

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, OCTOBER 17, 2022**

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**Commissioners have resumed in person public meetings and will also continue to host the meetings via WebEx.**

**Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us [wwcocommissioners@co.walla-walla.wa.us](mailto:wwcocommissioners@co.walla-walla.wa.us).**

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

**PLEASE NOTE: All times are tentative and at the discretion of the Chairman with the exception of advertised bid openings and public hearings.**

**11:00 A.M. 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.
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- a) Roll call and establish a quorum
- b) Silence cell phones
- c) Approval of agenda
- d) Declarations re: conflict of interest
- e) Pledge of Allegiance
- f) Public comment period (time limitations may be imposed)


**11:05 COMMUNITY DEVELOPMENT**

**Lauren Prentice**

- a) Workshop re: ZCA21-001 – Yellowhawk Resort RR-5 Zoning Amendment
- b) **Action Agenda Items:**
  - 1) Resolution – Setting a date of public hearing to consider proposal by Yellowhawk Resort, LLC to amend Walla Walla County Code to amend the permitted uses table to make a Type II Winery a conditional Use in the Rural Residential 5 (RR-5) Zoning District (ZCA21-001)

**11:35 COUNTY COMMISSIONERS**

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



# Walla Walla County Community Development Department

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

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To: Walla Walla County Board of County Commissioners  
From: Lauren Prentice, Community Development Director  
Prepared: October 11, 2022  
Meeting Date: October 17, 2022  
RE: **Workshop:** Application ZCA21-001 by Yellowhawk Resort WW, LLC. to make Winery Type 3 a conditional use in the Rural Residential 5 (RR-5) zoning district.

## **Background**

The application by Yellowhawk Resort WW, LLC. would amend the zoning code (Walla Walla County Code Section 17.16.014 Permitted Uses Table) to make the use 'Winery, Type 3' a Conditional Use in the Rural Residential 5 (RR-5) zoning district. This is a use that is currently defined in WWCC Chapter 17.22. All the development standards in Chapter 17.22 for Type 3 Wineries would apply under this amendment proposal, as well as the conditional use permit criteria in WWCC Chapter 17.40. This amendment would extend the same standards for this use as already allowed in the Rural Residential Mill Creek 5-acre (RRMC-5) district. A specific site or proposal is not currently under review, this would occur later, through a separate public process, if the amendment were approved.

The Planning Commission held a Final Docket Public Hearing on August 3, 2022. Following the public hearing the Planning Commission voted 5-2 to recommend that the application be denied.

Since the last workshop where the Planning Commission's recommendations were presented, staff has prepared a document which summarizes public comments that have been received through the process to date. All of these written public comments have been provided previously and audio is available from prior public hearings. This is not an exhaustive list of the comments, just a general summary with short responses or references from staff.

After holding a Final Docket public hearing, the Board will use the following criteria to make the final decision on the proposed code amendment in WWCC 14.15.070(C)(3):

- a. The amendment is consistent with the comprehensive plan; and*
- b. The amendment meets a definable public need; and*
- c. The amendment is in the long term interest of the county.*

## **Attachments and Documents**

Application materials and other documents available online and in prior meeting packets.

- A. Public Comment Summary

## **Next Steps**

The next step is for the Board of County Commissioners to hold a public hearing; the Board can then take action to approve, approve with modifications, or deny the application. If there is specific additional information that the Board would like staff to provide prior to the Public Hearing, this would be the time to identify those items.

**Walla Walla County Community Development Department**  
**Public Comment Summary: Application ZCA21-001**

*Note: The following general comments were received during the Preliminary and Final Docket process thus far. This is not an exhaustive summary of all comments that have been submitted but is intended to summarize and respond to some of the key comments that have been received.*

	<b>Public Comment</b>	<b>Staff Analysis</b>	<b>Commentor(s)</b>
A	Concerned about impact of multiple Type 3 Wineries being permitted within the same rural zone/area. If one conditional use permit (CUP) is granted, then others will be interested.	No specific sites or permits are under consideration at this time, but if the code amendment is adopted, each individual proponent will have to show that the applicable criteria are met (includes conditional use permit standards). Granting of one permit wouldn't guarantee another.	1. Lockard, Dennis 2022-08-03
B	Noise – 1. Noise from existing uses in Rural Residential 5 (RR-5) zone already impacts residents. 2. Penalties in Walla Walla County Code (WWCC) Chapter 9.20 not sufficient to deter those hosting events with loud music. 3. Will Sheriff be able to enforce noise regulations if new facilities are permitted? 4. Noise will be greater at events with unlimited alcohol. 5. Site owned by applicant is elevated position which will exacerbate noise impacts. 6. Vineyard operations cause noise. 7. Noise regulations allow certain level of noise until 10 PM, this is too late.	If the code amendment were approved, noise impacts of individual sites/projects would be considered through conditional use permit process per Walla Walla County Code (WWCC) 17.40.020(B). If mitigation beyond noise regulations is warranted, Hearing Examiner may impose conditions of approval.	1. Lockard, Dennis 2022-08-03 2. Chandler, Dave 2022-08-03 3. Wood, Jim and Linda 2022-08-01 4. Vinti, Connie 2022-08-03 (PC Public Hearing) 5. Scheck, Matt 2022-08-03 (PC Public Hearing) 6. Thorne, Lynda 2022-08-03 (PC Public Hearing) 7. Chandler, Dave 2022-08-03 (PC Public Hearing) 8. Crabtree, Patty 2022-08-03 (PC Public Hearing)
C	Type 3 Winery permitted at applicant's property to "full" extent allowed under Type 3 Winery standards would adversely affect adjacent property owners. Would "destroy the residential qualities of this existing residential area."	A central question for the Board to consider is whether the proposed use, via the conditional use permit process, is an appropriate use to be allowed in the RR-5 zone. As well, if the code amendment were approved, whether individual sites/projects would be consistent with "character of the area in which it is to be located" would	1. Wood, Jim and Linda 2022-08-01 2. Vinti, Connie 2022-08-03 (PC Public Hearing) 3. Ferguson, Lon 2022-08-03 (PC Public Hearing)

	Concerned about how large these facilities and their events may get. Motel/hotel, lodging, restaurants, event facilities not appropriate for this zone.	be considered through CUP process per WWCC 17.40.020(D). This use is allowed in the other RR-5 zone, the RRMCC-5 zoning district. Similar uses are allowed in this zone (B&Bs, Type 1 and Type 2 Wineries, Type 1 and Type 2 Event Centers).	4. Fory, Linda 2022-08-03 (PC Public Hearing) 5. Crabtree, Patty 2022-08-03 (PC Public Hearing)
D	Walla Walla County Comprehensive Plan, Chapter 6 “describes the intent of the RR5 Zone to maintain the RESIDENTIAL aspects of the county, ‘characterized by... small-scale farms, dispersed single-family homes, and some types of recreational uses and open space...” Type 3 Wineries are not a residential use and should not be located in “existing residentially developed RR5 zones.”	A central question for the Board to consider is whether the proposed use, via the conditional use permit process, is an appropriate use to be allowed in the RR-5 zone. As well, if the code amendment were approved, whether individual sites/projects would be consistent with “character of the area in which it is to be located” would be considered through CUP process per WWCC 17.40.020(D).	1. Wood, Jim and Linda 2022-08-01 2. Crabtree, Patty 2022-08-03 (PC Public Hearing)
E	Concerned that value of nearby properties, with only single-family residences, be reduced. Property taxes already going up.	The code amendments themselves should not impact property values, the zoning is not changing.	1. Wood, Jim and Linda 2022-08-01 2. Scheck, Matt 2022-08-03 (PC Public Hearing) 3. Wade, Gary 2022-08-03 (PC Public Hearing) 4. Aguilar, Mary 2022-08-03 (PC Public Hearing)
F	Road Safety on Old Milton Highway and increased traffic will result from Type 3 Winery being permitted on Old Milton Highway. Much existing traffic on the road exceeds 40 MPH speed limit. Existing farms in the area will be negatively impacted due to increased traffic, etc.	If the code amendment were approved, traffic impacts of individual sites/projects would be considered through CUP process per WWCC 17.40.020(B). If mitigation is warranted, Hearing Examiner may impose conditions of approval.	1. Wood, Jim and Linda 2022-08-01 2. Knudsen, Dorothy 2022-02-18 3. Vinti, Connie 2022-08-03 (PC Public Hearing) 4. Ferguson, Lon 2022-08-03 (PC Public Hearing) 5. Austin, Kimberly 2022-08-03 (PC Public Hearing)
G	Water Rights – will future Type 3 Wineries in RR-5 impact adjacent property owner’s water rights or wells? More water would be needed for this type of a facility than a single-family residence. May limit water for farming.	If the code amendment were approved, water use of individual sites/projects would be considered through conditional use permit process per WWCC 17.40.020(A). Also see WWCC 17.04.060.	1. Wood, Jim and Linda 2022-08-01 2. Bosley, Walter 2022-08-03 (PC Public Hearing) 3. Taruscio, JaiDee 2022-08-03 (PC Public Hearing)
H	Wastewater – how will wastewater be disposed?	If the code amendment were approved, wastewater disposal of individual sites/projects would be considered through CUP and development review processes per	1. Wood, Jim and Linda 2022-08-01

		<p>WWCC 17.40.020(A). Individual proposals would have to comply with applicable Walla Walla County and State regulations.</p>	
<p>I</p>	<p>Not in favor of "blanket approval" of Type III Wineries in all RR-5 zones. "There is too much disparity among these residential zones." More residences in RR-5 district than Rural Residential Mill Creek 5 (RRMC-5). Mill Creek Road area has specific geography and does not lend itself to farming, this differs from other RR-5 areas, specifically Old Milton Highway.</p>	<p>If the amendment were approved, Type III Wineries would become a conditional use in the RR-5 zone. As stated in WWCC 17.40.010 conditional uses are uses, which "because of their unique characteristics, cannot be properly addressed consideration in each case of the impact of those uses upon neighboring land and of the public need for the particular use as the particular location." It would not be a blanket approval. Approval of the code amendment would not guarantee the approval of any future permit application.</p> <p>There may be some differences in the character of the RRMC-5 zone to the area on Old Milton Highway, however within the RR-5 zone there are differences in neighborhoods (e.g. Burbank RAC, Touchet surrounding area, Blalock, Old Milton Highway). The characteristics of each location would be considered through CUP process.</p> <p>Overall, the permitted uses and zoning regulations for the RR-5 and RRMC-5 are very similar; differences include:</p> <ol style="list-style-type: none"> <li>1. Allowed in RRMC-5 but not in RR-5: <ul style="list-style-type: none"> <li>Animal Hospital (C),</li> <li>Gun/Archery Range – outdoor (C),</li> <li>Hatcheries (P),</li> <li>Quarries (C),</li> <li>Orphanages/charitable institutions (P),</li> <li>Winery Type III (C)</li> </ul> </li> <li>2. Allowed in RR-5 but not in RRMC-5: <ul style="list-style-type: none"> <li>Storage/Packing of Agricultural Produce (P),</li> <li>Art Production Facility (C),</li> <li>Colleges/Universities/Trade Schools (C),</li> <li>Helistops (C)</li> </ul> </li> <li>3. Churches and Schools permitted outright in RRMC-5 but conditional in RR-5.</li> </ol> <p>If approved, Type III Wineries in RR-5 would be subject to same standards in WWCC 17.22 as in RR-5.</p>	<ol style="list-style-type: none"> <li>4. Wood, Jim and Linda 2022-08-01</li> <li>5. Knudsen, Dorothy 2022-02-18</li> </ol>

J	Should "retain the flexibility to evaluate each application for a Winery, Type III on its own merits."	This is what is proposed; a conditional use permit would be required for each project.	1. Wood, Jim and Linda 2022-08-01
K	Existing employee(s) of applicant, at Yellowhawk Resort, support code amendment because current management and future planning for this facility is more structured than prior management. Current owners have been "consistently mindful of our community and its neighbors..." Also, amendment would provide more "consistent guidelines" and bring "growth and stability to our valley."	No response.	1. Diaz, Mariano 2022-03-03 2. McGuire, Tony 2022-03-03 3. McGuire, Tony 2022-08-03 (PC Public Hearing)
L	Yellowhawk Resort is a reason that surrounding properties are desirable and valued higher. Future Type III Winery changes would be also good for area. There is already plenty of traffic from highway and the nearby Labor Camp. If required to meet proposed standards, should fit into neighborhood.	No response.	1. Anonymous Neighbor of Yellowhawk ( <a href="mailto:m.carol@cnwallawalla.com">m.carol@cnwallawalla.com</a> ) 2022-02-27
M	Amendment will allow "...more thoughtful expansion of uses and provide tremendous economic benefit to the County in rural areas." Other commercial uses already allowed in this area: wineries, guest accommodations, events, farming, farmstands, and vineyards. Will support tourism in the area by allowing for lodging.	See WWCC 17.16.014 for list of other uses allowed in RR-5 zone, does include B&Bs, Type 1 and Type 2 Wineries, Type 1 and Type 2 Event Centers.	1. Mulholland, Lindsay, and Leamy, Steve 2022-02-28 2. Martinez Bujana Mora, Jesus (Valdemar Family) 2022-02-28
N	Proposal does not adhere to "County's planning and zoning policies" or the Washington State Growth Management Act (GMA) Rural Lands policies (which were stated in the August 3, 2022 Staff Report to the Planning Commission).	See analysis in August 3, 2022 Staff Report to the Planning Commission which includes excerpts from the GMA, County Code, and Comprehensive Plan. As stated by staff, "There are policy reasons that support such a use, but there may also be policy reasons against it." Some notes: <ul style="list-style-type: none"> <li>Per GMA: "... to retain and enhance the job base in rural areas, rural counties must have flexibility to create opportunities for business development."</li> <li>Per GMA "...many businesses in rural areas fit within the definition of rural character."</li> <li>Per GMA "...a county should foster land use patterns and develop a local vision of rural character that will... permit the operation of</li> </ul>	1. Vinti, Connie 2022-02-24 2. Vinti, Connie 2022-02-11 3. Vinti, Connie 2022-08-03 (PC Public Hearing) 4. Ferguson, Lon 2022-08-03 (PC Public Hearing) 5. Vinti, Connie 2022-09-06 (received during BOCC Regular Meeting Public Comment period)

		<p>rural-based agricultural, commercial, recreational, and tourist businesses that are consistent with existing and planned land use patterns..."</p> <p>GMA doesn't prohibit the county from allowing this type of use in rural areas, which is why the county allows this use in the other RR-5 district. GMA leaves it to the County to determine what our "rural character" looks like.</p> <p>See the Planning Commission Resolution for their recommendation, which is that the proposal does not meet the County criteria for approval of the amendment.</p> <p>Proposal would make Type III Winery a conditional use in the RR-5 zone as it is in the RRM-C-5 zone.</p> <p>The Board of County Commissioners will make the final decision on the amendment proposal after holding a public hearing. Their decision could be appealed. If the code amendment is approved, individual projects will go through the CUP process and the public will be able to participate.</p> <p>See notes on Item M.</p>	
O	Code amendment would resolve inconsistency in uses allowed in RR-5 vs. RRM-C-5 zones.	Applicants project seems like it's a "done deal."	<ol style="list-style-type: none"> <li>Byerley, Russell and Maryann 2022-02-24</li> </ol>
P			<ol style="list-style-type: none"> <li>Knudsen, Dorothy 2022-09-05</li> </ol>
Q	Type III Winery code accommodates development that is coming while allowing County to maintain control via CUP process. Similar to other permitted uses.		<ol style="list-style-type: none"> <li>McLaughlin, Erik 2022-08-03 (PC Public Hearing)</li> </ol>
R	Not possible for a Type III Winery at Yellowhawk Resort location to meet conditional use permit criteria.		<ol style="list-style-type: none"> <li>Vinti, Connie 2022-08-03 (PC Public Hearing)</li> </ol>
S	Existing wineries in the area do not have sufficient parking.		<ol style="list-style-type: none"> <li>Vinti, Connie 2022-08-03 (PC Public Hearing)</li> </ol>
T	Environment will be negatively impacted if these uses are allowed (litter is already an issue, will be worsened). Animals will be impacted.		<ol style="list-style-type: none"> <li>Scheck, Matt 2022-08-03 (PC Public Hearing)</li> <li>Ferguson, Arline 2022-08-03 (PC Public Hearing)</li> </ol>

U	Type III Wineries not appropriate in Yellowhawk Resort area and Old Milton Highway, may be appropriate in other areas. "This is a fully developed residential area."	If amendment were approved, specific characteristics of neighborhoods within the RR-5 area would be considered through the CUP process.	1. Wood, Jim 2022-08-03 (PC Public Hearing)
V	Definition of a Country Inn is too broad.	The Type III Winery standards that exist in Chapter 17.22 limit the size and character of lodging uses at Type III facilities. If the Board wanted to impose more specific limitations on lodging, that could be considered, although no specific suggestions have been brought forth.	1. Thorne, Lynda 2022-08-03 (PC Public Hearing)
W	Concerned about aesthetic impact of development. Events will impact neighboring properties. Don't want to allow RVs. People visiting wineries feel they're "entitled" and trespass onto neighboring properties.	Allowing RVs for lodging is not part of the current amendment proposal. If amendment were approved, impacts to neighboring properties would be considered through the CUP process.	1. Brown, Brenda 2022-08-03 (PC Public Hearing)
X	Property owners adjacent to Yellowhawk Resort were not directly notified of application.	This is not a site-specific requirement so no individual property owner notice was given. It's not practical nor required that the County mail notice to all property owners in the RR-5 zone, but public notice was posted and published as required by WWCC Title 14.	1. Brown, Brenda 2022-08-03 (PC Public Hearing) 2. Crabtree, Patty 2022-08-03 (PC Public Hearing)
Y	Farmers already being pushed out of Walla Walla. This will make it worse. This is not consistent with rural area. There is no tourism if there is no agriculture.	The proposed amendments would not impact lands of long-term commercial significance. If the code amendment were approved, whether individual sites/projects would be consistent with the "character of the area in which it is to be located" would be considered through CUP process per WWCC 17.40.020(D).	1. Taruscio, JaiDee 2022-08-03 (PC Public Hearing)
Z	Other property owners have already had to give up land for road construction in area, wouldn't want to have to "be inconvenienced" to do that again if road needed to be widened for new development.	If the amendment were approved, traffic impacts of new development would be considered through CUP process and other regulations. But it's important to note that property owners are compensated when their land is needed for County road projects.	1. Taruscio, Donita 2022-08-03 (PC Public Hearing)



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

IN THE MATTER OF SETTING A DATE OF PUBLIC HEARING TO CONSIDER THE PROPOSAL BY YELLOWHAWK RESORT, LLC TO AMEND WALLA WALLA COUNTY CODE TO AMEND THE PERMITTED USES TABLE TO MAKE A TYPE III WINERY A CONDITIONAL USE IN THE RURAL RESIDENTIAL 5 (RR-5) ZONING DISTRICT



RESOLUTION NO.

**WHEREAS**, RCW 36.70A.470 requires that the County include a procedure for any interested person to suggest amendments to the comprehensive plan or development regulations, and that the amendments must be docketed and considered on at least an annual basis; and

**WHEREAS**, pursuant to Walla Walla County Resolution No. 22 049 the 2021 County Comprehensive Plan and Development Regulations docket was established to include application ZCA21-001; and

**WHEREAS**, Walla Walla County Planning Commission Resolution No. 22-02, adopted after public hearings by the Planning Commission held on August 3, 2022, recommended the Board of County Commissioners deny the application by Yellowhawk Resort, LLC, docket No. ZCA21-001, and the Board of County Commissioners must hold a public hearing to consider the request pursuant to 14.15.070C(2); now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that, pursuant to Walla Walla County Code, a public hearing shall be set for 1:30 p.m. on October 31, 2022 or as soon thereafter as possible in the Walla Walla County Commissioners' Chambers, County Public Health and Legislative Building, located at 314 West Main Street, Walla Walla, Washington. Remote Public Participation and testimony will be allowed via Webex and telephone.

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

**BE IT FURTHER RESOLVED** required notice of said hearing shall be done by the Walla Walla County Community Development Department.

Passed this 17<sup>th</sup> day of October, 2022 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

\_\_\_\_\_  
Jennifer R. Mayberry, Commissioner, District 1

\_\_\_\_\_  
Gregory A. Tompkins, Commissioner, District 3

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

## RECESS

### 1:15 P.M. COUNTY COMMISSIONERS

**a) Action Agenda Items:**

- 1) Review submitted Employee Payroll Action Forms
- 2) Review vouchers/warrants/electronic payments

**b) Consent Agenda Items:**

- 1) Resolution – Minutes of County Commissioners' proceedings for October 10 and 11, 2022
- 2) Payroll action and other forms requiring Board approval

**c) Action Agenda Items:**

- 1) County vouchers/warrants/electronic payments as follows: 4053634 to 4053641 in the amount of \$86,394.78 (draws) and 4243867 in the amount of \$24,138.70 (draw taxes)
- 2) Resolution – Setting a date of public hearing to consider amendments to the 2022 Walla Walla County Budget
- 3) Proposal 2022 10-17 TSD-1 Approval of trial hybrid work plan for Technology Services Staff
- 4) Proposal 2022 10-17 TSD-2 Approval to purchase Walla Walla County Courthouse and Campus Physical Security Software and Camera Upgrade

**d) Miscellaneous business to come before the Board**

**e) Review reports and correspondence; hear committee and meeting reports**

**f) Review of constituent concerns/possible updates re: past concerns**

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

IN THE MATTER OF SETTING A  
DATE OF PUBLIC HEARING TO  
CONSIDER AMENDMENTS TO  
THE 2022 WALLA WALLA  
COUNTY BUDGET



**RESOLUTION NO. 22**

**WHEREAS**, subsequent to the establishment of the budgets and adoption of the 2022 Walla Walla County Budget requests have been made to amend the budget; and

**WHEREAS**, it is necessary to hold a public hearing to consider these matters; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that a public hearing shall be set for Monday, October 31, 2022 at the hour of 1:15 p.m., in County Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington to consider amending the 2022 budget as follows.

Remote public participation and testimony will be allowed via Webex and telephone. Limited participation and testimony at a remote location is available for those who are unable to testify by Webex or Telephone by contacting the Clerk of the Board.

**FUND 010 – CURRENT EXPENSE**

Revenue	\$286,085.00
Expenditures	\$286,085.00

**FUND 118 - FAIRGROUNDS**

Revenue	\$305,000.00
Expenditures	\$305,000.00

**BE IT FURTHER RESOLVED** that, upon further review of the 2022 Budget at the time of the above-referenced hearing, if other amendments are proposed and necessary for accounting purposes, those amendments will be made a part of the hearing without further advertising.

Passed this 17<sup>th</sup> day of October, 2022 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

\_\_\_\_\_  
Jennifer R. Mayberry, Commissioner, District 1

\_\_\_\_\_  
Gregory A. Tompkins, Commissioner, District 3

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



# MEMO

Date: October 17<sup>th</sup>, 2022

Proposal ID. 2022 10-17TSD-1

To: Walla Walla Board of County Commissioners

From: Chad Goodhue, Technology Services Director

## Intent – Decision

**Topic** – Hybrid work plan for Technology Services staff - Trial

### Summary

During the pandemic thru present I have maintained two staff members that are full-time remote workers due to space constraints and remodels. I have found that this has provided benefits to both the County and the workers. Over the last year the following understanding has been in place:

- Primary remote worksite is never to be more than 1 hour from the County Offices.
- 1 full workday per month I expect to see you in the office.
- If there are technical issues with your home internet coverage and it's estimated to be down for more than 1 hour then you immediately come to the office OR you take the remainder of the day off using vacation time.
- All necessary office equipment will be provided to conduct County Business, specifically:
  - 1 Meraki Z3 Telework device (provides VPN connectivity back to the County)
  - 1 County issued laptop, dock, keyboard, mouse
  - 2 County issued monitors
  - 1 County issued Cisco 8861 desk phone
  - By exception only will a printer be provided (GIS or Public Records)
- Each Division, Techs and GIS, will have a "hot swap" desk that will have all of the necessary hardware (monitors, keyboard, mouse, phone) for staff to bring their laptops in, connect and work from when not remote.
- Availability – It is understood and expected that routine time away from the computer will happen (breaks, lunch, bio-breaks, coffee). When stepping away from the keyboard you need to let TS/GIS staff know you will be away from your keyboard and again when you have returned.
- Work will be tracked through Sysaid (Active tickets) and projects as assigned.
- If for whatever reason and at the sole discretion of the IT Director hybrid work can be canceled.
- Weekly meetings (Department and Division) are mandatory whether working remotely or onsite.
- Remote and in office time will be adjusted as necessary to accommodate vacations and coordinated at least 2 weeks in advance of time off.

### **Trial Period:**

I would like to run this trial from November 1<sup>st</sup> 2022 to January 2<sup>nd</sup> 2023 and if successful Tech Services would be willing to "give up" half of the space occupied on the South side of the 1<sup>st</sup> floor hall.

**Participants:**

Senior Systems Support Technician G  
Senior Systems Support Technician R  
GIS Coordinator  
MSAG Coordinator

**The Plan:**

Techs

Week 1, SSST G would be remote three (3) days and SSST R would be remote two (2) days

Week 2, SSST G would be remote two (2) days and SSST R would be remote three (3) days

This will alternate throughout the trial period

The new position, System Support Technician, will be a full-time office position throughout his probation and likely well through his first year.

GIS

GIS Coordinator and MSAG Coordinator will rotate like the techs, three (3) days in, two (2) days out alternating

Segregation/GIS Specialist will not be able to participate largely due to her lack of high-speed internet

Senior Network Specialist and Public Records Officer will continue to work 100% remote with the one(1) full day per month exception.

**Thoughts:**

I like the rotation of this plan as it ensures that all staff have a weekly physical presence that provides continuity for the Offices and Departments we serve. This also allows us to meet our obligations where necessary to meet with the public (GIS).

**Cost**

No additional cost to Technology Services or the County

**Alternatives Considered**

We maintain the status quo.

**Security**

All connections will be managed by our current security technology and infrastructure. No additional changes or costs are necessary.

**Benefits**

Over the course of the last two and a half years Technology Services has either been 100% remote or Hybrid in some manner. During this period, we have demonstrated our ability to provide all of the necessary support to all County Offices and Departments without a decline in productivity or efficiency. This has allowed team members the necessary time to devote to projects that require minimal interruptions.

Based on the Hybrid workflow and staffing rotation all staff will be in the office a minimum of two (2) days a week and all staff understand that they need to cover in-office hours for vacations of other staff.

This hybrid model also puts all Tech Services staff, except for the remote workers, in the same workspace enhancing our in-office collaboration.

Other benefits are lower power consumption, heating and cooling savings.

**\*\*\*Authority to Execute Related Agreements Sought**

Yes

**Conclusion/Recommendation**

Approval of trial period with a report to the Board of County Commissioners prior to January 2, 2023 on status of trial.

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Submitted By

Disposition

\_\_\_\_\_

\_\_\_ Approved

*Chad Goodhue Technology Services 10/17/2022*

\_\_\_ Approved with modifications

\_\_\_ Needs follow up information

\_\_\_ Denied

**\*\*\*Authority to Execute Related Agreements**

\_\_\_ Approved

\_\_\_ Denied

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BOCC Chairman

Date

Additional Requirements to Proposal

\_\_\_ Modification

\_\_\_ Follow Up



# Proposal

**Date:** October 11, 2022

**Proposal ID.** 2022 10-17 BOCC/TSD -2

**To:** BOCC

**From:** Diane Harris, Clerk of the Board, Board of County Commissioners

**Intent** – Approval to purchase Walla Walla County Courthouse and Campus Physical Security Software and Camera Update

**Topic** – Approval of Courthouse and Campus Physical Security Software and Camera Update

## Summary

Technology Services provided two general demonstrations of options that there are for updating the County camera and software systems. After much research the Technology Services Department looked into upgrading our current software that we have.

Following is a breakdown of the estimated costs:

**Software Upgrade**, licenses for 123 cameras with pro support and 48 hours of Professional Services - \$24,000 - configure interfaces as needed, integrate all 4 current sites, update firmware and software code, setup users and permissions etc.

**Cameras** –New Cameras and Replacement Cameras - Total Estimated Camera cost - \$96,000

**Network** – Switches and fiber - We will need 5 new switches at a cost of \$8,000 per switch; Fiber patch at the JJC from Mechanical room 1 to mechanical room 2; Not to exceed \$5,000; Total Cost of Networking gear and services: \$45,000

**Storage** – Hardware to store the video inputs to meet the County's retention requirements, Dell ME5084 \$72,150 for the cost of the storage

## **Total Projected Costs:**

- Software - \$24,000
- Cameras - \$96,000
- Network - \$45,000
- Storage – \$72,150
  - Total - \$237,150

## **Funding**

Split between Current Expense Building and Law & Justice Building Funds (30100 and 30000)

**Alternatives Considered**

N/A

**Acquisition Method**

N/A

**Security**

N/A

**Access**

**Risk**

**Benefits**

**Conclusion/Recommendation**

Approve moving forward with Courthouse and Campus Physical Security Software and Camera Update project.

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Submitted By

Disposition

Diane Harris, Commissioners 10/11/2022

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Approved

Name      Department      Date

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Approved with modifications

Needs follow up information

Signature

Denied

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BOCC Chairman

Date

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**Additional Requirements to Proposal**

Modification

Follow Up

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**1:30 PUBLIC WORKS DEPARTMENT**

**Tony Garcia**

**a) Department update and miscellaneous**

**Walla Walla County Public Works  
990 Navion Lane  
Walla Walla, WA 99362**



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To: Board of County Commissioners

From: Tony Garcia Morales, P.E. – Public Works Director/County Engineer

Date: 12 October 2022

Re: Director's Report for the Week of 10 October 2022

**Board Action: 17 October 2022**  
**Update Only**

**ENGINEERING:**

- Mill Creek Road MP 1.1 to MP 3.96: Scheduled to finish paving this week. Striping and signing will be installed next week.
- Abbott Road Sidewalk: Sidewalk work is complete. Contractor is working on driveways and stormwater facilities.

**MAINTENANCE/FLEET MANAGEMENT:**

- North Crew – Brush work, and bridge maintenance.
- South Crew – Mill Creek channel maintenance and levee maintenance.
- Vegetation & Signs – Brush work, Mill Creek channel and levee maintenance.
- Garage – Routine services and repairs, starting on snow and ice pre-season maintenance on equipment.
- Miscellaneous – Department of Natural Resources (DNR) paperwork and County Road Administration Board (CRAB) paperwork.

**ADMINISTRATION:**

- Conducted our weekly Road Operations, Engineering, and Staff meetings.
- Participated in a Washington State Association of County Engineers (WSACE) planning meeting for our upcoming County Leaders Conference Board meetings.
- Had monthly update meeting with liaison Commissioner Mayberry.
- Participated in our Safety Committee meeting.

- 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))

**2:00 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))
- c)** Possible action re: pending or potential litigation

**2:15 COUNTY COMMISSIONERS**

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

**- A D J O U R N -**

**NOTE:**

**4:00 JOINT WALLA WALLA CITY COUNCIL AND WALLA WALLA COUNTY COMMISSIONER MEETING AT CITY HALL in City of Walla Walla Council Chambers (15 N. 3<sup>rd</sup> Street, Walla Walla) – Separate agenda will be provided.**

*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.*