

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, NOVEMBER 20, 2017**

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**9:30**

**COUNTY COMMISSIONERS**

**Chairman Duncan**

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) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) 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.*

- e) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- f) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' proceedings for November 13 and 14, 2017
  - 2) Resolution \_\_\_\_\_ - Approving out of state travel for Fairgrounds Manager Bill Ogg
  - 3) Resolution \_\_\_\_\_ - Approving out of state travel for Walla Walla County Sheriff's Office Employee
  - 4) Vouchers/warrants/electronic payments as follows: 4191889 in the amount of \$23,846.48 (draw taxes)
  - 5) Payroll action and other forms requiring Board approval
- g) **Action Agenda Items:**
  - 1) Proposal 2017 11-20 Econ Dev Port Approval to release funds to the City of Waitsburg from the Port of Walla Walla's portion of the Economic Development Sales Tax Funds for the Main Street Bridge Project

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
OUT OF STATE TRAVEL FOR  
FAIRGROUNDS MANAGER BILL  
OGG



RESOLUTION NO.

**WHEREAS**, Bill Ogg, Fairgrounds Manager, is requesting approval for out of state travel to Las Vegas, NV to attend the International Association of Fairs and Expositions Convention and Trade Show, November 26 - 30, 2017; and

**WHEREAS**, Mr. Ogg has advised that no County funds will be used for associated travel costs; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that out of state travel as outlined above be approved.

**BE IT FURTHER RESOLVED** that additional time required to travel to and from said event, if necessary, is also approved.

*Passed this 20<sup>th</sup> day of November, 2017 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 L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
FOR OUT OF STATE TRAVEL FOR  
WALLA WALLA COUNTY  
SHERIFF'S OFFICE EMPLOYEE



RESOLUTION NO.

**WHEREAS**, the Walla Walla County Sheriff's Office has requested approval for out of state travel for Deputy Allan Thonney to travel to Portland, Oregon to attend the National Association of School Resource Office Basic Training Conference, November 27 – December 1, 2017; and

**WHEREAS**, said training will benefit the citizens of Walla Walla County as it assists Deputy Thonney by improving his skills as a School Resource Officer for the Walla Walla County Sheriff's Office; and

**WHEREAS**, the registration costs associated with this travel will be paid by the Walla Walla School District, a portion of the lodging will be paid by the City of College Place Police Department and the remainder of travel costs will be paid by the Walla Walla County Sheriff's Office; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that out of state travel as outlined above be approved.

**BE IT FURTHER RESOLVED** that additional time required to travel to and from said training, if necessary, is also approved.

Passed this 20<sup>th</sup> day of November, 2017 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 L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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



# MEMO

**Date:** 11-20-17

**Proposal ID.** 2017 11-20 ECON DEV – PORT

**To:** BOCC

**From:** Diane Harris, Administrative Assistant, Board of County Commissioners

**Intent** – Approval of payment to City of Waitsburg (Port of Walla Walla 9/10<sup>th</sup>s Funds)

**Topic** – Approval of release of Port of Walla Walla Economic Development Sales Tax Fund monies to the City of Waitsburg

## Summary

March 23, 2017 the City of Waitsburg requested and applied for \$100,000 in grant funds from the Port's portion of the Walla Walla County Economic Development Sales Tax Funds for a project identified as Main Street Bridge Replacement Project. By Proposal 2017 04-10 Econ Dev-Port, the County (Board of County Commissioners) approved the Port of Walla Walla's request during an open, public session of the board.

July 27, 2017 the City of Waitsburg requested an amendment to their original request of \$100,000 for an additional \$50,000 in order to cover the cost overruns as a result of a significant change order resulting from unforeseen bridge abatements. During the Port of Walla Walla regularly scheduled July 27, 2017 meeting the Port of Walla Walla approved the amended request for funds. By Proposal 2017 08-14 Econ Dev-Port, the County (Board of County Commissioners) approved the Port of Walla Walla's request during an open, public session of the board.

November 7, 2017, Pat Reay, Port of Walla Walla Executive Director, requested the payment of the grant funds from the Economic Development Sales Tax Fund monies. The Port of Walla Walla is requesting the concurrence of the County, and at such time a warrant will be vouchered for payment to the City of Waitsburg for the following:

Port of Walla Walla – 9/10ths funds - \$150,000.00

## Cost

see above

## Funding

9/10ths Funds (Port of Walla Walla portion)

## Alternatives Considered

N/A

**Acquisition Method**

N/A

**Security**

N/A

**Access**

**Risk**

**Benefits**

**Conclusion/Recommendation**

Approve payment to City of Waitsburg in the amount of \$150,000 from the Port of Walla Walla 9/10ths Economic Development Funds.

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Submitted By

Diane Harris, Commissioners 11/14/17

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Disposition

Approved

Name      Department      Date

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Approved with modifications

Needs follow up information

Signature

Denied

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BOCC Chairman

Date

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**Additional Requirements to Proposal**

Modification

Follow Up

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Phone (509) 525-3100 • FAX (509) 525-3101 • [www.portwallawalla.com](http://www.portwallawalla.com) • [www.wallawallaairport.com](http://www.wallawallaairport.com)

November 7, 2017

James (Jim) L. Duncan, Commission Chair  
James (Jim) K. Johnson, Commissioner  
Todd L. Kimball, Commissioner  
Walla Walla County  
P.O. Box 1506  
Walla Walla, WA 99362

**RE: Economic Development Sales Tax Fund (EDSTF) Reimbursement Request from the Port of Walla Walla's portion of the EDSTF for the City of Waitsburg for their Main Street Bridge Replacement Project.**

Dear Walla Walla County Commissioners:

The Port of Walla Walla hereby submits this reimbursement request for \$150,000 from the Port's portion of the EDSTF for the City of Waitsburg's Main Street Bridge Reconstruction Project. The City of Waitsburg was awarded a \$150,000 grant for public infrastructure improvements on bridge replacement project by the Port Commission. **Note:** The grant awards were made by the Port Commission on March 20, 2017 for \$100,000 and an amended award for an addition \$50,000 on July 26, 2017. A total of \$150,000 grant was approved by the Port Commission for the Waitsburg Main Street Bridge Replacement Project.

If the County Commissioners concur with our finding to proceed with the City of Waitsburg's reimbursement request, please authorize the Walla Walla County Treasurer to proceed and to either contact Mr. Randy Hinchliffe, City Administrator at the City of Waitsburg at (509) 337-6371 or to mail a check to City of Waitsburg, P.O. Box 35, Waitsburg, WA 99361-0035 to complete the transaction.

If you have any questions, please call.

Sincerely,

Patrick H. Reay  
Executive Director

cc: Port Commissioners  
Mr. Randy Hinchliffe, City Administrator, City of Waitsburg  
File

Peter Swant, Commissioner  
Ronald W. Dunning, Commissioner  
Michael Fredrickson, Commissioner



# CITY OF WAITSBURG

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P.O. Box 35 147 Main Street  
Waitsburg, Washington 99361-0035  
(509) 337-6371 Fax (509) 337-8089

October 31, 2017

Port of Walla Walla  
Attn: Pat Reay; Executive Director  
310 A Street  
Walla Walla, WA 99362

RE: Funding Request

Director Reay:

The Waitsburg Main Street Replacement project will be coming to a close in the near future. As you are aware, the City of Waitsburg was awarded a Capital Budget Grant from the Washington State Department of Commerce for the majority of the project funding. We were also awarded an 9/10 sales tax grant in the amount of \$150,000 from the Port of Walla Walla related to this project.

In an effort to book our Sales Tax Grant funds prior to the end of the year, I would like to request that the Port of Walla Walla release the \$150,000 to the City of Waitsburg for the remaining project expenses.

If you have any questions regarding the disbursement or the project itself, please feel free to contact me during normal business hours.

Sincerely,

Randy Hinchliffe  
City Administrator

*"ONE OF A KIND"*

- g) Action Agenda Items (continued):**
  - 2) Proposal 2017 11-20 TSD  
Bid award for 310 W Poplar Street  
Door Access and Camera Project
  - 3) Proposal 2017 11-~~13~~ 20 WSU  
Approval of copier bid award  
for WSU Extension Office  
(continued from 11-13-17)
  
- h) Miscellaneous business to come  
before the Board**
  
- i) Review reports and correspondence;  
hear committee and meeting reports**
  
- j) Review of constituent concerns/possible  
updates re: past concerns**



10:00

DEPARTMENT OF COMMUNITY HEALTH

Meghan DeBolt

a) **Consent Agenda Items:**

- 1) Proposal 2017 11-20 DCH  
Approval of recommendations by  
the Human Services Advisory  
Board to fund various grants  
through the Coordinated Homeless  
Housing Funding

b) Department update and miscellaneous



# MEMO

Date: November 20, 2017

Proposal ID: DCH 2017 11-20 DCH

To: Board of County Commissioners (BOCC)

From: Meghan DeBolt  
Director, Community Health

Intent – Obtain BOCC approval to recommend funding and award contracts for services under the Coordinated Homeless Housing Funds – Affordable Housing (2060) and Homeless Housing (2163)

Topic – Affordable and Homeless Housing Funding Recommendations 2018

## Summary

Community Health issued an RFP on September 24, 2017 for total funding of \$195,000.00, allocated as \$45,000 for Affordable Housing (2060) and \$145,000 for Homeless Housing from the Walla Walla County Local Document Recording Fees. The RFP was closed on October 19, 2017. Nine (9) proposals were submitted for a total request of funding of \$429,242.00. The fund definitions and scope of allowable funding are defined by "Request for Proposal Narrative" and RCW 36.22.179, RCW 36.22.1791 for Homeless Housing and RCW 36.22.178 for Homeless Housing. The Purpose of these funds is to "end homelessness and provide affordable housing to low income households in Walla Walla County.

The proposals were reviewed and scored by a committee consisting of individuals experienced in areas of homelessness, finance, provision of homeless and affordable housing services and services to low income households Walla Walla County. Objective criteria were scored with a numerical rating and final rankings and recommendations were made combining the numerical ranking along with priorities for funding and determination of community impact at a meeting of the Human Services Advisory Board on November 13, 2017.

## 2017 CHHF Review and Scoring Committee:

Annette Bovent, Formerly Homeless  
Crystal Chi, Blue Mountain Heart to Heart  
Mario Delgado, Baker Boyer Bank  
Mary Elia-Hopkins, WorkSource Walla Walla  
Christy Krutulis, Walla Walla Public Schools

Detailed review and recommendations were reviewed with the Human Services Advisory Board (HSAB) at The HSAB voted to support the recommendations of the Review and Scoring Committee for Homeless and Affordable Housing.

**Cost**

\$195,000 over the period of January 1, 2018 – December 31, 2018.

**Funding**

Funds are currently budgeted and allocated for contract services for the 2018 fiscal year ending December 2018.

**Alternatives Considered**

1. Recommend funding for 2018 Affordable and Homeless Housing services based on the work of the Coordinated Homeless Housing Review and Scoring Committees, summary attached as:
  - a. “2017 Coordinated Homeless Housing RFP Recommendations for Funding”
2. Recommend funding for 2018 Affordable and Homeless Housing Services with modification to the “2018 Recommendations for Funding”.

**Acquisition Method**

Formal Service Agreements will be issued to each entity per County with performance-based measures defined for each contract.

**Security**

N/A

**Access**

N/A

**Risk**

N/A

**Benefits**

The benefits of funding of the proposals will result in expansion of mental health and developmental disabilities services to individuals in Walla Walla County who are in need of, or will benefit from the delivery of mental health and/or developmental disabilities services.

**Conclusion/Recommendation**

Recommend the Walla Walla County Board of County Commissioners approve the recommendations for funding as outlined by the 2017 Coordinated Homeless Housing Review and Scoring Committees.

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Submitted By

Disposition

Approved

Meghan DeBolt / Community Health /  
11/20/2017

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Approved with modifications

Needs follow up information

Name            Department            Date

Denied

Debbie Dumont/Community  
Health/11/20/2017

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BOCC Chairman

Date

Name            Department            Date

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Additional Requirements to Proposal

Modification

Follow Up

**Walla Walla County Department of Human Services  
Coordinated Homeless Housing Funding (CHHF)  
2018 Recommendations for Funding to the Board of County Commissioners  
November 20, 2017**

RFP was issued on September 24, 2017 for total funding of \$145,000 from two fund sources and was closed on October 19, 2017. 9 proposals were submitted for total requests of \$429,242.00. The fund definitions and scope of allowable funding are outlined on the attached "Request for Proposal Narrative". The proposals were reviewed and scored by a committee consisting of individuals experienced in areas of housing and working with individuals living in poverty. Objective criteria were scored with a numerical rating and final rankings and recommendations were made combining the numerical ranking along with priorities for funding and determination of community impact.

2017 CHHF Review and Scoring Committee:

Annette Bovent, Formerly Homeless  
Crystal Chi, Blue Mountain Heart to Heart  
Mario Delgado, Baker Boyer Bank  
Mary Elia-Hopkins, WorkSource Walla Walla  
Christy Krutulis, Walla Walla Public Schools

The Human Services Advisory Board, at their meeting of November 13, 2017, was presented with detailed review and formally approved the acceptance of the funding recommendations of the CHHF Review and Scoring Committee as outlined below:

**Affordable Housing Fund – 2060**

**\$45,000 available**

<b>Applicant/Project</b>	<b>Requested Funds</b>	<b>Award Recommendation</b>
BMAC - Lincoln Terrace Permanent Supportive Housing Case Management/Youth Services	\$20,000	\$12,000*
Catholic Charities of Spokane/Walla Walla Teen Shelter	\$12,155	\$10,000
Comprehensive Healthcare Transitional Housing for Severely Mentally Ill/Tausick	\$11,500	\$10,000
Comprehensive Healthcare Permanent Supportive Housing for Severely Mentally Ill/Chestnut & Alder	\$15,719	\$13,000
Comprehensive Healthcare Permanent Supportive Housing for Severely Mentally Ill/College Place Duplex	\$31,000	\$0

**Homeless Housing Fund – 2163, 1335, 2150**

**\$150,000 available**

<b>Applicant/Project</b>	<b>Requested Funds</b>	<b>Award Recommendation</b>
BMAC - Lincoln Terrace Permanent Supportive Housing Case Management/Youth Services	\$20,000	\$ 6,000*
BMAC – Pathways Home (Coordinated Entry)	\$82,400	\$79,000
Joe's Place #1 Permanent Supportive Housing for Sex Offenders	\$50,000	\$ 5,000
STAR Project – Housing Support Services for Felony Reentry Offenders	\$81,468	\$60,000

\*BMAC Lincoln Terrace PSH Case Management is being funded by two grant sources. 2060 - \$12,000 and 2163-\$6,000 for a total of \$18,000.00.

\*\*One project was submitted from Blue Mountain Action Council for the Homeless Sleeping Site Maintenance and Operations. This project does not fall within allowable funding parameters for activities to reduce or prevent homelessness through the provision of housing and/or services through either of the two funding sources as defined by RCW 36.22.179, RCW 36.22.1791 and RCW 36.22.178. Due to ineligibility, this project was not funded.

10:15

**COUNTY COMMISSIONERS acting as the MILL CREEK  
FLOOD CONTROL ZONE SUPERVISORS**

- a) **Public Hearing:**
  - 1) To consider the 2018 assessment  
for the Mill Creek Flood Control  
Zone District
  
- b) **Action Agenda Item:**
  - 1) Resolution \_\_\_\_\_ - 2018  
assessment for the Mill Creek  
Flood Control Zone District

10:20

**PUBLIC WORKS DEPARTMENT**

**Randy Glaeser**

- a) Department update and miscellaneous

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF THE 2018  
ASSESSMENT FOR THE MILL  
CREEK FLOOD CONTROL ZONE  
DISTRICT**



**RESOLUTION NO.**

**WHEREAS**, the 2018 preliminary Mill Creek Flood Control Zone District Budget, as submitted, included the sum of \$150,000 to be raised by Assessment within the District; and

**WHEREAS**, following proper advertising, a public hearing was held concerning said Budget and Assessment; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners, acting as the Supervisors of the Mill Creek Flood Control Zone District, that the County Treasurer be and is hereby instructed, in accordance with R.C.W. 86.09.409, to make an assessment against all properties within the Mill Creek Flood Control Zone District boundary, based on their assessed valuations, and with all properties considered to be equally benefited, to raise the sum of \$150,000 for 2018.

*Passed this 20<sup>th</sup> day of **November, 2017** 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 L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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



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

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To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 16 November 2017

Re: Director's Report for the Week of 13 November 2017

**Board Action: 20 November 2017**

**Hearings:**

**In the Matter of the 2018 Assessment for the Mill Creek Flood Control Zone District**

**Resolutions:**

**In the Matter of Adopting the 2018 Assessment for the Mill Creek Flood Control Zone District**

**ENGINEERING:**

- Mill Creek FH: In condemnation.
- Blue Creek Bridge: On hold waiting for Mill Creek ROW completion.
- Pflugrad Bridge: Acquiring ROW. Working on environmental permits.
- Mill Creek Road MP 1.1 to MP 3.96: Sent out project updates.
- City of Prescott Stormwater: Survey completed.
- Mud Creek: In design. Area flown with UAV.
- Whitman Drive W.: Targets set for UAV flight.
- Stormwater: Working on Havstad design.
- Middle Waitsburg Road: Road MP 6.1 to MP 7.92 will receive \$1,142,000 in Safety (HSIP) funding.

**MAINTENANCE/FLEET MANAGEMENT:**

- Crews conducting routine maintenance.

**ADMINISTRATION:**

- Conducted Annual Thanksgiving Townhall and Potluck.

**10:30**

**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))

10:45

**HUMAN RESOURCES/RISK MANAGER**

**Shelly Peters**

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
  - 1) Possible discussion/decision re: any pending claims against the County
- c) **Action Agenda Items:**
  - 1) Execute Memorandum of Understanding Between Walla Walla County and the Walla Walla Commissioned Deputies Association (Insurance plan name change)
- 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))

**11:00 COUNTY COMMISSIONERS**

- a) Executive sessions re: personnel  
(pursuant to RCW 42.30.110(g)), to  
review performance of a public employee  
as part of an employee personnel evaluation
- b) Miscellaneous or unfinished business  
to come before the Board

**12:00 RECESS**

**2:00 COUNTY COMMISSIONERS**

- a) County elected officials and department  
heads to meet with 16<sup>th</sup> District legislators  
to present and discuss County government  
related items of mutual interest and the  
upcoming Legislative session
- b) Miscellaneous or unfinished business  
to come before the Board

Page 4  
November 20, 2017

**- 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.*