

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, OCTOBER 16, 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 October 9 and 10, 2017
  - 2) Resolution \_\_\_\_\_ - Approval of a contract with Washington State Military Department for Homeland Security funding (E18-077)
  - 3) Resolution \_\_\_\_\_ - Approving a Joinder Agreement for participation by the County Department of Corrections in the Walla Walla Emergency Services Communications System (WESCOM)
  - 4) Vouchers/warrants/electronic payments as follows: 4190867 in the amount of \$24,449.98 (draw taxes)
  - 5) Payroll action and other forms requiring Board approval
- g) Miscellaneous business to come before the Board
- h) Review reports and correspondence; hear committee and meeting reports
- i) Review of constituent concerns/possible updates re: past concerns

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

IN THE MATTER OF APPROVAL OF  
A CONTRACT WITH WASHINGTON  
STATE MILITARY DEPARTMENT  
FOR HOMELAND SECURITY  
FUNDING (E18-077)



RESOLUTION NO.

**WHEREAS**, the U.S. Department of Homeland Security and the Washington State Military Department Emergency Management Division have offered to provide funding to Walla Walla County Emergency Management Department in the amount of \$34,485; and

**WHEREAS**, the funding is pass-through dollars FFY17 for the county's emergency management program; and

**WHEREAS**, the reimbursement contract is authorized to be used for salaries and goods and services; and

**WHEREAS**, Liz Jessee, Walla Walla County Emergency Management Director, is authorized to sign contracts with said entities, and Liz Jessee and Patrick Purcell are authorized to request reimbursements from these entities, on behalf of Walla Walla County; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said contract and reimbursement authority be approved.

*Passed this 16th day of October, 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*



Emergency Management  
Walla Walla County

## Walla Walla County

### Emergency Management Department

27 N. 2<sup>nd</sup> Avenue  
Walla Walla, Washington 99362  
Phone: (509) 524-2900 • Fax: (509) 524-2910  
www.wwemd.info

**LIZ JESSEE**

Director

**PATRICK PURCELL**

Coordinator

## Memo

**To:** Board of Walla Walla County Commissioners  
**From:** Liz Jessee  
**Date:** October 5, 2017  
**Re:** Emergency Management Performance Grant Funding

I am requesting your authorization to sign a contract with Washington State Military Department Emergency Management Division to receive Federal Fiscal Year 2017 Emergency Management Performance Grant (EMPG) funds totaling \$34,485.

These funds come from the U.S. Department of Homeland Security through the State Emergency Management Division for the County to support and enhance the local emergency management program as described in the grant contract work plan. Funds are used for Rent for Space and Salaries & Benefits.

This is a reimbursement grant which we receive annually.

Sincerely,

/s/

LIZ JESSEE

Director, Emergency Management

**Washington State Military Department  
EMERGENCY MANAGEMENT PERFORMANCE GRANT AGREEMENT FACE SHEET**

1. Subrecipient Name and Address: <b>Walla Walla County Emergency Management 27 N 2nd Avenue Walla Walla, WA 99362-1801</b>		2. Grant Agreement Amount: <b>\$34,485</b>		3. Grant Agreement Number: <b>E18-077</b>							
4. Subrecipient Contact, phone/email: <b>Liz Jessee, (509) 524-2902 ljesssee@co.walla-walla.wa.us</b>		5. Grant Agreement Start Date: <b>June 1, 2017</b>		6. Grant Agreement End Date: <b>August 31, 2018</b>							
7. Department Contact, phone/email: <b>Michael Alston, (253) 512-7083 Michael.alston@mil.wa.gov</b>		8. Data Universal Numbering System (DUNS): <b>144413135</b>		9. UBI # (state revenue): <b>619-398-386</b>							
10. Funding Authority: <b>Washington State Military Department (the "DEPARTMENT") and the U.S. Department of Homeland Security (DHS)</b>											
11. Federal Funding Identification #: <b>EMS-2017-EP-00004-S01</b>		12. Federal Award Date: <b>08/24/2017</b>		13. Catalog of Federal Domestic Assistance (CFDA) # & Title: <b>97.042 (17EMPG)</b>							
14. Total Federal Amount #: <b>\$7,306,624</b>		15. Program Index # & OBJ/SUB-OBJ: <b>773PT NZ</b>		16. TIN: <b>N/A</b>							
17. Service Districts: (BY LEGISLATIVE DISTRICT): <b>5th</b> (BY CONGRESSIONAL DISTRICT): <b>16th</b>		18. Service Area by County(ies): <b>Walla Walla</b>		19. Women/Minority-Owned, State Certified?: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> NO <input type="checkbox"/> YES, OMWBE # _____							
20. Agreement Classification <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Research/Development <input type="checkbox"/> A/E <input type="checkbox"/> Other _____			21. Contract Type (check all that apply): <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency								
22. Subrecipient Selection Process: <input checked="" type="checkbox"/> "To all who apply & qualify" <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E RCW <input type="checkbox"/> N/A <input type="checkbox"/> Filed w/OFM? <input type="checkbox"/> Advertised? <input type="checkbox"/> YES <input type="checkbox"/> NO			23. Subrecipient Type (check all that apply) <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Non-Profit <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> OTHER								
24. PURPOSE & DESCRIPTION: <b>The purpose of the Fiscal Year (FY) 2017 Emergency Management Performance Grant (17EMPG) is to provide U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) Federal award funds to local jurisdictions and tribes with emergency management programs to assist in preparing for all hazards through sustainment and enhancement of those programs as described in the Work Plan.</b> <b>The Department is the Recipient and Pass-through Entity of the 17EMPG Award EMS-2017-EP-00004-S01, which is incorporated in and attached hereto as Attachment #1, and has made a subaward of Federal award funds to the Subrecipient pursuant to this Agreement. The Subrecipient is accountable to the Department for use of Federal award funds provided under this Agreement and the associated matching funds.</b>											
IN WITNESS WHEREOF, the Department and Subrecipient acknowledge and accept the terms of this Agreement, including all referenced Exhibits and Attachments which are hereby incorporated in and made a part hereof, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Exhibit A); General Terms and Conditions (Exhibit B); Work Plan (Exhibit C); Timeline (Exhibit D); Budget (Exhibit E); and all other documents, exhibits and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.											
In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: <table border="0"> <tr> <td>1. <b>Applicable Federal and State Statutes and Regulations</b></td> <td>4. <b>Special Terms and Conditions</b></td> </tr> <tr> <td>2. <b>DHS/FEMA Award and program documents</b></td> <td>5. <b>General Terms and Conditions, and,</b></td> </tr> <tr> <td>3. <b>Work Plan</b></td> <td>6. <b>Other provisions of the Agreement incorporated by reference</b></td> </tr> </table>						1. <b>Applicable Federal and State Statutes and Regulations</b>	4. <b>Special Terms and Conditions</b>	2. <b>DHS/FEMA Award and program documents</b>	5. <b>General Terms and Conditions, and,</b>	3. <b>Work Plan</b>	6. <b>Other provisions of the Agreement incorporated by reference</b>
1. <b>Applicable Federal and State Statutes and Regulations</b>	4. <b>Special Terms and Conditions</b>										
2. <b>DHS/FEMA Award and program documents</b>	5. <b>General Terms and Conditions, and,</b>										
3. <b>Work Plan</b>	6. <b>Other provisions of the Agreement incorporated by reference</b>										
WHEREAS, the parties hereto have executed this Agreement on the day and year last specified below.											
FOR THE DEPARTMENT:			FOR THE SUBRECIPIENT:								
Signature _____		Date _____		Signature _____							
Dan Swisher, Chief Financial Officer				Liz Jessee, Director							
Washington State Military Department				Walla Walla County Emergency Management							
BOILERPLATE APPROVED AS TO FORM: (Signature on file 9/12/2017)			APPROVED AS TO FORM (if applicable):								
Brian E. Buchholz, Sr. Assistant Attorney General			Applicant's Legal Review _____		Date _____						

Form 05/12/2015

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

**IN THE MATTER OF APPROVING  
A JOINDER AGREEMENT FOR  
PARTICIPATION BY THE  
COUNTY DEPARTMENT OF  
CORRECTIONS IN THE WALLA  
WALLA EMERGENCY SERVICES  
COMMUNICATIONS SYSTEM  
(WESCOM)**



**RESOLUTION NO.**

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

**WHEREAS**, Walla Walla Emergency Services Communications (hereinafter referred to as "WESCOM") provides basic dispatch services to a variety of public safety governmental agencies within Walla Walla County; and

**WHEREAS**, the Walla Walla County Department of Corrections has an established need for basic communications services to monitor adult and juvenile prisoner transports and emergency after hours warrant handling procedures in order to comply with the requirements established by the Washington State Patrol ACCESS System, and Michael Bates, Corrections Department Director, has reviewed the request for these services in meetings with the Board of County Commissioners; and

**WHEREAS**, a WALLA WALLA COUNTY DEPARTMENT OF CORRECTIONS JOINDER AGREEMENT FOR PARTICIPATION IN THE WALLA WALLA EMERGENCY SERVICES COMMUNICATIONS SYSTEM (WESCOM) has been offered to the County and reviewed by the County Prosecuting Attorney; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said agreement, and that the Chair of the Board shall sign same in the name of the Board.

*Passed this 16th day of October, 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 DEPARTMENT OF CORRECTIONS JOINDER AGREEMENT FOR  
PARTICIPATION IN THE WALLA WALLA EMERGENCY SERVICES COMMUNICATIONS  
SYSTEM (WESCOM)

WHEREAS, Walla Walla Emergency Services Communications (hereinafter referred to as "WESCOM") provides basic dispatch services to a variety of public safety governmental agencies within Walla Walla County; and

WHEREAS, the Walla Walla County Department of Corrections, which provides correctional services to both adult and juvenile clients within Walla Walla County as an independent county agency; and

WHEREAS, said Walla Walla County Department of Corrections has an established need for basic communications services to monitor adult and juvenile prisoner transports and emergency after hours warrant handling procedures in order to comply with the requirements established by the Washington State Patrol ACCESS System; and

WHEREAS, in accordance with the procedures set forth in Section III of the WESCOM Interlocal Cooperation Agreement executed in 2016 and Section XII of the WESCOM Bylaws, the Emergency Management and Communications Advisory Board (EMCAB) voted on August 10, 2017 to recommend acceptance of the Walla Walla County Department of Corrections into the WESCOM system; and the WESCOM Executive Board also concurred with this recommendation on August 10, 2017; and

WHEREAS, the Walla Walla County Department of Corrections has agreed to all the terms and conditions as specified within the 2016 WESCOM Interlocal Cooperation Agreement referenced above, as may be amended, and has agreed to pay its user cost allocation;

NOW, THEREFORE, it is hereby agreed that the Walla Walla County Department of Corrections is hereby admitted to participation in the WESCOM Public Safety Communications System under the same terms and conditions as specified within the referenced WESCOM Interlocal Cooperation Agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Walla Walla County:

City of Walla Walla:

\_\_\_\_\_  
Chairman, Board of County  
Commissioners on behalf of the  
Walla Walla County Department of Corrections

\_\_\_\_\_  
City Manager

Approved as to form:

\_\_\_\_\_  
County Prosecuting Attorney

\_\_\_\_\_  
Walla Walla City Attorney

9:45

DEPARTMENT OF COMMUNITY HEALTH

Meghan DeBolt

**a) Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Approving Service Agreements between Walla Walla County Department of Community Health and Asotin County Health District, Benton-Franklin Health District, Columbia County Public Health Department, and Kittitas County Public Health Department
- 2) Resolution \_\_\_\_\_ - Approving Service Agreements between Walla Walla County Department of Community Health and Kittitas County, Columbia County, Garfield County, Asotin County Health District, Benton-Franklin Health District, and Whitman County Health District (Youth Marijuana Prevention)
- 3) Resolution \_\_\_\_\_ - Adopting revised Walla Walla County Veteran's Relief Program Guidelines

**b) Department update and miscellaneous**

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

IN THE MATTER OF APPROVING  
SERVICE AGREEMENTS BETWEEN  
WALLA WALLA COUNTY  
DEPARTMENT OF COMMUNITY  
HEALTH AND ASOTIN COUNTY  
HEALTH DISTRICT, BENTON-  
FRANKLIN HEALTH DISTRICT,  
COLUMBIA COUNTY PUBLIC  
HEALTH DEPARTMENT, AND  
KITITAS COUNTY PUBLIC HEALTH  
DEPARTMENT



RESOLUTION NO.

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

**WHEREAS**, pursuant to Walla Walla County Proposal 2017 05-30 DCH-2, Meghan DeBolt, County Community Health Department Director, requested and received authorization for the department to apply to the Washington State Department of Health for short-term available funding to support local health jurisdictions in work with respective Accountable Communities of Health; and

**WHEREAS**, the Walla Walla County Community Health Department received said funding, and wishes to enter into Service Agreements with entities for services as follows: #17-72 with Asotin County Health District; #17-73 with Benton-Franklin Health District; #17-74 with Columbia County Public Health Department; and #17-76 with Kittitas County Public Health (Department); and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said Service Agreements; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said Service Agreements, and that the Chair of the Board shall sign same in the name of the Board.

*Passed this 9th day of October, 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 AGREEMENTS BETWEEN WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH AND KITTITAS COUNTY, COLUMBIA COUNTY, GARFIELD COUNTY, ASOTIN COUNTY HEALTH DISTRICT, BENTON-FRANKLIN HEALTH DISTRICT, AND WHITMAN COUNTY PUBLIC HEALTH DEPARTMENT (YOUTH MARIJUANA PREVENTION)

RESOLUTION NO.

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

**WHEREAS**, Walla Walla County Department of Community Health is the fiscal agent for Youth Marijuana Prevention and Education Funds; and

**WHEREAS**, the Walla Walla County Community Health Department wishes to enter into Service Agreements with entities to provide funded services with Kittitas County, Columbia County, Garfield County, Asotin County Health District, Benton-Franklin Health District, and Whitman County Public Health Department; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said Service Agreements; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said Service Agreements, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

*Passed this 16th day of **October, 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 ADOPTING  
REVISED WALLA WALLA COUNTY  
VETERANS' RELIEF PROGRAM  
GUIDELINES



RESOLUTION NO.

**WHEREAS**, RCW 73.08.035 mandates that the legislative authority for each county must establish a veterans' advisory board to advise the county legislative authority on the needs of local indigent veterans, the resources available to local indigent veterans, and programs that could benefit the needs of local indigent veterans and their families; and

**WHEREAS**, the Walla Walla County Board of Commissioners, the legislative authority for the county, has authorized the Department of Community Health to serve as the county department responsible for this program: and

**WHEREAS**, members of the Walla Walla County Veterans' Advisory Board have reviewed program guidelines and proposed revisions; and

**WHEREAS**, members of the Walla Walla County Veterans' Advisory Board met on September 14, 2017 and voted unanimously to request that the Board of Walla Walla County Commissioners approve the updated Veterans' Relief Program Guidelines; and

**WHEREAS**, with input from the Department of Community Health and discussion among the Board of Walla Walla County Commissioners on October 16, 2017 the Board approved revisions to the guidelines; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby adopt the revised Walla Walla County Veterans' Relief Program Guidelines

Passed this 16th day of **October, 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 DEPARTMENT OF COMMUNITY HEALTH**

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314 West Main Street • P.O. Box 1753 • Walla Walla, WA 99362  
Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 •

Main Fax: (509) 524-2678

MEMORANDUM

To: Walla Walla County Board of County Commissioners  
From: Meghan DeBolt, Director  
Date: October 16, 2017  
Subject: Revised Veterans Relief Advisory Board (VRAB) Program Guidelines

The VRAB reviews their program guidelines on an annual basis. This revision provides an update on the income requirements for eligibility of the use of Veterans Relief Funds, adjusts the definition of veteran and family consistent with RCW changes and increases the allowance for veteran burial and veteran service organization hall rental. Other changes simply reflect and change in sequencing of portions of the Guidelines for added clarity.

**RECOMMENDATION:**

The Walla Walla County Board of County Commissioners adopt and sign the revised VRAB Program Guidelines.

**Community Health: Always working for a safer and healthier Walla  
Walla County**

**10:00**

**COMMUNITY DEVELOPMENT DEPARTMENT**

**Tom Glover**

a) Department update and miscellaneous

10:15

COUNTY FAIRGROUNDS

Bill Ogg

a) Consent Agenda Items:

1) Resolution \_\_\_\_\_ - Approving  
out of state travel for Fairgrounds  
Manager Bill Ogg

b) Fairgrounds update and miscellaneous

**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 Colorado Springs, Colorado to attend the Rocky Mountain Association of Fairs Convention, November 8 – 11, 2017; and

**WHEREAS**, pursuant to County policy, an Employee Travel Authorization form has been submitted for review and consideration; 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 meeting, if necessary, is also approved.

*Passed this 16<sup>th</sup> day of October, 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 Fair and Frontier Days  
August 29 thru September 3, 2018

Bill Ogg, CFE  
General Manager



Walla Walla County Board of Commissioners  
Department Head Update  
October 16, 2017

A. Fair 2018:

1. Utilize Labor Day in Fair Schedule
2. Schedule entertainment for best facility utilization
3. Schedule entertainment to better gain repeat visits and lengthen visitor stay
4. Schedule competitive events to accommodate public attendance

B. Fair Board:

1. Earn support of above

D. Fairgrounds Planning:

1. 2018—2019 Rental Rates.
2. Increase and Expand Facility Usage

E. Sponsorships:

1. Revise Investment and ROI Schedule

10:30

**PUBLIC WORKS DEPARTMENT**

**Randy Glaeser**

**a) Consent Agenda Items:**

1) Resolution \_\_\_\_\_ - Adopting  
a Complete Streets Policy for  
Walla Walla County

**b) Department update and miscellaneous**



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

**IN THE MATTER OF ADOPTING A  
COMPLETE STREETS POLICY  
FOR WALLA WALLA COUNTY**



**RESOLUTION NO.**

**WHEREAS**, RCW 36.75 authorizes counties to perform all acts necessary and proper for the administration of county roads; and

**WHEREAS**, Walla Walla County Code Title 12 Streets Sidewalks, and Public Places was adopted to guide the management, design and construction of the county road system to achieve the goals and objectives of the County Comprehensive Plan and to comply with state and federal law; and

**WHEREAS**, the State of Washington adopted RCW 47.04.320 establishing a Complete Streets grant program to encourage local governments to adopt arterial retrofit street ordinances designed to provide safe access to all users, including bicyclists, pedestrians, motorists, and public transportation users; and

**WHEREAS**, the Washington State Transportation Improvement Board adopted a "Complete Streets Award Program" on May 20, 2016 which requires agencies to formalize a Complete Streets policy to become eligible for certain grants; and

**WHEREAS**, additional transportation funding grantors require adoption of a Complete Streets policy for consideration of funding awards; and

**WHEREAS**, the Complete Streets concept promotes streets that are safe and convenient for all users, including pedestrians, bicyclists, transit riders, and motor vehicle drivers of all ages and abilities; and

**WHEREAS**, the 2018 update to the Transportation Element of the Walla Walla County Comprehensive Plan will contain policies supporting the Complete Streets concept; now therefore,

**BE IT HEREBY RESOLVED**, by this Board of Walla Walla County Commissioners they do hereby adopt the Complete Streets Policy.

*Passed this 20<sup>th</sup> day of **March, 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*

**COUNTY OF WALLA WALLA  
STATE OF WASHINGTON  
BOARD OF COUNTY COMMISSIONERS**

Effective  
16 October 2017

<b>SUBJECT: Complete Streets Policy</b>
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1. Purpose

The policy ensures the entire public road right of way is planned, designed, and operated to provide safe access for all users, including motorists, pedestrians, bicyclists, wheelchair users, transit vehicles and riders, freight haulers, emergency responders, and residents of all ages and abilities. This policy should facilitate gradual improvement of a complete road network for all users and should promote cost-effective opportunities to implement Complete Streets practices.

This Complete Streets policy applies to all phases of all projects in the public road right of way, and to all phases of all projects incorporating the use of private roads for access to development. This policy does not apply to accesses or private roads serving solely agricultural uses.

2. Policy

Walla Walla County will plan, design, construct, operate, and maintain a context-sensitive, appropriate, integrated, and connected transportation system that meets the needs of all users of all ages and abilities. The system's design will be consistent with and supportive of local land uses, as transportation needs vary and must be balanced in a flexible, safe, and cost-effective manner. Complete Streets should enhance the context and character of the surrounding environment, including both man-made and natural elements.

Complete Streets improvements include, but are not limited to: pavement markings and signs; sidewalk and pedestrian safety improvements; Americans with Disabilities Act and Title VI compliance; transit accommodations; bicycle accommodations including appropriate signage and markings, and as appropriate, streetscapes appealing to and promoting pedestrian use.

All persons planning and designing transportation projects should consider all users and modes of travel. Transportation improvements should be viewed as opportunities to create safer, more accessible streets for all users. This applies to new construction, reconstruction and rehabilitation, unless otherwise exempted by an exception outlined in Section 3.

All persons planning and designing transportation projects should use recognized best practices for street design, construction, and operations, including the Walla Walla County Road Design Standards, the American Association of State Highway Transportation Officials (AASHTO) policies and guidelines, Institute of Transportation Engineers (ITE) policies and guidelines, and Washington State Department of Transportation Design Manual and Local Agency Guidelines. Priority should be given to projects which enhance the overall transportation system and connect to schools, parks and recreation areas, commercial areas, public transportation, employment centers, existing bicycle or pedestrian networks, or regional trails plans. Even greater priority should be given to projects completing a gap within the transportation network.

### 3. Exceptions

The County Engineer may grant exceptions to this Complete Streets policy when one or more of the following conditions apply:

- a) Non-motorized uses are prohibited by law;
- b) The cost to implement is disproportionate to the current need or probable future use;
- c) Where complete streets improvements would be contrary to public safety, inaccessible, or would not be used by the typically-benefitting user group(s);
- d) During ordinary maintenance and operational activities that do not change the roadway geometry or operations, such as road repair made pursuant to minor underground utility installation or repair, or during resurfacing, restoration and rehabilitation projects including spot repair, joint or crack sealing, chip sealing, pavement repair, or pothole filling.
- e) Approval of exceptions beyond those listed above shall be determined through written petition to the Board of Walla Walla County Commissioners.

### 4. Implementation, Performance Measures, and Funding

Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time. Complete Streets improvements should be included in Walla Walla County's long-range transportation plans.

Walla Walla County should continue to coordinate transportation projects with other transportation agencies, including the Washington State Department of Transportation, Cities of Walla Walla, Waitsburg, College Place, and Prescott, and the Walla Walla Valley Metropolitan Planning Organization. Where feasible, Walla Walla County will work with other agencies to ensure the transportation network flows seamlessly between jurisdictions in accordance with local and regional road, transit, bicycle, and pedestrian plans.

The County Engineer should evaluate Complete Streets performance measures annually, including the number and type of projects, mode shifts, miles of bicycle facilities or sidewalks constructed, public participation activities for new projects, number of ADA accommodations constructed, and number of approved exemptions from this policy.

Walla Walla County should use grant funding, whenever feasible, to leverage existing transportation funds to create safer, more accessible streets for all users.

Passed this 16<sup>th</sup> day of October, 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 HEALTH AND LEGISLATIVE BUILDING, 314 WEST MAIN  
P.O. BOX 1506 • WALLA WALLA, WASHINGTON 99362-0316 • [wwocommissioners@co.walla-walla.wa.us](mailto:wwocommissioners@co.walla-walla.wa.us)  
PHONE: (509) 524-2505 • FAX: (509) 524-2512

District No. 1  
JAMES K. JOHNSON

District No. 2  
TODD L. KIMBALL

District No. 3  
JAMES L. DUNCAN

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



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 12 October 2017

Re: Director's Report for the Week of 9 October 2017

**Board Action: 16 October 2017**

**Resolutions:**

In the Matter of Adopting a Complete Streets Policy for Walla Walla County

**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: Working on ROW documents.
- City of Prescott Stormwater: Survey completed.
- Mud Creek: In design.
- Whitman Drive W.: Scheduled to fly with UAV this month.
- Miscellaneous: Anticipate funding to upgrade/install railroad signals at Dodd Road and Port Kelly Road.

**MAINTENANCE/FLEET MANAGEMENT:**

- Crews conducting routine fall maintenance.

**ADMINISTRATION:**

- Conducted Safety Committee meeting.
- Attended Mill Creek Coalition meeting.
- Working on 2018 Business Plan.
- Initial counseling underway.

**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

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) Revised Job Description approval form – Permit Coordinator for the Community Development Department
  - 2) Revised Job Description approval form – Background Investigator for the Corrections Department
- 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))

**11:15 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.*