

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 18, 2019

9:30

COUNTY COMMISSIONERS

Chairman Kimball

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) **Public Hearing:**
 - 1) To consider adoption of the 2020 Walla Walla County property tax levies:
 - Current Expense
 - County Road
 - Emergency Medical Services
 - Veterans assistance and mental health and developmental disabilities services
- g) **Action Agenda Items:**
 - 1) Resolution _____ - 2020 General (Current Expense) tax levy for Walla Walla County
 - 2) Resolution _____ - 2020 Road Tax levy for Walla Walla County
 - 3) Resolution _____ - 2020 Emergency Medical Services District tax levy for Walla Walla County
 - 4) Resolution _____ - 2020 General tax levies for veterans' assistance and mental health and developmental disabilities services

COUNTY COMMISSIONERS (continued)

h) Consent Agenda Items:

- 1) Resolution _____ - Minutes of County Commissioners' sessions of November 12 and 13, 2019
- 2) Resolution _____ - Setting a date of public hearing to consider adoption of the 2020 County Budget
- 3) County vouchers/warrants/electronic payments as follows: 4213994 totaling \$23,001.88 (draw taxes) and special run 4213995 in the amount of \$950.97
- 4) 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 SETTING A
HEARING DATE TO CONSIDER
ADOPTION OF THE 2020 WALLA
WALLA COUNTY BUDGET

}

RESOLUTION NO. 19 267

BE IT RESOLVED by this Board of Walla Walla County Commissioners that, pursuant to RCW 84.52.070 a public hearing to consider adoption of the 2020 Walla Walla County Budget shall be set for Monday, December 2, 2019, at the hour of 9:30 a.m., or as close thereto as possible, in Commissioners' Chambers, County Public Health and Legislative Building, 314 West Main, Walla Walla.

BE IT FURTHER RESOLVED that copies of said budget shall be available from the office of the Walla Walla County Auditor or the county website.

*Passed this 18th day of **November, 2019** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

Walla Walla Fair and Frontier Days

September 2 thru 7, 2020

Bill Ogg, CFE
General Manager



Walla Walla Board of County Commissioners

Department Head Report

November 18, 2019

- A. Fairgrounds Facility Usage:
 - 1. Event Reports
 - 2. Future Events
- B. Fairgrounds Department Staffing:
- C. Fair 2020
- D. Reader Board Status
- E. Fair board

10:00

COMMUNITY DEVELOPMENT DEPARTMENT

**Lauren Prentice
Acting Director**

a) Consent Agenda Items:

- 1) Resolution _____ - Amendment
#4 to Agreement between The Watershed
Company and Walla Walla County
- 2) Resolution _____ - Signing
Agreement for On-Call Professional
Planning Services with LDC, Inc.

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF AMENDMENT #4
PROPOSAL TO AGREEMENT
BETWEEN THE WATERSHED
COMPANY AND WALLA WALLA
COUNTY

}

RESOLUTION NO. **19 270**

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

WHEREAS, pursuant to Resolution No. 19 130, Comprehensive Plan Update – Amendment #3
was approved; and

WHEREAS, Lauren Prentice, County Community Development Department Acting Director, has
advised that there is a need to amend the contract with The Watershed Company for planning work related
to the 2018 Periodic Update and Annual Amendment Cycle and, Amendment #4 Proposal has been
submitted to the County for consideration; and

WHEREAS, the work outlined in this amendment was conducted under the direction of former
Director Tom Glover; and

WHEREAS, the Amendment has been reviewed by the Prosecuting Attorney's office; now
therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do
hereby approve and shall sign said Amendment #4 Proposal between Walla Walla County and The
Watershed Company.

*Passed this 18th day of **November, 2019** by Board members as follows: Present or Participating
via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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



Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

To: Board of County Commissioners
From: Lauren Prentice, Principal Planner/Acting Director
Date Prepared: November 13, 2019
Agenda Date: November 18, 2019
RE: Contract Amendment #4 Proposal – The Watershed Company

Intent

To amend the existing contract between Walla Walla County and The Watershed Company for final work conducted on behalf of County for 2018 Periodic Update and UGA review.

Attachments

1. Amendment #4 Proposal from The Watershed Company, dated October 25, 2019

Background/Summary

In May the Board approved an amendment to the contract with The Watershed Company (TWC), which was initially signed in 2017 for the amount of \$117,687.00.

Three amendments to that original contract have been approved by the Board. The last amendment occurred in May of this year (Proposal 2019 05-05 CDD), which added to the contract \$19,795 for 'Phase 1' of the Burbank residential density review (the result of the interim ordinance). Amendment #3 covered services provided by The Watershed Company for public outreach in June, which has previously been presented to the Board.

In late July Tom Glover initiated discussion with The Watershed Company to consider the possibility of recommending to the Board a fourth contract amendment that would include the additional services performed for the Periodic Update and UGA review, plus additional work on the Burbank project.

Instead, I am only presenting an amendment to cover the additional services provided by TWC for the Periodic Update. This proposed fourth amendment, as presented in the attached document, would bring the total value of this agreement to \$224,016.00.

Policy Impact

There is no policy impact anticipated as a result of this amendment. This contract amendment would cover unanticipated costs incurred earlier this year during the final months of the 2018 Periodic Update and UGA amendment review process, which wrapped up in August 2019 (14 months later than originally expected). Most of the work by The Watershed Company (TWC) within this amendment was completed by direction of former Director, Tom Glover, this summer.

Cost

Task 7: Plan Finalization and Adoption: \$7,476.75

Additional work under Amendment #2: \$12,902.50

(College Place LCA review)

Total: \$20,379.25

Source of Funding and Related Expenditures

The 2019 CDD budget did not include any appropriation for *Professional Services – Comp Plan* (558.60.41.0006); our expenditures to-date for these services total -\$41,754.19. After adding the attached amendment, the total is expected to be -\$62,133.44, a budget amendment may be necessary to accommodate these unexpected expenses.

The 2019 CDD budget includes an appropriation for general Professional Services (558.60.41.0000) of \$50,000.00; the current balance in this account is \$31,164.62. The approximately \$19,000 paid this year from this account has been for building and fire plan reviews; these costs are covered by the balance of the still unfilled Building Official/Fire Marshal position (current balance \$45,412.64).

Due to the fact that that two CDD senior positions are currently vacant, I anticipate that there may be additional expenses for professional services prior to the end of the year, although it will depend on what project/permit applications are submitted, additional staffing decisions by the Board, and direction from the Board on priorities (e.g. long-range planning projects). I will be separately be recommending approval of a new contract for an on-call planning consultant. This consultant could assist with long-range planning projects (e.g. Comprehensive Plan amendments, development regulations or code amendments, Burbank residential density), as well as assist with current planning (permitting) if needed due to staff vacancies.

Submitted by:

Lauren Prentice, Acting Director
Community Development Department

Disposition:

_____ Approved
_____ Approved with modifications
_____ Needs follow up information
_____ Denied

BOCC Chairman

Date

October 25, 2019

Lauren Prentice
Principal Planner / Acting Director
Walla Walla County Community Development Dept.
310 W. Poplar St., Suite 200
Walla Walla, WA 99362
Email: lprentice@co.walla-walla.wa.us

Re: Amendment #4 Proposal

Dear Lauren,

The Watershed Company is providing the following proposed amendment to Exhibit A of the agreement between The Watershed Company and Walla Walla County dated October 2, 2017. Additional budget is requested to address unanticipated work connected with the update of the Comprehensive Plan.

Additional Scope of Services

Additional work included in this amendment is described below.

Task 7: Plan Finalization and Adoption

- Preparation of ordinance maps
- Preparation of zoning map
- Meeting with County staff
- Coordination with County regarding recently updated Ecology wetland guidance

Amd. #2: College Place LCA

- Additional work related to the College Place land capacity analysis as directed by the Community Development Department

Additional Fee

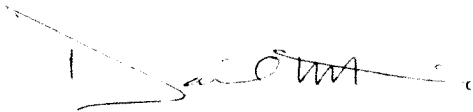
TASK/ITEM	ADDITIONAL SERVICES
Task 7: Plan Finalization and Adoption	\$7,476.75
Amd. #2: College Place LCA	\$12,902.50
Total	\$20,379.25

The proposed budget amendment will be fixed at an amount not to exceed \$20,379.25.

Agreement Summary

The original agreement between the County and The Watershed Company was for the amount of \$119,687.00. Amendment #1 was for the amount of \$44,154.75. Amendment #2 was for the amount of \$20,000.00. Amendment #3 was for the amount of \$19,795.00. If this Amendment #4 is approved, the overall value of the Agreement and Amendments would be \$224,016.00.

Respectfully submitted,



Dan Nickel
Vice President



Mark J. Daniel, AICP
Associate Planner

Approved by:

WALLA WALLA COUNTY
Board of County Commissioners

Chairman

Commissioner

Commissioner

Approved as to Form Only:

Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING AN
AGREEMENT FOR ON-CALL
PROFESSIONAL PLANNING
SERVICES WITH LDC, INC.



RESOLUTION NO. 19 271

WHEREAS, professional planning services are required for various County current and long-range planning projects, as well as project permit processing; and

WHEREAS, a contract with an on-call professional planning consultant can supplement the professional planning personnel in the Community Development Department as needed due to staff vacancies, increased workload, requirements of the Walla Walla County Code and other laws and regulations, and priorities set by the Board; and

WHEREAS, a consultant has been selected to provide On-Call Professional Planning Services through December 31, 2020 unless otherwise agreed upon by the mutual parties; and

WHEREAS, the County Prosecuting Attorney has reviewed said agreement; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners they do hereby enter into an agreement for on-call professional planning services with LDC, Inc. and the Chair of the Board shall sign the same in the name of the Board.

*Passed this 18th day of **November, 2019** by Board members as follows: Present or Participating
via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:


Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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



Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

To: Board of County Commissioners
From: Lauren Prentice, Principal Planner/Acting Director
Date Prepared: November 13, 2019
Agenda Date: November 18, 2019
RE: Proposed Contract for On-call Professional Planning Services with LDC, Inc.

Intent

Approval of a new contract between Walla Walla County and LDC, Inc. for on-call land use planning services to be provided as requested by the Community Development Department or the Board of County Commissioners.

Attachments

1. Proposed contract with attached exhibits:
 - A. Scope of Planning Services
 - B. Schedule of Standard Fees and Reimbursable Expenses, and 2019 Rate Schedule
2. RFQ response (May 2019) and Addendum (October 2019)

Background/Summary

In May we issued a Request for Qualifications and Proposal (RFQ) for professional land use planning services; we received four responses to this RFQ. Two of the responding firms were interviewed in October and we are recommending that the Board approve a contract with LDC, Inc.

Under the proposed contract, LDC would assist with long-range planning projects (e.g. Comprehensive Plan amendments, development regulations or code amendments), and assist with current planning (land use permitting and review) if needed due to staff vacancies or workload, in the same way the contract with Northwest Code Professionals provides us with building and fire plan review and inspection support. The contract would end not later than December 31, 2020, unless extended.

Policy Impact

Prior to 2017 the County had contracts for on-call professional planning services, and many large planning projects, with Bill Stalzer. More recently, we had a contract with The Watershed Company for the 2018 Periodic Update and the initial phase of the Burbank UGA residential density review, but since Bill's passing, we have not had a contract in place for an on-call planning consultant. This contract with LDC would assist the County in complying with existing County and State policies and laws. LDC would be able to supplement the expertise of the planning staff, fill in when there are staff vacancies, and provide support in the event of larger project applications or increased permit workload. Having a contract in place for on-call professional planning services will provide us with another tool; they can fill in as needed and help us provide applicants with a timely and predictable review process.

Cost

We have recommended that the initial contract would not exceed \$25,000; this could be amended later if needed based on workload, staffing, and planning priorities.

Under the recommended contract (see Attachment 1, Exhibit A), for each specific request (task), a detailed project scope of work and estimate would be prepared and approved by the CDD Director (and LDC). As noted in the contract, we anticipate a change to Schedule B (fees) in the Spring of 2020, which if acceptable to the County, would be initialed by the Chairman and made part of this agreement.

Source of Funding

The 2019 CDD budget includes an appropriation for general Professional Services (558.60.41.0000) of \$50,000.00; the current balance in this account is \$31,164.62. The \$19,000 paid this year from this account has been for building and fire plan reviews; however, those costs (which were unexpected) are covered by the balance of the still unfilled Building Official/Fire Marshal position (current balance \$45,412.64).

The 2019 CDD budget did not include any appropriation for *Professional Services – Comp Plan* (558.60.41.0006) and our expenditures for these services are expected to be -\$62,133.44 (after recommended Amendment #4) as a result of the additional work performed this year for the 2018 Periodic Update and UGA review.

Our proposed 2020 budget included the following requests.

\$50,000.00	<i>Professional Services (558.60.41.0000)</i>
\$5,000.00	<i>Professional Services – Comp Plan (558.60.41.0006)</i>

Since two CDD senior positions are vacant at this time, I anticipate that we may have additional expenses for professional services prior to the end of the year, although it will depend on what project/permit applications are submitted, staffing decisions by the Board, and direction from the Board on priorities. We have tentatively scheduled a workshop meeting for later this month to discuss possible long-range planning projects.

Submitted by:

Lauren Prentice, Acting Director
Community Development Department

Disposition:

☐ Approved
☐ Approved with modifications
☐ Needs follow up information
☐ Denied

BOCC Chairman

Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is entered into this 06 day of November 2019 by and between LDC, Inc. (hereinafter "Consultant"), a business organized under the laws of the State of Washington and the COUNTY OF WALLA WALLA, a Washington Municipal Corporation (hereinafter "County".)

The total compensation for this contract shall not exceed \$25,000, unless amended.

I. SERVICES

Consultant shall perform on-call professional planning services described in the Scope of Services attached hereto as Exhibit A ("Services"), in a manner consistent with the accepted practices for such services, performed to the County's satisfaction, within the time period prescribed by the County and pursuant to the direction of the Walla Walla Board of County Commissioners (BOCC) or its designee. Planning services include providing project team leader services for Comprehensive Plan updates; local project review, conducting research on designated topics; preparing memoranda and reports; making presentations to the Hearing Examiner, Planning Commission and Board of County Commissioners; and coordinating efforts with the offices of the Board of County Commissioners, the Prosecuting Attorney, and the Walla Walla County Community Development Department, as necessary.

II. PAYMENT

- A. County shall pay Consultant for services rendered under this Agreement as provided hereinafter. Such payment shall be full compensation for services rendered and for all labor, materials, expenses, equipment, and incidentals necessary to complete the services. All compensation shall be figured on the following basis: Compensation for services and expenses shall be figured using the hourly rates in the "Schedule of Standard Fees and Reimbursable Expenses" attached hereto as Exhibit B ("Fees and Expenses") unless agreed otherwise by the County and Consultant. The Parties anticipate a change to Schedule B in the Spring of 2020, which, if acceptable to the County, will be initiated by the Chairman of the Board and made part of this Agreement.
- B. Consultant shall maintain time and expense records and provide monthly invoices in a format acceptable to the County for work performed and expenses incurred to the date of the invoice.
- C. All invoices shall be paid by the County within thirty (30) days of receipt of a proper invoice when submitted in accord with the County's regular payment cycle.
- D. Consultant shall keep cost records and accounts pertaining to this Agreement available for inspection by a County representative for three (3) years after final payment. Copies shall be made available on request.
- E. If the Services do not meet the requirements of the Agreement, the County shall so notify the Consultant of the same within fifteen (15) days from the date of receipt of an invoice and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion of the invoice.

III. DISCRIMINATION AND COMPLIANCE WITH LAWS

Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, age, disability, or other circumstances prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.

Consultant shall comply with and perform the Services in compliance with all federal, state and local laws and ordinances, as now existing or hereafter adopted or amended.

Violation of this Paragraph III shall be a material breach of this Agreement and may result in ineligibility for further work for the County.

IV. TERM AND TERMINATION OF AGREEMENT

This Agreement shall commence on the effective date of this Agreement and shall remain in effect until completion of the Services and final payment, but in any event, no later than December 31, 2020 unless extended in writing by mutual agreement of both parties.

This Agreement may be terminated with five days written notice by either Party with or without cause, in which event all finished or unfinished documents, reports, or other material or work of Consultant pursuant to this Agreement shall be submitted to the County, and Consultant shall be entitled to just and equitable compensation at the rate set forth in Paragraph II for work completed prior to the date of termination.

V. OWNERSHIP OF WORK PRODUCT

All data, materials, reports, memoranda and other documents developed under this Agreement whether finished or not shall become the property of the County, shall be forwarded to the County at its request and may be used by the County as it sees fit.

VI. GENERAL ADMINISTRATION AND MANAGEMENT

The BOCC, or its designee, shall be the County's representative and shall oversee and approve all Services to be performed, coordinate all communications, and review and approve all invoices under this Agreement.

VII. HOLD HARMLESS

Consultant shall protect, indemnify and save harmless the County, its officers, elected officials, agents, volunteers and employees from any and all costs, claims, judgments or awards of damages arising out of or in any way resulting from the sole negligent acts of Consultant, its officers, employees or agents in performing this Agreement.

County shall protect, defend, indemnify and save harmless Consultant, its officers, employees and agents from any and all costs, claims, judgments or awards of damages arising out of or in any way resulting from the sole negligent acts of the County, its officers, employees or agents in performing this Agreement.

The provisions of this Section shall survive the expiration or termination of this Agreement.

VIII. INSURANCE

- A. The County shall be named as additional insured on all such insurance policies, with the exception of workers' compensation coverage. The County, its departments, elected and appointed officials, employees, agents and volunteers shall be named as additional insureds on Consultant's and Consultant's subcontractors' insurance policies by way of endorsement for the full available limits of insurance maintained by Consultant and subcontractor. Such coverage shall be primary and non-contributory. A statement of additional insured status on a Certificate of Insurance shall not satisfy these requirements.
- B. Consultant shall obtain insurance of the types described below:
 - 1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles.
 - 2. Commercial General Liability insurance shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury.
 - 3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- C. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
 - 1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 - 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
- D. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:
 - 1. The County will not waive its right to subrogation against the Consultant. The Consultant's insurance shall be endorsed acknowledging that the County will not waive their right to subrogation. The Consultant's insurance shall be endorsed to waive the right of subrogation against the County, or any self-insurance, or insurance pool coverage maintained by the County.
 - 2. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the County.
 - 3. If any coverage is written on a "claims made basis", then a minimum of a three (3) year extended reporting period shall be included with the claims made policy, and proof of this extended reporting period provided to the County.
- E. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
- F. Consultant shall furnish the County with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the services.

IX. SUBLETTING

Neither the County nor the Consultant shall assign, transfer, or encumber any rights, duties or interests accruing from this Agreement without the express prior written consent of the other Party.

X. FUTURE SUPPORT

The County makes no commitment and assumes no obligations for the support of Consultant's activities except as set forth in this Agreement.

XI. INDEPENDENT CONSULTANT

Consultant is and shall be at all times during the term of this Agreement an independent contractor and the County shall be neither liable nor obligated to pay Consultant sick leave, vacation pay, insurance, retirement or any other benefit of employment nor to pay any social security or other tax which may arise as an incident of employment. The Consultant shall pay all income and other taxes as due.

XII. NON-APPLICATION OF FUNDS

If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the County will not be obligated to make payment for Services or amounts after the end of the current fiscal periods, and this Agreement will terminate upon the completion of all remaining Services for which funds are allocated. No penalty or expense shall accrue to the County in the event this provision applies.

XIII. NOTICE

All communications, notices and demands of any kind which a Party under this Agreement requires or desires to give the other Party shall be in writing and either (i) delivered personally or (ii) deposited in the U.S. Mail, certified mail postage prepaid, return receipt requested, and sent to the Parties at the addresses listed below:

If to Consultant: LDC, Inc.
20210 142nd Ave NE
Woodinville, WA 98072

If to County: Board of County Commissioners (BOCC)
Walla Walla County
PO BOX 1506
314 W Main, Room #203
Walla Walla, WA 99362

Notice by hand delivery shall be effective upon receipt. If deposited in the U.S. Mail, notice shall be deemed delivered 48 hours after deposited. Either Party at any time by notice to the other Party may designate a different address where communications, notices or demands shall be given.

XIV. GENERAL PROVISIONS

This Agreement contains all of the agreements of the Parties with respect to any matter covered or mentioned in this Agreement. No provision of the Agreement may be amended or modified except by written agreement signed by the Parties and such amendments or modifications shall become part of this Agreement. This Agreement shall be binding upon and inure to the benefit of the Parties' successors in interest, heirs and assigns. Any provision of this Agreement which is declared invalid or illegal shall in no way affect or invalidate any other provision. In the event

either of the Parties defaults on the performance of any terms of this Agreement or either Party places the enforcement of this Agreement in the hands of an attorney, or files a lawsuit, each Party shall pay all its own attorney fees, costs and expenses. The venue for any dispute related to this Agreement shall be Walla Walla County, Washington. Failure of the County to declare any breach or default immediately upon the occurrence thereof, or delay in taking any action in connection with, shall not waive such breach or default. Time is of the essence of this Agreement and each and all of its provisions in which performance is a factor.

The Parties have executed this Agreement on the 06 day of November 2019.

CONSULTANT:

COUNTY:

LDC, Inc

COUNTY OF WALLA WALLA

By: 

By: _____

Name: FRANK LEMOS

Name: _____

Title: PRESIDENT

Title: _____

Tax ID No. 91-2184193

Exhibit A

WALLA WALLA COUNTY SCOPE OF PLANNING SERVICES

A. Planning Services

1. Provide planning services as requested by the Community Development Department or the BOCC.
2. For each specific request, a detailed project scope of work and estimate shall be prepared and approved by the Community Development Director and the Contractor.
3. Provide assistance on comprehensive plan and development regulations topics;
4. Conduct research and prepare memoranda on designated topics;
5. Prepare briefing materials for workshop meetings;
6. Prepare briefing materials for public hearings; and
7. Attend meetings and make presentations to the Hearing Examiner, County Planning Commission and BOCC as needed.

B. County Responsibilities:

1. Provide the following documents when needed to perform requested services:
 - a. Digital copies of the current versions of individual Titles of the County Code.
 - b. Digital copies of ordinances not yet incorporated into the County Code.
 - c. Digital copy of the current Comprehensive Plan, including large scale land use maps.
 - d. Digital copies of such other documents, maps, forms, etc.
2. To the extent possible provide advance notice when presence is needed for a conference call or meeting.

Exhibit B

SCHEDULE OF STANDARD FEES AND REIMBURSABLE EXPENSES

Standard Fees: Compensation to LDC, Inc, for all services provided will be billed on the following schedule:

See 2019 Rate Schedule attached.

Outside Services:

Outside services including, but not limited to, word processing, printing, photocopying, delivery, graphic materials, permit fees and similar project-related expenses will be billed at actual cost, plus ten percent. Subconsultant services will be billed at actual cost, plus five percent.

Travel:

Travel expenses including airplane fare, lodging, automobile rental, meals, gas and parking expenses will be billed at actual charges. Private vehicle mileage will be billed at the mileage rate established by the Washington State Office of Financial Management in effect when the mileage is incurred. Per Diem expenses for lodging and meals shall not exceed the rates published by the Washington State Office of Financial Management.

Standard Fee Schedule 2019

The below list contains a schedule of fees for services performed by Land Development Consultants, Inc.

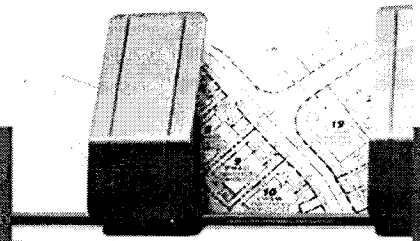
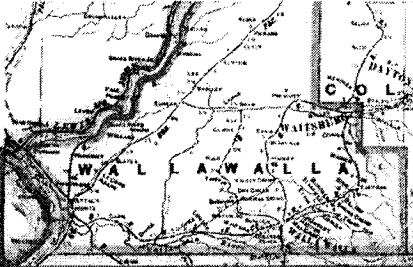
<u>STAFF Type</u>	<u>RATE</u>
Principal/Director	\$195
Senior Project Manager/Planning Manager	\$180
Project Manager/Senior Planner	\$165
Project Engineer	\$150
Design Engineer	\$135
E.I.T.	\$115
Senior Designer	\$150
Planning Manager	\$180
Senior Planner	\$165
Planner	\$140
Associate Planner	\$120
Planning Technician	\$95
Senior Land Surveyor	\$170
Professional Land Surveyor	\$155
Project Surveyor	\$140
Senior Survey Technician	\$130
Chief of Parties	\$140
Survey Technician	\$120
Survey Crew Chief II	\$135
Survey Crew Chief I	\$115
Survey Assistant	\$60
Clerical	\$66
GIS Specialist	\$105
Senior CAD Technician	\$125
Cad Technician III	\$118
CAD Technician II	\$110
CAD Technician I	\$100
Project Coordinator	\$100
Project Administrator	\$100
<u>REIMBURSABLE</u>	<u>RATE</u>
Outside Services	Cost + 15%
Plotting Color (24" x 36")	\$15.00 each
Plotting Black and White (24" x 36")	\$2.00 each
Color (11" x 17")	\$2.00 each
PDF File Conversion	\$85.00 hr

This standard fee schedule is subject to annual adjustment on January 1st of each year to reflect increased costs due to inflation.

REQUEST FOR QUALIFICATIONS | WALLA WALLA COUNTY

Professional Land Use Planning Services

Submitted by
LDC, Inc.



LDC

Surveying
Engineering
Planning

Community Development Department

May 24, 2019

SUBMITTED TO:

Attn: Thomas E. Glover, Director
Walla Walla County Community Development
310 W. Poplar St., Suite 200
Walla Walla, WA 99362

RECEIVED
MAY 22 2019
WW County Comm Dev.

www.LDCcorp.com

HQ: 20210 142nd Ave NE, Woodinville, WA 98072
KENT: 1851 Central Place South, Suite 101, Kent, WA 98030

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May 24th, 2019
RE: Statement of Qualifications
Professional Land Use Planning Services
Walla Walla County

Attn: Thomas E. Glover, Director
310 W. Poplar St., Suite 200
Walla Walla, WA 99362
tglover@co.walla.walla.wa.us

RE: Statement of Qualifications - Professional Land Use Planning Services

Dear Mr. Glover:

We are thrilled to have the opportunity to submit our proposal in response to your Request for Qualifications for assistance with permitting and planning services. The LDC, Inc. Planning team brings Walla Walla County the right mix of experiences to be able to immediately jump in and begin assisting the County with planning and permitting services.


As principal and lead for this proposal, I bring over 20 years of Washington State planning experience to this proposal. Prior to joining the LDC Inc. team in 2016, I served in a variety of local government positions including Planning and Development Services Director for Snohomish County, Land Services Director for Stevens County, and planner for Kittitas County. Having lived and worked for much of my adult life in Eastern Washington, I have a unique perspective that can add additional value to the County.

Throughout my career, I have worked on or processed almost every permit type, including short plats, plats, binding site plans, shoreline permits and exemptions, conditional use permits, variances, rezones, and the annual comprehensive plan docket. I have also managed complex permitting projects that have gone through the EIS process. While in Stevens County, I helped write and manage the process as Stevens County adopted its first GMA Comprehensive Plan and Unified Development Code. During my time at Snohomish County, I led the 2015 Comprehensive Plan update project. I fully understand the intricacies of how to successfully align goals contained within a comprehensive plan and implement regulations.

Our LDC Planning team is experienced in preparing notices, holding public meetings, preparing reports, and presenting at hearings. Appropriate staff would be assigned to different projects based upon your needs and the complexity of the permit or planning process. Additionally, our Planning team is actively working on projects in eastern Washington and would be thrilled to work alongside the Walla Walla Community Development team. Our experience with code and policy projects along with a wealth of permitting experience will allow us to take on any needs you have.

Our company motto is "Above the Standard," which means that we strive to provide you with service beyond what you would typically expect. We hope to have the ability to assist your team and serve the people of Walla Walla County. Thank you again for this opportunity, and please let me know if you have any questions.

Sincerely,



Clay White
Director of Planning

1. Company Overview

ABOUT LDC, INC.

LDC, Inc. is a multi-disciplinary, minority-owned firm that provides planning, permitting, civil engineering, surveying, structural engineering, and telecommunications services to both public and private sector clients. Located in both Woodinville and Kent, our team of professionals strives to go Above the Standard in every job that we perform. Our multidisciplinary offerings enable our team to bring a visionary perspective that is also rooted in physical and economic realities.

The LDC, Inc. Planning team provides a diverse range of planning services including permitting, code development, long-range planning, and policy. Our growing base of company projects speaks to our agility and ability to tackle and create solutions for a variety of complex issues. Each of our team members brings a variety of professional experiences - from public and private sector work experience to code development and long-range planning. Together, we are able to provide assistance on a wide range of permitting and planning needs.



LDC, Inc.

OWNERS

Frank Lemos
President

Mark Villwock
Vice President
(both able to execute contract)

LOCATION

Woodinville, WA and Kent, WA

NUMBER OF EMPLOYEES

70 and growing

CORE SERVICES

Civil Engineering;
Planning;
Policy;
Telecommunications;
Structural Engineering;
Architectural Services;
Surveying

WEBSITE

www.LDCcorp.com

EMAIL

cwhite@LDCcorp.com

16 YEARS OF SERVICE

LDC is a minority-owned business that was launched in 2003.



2. Consultant Qualifications

QUALIFICATIONS

Our LDC team brings over three decades of permitting and planning experience to Walla Walla County.

Clay White, our Director of Planning, has 16 years of local government planning experience in Washington State, including nearly 12 years spent working in Eastern Washington. His direct relevant experience includes work on almost every type of permit application, ranging from administrative permits to complex quasi-judicial applications. Clay has extensive experience managing code and policy projects.

Ian Faulds, Planner, has been with LDC Inc. for four years. He works on a variety of permitting projects including short plats, subdivisions, multi-family projects, rezones, variances, and conditional use permits. In his role, he prepares applications, SEPA checklists, and detailed project narratives. He also reviews documents (such as preliminary plats) for compliance with code and coordinates and reviews information from subconsultants to ensure application consistency. Ian has an aptitude for understanding code and permit processes. Ian has worked on various projects in Walla Walla County, including projects in Leavenworth and the Mission Ridge Master Planned Resort in Walla Walla County.

Matt Covert, Associate Planner, has been with LDC, Inc. since summer of 2018. Prior to joining LDC, Inc., Matt spent nearly four years working for the Capital Area Regional Planning Commission as a Community Planner. During that time, he focused on assisting with comprehensive regional land use planning including facilitating stakeholder workshops and steering committees. At LDC, Inc., Matt works on a variety of permitting projects including short plats, subdivisions, comprehensive plan map amendments, and rezones. In his role, he prepares applications, SEPA checklists, detailed project narratives, reviews documents (such as preliminary plats) for compliance with code, and coordinates and reviews information from subconsultants to ensure application consistency. Additionally, he assists on code and policy projects.

Jana Dankova, Communications Specialist, has over seven years of experience in the communications field. At LDC, Inc. she excels at leading teams and coordinating efforts to help projects and permit processes come together. She serves as a resource for compiling critical information and being a point of contact between agencies and the planning team. Jana serves as helpful a resource for coordinating complex, dynamic projects.

We truly believe that our range of experience and qualifications are a great fit. LDC, Inc. has supported municipal clients to assess how planning policies and development codes are helping or hindering specific types of development. We understand the complexities, challenges, and opportunities that exist when updating codes and policies. We also have considerable permitting experience with a wide range of permit types. Our team's experience is derived from roles in both the public and private sectors; we bring a customer service perspective that focuses on providing "Above the Standard" service.

”

“LDC is currently working on two projects for me, a residential subdivision in Kirkland and our expansion at Mission Ridge Ski and Board Resort. LDC has been outstanding on all phases of these projects and I have no reservations giving them my full recommendation.”

- Larry Scrivanich, President,
Mission Ridge Ski and Board
Resort

KNOWLEDGE OF THE GROWTH MANAGEMENT ACT (GMA) AND WALLA WALLA COUNTY CODE

The LDC Inc. team brings extensive GMA experience to the County. On the legislative side, our team has experience writing GMA legislation and rules at the state level as well as developing and implementing comprehensive plans and development regulations. Our Planning Director, Clay White, has over a decade of experience working in Eastern Washington, which enables us to understand the politics of planning in the region. We have worked on almost every type of land use permitting process ranging from administrative permits to very complex quasi-judicial permits. We also bring vast experience with land use and SEPA appeals, which may be a service the county could utilize.

Although LDC Inc. is not currently working in Walla Walla County, your development regulations, including Titles 14, 16, 17, 18, are easy to understand and navigate. Currently, our planning team is working in over a dozen jurisdictions with projects ranging from subdivisions, to mixed use developments, to comprehensive plan amendments, conditional use permits, and variances - to name a few. In each case, our team works diligently to understand the code upfront so we can move through the quasi-judicial or legislative process efficiently. Our experience would allow us to jump in and assist the Walla Walla County team quickly and with ease. It would be important for us to meet with your team to help us understand your approach to reviewing projects. Syncing up with the Walla Walla team from the start will help get us up to speed quickly.

PROJECT UNDERSTANDING AND APPROACH

Walla Walla County has indicated the need for assistance on a wide variety of permitting and planning projects, including:

- Assisting staff in evaluating land use project applications, including SEPA review, and formulating recommendations based upon consistency with the County's development regulations; and
- Assisting staff in reviewing land use code amendments and comprehensive plan amendments; and
- Occasionally providing staff with assistance in identifying which areas of the County's Development regulations and/or Comprehensive Planned to be updated.

While many of these projects could be completed remotely, the need to have LDC Inc. staff available to coordinate with the Walla Walla County team and be prepared for public meetings and hearings will be paramount. To meet the County's needs, our approach would be to have appropriate staff available, on-call, as projects arise. We would be available at any time to assist Walla Walla County staff as they evaluate applications, formulate recommendations, or assist in reviewing land use or potential comprehensive plan amendments.

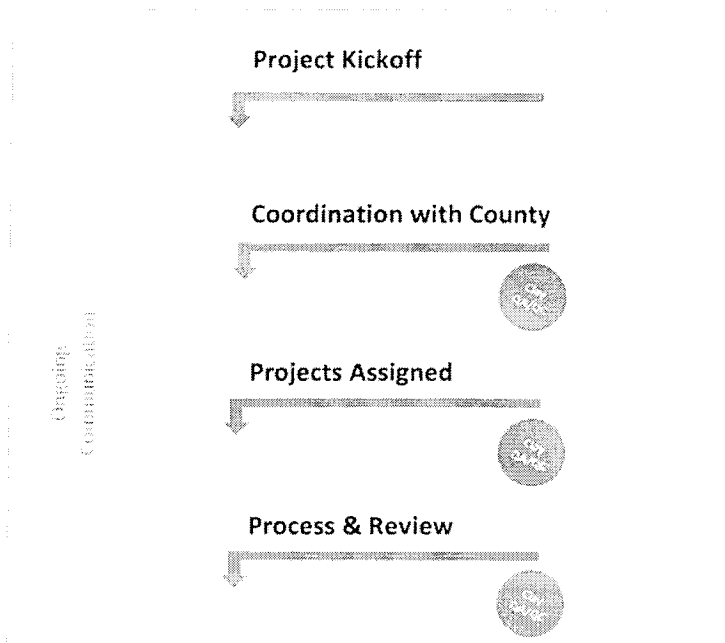
We would be prepared to have four LDC, Inc. team members available, including our Director of Planning. In coordination with Walla Walla County, we would assign projects based upon their complexity and the needs of the county. Regardless of the project, Clay would be involved in QA/QC of project materials and information.

Our team would also establish an appropriate, tailored communication process with the county, which could vary depending on the number of projects we are working on and the staff involved. Our goal is to ensure we are efficient with county staff time and are able to process applications and assist with code amendments in a timely manner. Communication protocols could range from a weekly project status

report to a weekly call with appropriate county staff. We are open to adjusting to the county's needs throughout the year.

Overall, we are flexible and will adjust to the changing needs of the Community Development Department. We have the ability and background to process and permit or code/policy change and are excited about helping the Department throughout the year.

LDC's Project Approach



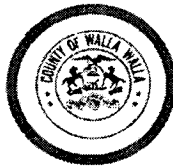
Communication Strategy

- **County:** provides assistance
- **LDC:** carries out the process
- **Clay:** ongoing QA/QC

Our willingness and ability to provide a flexible process will allow us to adapt to the County's needs and work with a variety of key players.

TEAM ORG CHART

We are proud to introduce our team of experts who would be working on planning and permitting projects for Walla Walla County. As you will see from our resumes, each individual brings a unique perspective and a wealth of experience directly applicable to these types of projects.



Walla Walla County

State of Washington



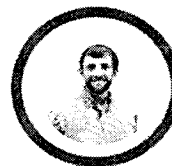
CLAY WHITE

Director of Planning | \$195.00/hr.



IAN FAULDS

Planner | \$140.00/hr.



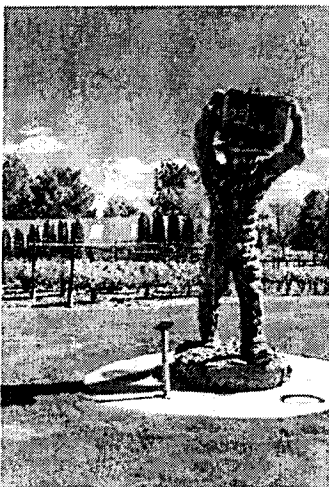
MATT COVERT

Associate Planner | \$120.00/hr.



JANA DANKOVA

Communications Specialist |
\$100.00/hr.



3. Staff Resumes

CLAY WHITE | DIRECTOR OF PLANNING 20 Years of Experience



Mr. White is the Director of Planning with LDC, Inc. He has 20 years of experience serving private sector clients, cities, and counties throughout Washington as a land use planner. Most recently, Clay spent over five years as Planning and Development Services Director for Snohomish County. Clay has extensive knowledge of and experience with permitting processes. His unique understanding of how to work with local governments, attention to detail, focus on communication, and relationship he has forged in the public sector ensure smooth and efficient permitting processes for clients.

Mr. White has broad experience at the local, regional, and state level on planning issues. He has extensive code and policy experience, including assisting Stevens County in enacting its first GMA Comprehensive Plan and development regulations and managing complex projects, such as the 2015 update to the Snohomish County Comprehensive Plan. He has served as President of the Washington State Association of Regional and County Planning Directors, been a member of the Washington State Transportation Improvement Board, and Co-Chair of the Regional Staff Committee for the Puget Sound Regional Council.

Relevant Project Experience:

- Mission Ridge - Master Planned Resort - Chelan County, WA
- Leavenworth Adventure Park - Conditional Use Permit/Variance - Leavenworth, WA
- Willkommen Village - Mixed Use - Leavenworth, WA
- Pierce County - Planning and Policy work - Pierce County
- Gold Creek Church - CUP/Comp Plan Amendment - Snohomish County, WA
- Central Park 172-unit Townhome Project - Snohomish County, WA
- Easton Cove 88-lot Subdivision - City of Monroe, WA
- Buildable Lands Guidance Update - Washington State Department of Commerce
- 2015 Comprehensive Plan Update - Snohomish County, WA
- Development of GMA Unified Development Code - Stevens County, WA
- Development of Comprehensive Plan - Stevens County, WA
- Kittitas Valley Windfarm Project - Kittitas County, WA

Professional Affiliations:

- Past Member - Transportation Improvement Board
- Past President - Washington State Association of Regional and County Planning Directors
- Young Professional Group Mentorship Program Founder - APA Washington Chapter

Expertise:

- Land Use law, permitting, processing, and appeals
- SEPA
- Public speaking, outreach, and engagement

IAN FAULDS | PLANNER

4 Years of Experience



Ian Faulds, Planner, has been with LDC Inc. for four years. He works on a variety of permitting projects including short plats, subdivisions, multi-family projects, rezones, variances, and conditional use permits. In his role, he prepares applications, SEPA checklists, detailed project narratives, reviews documents (such as preliminary plats) for compliance with code, and coordinates and reviews information from subconsultants to ensure application consistency. Ian also has an aptitude for understanding code and permit processes. Ian has worked on projects in the Walla Walla County, including projects in Leavenworth and the Mission Ridge Master Planned Resort.

Relevant Project Experience:

- Ryan Hill Neighborhood Study - City of Tukwila, WA
- Buildable Lands Guidance Update - Washington State Department of Commerce
- Central Park 172-unit Townhome Project - Snohomish County, WA
- Snohomish County UGA Docket XIX - Snohomish County, WA
- Vintage SeaTac Senior Living - City of SeaTac, WA
- Neilson Ridge 46-home Development Plat - City of Bothell, WA
- Silver 3-lot Short Plat - Lake Forest Park, WA

Expertise:

- Land Use permitting
- SEPA
- Permitting and permit processing
- GIS Analysis

MATT COVERT | ASSOCIATE PLANNER

7 Years of Experience



Mr. Covert has served as an associate planner at LDC since summer of 2018. Prior to that, he spent nearly four years as a community planner for a regional planning commission in Wisconsin. Matt is a skilled permitting strategist who is often required to navigate complex land issues. His scope of work at LDC includes code research and analysis, mapping, writing project narratives and reports, reviewing application materials for compliance with code and state statute, and client and project team communication. Mr. Covert also has extensive experience presenting planning reports at public meetings and facilitating large groups, including stakeholder workshops and steering committees. He is skilled in ArcGIS, report and graphic design, and planning statistics and data analysis.

Relevant Project Experience:

- Oak Harbor Hillside 161-lot Long Plat - City of Oak Harbor, WA
- Oak Harbor Development Center 6-lot Short Plat - City of Oak Harbor, WA

- SEPA Documentation and Checklist Preparation and Review - Puget Sound
- Lake Stevens Buildable Lands Analysis & GMA - City of Lake Stevens, WA
- Akal Ridge Zoning and Comprehensive Plan Map Amendment - Arlington, WA
- Central Park 172-unit Townhome Project - Snohomish County, WA
- Washington State Department of Commerce Buildable Lands Guidance Update
- Preston North and Preston South 153-unit Townhomes - Bothell, WA

Expertise:

- Land Use permitting
- SEPA
- Sustainability Documentation
- GIS Analysis
- Public Outreach and Engagement

JANA DANKOVA | COMMUNICATIONS SPECIALIST & PERMIT COORDINATION

7 Years of Experience



Ms. Dankova has served as Communications Specialist with LDC, Inc. for nearly two years. At LDC, Inc. she excels at being a reliable point of contact for the coordination of permit processes. Her background in business and marketing serve her ability to understand the complexities of coordinating dynamic projects and teams. Ms. Dankova has been involved in a multitude of different projects at LDC, Inc. and has a passion for incorporating touches that go Above the Standard. She has extensive experience with preparing proposals, submittals, and pulling together dynamic teams.

Relevant Project Experience:

- Oak Harbor Hillside 161-lot Long Plat - City of Oak Harbor, WA
- Oak Harbor Development Center 6-lot Short Plat - City of Oak Harbor, WA
- Lake Stevens Multi-Use Path - City of Lake Stevens, WA
- Buildable Lands Guidance Update - Washington State Department of Commerce

Expertise:

- Coordination of permit processes
- Graphic design & marketing
- Content creation & editing
- Proposals & SOQs

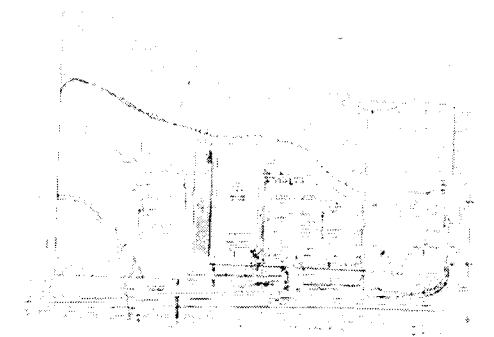
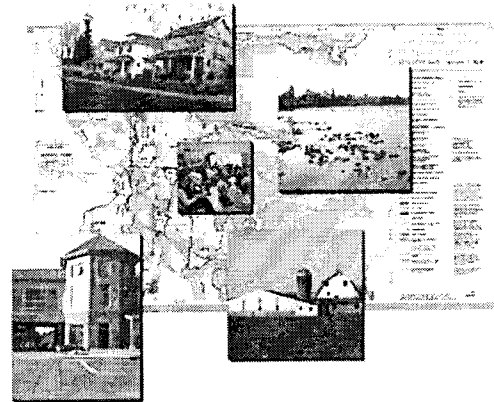
4. Project Examples

The following are examples of projects that we have worked on in the past that represent some of the great work that we are passionate about delivering.

GOLD CREEK - CUP/COMP PLAN AMENDMENT

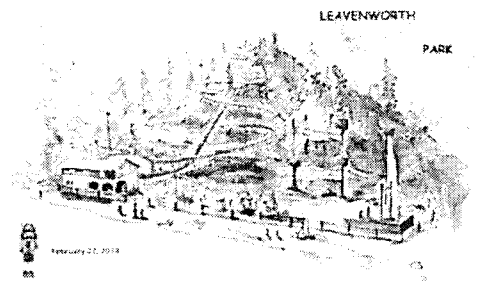
LDC is assisting Gold Creek Community Church (GCCC) as they work to build a new campus just north of Woodinville. The project consists of a comprehensive plan and development code change along with a conditional use permit to allow the church to build a new 25,000 sq. ft. facility. When LDC was hired, GCCC was informed that the site where they planned to build their new church carried code and policy restrictions, which limited the size and scope of a possible church. The Rural Business (RB) zone limits building to a maximum of 4,000 square feet per building and a limitation of 50% for impervious surfaces. Through coordination with the client and county elected officials, LDC worked to get comprehensive plan and code changes made to lift this restriction on church facilities. These changes were adopted by the Snohomish County Council in November 2018. The Conditional Use Permit is currently pending.

LDC's understanding of the Washington State Growth Management Act (GMA) allowed us to come up with the solution to update the comprehensive plan and code in order to allow this project to move forward. We helped our client initiate conversations with the county, proposed revised language, and helped coordinate this process through the Planning Commission and County Council process. This was a huge win for our client.



LEAVENWORTH ADVENTURE PARK - CUP/VARIANCE

LDC was hired to assist our client with a Conditional Use Permit (CUP) and setback variances for the Leavenworth Adventure Park. This is a multi-phased project, located in Leavenworth, consisting of an alpine coaster, bungee trampoline, climbing wall, sluice mining activities, an aerial ropes challenge and via ferrate climbing experience. The project was originally submitted to the City in June of 2018 and was met with a substantial amount of both positive and critical comments. LDC was hired to help review the comments and come up with a



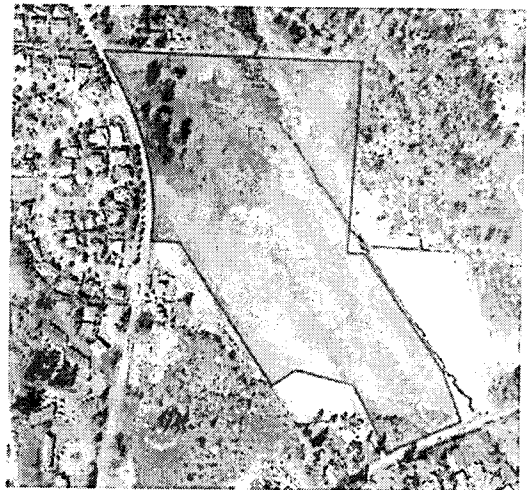
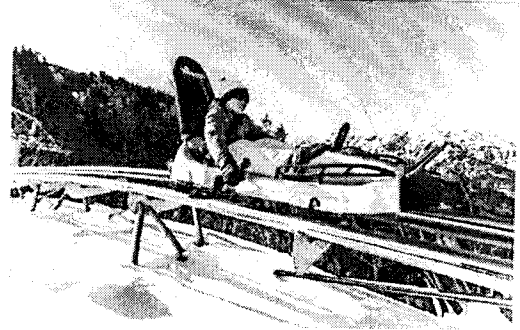
revised application that would address the comments received. The revised application was submitted in November 2018 and is currently in permitting.

LDC brings a vast amount of local government experience to its planning projects, which is extremely beneficial to our clients. This is due to our ability to prepare applications from the perspective of those who will review them. In addition, we bring a keen perspective of how local government works through challenging projects where there is substantial public participation.

LAKE STEVENS MIXED USE - DEVELOPMENT AGREEMENT AND PERMITTING

The rapidly growing community of Lake Stevens has devoted substantial attention towards the revitalization and expansion of its downtown core. A large area of undeveloped land adjacent to downtown was sold by the City to our client for the development of a Master Development Plan. Since the site will be developed in phases, LDC assisted the client with the creation of a development agreement for the entire site which locked in development standards to provide consistency as the site is built out. The assurance of consistent standards provides predictability for design and permitting of project phases and facilitated the marketing of the project to additional investors. The development agreement was approved by the City of Lake Stevens in February of 2017 and the multi-phase project is now in permitting.

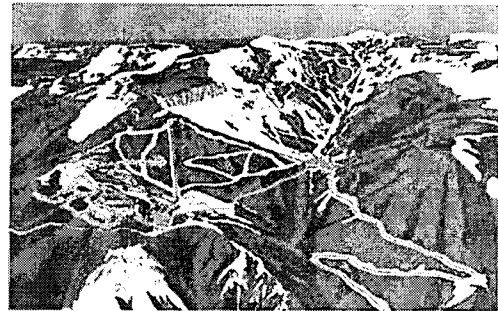
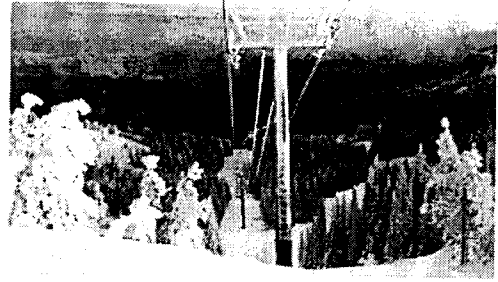
LDC recognized that the City was nearing the adoption of new critical areas and stormwater regulations. Due to the extensive wetlands on the site, the new standards would potentially hinder the realization of the planned business district envisioned by the City. LDC worked with the Client and the City to develop the agreement and received City Council adoption of the agreement in less than three months to ensure that existing standards would be vested and applied to the site's development. Not only was adoption a fast and efficient process, it also ensured that development could occur while also preserving and incorporating wetlands as an open space resource.



MISSION RIDGE MASTER PLAN RESORT

LDC is assisting the Mission Ridge Ski Area with a proposal to expand and develop a Master Plan Resort, which will include approximately 800 single- and multi-family units, a lodge, hotel, retail space, and additional ski and board runs. As part of this proposal, a variety of complex local, state and federal permits are required, including the need for SEPA and NEPA review, a Development Agreement, and Master Plan Resort overlay approval. LDC is serving as project lead to manage and coordinate the permitting process and ensuring that all requirements set forth by the Growth Management Act along with environmental and jurisdictional requirements are met. The project was submitted to Walla Walla County in June of 2018 and is currently in review.

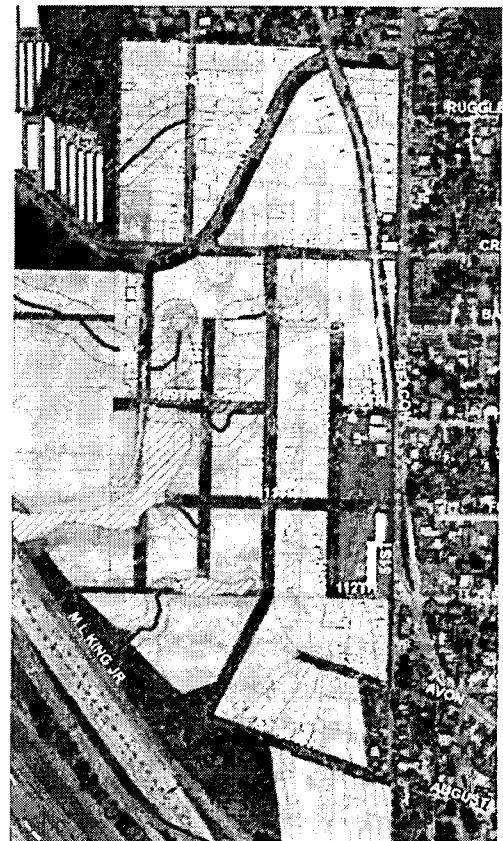
Through LDC's understanding of the Washington State Growth Management Act combined with our strong project management experience, we are effectively leading this project through a multi-year permitting process. Throughout the process, we are balancing the resort's objectives with the complex realities of large project permitting.



RYAN HILL NEIGHBORHOOD STUDY

LDC was hired by the City of Tukwila to perform a land use and infrastructure analysis for the Ryan Hill neighborhood, the first comprehensive land use study for the neighborhood since its annexation into the City in 1989. As part of the study, LDC worked beside City staff to develop three land use scenarios for the neighborhood by assessing existing infrastructure, existing land use patterns, topographic and environmental constraints, future infrastructure costs, and overall developability. The primary goal of the study was to identify key areas where reinvestment could occur and what the potential costs of extending infrastructure to identified areas might be. The project assessed areas of code that might be directly hindering the realization of the future land use scenarios and the provision of needed infrastructure. Public outreach through flyers, open houses, and surveys were conducted as part of this study to engage residents and property owners.

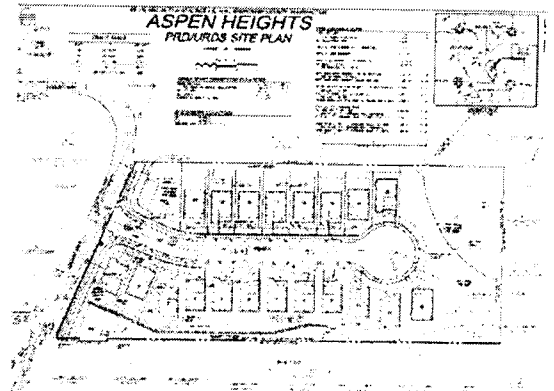
As a multidisciplinary firm, LDC was able to bring its in-house planning and engineering expertise to the project by evaluating land use scenarios within the context of real-world development, code, and engineering constraints. The



involvement of both practice areas ensured that the primary objectives of this project, being the assessment of developability and infrastructure cost estimates, were able to be realized. This project was completed in 2018.

ASPEN HEIGHTS

LDC assisted a client with a 20-lot subdivision project from the feasibility phase through the construction phase including completion of an urban shoreline permit and various code deviation requests. Site challenges to overcome as part of the project were poorly draining soils, critical areas including an offsite salmon bearing stream, and public comments on the County review. LDC planning prepared all of the land use applications, SEPA checklist, and is coordinating this project with Snohomish County on behalf of our client.



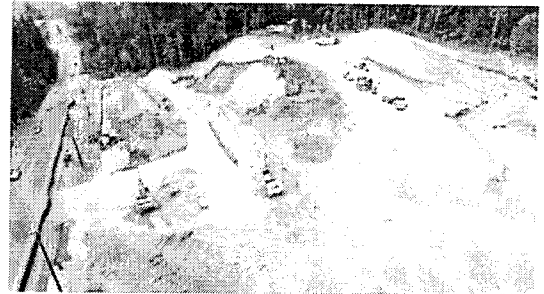
SILVER SHORT PLAT

LDC helped facilitate a lot line adjustment and final plat of a 3-lot short plat in the City of Lake Forest Park. LDC's planning expertise in the subject helped guide the City through a process they were not familiar with including drafting/reviewing deeds, recording of agreements and the final plat, and coordinating with water and sewer districts.



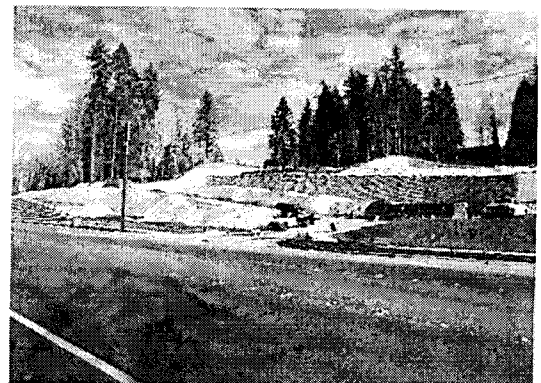
NEILSON RIDGE

LDC prepared preliminary, construction, and final plat plans for a 46-home development in the City of Bothell. This included navigating a unique permitting process where construction plans are approved prior to the preliminary documents allowing an expedited review. Making sure the process was correctly followed by City staff, the hearing examiner, and consultants was vital to making sure the project was finished to City code and within the developer's timeline.



GLASSHOUSE SHORT PLAT

LDC prepared preliminary and construction plans for a 9-lot short plat project in the City of Kenmore. This process included site design, code compliance, and permitting assistance for the project throughout the review and City



approval process. After site approval and sale to a developer the site was resigned with LDC playing a pivotal role in permit and planning coordination.

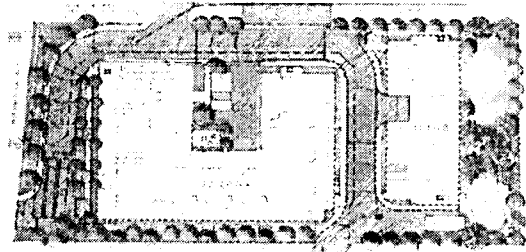
CENTRAL PARK TOWNHOMES

LDC designed this 172-unit townhome project and prepared preliminary, construction, and final recording documents for submittal and approval to Snohomish County. Unique permitting requirements on this site included multiple zoning designations with a required rezone, a boundary line adjustment to provide site access, and administrative site plan approval. In addition to completing all of the required permitting, LDC represented our client in front of the Snohomish County Hearing Examiner for this project.



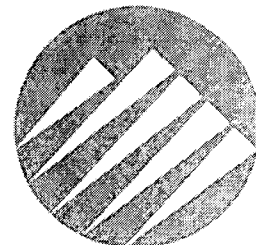
SEATAC SENIOR LIVING APARTMENTS

LDC was responsible for researching the City of SeaTac Municipal Code to provide the client with the best possible utilization of site land to maximize buildable area. LDC also coordinated submittals and meetings with the City including a rezone of the parcel, code departure request, and site plan for 170 apartments located in two multistory buildings from preliminary site layout to finalizing construction.



PIERCE COUNTY POLICY WORK

LDC was retained to help Pierce County develop an Action Plan outlining how they can most effectively be involved with the Puget Sound Regional Council (PSRC) as Vision 2040 is updated over the next few years. LDC assisted the County with the development of a coordinated strategy that identifies specific policy changes supporting Pierce County goals, the development of a well-coordinated strategy and action plan to see changes through, and the development of a communication plan between county employees, elected officials, and jurisdictions with similar interests. Upcoming projects at PSRC will not only impact future transportation funding in Pierce County, but will guide the next Comprehensive Plan update in 2023. By developing a proactive strategy, LDC is assisting Pierce County as they develop a well-coordinated approach moving forward.



BUILDABLE LANDS GUIDELINES UPDATE

LDC assisted the Department of Commerce with the high-profile update to the State's Buildable Lands Program Guidelines, a key element of the State's Growth Management Act (GMA). This multi-year project engaged a diverse and complex range of stakeholders including representatives from all Buildable Lands counties as well as the environmental, building, and affordable housing interests. The project is extremely complex and involved a great deal of facilitation that focused on finding commonalities among stakeholders with very different objectives and expectations. The outcome of the project was the production of updated guidelines (completed December 2018). Additionally, a housing memorandum was created that will address the impacts of development regulations and other constraints on housing attainability.



Department of Commerce

5. General Conditions of Contract

Our goal is to work with Walla Walla County to help define contract terms that work for both sides. We work on an hourly basis that would include project and travel time, which is why we would propose utilizing three planners for this project. This enables us to match the County's needs based upon the complexity of the project.

2019 RATES

Director of Planning	\$195.00 per hour
Planner	\$140.00 per hour
Associate Planner	\$120.00 per hour
Communications Specialist	\$100.00 per hour

We would absolutely be able to provide the county with proof of errors and admissions and automobile liability insurance.

6. References

1. Client: Pierce County
Contact Person: Dan Cardwell - Long Range Planning Supervisor
Mailing Address: 930 Tacoma Avenue S, Tacoma, WA 98402
Telephone Number: (253) 798-7039
Email Address: Dan.cardwell@piercecounitywa.gov

2. Client: Syndicate Smith Architecture
Contact Person: Todd Smith - Owner
Mailing Address: 819 Front St #2a, Leavenworth, WA 98826
Telephone Number: (509) 670-3130
Email Address: Toddsmith@syndicatesmith.com

3. Client: Stevens County
Contact Person: Erik Johansen
Mailing Address: 260 S. Oak Street, Colville, WA 99114
Telephone Number: (509) 684-2401
Email Address: EJohansen@stevenscountywa.gov

Sincerely,

LDC, Inc.



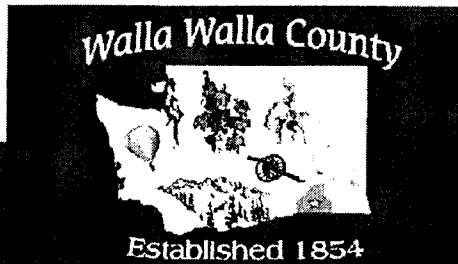
Clay White
Director of Planning
HQ Office

REQUEST FOR QUALIFICATIONS | Walla Walla County

Professional Land Use Planning Services

RECEIVED
OCT 11 2019
WW County Comm Dev.

Submitted by
LDC, Inc.



LDC

Surveying
Engineering
Planning

Addendum:

October 11, 2018

SUBMITTED TO:

Walla Walla County

www.LDCcorp.com

HQ: 20210 142nd Ave NE, Woodinville, WA 98072

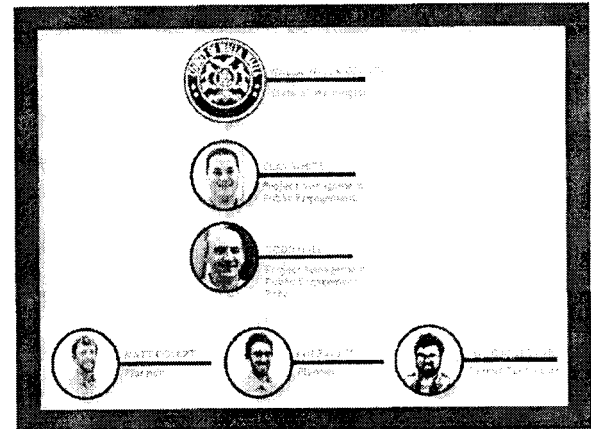
KENT: 1851 Central Place South, Suite 101, Kent, WA 98030

Professional Land Use Planning Services

Addendum - October 11, 2019

LDC PLANNING DEPARTMENT SERVICES

At LDC planning, we successfully navigate the complex permit process utilizing an on-call approach. Our success is built upon a firm understanding of the laws, policies, and codes that guide development, along with project management skills focused on saving time and money for our public and private sector clients. We bring a real-world perspective to long-range planning that balances innovation with practicality. Whether it be a comprehensive plan, neighborhood plan, sub-area plan, or other long-range planning projects, our team takes pride in blending visioning and community engagement with a deep-rooted understanding of planning policy to create tangible, implementable solutions.



PERMITTING

- ✓ Pre-application Meetings
- ✓ Permit Strategy, Preparation, and Processing for Permits such as:
 - Master Plan Resorts
 - Development Agreements
 - Comprehensive Plan Changes
 - Short Plats/Plats
 - Rezones
 - Conditional/Special Use Permits
 - Variances/Exceptions/Departures
 - Public Notice Preparation
- ✓ Environmental Permitting
- ✓ Public/Agency Coordination
- ✓ SEPA Preparation and Processing
- ✓ Staff Report Preparation
- ✓ Public Hearing Presentations
- ✓ Land Use Permit Appeal Presentations

PLANNING AND POLICY

- ✓ Comprehensive Plan/Zoning Amendments
- ✓ Neighborhood Plans
- ✓ Sub-area Plans
- ✓ Code Updates
- ✓ Public Outreach & Engagement
- ✓ Public and Private Sector Advocacy on Land Use Policy and Law
- ✓ Policy Guidance



THE LDC TEAM

CLAY WHITE | DIRECTOR OF PLANNING 20 Years of Experience



Mr. White is the Principal Planner with LDC, Inc. He has nearly 20 years of experience serving private sector clients and cities and counties throughout Washington as a land use planner. Most recently, Clay spent over five years as Planning and Development Services Director for Snohomish County. Clay has extensive knowledge of and experience with permitting processes. His unique understanding of how to work with local governments, attention to detail, focus on communication, and relationship he has forged in the public sector ensure smooth and efficient permitting processes for clients. Mr. White has broad experience at the local, regional, and state level on planning issues. He has extensive code and policy experience, including assisting Stevens County enact its first GMA Comprehensive Plan and development regulations and managing complex projects, such as the 2015 update to the Snohomish County Comprehensive Plan.

He has served as President of the Washington State Association of Regional and County Planning Directors, been a member of the Washington State Transportation Improvement Board, and Co-Chair of the Regional Staff Committee for the Puget Sound Regional Council.

Professional Affiliations

-Master Builders
Board of Directors

-Young Professional
Group Mentorship

-Program Founder
APA Washington
Chapter

Expertise:
-SIPA
-Land Use Law
-Permitting
-Processing and
Appeals
-Public Speaking
-Outreach and
Engagement

RELEVANT PROJECT EXPERIENCE:

- Mission Ridge - Master Planned Resort - Chelan County, WA
- Leavenworth Adventure Park - Conditional Use Permit/Variance - Leavenworth, WA
- Willkommen Village - Mixed Use - Leavenworth, WA
- Pierce County - Planning and Policy work - Pierce County
- Gold Creek Church - CUP/Comp Plan Amendment - Snohomish County, WA
- Central Park 172-unit Townhome Project - Snohomish County, WA
- Easton Cove 88-lot Subdivision - City of Monroe, WA
- Buildable Lands Guidance Update - Washington State Department of Commerce
- 2015 Comprehensive Plan Update - Snohomish County, WA
- Development of GMA Unified Development Code - Stevens County, WA
- Development of Comprehensive Plan - Stevens County, WA
- Kittitas Valley Windfarm Project - Kittitas County, WA

Planning
Engineering
Surveying
LDC, Inc.

TODD HALL | PLANNING MANAGER 18 Years of Experience



Todd Hall, Planning Manager, recently joined LDC, Inc. He has 18 years of experience with several Puget Sound cities as a land use planner. Prior to joining the company, Todd spent seven years serving the City of Lynnwood, most recently as the City's Planning Manager. Todd has extensive long-range and strategic planning experience, as well as a solid understanding in environmental review, land use code and policies. During his municipal career, he has assisted several cities with code updates, major comprehensive plan updates, sub-area plans, rezones, and other complex projects. Todd has led several public outreach initiatives in all the cities he has worked for, collaborating with citizens, private property owners and citizens. Todd has a strong background in development design review and managing both municipal and private development projects. His understanding of working with and for local governments, attention to detail, excellent communication and collaboration skills ensures a successful outcome for clients.

Todd has been active at the local and regional level on planning issues. He has a solid understanding of buildable lands, regional growth planning, and housing and development issues. He has previously held positions as King County representative of the Puget Sound Section of APA, as well as staying active in regional and national planning issues.

Professional Affiliations

- APA Puget Sound Section, Former King County Representative
- America Planning Association
- Rotary International Woodinville Club



RELEVANT PROJECT EXPERIENCE:

- 2015 Comprehensive Plan Update - Lynnwood, WA
- 2005 Comprehensive Plan Update - Duvall, WA
- Buildable Lands Update - Duvall, WA
- City Center Design Guidelines updates- Lynnwood, WA
- City of Lynnwood - Planning and Policy work - Lynnwood, WA
- City of Arlington - Planning and Policy work- Arlington, WA
- PSRC Manufacturing and Industrial Center - Arlington, WA
- Totem Lake Action Team/Design Guidelines - Kirkland, WA
- Rose Hill/85th Ave. Corridor Design Guidelines - Kirkland, WA
- Shoreline Master Program updates - multiple jurisdictions

MATT COVERT | PLANNER
7 Years of Experience



Mr. Covert has served as an associate planner at LDC since summer of 2018. Prior to that, he spent nearly four years as a community planner for a regional planning commission in Wisconsin. Matt is a skilled permitting strategist who is often required to navigate complex land issues. His scope of work at LDC includes code research and analysis, mapping, writing project narratives and reports, reviewing application materials for compliance with code and state statute, and client and project team communication. Mr. Covert also has extensive experience presenting planning reports at public meetings and facilitating large groups, including stakeholder workshops and steering committees. He is skilled in ArcGIS, report and graphic design, and planning statistics and data analysis.

Expertise:

- Land Use
- Permitting
- SEPA
- Sustainability
- Documentation
- GIS Analysis
- Public Outreach and Engagement

RELEVANT PROJECT EXPERIENCE:

- Oak Harbor Hillside 161-lot Long Plat - City of Oak Harbor, WA
- Oak Harbor Development Center 6-lot Short Plat - City of Oak Harbor, WA
- SEPA Documentation and Checklist Preparation and Review - Puget Sound
- Lake Stevens Buildable Lands Analysis & GMA - City of Lake Stevens, WA
- Akal Ridge Zoning and Comprehensive Plan Map Amendment - Arlington, WA
- Central Park 172-unit Townhome Project - Snohomish County, WA
- Washington State Department of Commerce Buildable Lands Guidance Update
- Preston North and Preston South 153-unit Townhomes - Bothell, WA

IAN FAULDS | PLANNER
6 Years of Experience



Ian Faulds, Planner, has been with LDC Inc. for four years. He works on a variety of permitting projects including short plats, subdivisions, multifamily projects, rezones, variances, and conditional use permits. In his role, he prepares applications, SEPA checklists, detailed project narratives, reviews documents (such as preliminary plats) for compliance with code, and

coordinates and reviews information from subconsultants to ensure application consistency. Ian also has an aptitude for understanding code and permit processes. Ian has worked on projects in the Walla Walla County, including projects in Leavenworth and the Mission Ridge Master Planned Resort.



RELEVANT PROJECT EXPERIENCE:

- Ryan Hill Neighborhood Study - City of Tukwila, WA
- Buildable Lands Guidance Update - Washington State Department of Commerce
- Central Park 172-unit Townhome Project - Snohomish County, WA
- Snohomish County UGA Docket XIX - Snohomish County, WA
- Vintage SeaTac Senior Living - City of SeaTac, WA
- Neilson Ridge 46-home Development Plat - City of Bothell, WA
- Silver 3-lot Short Plat - Lake Forest Park, WA

ISAAC ANZLOVAR | PERMIT TECHNICIAN
2 Years of Experience



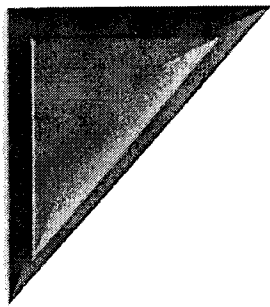
Isaac Anzlovar serves as a Permit Technician at LDC Inc. since the summer of 2019. Prior to that, he was a Planning intern and Planning Technician for the City of Cle Elum, for just over 2 years. His scope of work with LDC includes code research, writing project narratives and reports, mapping, and ensuring that project submittals process runs go smoothly. Isaac also has experience with the comprehensive plan and development regulation update process, GIS analysis and map making, and statistical data analysis.

Experience

- Large Scale Permitting
- SEPA
- Code Research
- Public Access Permit
- Outreach and Communication
- Engineering

RELEVANT PROJECT EXPERIENCE:

- Rosewood Court Subdivision - City of Redmond, WA
- City of Normandy Park On Call Planning - City of Normandy Park, WA
- City of Lake Stevens Permitting Assistance - City of Lake Stevens, WA
- Callow Rd Short Plat - City of Lake Stevens, WA
- Timbers Division II Subdivision - City Lake Stevens, WA
- City of Cle Elum Comprehensive Plan Update - City of Cle Elum, WA
- City of Cle Elum Vision Statement - City of Cle Elum, WA
- City of Cle Elum Downtown Revitalization Plan - City of Cle Elum, WA



HIRE LDC

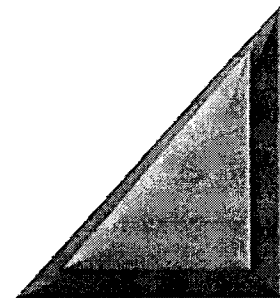
Above the Standard for 16 Years and Counting

- Superior Project Management
- Planning Expertise
- Local Knowledge
- Responsiveness
- Community Outreach Practices
- Policy Expertise

WHAT OUR CLIENTS SAY

"LDC is a vital, integral advocate of our business. I depend upon LDC for their professional, contemporary, and extremely innovative project leadership."
-TAYLOR DEVELOPMENT, INC.

"The leadership of LDC has always exemplified integrity. Their team's contribution to our projects have exceeded expectation. We consider them as critical members of our consulting team for Cedar Park's future growth."
-CEDAR PARK ASSEMBLY OF GOD



10:15

PUBLIC WORKS DEPARTMENT

Tony Garcia

a) Consent Agenda Items:

- 1) Resolution _____ - Initiating
County Road Project designated as
CRP 19-02, Fredrickson Bridge on
Fredrickson Road, MP 0.90 – MP 1.21
- 2) Resolution _____ - Use of
County roads for the Eritage
Vineyard and Resort 5K Taste
and Trot Running Event

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF INITIATING A
COUNTY ROAD PROJECT
DESIGNATED AS CRP 19-02,
FREDRICKSON BRIDGE ON
FREDRICKSON ROAD, MP 0.90 TO
MP 1.21

RESOLUTION NO. **19 272**

WHEREAS, Fredrickson Bridge located on Fredrickson Road over the Burlingame irrigation ditch, is a small timber bridge less than 20 feet in length; and

WHEREAS, Fredrickson Bridge is nearing the end of its useful life; and

WHEREAS, Fredrickson Bridge on Fredrickson Road will be replaced and is listed on the Six Year Transportation Plan; now therefore

BE IT HEREBY RESOLVED that Fredrickson Bridge on Fredrickson Road, MP 0.90 to MP 1.21, Road Log No. 20530, located in Section 11, Township 6N, Range 34E, be improved as follows:

Replace the existing timber bridge with a new structure and widen road to meet current standards.

This project is declared to be a public necessity and the County Engineer is hereby authorized to proceed with the improvement for Fredrickson Bridge on Fredrickson Road. The County, acting in the public interest will use its right of eminent domain to acquire property, if necessary, in conformity with the laws of the State of Washington.

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
Design	\$20,000
Right of Way	\$5,000
Construction	<u>\$225,000</u>
Total	\$250,000

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

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

*Passed this 18th day of **November, 2019** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, 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 USE OF
COUNTY ROADS FOR THE
ERITAGE VINEYARD AND
RESORT 5K TASTE AND TROT
RUNNING EVENT

RESOLUTION NO. **19 273**

WHEREAS, the Eritage Vineyard and Resort are hosting the 5K Taste and Trot Running Event; and

WHEREAS, said event will be held on Sunday, November 24, 2019 beginning at 10:00 AM and ending around 11:00 AM; and

WHEREAS, the event organizers have agreed to notify emergency services prior to the event for the necessary safety and emergency services information; and

WHEREAS, the event organizers shall provide traffic control, signage and flaggers in accordance with the approved Special Event Permit; and

WHEREAS, the event organizers have provided a certificate of insurance naming Walla Walla County as additional insured and have agreed to include Walla Walla County in their registration/release waiver; and

WHEREAS, the event organizers shall provide a news release to the local newspapers announcing the event date; now therefore

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that permission be granted to Eritage Vineyard and Resort to use Bergevin Springs Road on Sunday, November 24, 2019.

*Passed this 18th day of **November, 2019** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

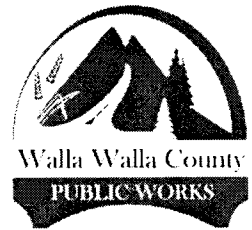
Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, 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: Tony Garcia, Public Works Director

Date: 13 November 2019

Re: Director's Report for the Week of 11 November 2019

Board Action: 18 November 2019

Resolutions:

In the Matter of Initiating a County Road Project Designated as CRP 19-02, Fredrickson Bridge on Fredrickson Road MP 0.90 to MP 1.21

In the Matter of Use of County Roads for the Eritage Vineyard and Resort 5K Taste and Trot Running Event

ENGINEERING:

- Blue Creek Bridge/Mill Creek FH: Paved the remainder of Mill Creek Road this week. Guardrail and striping are planned for the following week. Other remaining work includes wetland restoration and planting, fencing and cleanup.
- Middle Waitsburg Road MP 6.1 to MP 7.92: Consultant is working on appraisal and acquisition documents.
- Port Kelley Road & Dodd Road Railroad Crossing: Railroad portion of project is scheduled to begin this month.
- Peppers Bridge Road: Working on project design.
- Wallula/Gose Intersection: Working on project design.
- Misc.: Working on survey for upcoming projects.

MAINTENANCE/FLEET MANAGEMENT:

- South, North District and Vegetation/Signs – Working on routine maintenance activities.
- Garage – New freightliner truck delivered. New mechanic started.
- Miscellaneous – Working on hiring two new Maintenance Techs.

ADMINISTRATION:

- Conducted Maintenance Tech interviews.
- Met with the City of Walla Walla to discuss next year's Chip Seal plan.
- Conducted a quarterly Labor Management meeting.
- Met with Salmon Recovery Board and TriState Steelheaders to discuss the upcoming fish passage projects.
- Met with the Coalition (City of Walla Walla, Port of Walla Walla and Walla Walla County) to discuss improvement options for Hwy 12 at Clinton and Wilbur intersections.

10:30

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a)** Miscellaneous business for the Board
- b)** Possible executive session re:
litigation 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) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

11:00

DEPARTMENT OF COMMUNITY HEALTH

Meghan DeBolt

a) Public Hearing:

- 1) To consider adopting an ordinance authorizing the maximum capacity of the sales and use tax authorized by RCW 82.14.540 for affordable and supportive housing

b) Program Update: Vital Records Program

c) Department update and miscellaneous

1:30

COUNTY COMMISSIONERS

- a) Executive sessions to evaluate the qualifications of applicant for public employment (pursuant to RCW 42.30.110(1)(g))
- b) **Consent Agenda Items:**
 - 1) Resolution _____ - Denying of petition to form Walkley Irrigation District in Walla Walla County
 - 2) Resolution _____ - Denying of petition to form Smith Irrigation District in Walla Walla county
- c) Miscellaneous 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.