Log No. 14150, located in Section 11, Township 8N, Range 30E, be improved as follows:

Design stormwater facilities to eliminate ponding and seek out future funding for construction.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement for Fourth Avenue (Burbank), MP 0.0 to MP 0.26

IT IS FURTHER RESOLVED that appropriation from the officially adopted budget and based on the County Engineer's estimate be made in the amounts and for the purpose shown:

Purpose	County Stormwater Funds
Design	\$15,000

[X] This project is included in the officially adopted budget.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

Constituting the Board of County Commissioners
of Walla Walla County, Washington

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF ANNUAL
ROAD LEVY CERTIFICATION TO
COUNTY ROAD
ADMINISTRATION BOARD

}

RESOLUTION NO.

WHEREAS, certain reporting forms are required to be submitted to the County Road Administration Board in order to maintain Walla Walla County's Certificate of Good Practice and eligibility for grants and state revenue; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the Chair be authorized to sign the County Road Administration Board's Road Levy Certification for Calendar Year 2016.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

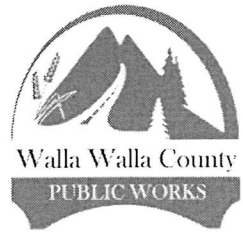
James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

**Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 21 January 2016

Re: Director's Report for the Week of 18 January 2016

Board Action: 25 January 2016

Hearings:

In the Matter of the Application of Michael McCubbins for a Franchise to Construct a Utility System within the County Road Right of Way

Resolution:

In the Matter of Adopting the Application of Michael McCubbins for a Franchise to Construct a Utility System within the County Road Right of Way

In the Matter of Initiating a County Road Project Designated as CRP 16-01, Collins Bridge on Lower Waitsburg Road, MP 5.2

In the Matter of Initiating a County Road Project Designated as CRP 16-02, Sunset Drive W. MP 0.65 to MP 0.68

In the Matter of Initiating a County Road Project Designated as CRP 16-03, Lakeview Drive MP 0.0 to MP 0.89

In the Matter of Initiating a County Road Project Designated as CRP 16-04, Humorist Road W., MP 0.19 to MP 0.89

In the Matter of Initiating a County Road Project Designated as CRP 16-05, Fourth Avenue (Burbank) MP 0.0 to MP 0.26

In the Matter of the Annual Road Levy Certification to County Road Administration Board

ENGINEERING:

- Mill Creek Road MP 3.96 to MP 4.36: Working on right-of-way acquisition.
- Mill Creek Road MP 1.1 to MP 3.96: Finalizing road design. Received NEPA.
- Foster Road Safety Project: Received NEPA. Scheduled appraisal.
- Mill Creek FH: FHWA working with USFWS and NOAA on NEPA.
- Blue Creek Bridge: Hydraulic analysis complete. Waiting for final geotechnical report to complete bridge and earth wall design. Performing the cultural resources survey.
- Middle Waitsburg Road: Working on right-of-way certification.

MAINTENANCE:

- Crews conducting routine maintenance.
- Conducted pilot escort training.

ADMINISTRATION:

- Completed final review/analysis of 2015 budget.

10:45

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

11:00

HUMAN RESOURCES/RISK MANAGER

- a) Department update and miscellaneous
- b) **Action Agenda Items:**
 - 1) New position approval form -
OAI Exemption Specialist
Temporary for the Assessor's
Office
 - 2) New position approval form –
Assistant Finance Manager
for the Auditor's Office
- c) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any
pending claims against the County
- d) Possible executive session re: personnel
(pursuant to RCW 42.30.110(g)),
collective bargaining negotiations
(pursuant to RCW 42.30.140(4)(b)),
and/or litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

a) Action Agenda Items:

- 1) Approving Walla Walla County Conservation District Proposal for Services for Voluntary Stewardship Program
 - 2) Resolution _____ - Initiating County participation in the State Voluntary Stewardship Program and to designate a Watershed Group
- b)** Discussion re: zoning designation process for property de-annexed from a city (continued from January 20, 2016)
- c)** Possible direction to staff re: above discussion
- d)** Department update and miscellaneous

WALLAWALLA COUNTY CONSERVATION DISTRICT

PROPOSAL FOR SERVICES

For Voluntary Stewardship Program

OVERVIEW

Walla County Conservation District (WWCCD) is pleased to submit this proposal for services to support Walla Walla County in achieving its requirements for implementing the Voluntary Stewardship Program (VSP) within the boundaries of the county. Walla Walla County is subject to the requirements of the Growth Management Act (GMA) and opted to participate in the VSP pending availability of funds for implementation from the legislature. The VSP is the culmination of a statewide effort to bring heretofore exempt agricultural activities into compliance with a State Supreme Court decision that counties must regulate agricultural activities under critical areas requirements of the Growth Management Act.

BACKGROUND OF VSP

1. Purpose: VSP was enacted by the legislature to create a voluntary process which counties could “opt in” to achieve GMA goals (RCW 36.70A.700 & RCW 36.70A.710)
2. Scope: In general, VSP’s goal is to “protect and enhance critical areas on lands used for agricultural activities through voluntary actions by agricultural operators”. (RCW 36.70A.705) The law requires that VSP protect critical areas and maintaining and improving the long term viability of agriculture. In addition, VSP may also voluntarily enhance natural resources.
3. Funding: Once the Washington State Conservation Commission makes funds available to a county that has made the election provided in RCW 36.70A.710 the county must act within sixty days.
 - a. Walla Walla County “opted in” to the VSP program on January 17, 2012 through Resolution 12-015
 - b. Walla Walla County has nominated all watersheds within the county to participate in VSP.
 - c. The WA State Conservation Commission has provided \$150,000 per county in VSP funding for FY2016
 - d. The WA State Conservation Commission has provided \$120,000 per county in VWP funding for FY2017
4. Work Plan Development: In order to develop a Work Plan, Walla Walla County must complete the following:
 - a. Within sixty days of funds being available, the county must designate an entity to administer the funds
 - b. County may designate itself, a tribe, or other entity to coordinate the required watershed group
 - c. Within sixty days of funds being available the county must designate a watershed group
 - d. County must confer with tribes and stakeholders before designating the watershed group.

OUR PROPOSAL

The Walla Walla County Conservation District is hereby proposing that Walla Walla County designate the WWCCD as the entity responsible for administering VSP funds and coordinating the VSP Watershed Group. WWCCD has a well-deserved reputation as a technically competent, locally lead special purpose district with a close relationship with the Walla Walla County agriculture community as well as the agencies that sponsor and fund programs that will be an integral part of the VSP strategy.

The primary goals of the proposed scope of work are to: 1) Organize, facilitate and provide leadership to a Watershed Group that will develop the VSP Work Plan and 2) facilitate development of a Work Plan that provides protection of critical areas of

Walla Walla County while maintaining the viability of agriculture, and 3) submit completed VSP Work Plan to the director of the Conservation Commission for approval.

Note—This proposal is for 1 year and 6 months of work on VSP for Walla Walla County plus an additional year of work offered as an optional item. The rationale for the optional year of work is that RCW 36.70A.700 allows 2 years and 9 months to get the VSP Work Plan approved.

SCOPE OF WORK

Task 1. VSP Management and Administration

- A. WWCCD will manage and administer all aspects of the work described in this scope of work. WWCCD will work closely with the Walla Walla County Community Development Department to ensure full compliance with the requirements and intent of VSP. Responsibilities will include but not be limited to: 1) submittal of vouchers and invoices, 2) maintenance of records, 3) preparation of progress reports, 4) compliance with applicable procurement and contracting procedures and laws, 5) compliance with requirements of interlocal agreement.
- B. WWCCD will ensure that every effort is made to maintain effective communication between the VSP Watershed Group, Walla Walla County, local stakeholders, and participating state and federal agency personnel.

Deliverables:

- 1. Effective management and administration of the project
- 2. Maintenance of all project records
- 3. Timely submission of all required performance items such as vouchers, fiscal records and quarterly progress reports
- 4. Timely signature of a funding agreement with Walla Walla County

Cost:

- 1. FY2016-(February 1 -- June 30, 2016).....\$ 5,000.00
- 2. FY2017-(July 1, 2016 – June 30, 2017).....\$10,000.00
- 3. FY2018-(July 2, 2017 – June 30, 2018).....\$10,000.00

Task 2. Watershed Group Organization and Facilitation

WWCCD has participated in a number of watershed restoration forums and groups throughout the Snake River Resource Area for the past decade and is familiar with stakeholders associated with natural resources in the Walla Walla Basin and beyond. WWCCD has been serving the agricultural community in Walla Walla County since the 1940s and is quite familiar with agriculture, landowners and operators in the County. WWCCD will utilize its unique capability to organize a functional VSP Watershed Group.

- A. WWCCD will organize and select members of a VSP Watershed Group with representatives from a variety of stakeholder groups including but not limited to tribes, environmental groups, and agriculture.
- B. Develop meeting bylaws/rules/policies.
- C. Provide facilitation (either in-house or consultant) for VSP Watershed Group meetings which are expected to be monthly.

Deliverables:

1. Organization of a vetted core VSP Watershed Group comprised of 10 voting members (1 livestock producer, 1 dryland farmer, 1 irrigated farmer, 1 hobby farm, 1 vineyard/orchardist, 1 CTUIR, 1 environmental, 1 WDFW, 1 Walla Walla Watershed Management Partnership, 1 Regional Fisheries Enhancement Group)
2. Well-developed meeting bylaws/rules/policies
3. Facilitation of meetings and other actions of VSP Watershed Group including communications, agendas, minutes, etc.
4. Monthly meetings of VSP Watershed Group voting members and interested public

Cost:

- | | |
|---|--------------|
| 1. FY2016 (February 1 – June 30, 2016)..... | \$ 10,000.00 |
| 2. FY2017 (July 1, 2016 – June 30, 2017)..... | \$20,000.00 |
| 3. FY2018 (July 1, 2017 – June 30, 2018)..... | \$20,000.00 |

Task 3. Facilitate VSP Work Plan Development

The 10 year VSP Work Plan will be developed by the VSP Watershed Group which represents the interests of an array of stakeholders as described in Task 2. The Work Plan will be designed to protect critical areas while maintaining the viability of agriculture. The work plan must include goals and benchmarks for the protection and enhancement of critical areas. The VSP Work Plan must be approved by the WA State Conservation Commission within 2 years and 9 months from the date VSP funding are made available to the County.

- A. WWCCD will facilitate the VSP Watershed Group which will complete the following VSP Work Plan as per RCW 36.70A.720. The VSP Watershed Group will:
 - a. Identify critical areas and agricultural activities within those critical areas
 - b. Identify public outreach plan to contact landowners
 - c. Identify and designate entity(ies) to provide landowner assistance (voluntary stewardship plans) RCW36.70A.720 (1)(f)
 - d. Identify measurable programmatic and implementation goals and benchmarks
 - e. Review and incorporate applicable water quality, watershed management, farmland protection, and required species recovery data and plans RCW36.70A.720 (1)(a)
 - f. Seek input from tribes, agencies and stakeholders RCW36.70A.720 (1)(b)
 - g. Develop goals for participation by agricultural operators conducting commercial and noncommercial agricultural activities in the watershed necessary to meet the protection and enhancement benchmarks of the work plan RCW36.70A.720 (1)(c)
 - h. Ensure outreach and technical assistance is provided to producers and operators in the various watersheds RCW36.70A.720 (1)(d)
 - i. Create measurable benchmarks that, within 10 years after receipt of funding, are designed to result in (i) the protection of critical areas functions and values and (ii) the enhancement of critical areas functions and values through voluntary, incentive based measures RCW36.70A.720 (1)(e)
 - j. Incorporate into the work plan any existing development regulations relied upon to achieve the goals and benchmarks for protection of critical areas RCW36.70A.720 (h)
 - k. Establish baseline monitoring for:
 - i. Participation and implementation of voluntary stewardship plans and projects
 - ii. Stewardship activities
 - iii. Effects on critical areas and agriculture relevant to protection and enhancement benchmarks RCW36.70A.720 (1)(i)

- l. Develop timeline for periodic evaluations, adaptive management, and provide written reports of plan status/accomplishments to the Board of County Commissioners and WSCC
- m. Coordinate monitoring programs with other state agency activities

Deliverables:

- 1. Completed VSP Work Plan submitted to WSCC

Cost:

1. FY2016 (February 1 – June 30, 2016).....	\$ 25,000.00
2. FY2017 (July 1, 2016 – June 30, 2017).....	\$ 50,000.00
3. FY2018 (July 1, 2017 – June 30, 2018).....	\$ 50,000.00

Task 4. Public Outreach and Technical Assistance

The VSP Watershed Group will develop ideas to communicate plan information and updates to the public. It is important to the overall success of VSP that the public is kept informed and engaged in the process.

- A. The VSP Watershed Group will utilize existing outreach tools (e.g. WWCCD newsletter) to the extent possible to keep Walla Walla County landowners and the public informed as to the status and potential requirements that will be addressed in the VSP Work Plan.
- B. The VSP Watershed Group will continually encourage public and landowner input into the VSP Work Plan development process.
- C. The Watershed Group will develop a website for VSP process. This website will include program description, goals, and products for public review. It will also include meeting minutes, dates and agendas for future meetings.
- D. Public informational meetings will be held as needed
- E. Additional public outreach will be determined by the Watershed Group
- F. The Union Bulletin and Waitsburg Times newspapers will be the primary media for publication of public meetings as well as invitations for input into the VSP process and work plan.
- G. WWCCD will provide technical assistance to operators/producers of funding is available.

Deliverables:

- 1. Robust public outreach using existing and/or new outreach tools
- 2. Develop and maintain webpage for VSP Process
- 3. Public informational meetings as needed/required.
- 4. Additional public contact to be determined

Cost:

1. FY2016 (February 1 – June 30, 2016).....	\$ 5,000.00
2. FY2017 (July 1, 2016 – June 30, 2017).....	\$10,000.00
3. FY2018 (July 1, 2017 – June 30, 2018).....	\$10,000.00

Total Cost\$135,000.00
 FY2016 Cost.....\$ 45,000.00

FY2017 Cost.....	\$ 90,000.00
FY2018 Cost (Optional).....	\$ 90,000.00

Walla Walla County has the option of extending the funding agreement for one year (FY2018) in order to provide the VSP Watershed Group the intended 2 years and 9 months to complete the VSP Work Plan. The need to exercise this Option will be determined by 2018 VSP funding from the legislature and status of the Walla Walla VSP Work Plan.

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING
COUNTY PARTICIPATION IN THE
STATE VOLUNTARY
STEWARDSHIP PROGRAM AND TO
DESIGNATE A WATERSHED
GROUP

RESOLUTION NO.

WHEREAS, during the 2011 Legislative Session, the Washington State Legislature enacted, and the Governor signed, Engrossed Substitute House Bill 1886; and

WHEREAS, Engrossed Substitute House Bill 1886 created the Voluntary Stewardship Program, an alternative program to protect critical areas where agricultural activities are conducted, as recommended by the William D. Ruckelshaus Center to the Legislature; and

WHEREAS, Engrossed Substitute House Bill 1886 was codified as RCW 36.70A.700 *et seq*; and

WHEREAS, RCW 36.70A.710 states that a County must adopt an ordinance or resolution by January 22, 2012, electing to participate in the Voluntary Stewardship Program and identifying the watersheds that will participate in the program; and

WHEREAS, on January 17, 2012, by Resolution No. 12-015, the Board of County Commissioners elected to "opt-in" (participate) in the Voluntary Stewardship Program for all watersheds in the County, pending eventual funding by the State; and

WHEREAS, the State has notified the Board of County Commissioners that funding for the program is now available in the amount of \$150,000 in the first year, and \$125,000 in succeeding years; and

WHEREAS, the County has substantial interests protecting and enhancing critical areas, and maintaining and enhancing the viability of agriculture; and

WHEREAS, state law requires the County to appoint a watershed group to develop the County's work plan for Voluntary Stewardship Program implementation; and

WHEREAS, per RCW 36.70A.715(2), the County must confer with tribes and interested stakeholders before establishing the watershed group and has done so by requesting comment on this resolution; and

WHEREAS, the Board makes the following Finding of Fact and Conclusions of Law:

1. Walla Walla County contains the following watersheds: (1) the Walla Walla River and its tributaries, including, but not limited to the Touchet River, Mill Creek and Dry Creek; (2) the Columbia River and its tributaries; and (3) the Snake River and its tributaries.
2. These watersheds have been grouped into Water Resource Inventory Areas 32 and 33, which are mapped at WAC 173-500-990. Portions of Water Resource Inventory Areas 32 and 33 are outside of Walla Walla County.
3. As stated in the Walla Walla County Comprehensive Plan, at section 6.3.3, most of the County's unincorporated land, approximately 741,165 acres, is in agricultural use, including both crop and rangeland.
4. Walla Walla County has a diverse agricultural base, including grain, livestock, onions, orchards and vineyards. These crops and products are spread throughout the County.
5. Approximately 717,474 acres have been designated as agricultural land of long-term commercial significance. Of those, approximately 23,000 acres have been designated as Agricultural Lands of Primary Significance. *Id.*

6. In 2002, the U.S. Department of Agriculture National Agricultural Statistics Service Census of Agriculture reported that there were 890 farms and 700,560 acres in agricultural production in Walla Walla County. *Id.*
7. In 2002, the value of agricultural production in the County was \$339,093,000, ranking the County at fifth among all counties in the State. *Id.*
8. Risk of conversion of farmland to other uses could increase, if Critical Area regulations make agricultural production cost prohibitive.
9. The overall likelihood of completing a successful program in the County is high. Farmers have routinely cooperated with voluntary programs such as those offered through the Walla Walla County Conservation District.
10. Unique local programs such as the Walla Walla Watershed Management Partnership, the Walla Walla Basin Watershed Council (in Oregon), and the Snake River Salmon Recovery Board provide a strong base of existing watershed programs to provide input into a program established under the Voluntary Stewardship Program.
11. As noted in the Walla Walla Comprehensive Plan, "the future of the County's economy will continue to be inextricably tied to the fortunes of the agricultural sector." *Id.* at 6-26.
12. Because agriculture is equally important to all areas of the County, it is appropriate that all watersheds within the County participate in the Voluntary Stewardship Program.
13. The Conservation District has provided a proposal for services to support Walla Walla County in achieving its requirements for implementing the Voluntary Stewardship Program.

NOW THEREFORE,

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, Walla Walla County does hereby initiate participation in the State's Voluntary Stewardship Program (VSP) as provided in RCW 36.70A.710.

All watersheds in Walla Walla County, which are all watersheds within those portions of WRIAs 32 and 33 that are located in Walla Walla County, including but not limited to the Walla Walla River and its tributaries, the Columbia River and its tributaries and the Snake River and its tributaries, shall participate in the Voluntary Stewardship Program.

Walla Walla County designates the Walla Walla County Conservation District as the entity responsible for administering VSP funds, coordinating the VSP Watershed Group, developing a work plan that provides protection of critical areas of the County while maintaining the viability of agriculture, and submitting a completed VSP Work Plan to the director of the State Conservation Commission for approval, as fully described in its proposal for services submitted to the County.

Passed this 25th day of January, 2016 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

11:30 **COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business
to come before the Board

12:00 **Recess**

1:30 **COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business
to come before the Board

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.