

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, FEBRUARY 6, 2023**

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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.**

**9:00 A.M. COUNTY COMMISSIONERS**

**Chairman Mayberry**

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) Silence cell phones
- c) Declarations re: conflict of interest
- d) Approval of agenda
- e) Pledge of Allegiance
- f) Possible executive session re: collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)) 9:05 a.m.

**10:00 COUNTY COMMISSIONERS**

- g) Public comment period (time limitations may be imposed)
- h) Introduction of new county employees (this is scheduled for the first meeting of each month)
- i) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
  - 2) Review vouchers/warrants/electronic payments
- j) **Consent Agenda Items:**
  - 1) Resolution – Minutes of County Commissioners' proceedings for January 17 and 18, 2023 and January 27, 2023 Special Meeting and Cancelled sessions January 23 and 24, 2023 and January 30 and 31, 2023
  - 2) Resolution – Calling for bids for designation of the county legal newspaper for county printing and advertising
  - 3) Resolution – Awarding contracts for Indigent Legal Services for 2023
  - 4) Resolution – Updating appointments to the Water Conservancy Board

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

IN THE MATTER OF CALLING FOR  
BIDS FOR DESIGNATION OF THE  
COUNTY LEGAL NEWSPAPER FOR  
COUNTY PRINTING AND  
ADVERTISING

RESOLUTION NO. **23**

**WHEREAS**, pursuant to RCW 36.72.075, it is time to call for bids for designating the official county newspaper for county printing and advertising for a one year term beginning July 1, 2023 and ending June 30, 2024; now therefore

**BE IT RESOLVED** that the Board of Commissioners of Walla Walla County issue a call for bids for county printing and advertising, to be opened on Monday, March 27, 2023 at the hour of 1:15 p.m. in the Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington.

**BE IT FURTHER RESOLVED** that the Clerk of the Board of County Commissioners, as the County Auditor's designee, shall cause the call for bids to be published.

*Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, 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 AWARDING  
CONTRACTS FOR INDIGENT  
LEGAL SERVICES FOR 2023

RESOLUTION NO. **23**

**WHEREAS**, Walla Walla County is required to provide legal representation for indigent citizens when so determined by the Courts of Jurisdiction on all matters related to District Court criminal matters and Superior Court criminal matters, dependency hearings, mental health hearings, and other such matters before the Courts; and

**WHEREAS**, it is the opinion of this Board of Walla Walla County Commissioners that said legal services can best be provided for indigent persons by entering into individual contracts with certain attorneys who will accept a percentage of the appointments for felony and other cases pursuant to the conditions set forth in the contract; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve and shall sign the contracts between Walla Walla County and the following named attorneys to provide legal services as outlined in the contracts: Cortez Law Office, John Hartzell, Holce Law Office, Bridie Monahan Hood, Lewellyn Law Office (Jamie Harper), Robin L. Olson, Julie Carlson Straube and Julie Karl.

**BE IT FURTHER RESOLVED** that the contract period shall be for year 2023.

Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, 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 THE  
APPOINTMENTS TO THE  
WALLA WALLA COUNTY  
WATER CONSERVANCY  
BOARD

**RESOLUTION NO. 23**

**WHEREAS**, pursuant to RCW 90.80, counties were allowed to create water conservancy boards for the purpose of expediting voluntary water transfers and change applications within the county; and

**WHEREAS**, the formation of a Walla Walla County Water Conservancy Board was approved in 1999; and

**WHEREAS**, pursuant to Walla Walla County resolution 99 302, initial appointments to the Walla Walla County Water Conservancy Board were made; and

**WHEREAS**, Nathan Rau will be resigning from the Board as of February 28, 2023; and

**WHEREAS**, applicants were sought for an alternate board member for the Water Conservancy Board and a recommendation was forwarded to the Board of County Commissioners; and

**WHEREAS**, Dan Thomas, has applied to serve as an alternate member on the Board; and

**WHEREAS**, Dan Thomas shall be appointed to the Walla Walla County Water Conservancy Board as an alternate effective immediately; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners, as the county legislative authority, that Nathan Rau be removed as a Board member on the Water Conservancy Board effective February 28, 2023, and that, Dan Thomas shall be appointed as an alternate member to the Water Conservancy Board and that, pursuant to statute, the term appointment for shall be for six years, said term to expire subsequent to the December, 2029 meeting of the Water Conservancy Board.

**BE IT FURTHER RESOLVED** that said appointed alternate may not participate in a record of decision or the board until the necessary training has been successfully completed.

*Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

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

## **COUNTY COMMISSIONERS (continued)**

### **j) Consent Agenda Items (Continued):**

- 5) Execute Acknowledgment of Receipt form for report from County Treasurer of all refunds for year 2021 (pursuant to RCW 84.60.020)
- 6) Payroll action and other forms requiring Board approval

### **k) Action Items:**

- 1) County vouchers/warrants/electronic payments as follows: 4054025 through 4054046 totaling \$1,094,215.41 (January payroll); 4247221 through 4247251 totaling \$1,192,926.94 (benefits and deductions)

### **k) Miscellaneous business to come before the Board**

### **l) Review reports and correspondence; hear committee and meeting reports**

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

# Walla Walla County Treasurer's Office

Gordon R. Heimbigner, CFE, Treasurer • P.O. Box 777, Walla Walla, WA 99362

January 27, 2023

Board of County Commissioners  
314 West Main  
Walla Walla, WA 99362

RE: Report of refunds issued for 2022 ad valorem taxes

Dear Members of the Board:

Pursuant to RCW 84.69.020, "the county treasurer shall report to the county legislative authority a list of all refunds made during the previous year". Included in the attachments are refunds/overpayments that may include special assessments or irrigation as these monies were refunded in same check as ad valorem taxes.

**Attachment; "Refunds Paid":**

This list represents refunds including, but not limited to cancellations due to audit corrections, fire, manifest errors, senior/disabled exemptions, value changes, clerical errors, overpayments due to parcels being paid more than once.

The total amount of refunds issued in 2022 is \$352,665.04.

Respectfully Submitted,



Gordon R Heimbigner  
Walla Walla County Treasurer

Attachment: Refunds Paid

## Refunds Paid Report

Group by Owner/Account  
 Refund Date: 1/1/2022 - 12/31/2022

Refund Date	Owner / Account	Refunded To	Refund Type	Tax Amount	P&I	Interest	Total
12/21/22	ANDY'S MARKET LLC	ANDY'S MARKET LLC	A	\$13.66	\$0.00	\$0.00	\$14.25
12/21/22	BASIN DISPOSAL OF WA LLC	BASIN DISPOSAL OF WA LLC	A	\$3.76	\$0.00	\$0.00	\$3.76
3/28/22	KEY TECHNOLOGY INC	KEY TECHNOLOGY INC	A	\$3,565.83	\$0.00	\$5.51	\$3,571.34
12/21/22	LSREF GOLDEN PROPERTY 26 (WA) LLC	CooksMyesha	A	\$128.12	\$5.14	\$0.00	\$133.26
12/5/22	WALLA WALLA STEAK CO LLC	WALLA WALLA STEAK CO LLC	A	\$118.33	\$0.00	\$0.00	\$118.33
				<u>\$3,830.00</u>	<u>\$5.83</u>	<u>\$5.51</u>	<u>\$3,841.94</u>
6/1/22	THOMPSON KARL E	THOMPSON KARL E & REBECCA S	BOE	\$784.78	\$0.00	\$0.06	\$784.84
6/29/22	WW RIVER PACKING & STORAGE LLC	WW RIVER PACKING & STORAGE LLC	C	\$8,654.61	\$0.00	\$315.83	\$8,970.44
1/19/22	CLINE CLYDE RANCH	CLINE CLYDE RANCH	CE	\$1,095.07	\$0.00	\$1.59	\$1,096.66
1/19/22	CLINE ERICA T	CLINE CLYDE RANCH JOINT VENTURE	CE	\$281.59	\$0.00	\$0.34	\$281.93
1/19/22	CLINE MICHAEL E	CLINE CLYDE RANCH JOINT VENTURE	CE	\$281.59	\$0.00	\$0.34	\$281.93
1/19/22	FRASIER CAROLYN L	CLINE CLYDE RANCH	CE	\$375.37	\$0.00	\$0.50	\$375.87
1/19/22	FRASIER DONALD R TRUST	CLINE CLYDE RANCH	CE	\$375.37	\$0.00	\$0.50	\$375.87
1/19/22	FRASIER TRUST	CLINE CLYDE RANCH JOINT VENTURE	CE	\$375.62	\$0.00	\$0.50	\$376.12
6/1/22	LARSON NATHAN C	LarsonNathan	CE	\$400.77	\$0.00	\$6.16	\$406.93
6/1/22	RESER YANCEY PERS REP	ESTATE OF HOWARD YANCEY RESER	CE	\$718.88	\$0.00	\$0.04	\$718.92
2/28/22	WASHINGTON STATE OF	WASHINGTON STATE OF	CE	\$807.70	\$0.00	\$4.06	\$811.82
6/13/22	WW RIVER PACKING & STORAGE LLC	WW RIVER PACKING & STORAGE LLC	CE	\$47.01	\$0.00	\$7.28	\$54.29
				<u>\$4,780.03</u>	<u>\$0.00</u>	<u>\$21.33</u>	<u>\$4,781.35</u>
12/15/22	CARLYLE BRIAN SCOTT & MELISSA JO	CarlyleMelissa	D	\$1,135.40	\$0.00	\$0.06	\$1,136.52
6/1/22	CRISS JOEY E	CRISS JOEY E	D	\$5,694.66	\$152.68	\$68.46	\$5,915.80
12/12/22	JONES WENDY	JONES WENDY	D	\$2,288.45	\$0.00	\$0.70	\$2,289.15
12/27/22	KNUDSON RANDY M & CARRIE L	KNUDSON RANDY M & CARRIE L	D	\$1,028.64	\$72.11	\$3.74	\$1,104.49
8/30/22	LARONDELLE ANDRE H	LaRondelleAndre	D	\$3,736.07	\$193.02	\$6.40	\$3,935.49
5/24/22	PIERCE STACY	PIERCE STACY	D	\$266.50	\$0.00	\$0.00	\$266.50
12/12/22	SIMMONS THOMAS D	SIMMONS THOMAS D	D	\$4,803.83	\$0.00	\$5.31	\$4,809.14
				<u>\$19,044.81</u>	<u>\$417.81</u>	<u>\$84.67</u>	<u>\$19,547.09</u>
11/15/22	BALLY TECHNOLOGIES	BALLY TECHNOLOGIES	DEL	\$13.35	\$0.00	\$0.00	\$13.35
5/25/22	COLLEGE PLACE CITY OF	COLLEGE PLACE CITY OF	DDR	\$3,261.26	\$302.28	\$1.15	\$3,564.69
5/31/22	COLLEGE PLACE CITY OF	HAYDEN HOMES LLC	DOR	\$30.92	\$0.00	\$0.00	\$30.92
6/1/22	METHODIST EPISCOPAL CHURCH	METHODIST EPISCOPAL CHURCH	DOR	\$1,360.00	\$0.00	\$0.00	\$1,360.00
6/23/22	PACIFIC NORTHWEST CONFERENCE OF THE	PACIFIC NORTHWEST CONFERENCE OF THE	DOR	\$1,307.84	\$0.00	\$0.00	\$1,307.84
5/20/22	WAITSBURG CITY OF	NORTHWEST GRAIN GROWERS INC	DOR	\$871.99	\$0.00	\$0.28	\$872.27
10/7/22	WALLA WALLA GOSPEL MEETING ROOM TRUST	LAND TITLE OF WALLA WALLA CO	DOR	\$3,211.38	\$0.00	\$0.22	\$3,211.60
5/19/22	WALLA WALLA UNIVERSITY	WALLA WALLA UNIVERSITY	DOR	\$15,224.00	\$759.17	\$5.97	\$15,989.14
6/22/22	WALLA WALLA VALLEY COWBOY CHURCH OF THE NAZARENE	WALLA WALLA VALLEY COWBOY CHURCH OF THE NAZARENE	DOR	\$7,130.15	\$0.00	\$0.57	\$7,130.73
4/1/22	WHITMAN COLL BOARD OF TRUSTEES	WHITMAN COLL BOARD OF TRUSTEES	DOR	\$2,810.70	\$0.00	\$1.69	\$2,812.39
4/7/22	WHITMAN COLL BOARD OF TRUSTEES	WHITMAN COLL BOARD OF TRUSTEES	DOR	\$15,723.68	\$0.00	\$0.49	\$15,724.17
6/1/22	WHITMAN COLL BOARD OF TRUSTEES	WHITMAN COLLEGE	DOR	\$1,241.65	\$0.00	\$0.09	\$1,241.74
				<u>\$51,874.38</u>	<u>\$1,071.45</u>	<u>\$19.64</u>	<u>\$52,965.47</u>
1/19/22	CLINE CLYDE RANCH	CLINE CLYDE RANCH	ERR	\$10.83	\$0.00	\$0.00	\$10.83
1/19/22	FRASIER CAROLYN L	CLINE CLYDE RANCH	ERR	\$45.85	\$0.00	\$0.00	\$45.85
1/19/22	FRASIER DONALD R TRUST	CLINE CLYDE RANCH	ERR	\$45.85	\$0.00	\$0.00	\$45.85
1/19/22	FRASIER TRUST	CLINE CLYDE RANCH	ERR	\$45.85	\$0.00	\$0.00	\$45.85
2/28/22	MN INVESTMENT TRUST	STATE OF WASHINGTON	ERR	\$55.83	\$0.00	\$0.00	\$55.83
2/28/22	WASHINGTON STATE OF	WASHINGTON STATE OF	ERR	\$90.98	\$1.77	\$0.00	\$92.75
				<u>\$295.19</u>	<u>\$1.77</u>	<u>\$0.00</u>	<u>\$296.96</u>
12/1/22	MELLISH DANIEL R	MELLISH DANIEL R	F	\$14.59	\$0.00	\$0.00	\$14.59
12/15/22	COLEMAN RONALD D & JAMIE M	COLEMAN RONALD D & JAMIE M	FLO	\$540.01	\$0.00	\$0.00	\$540.01
12/15/22	BELLA TERRA HOMEOWNERS ASSOCIATION	BELLA TERRA HOMEOWNERS ASSOCIATION	ME	\$0.00	\$0.00	\$0.00	\$0.00
12/21/22	BELLA TERRA HOMEOWNERS ASSOCIATION	BELLA TERRA HOMEOWNERS ASSOCIATION	ME	\$2,005.04	\$0.00	\$0.00	\$2,005.04
1/19/22	SPECTRUM PACIFIC WEST LLC	CHARTER COMMUNICATIONS	ME	\$5,580.07	\$0.00	\$7.10	\$5,587.17
				<u>\$7,587.01</u>	<u>\$0.00</u>	<u>\$7.10</u>	<u>\$7,594.11</u>
10/10/22	ADAMS LEONARD L	ADAMS LEONARD L	OC	\$112.31	\$0.00	\$0.00	\$112.31
1/31/22	ALLEN KATHLEEN J	ALLEN KATHLEEN J	OC	\$2,503.00	\$0.00	\$0.00	\$2,503.00
3/31/22	ALVARADO ANTONIA M	JEFFREY C JACKSON	OC	\$74.68	\$0.00	\$0.00	\$74.68
11/18/22	AMAVI LLC	AMAVI CELLARS, LLC	OC	\$6,148.59	\$0.00	\$0.00	\$6,148.59
5/11/22	AMMANN JACK A	AMMANN JACK A	OC	\$20.00	\$0.00	\$0.00	\$20.00
12/15/22	ANDERSON ATELIER LLC	WALLA WALLA FOUNDRY INC	OC	\$37.91	\$0.00	\$0.00	\$37.91
1/28/22	APOSTOLIC ASSEMBLY OF THE FAITH IN CHRIST JESUS	LAND TITLE OF WALLA WALLA	OC	\$503.49	\$0.00	\$0.00	\$503.49
5/12/22	ARNO JOHN	ARNO JOHN	OC	\$17.82	\$0.00	\$0.00	\$17.82
1/12/22	AVA JANVI INVESTMENTS LLC	AVA JANVI INVESTMENTS LLC	OC	\$50.64	\$0.00	\$0.00	\$50.64
5/20/22	BARAJAS JESUS	BARAJAS JESUS	OC	\$409.96	\$0.00	\$0.00	\$409.96
11/16/22	BARRY J CHABRE REVOCABLE LIVING TRUST	C & C FARMS	OC	\$703.07	\$0.00	\$0.00	\$703.07
2/25/22	BASIN DISPOSAL	BASIN DISPOSAL	OC	\$159.43	\$0.00	\$0.00	\$159.43
11/16/22	BELANGER KEITH J	ZhaoQueona	OC	\$1,201.98	\$0.00	\$0.00	\$1,201.98
5/11/22	BERNARDI DOMINA & ROBERT L	HAYDEN HOMES LLC	OC	\$3,144.26	\$0.00	\$0.00	\$3,144.26
9/21/22	BNSF RAILWAY COMPANY	BNSF RAILWAY COMPANY	OC	\$30.43	\$0.00	\$0.00	\$30.43
5/12/22	BOCANEGRA THALIA GABRIELA ET AL	BAKER BOYER BANK	OC	\$218.57	\$0.00	\$0.00	\$218.57
5/11/22	BOUNDS HILLARY ANNE	BoundsHillary	OC	\$2,142.96	\$0.00	\$0.00	\$2,142.96
5/11/22	BOWLAWAY LANES	BOWLAWAY LANES	OC	\$14.04	\$0.00	\$0.00	\$14.04
5/12/22	BOYCE BENJAMIN E & JAMES P	BAKER BOYER BANK	OC	\$274.50	\$0.00	\$0.00	\$274.50
4/21/22	BOYD EVELYN B	BOYD EVELYN B	OC	\$22.77	\$0.00	\$0.00	\$22.77
12/1/22	BRENNER NEAL & RUTH	BRENNER NEAL & RUTH	OC	\$1,023.80	\$0.00	\$0.00	\$1,023.80
5/17/22	BROETJE SANJAY & MARGARITA	BROETJE SANJAY & MARGARITA	OC	\$66.88	\$0.00	\$0.00	\$66.88
12/30/22	BROWN MARILYN	BROWN MARILYN	OC	\$916.55	\$0.00	\$0.00	\$916.55
4/29/22	BUCHAN JAMES R & MARGARET L	BUCHAN JAMES R & MARGARET L	OC	\$4,647.03	\$0.00	\$0.00	\$4,647.03
6/1/22	BULEY ALEXANDRA L	BuleyAlexandra	OC	\$63.02	\$0.00	\$0.00	\$63.02
5/11/22	CAMP PROPERTIES LLC	Camp Properties LLC	OC	\$32.55	\$0.00	\$0.00	\$32.55
7/15/22	CARR LINDA J	WALLA WALLA TITLE CO	OC	\$48.31	\$0.00	\$0.00	\$48.31
5/12/22	CAVALLI ROBERTA J	CAVALLI ROBERTA J	OC	\$15.53	\$0.00	\$0.00	\$15.53
12/15/22	CLEARY ANDREW JAMES & LORI P	CLEARY ANDREW JAMES & LORI P	OC	\$14.07	\$0.00	\$0.00	\$14.07
11/16/22	CLINEHENS STEPHEN S & MARTHA	CLINEHENS STEPHEN S & MARTHA	OC	\$400.00	\$0.00	\$0.00	\$400.00
3/31/22	CLINTON LARRY D & SHERLEE ANN	BALL LARRY D & SHERLEE ANN	OC	\$1,789.45	\$0.00	\$0.00	\$1,789.45
5/12/22	COLE KENNETH L JR & ELIZABETH	COLE KENNETH L JR & ELIZABETH	OC	\$1,970.54	\$0.00	\$0.00	\$1,970.54
5/12/22	COLLEGE PLACE CITY OF	COLLEGE PLACE CITY OF	OC	\$2,151.04	\$0.00	\$0.00	\$2,151.04

Refund Date Owner / Account	Refunded To	Refund Type	Tax Amount	P&I	Interest	Total
8/24/22 CORE RESTORATION LLC	CORE RESTORATION LLC	OC	\$227.10	\$0.00	\$0.00	\$227.10
11/16/22 COTTONWOOD HOLDINGS NORTHWEST LLC	BEECHINOR FARM JV	OC	\$580.66	\$0.00	\$0.00	\$580.66
2/25/22 COURSON RON & ROSE	LAND TITLE	OC	\$85.78	\$0.00	\$0.00	\$85.78
2/25/22 CRICKSIDE COTTAGE	KARIN E LASTOSKIE	OC	\$26.62	\$0.00	\$0.00	\$26.62
5/12/22 CRGP PRODUCTION SERVICES INC	NUTRIEN AG SOLUTIONS INC	OC	\$233.36	\$0.00	\$0.00	\$233.36
2/25/22 CV THE VINTAGE LLC	RAJSHRI INC	OC	\$54.05	\$0.00	\$0.00	\$54.05
11/7/22 DANIELLS DEBORAH	DANIELLS DEBORAH	OC	\$0.00	\$0.00	\$0.00	\$0.00
1/2/72 DEENEY ANNETTE LOUISE & JAMES HANDAL	TITLEONE	OC	\$54.04	\$0.00	\$0.00	\$54.04
10/20/22 DOUBLE N FARMS LLC	BULEY FARMS JOHIT VENTURE	OC	\$333.67	\$0.00	\$0.00	\$333.67
5/11/22 DOZIER PERRY & DARLEEN	DOZIER PERRY & DARLEEN	OC	\$580.28	\$0.00	\$0.00	\$580.28
10/20/22 DPM PROPERTIES WA2 LLC	ADAMS JEFF G & ANDREA E	OC	\$1,043.28	\$0.00	\$0.00	\$1,043.28
2/25/22 DR KELLY TAYLOR	RICHARD SPEIGHT PC	OC	\$311.76	\$0.00	\$0.00	\$311.76
11/16/22 DUDENKOV ALEXANDER V & ARINA S	SPARKLE ENTERPRISES LLC	OC	\$2,081.07	\$0.00	\$0.00	\$2,081.07
5/11/22 DJNCAN WILLIAM H III & MURIEL	DUNCAN WILLIAM H III & MURIEL	OC	\$396.80	\$0.00	\$0.00	\$396.80
11/16/22 EAGLE'S NEST NORTHWEST LLC	EAGLE'S NEST NORTHWEST LLC	OC	\$734.91	\$0.00	\$0.00	\$734.91
5/17/22 ELDA WA CP LLC	BRIAN E & MARGARET DOENEY	OC	\$7,654.88	\$0.00	\$0.00	\$7,654.88
5/12/22 ESPANA LEONCIO ESPANA	LEON JANET	OC	\$403.60	\$0.00	\$0.00	\$403.60
11/10/22 FAUSTI TERESA MARIE	FAUSTI TERESA M	OC	\$90.00	\$0.00	\$0.00	\$90.00
5/1/22 FERNALD JEFFREY W	FERNALD JEFFREY W	OC	\$91.56	\$0.00	\$0.00	\$91.56
11/16/22 FLETCHER GREGORY H & SARAL	FLETCHER SARA	OC	\$100.59	\$0.00	\$0.00	\$100.59
6/13/22 FLORES ELIZABETH	PHI MORTGAGE SERVICES	OC	\$900.22	\$0.00	\$0.00	\$900.22
11/16/22 FORTUNE MARK A & SHAMAREE L	FORTUNE MARK A & SHAMAREE L	OC	\$10.08	\$0.00	\$0.00	\$10.08
11/16/22 FOX BRIAN & TATIANA	FOXTATIANA	OC	\$564.86	\$0.00	\$0.00	\$564.86
12/12/22 FREE DIANA L	DIANE L FREE	OC	\$44.92	\$0.00	\$0.00	\$44.92
10/12/22 FUGINA ELAINE S	LERETA	OC	\$40.00	\$0.00	\$0.00	\$40.00
5/11/22 GAGNON GEORGE & ROSLYN EDWARDS	LAND TITLE OF WALLA WALLA CO	OC	\$419.54	\$0.00	\$0.00	\$419.54
6/17/22 GASCON JAMES WAYNE	LAND TIEL	OC	\$73.93	\$0.00	\$0.00	\$73.93
11/16/22 GILBRETH BERYL K REVOCABLE LIVING TRUST	GILBRETH B K	OC	\$1,209.21	\$0.00	\$0.00	\$1,209.21
5/12/22 GOOSE POND AG INC	GOOSE POND AG INC	OC	\$43.61	\$0.00	\$0.00	\$43.61
3/10/22 GRAHAM RONALD D & COLLEEN M	GRAHAM RONALD D & COLLEEN M	OC	\$300.49	\$0.00	\$0.00	\$300.49
5/12/22 GRANT MARK & MIRIAM	GRANT MARK & MIRIAM	OC	\$373.93	\$0.00	\$0.00	\$373.93
12/1/22 GRINDROD KELLIE J	LAND TITLE OF WALLA WALLA CO	OC	\$93.77	\$0.00	\$0.00	\$93.77
11/17/22 GUERIN JAMES ROBERT	Wells Fargo Bank, NA	OC	\$2,342.42	\$0.00	\$0.00	\$2,342.42
11/16/22 GUGLIELMELLI EMILIO III	GUGLIELMELLI EMILIO	OC	\$564.31	\$0.00	\$0.00	\$564.31
5/12/22 GWIIN B A	BAKER BOYER BANK	OC	\$1,516.48	\$0.00	\$0.00	\$1,516.48
5/11/22 HABEDANK KATHRYN	HABEDANK KATHRYN	OC	\$223.93	\$0.00	\$0.00	\$223.93
10/5/22 HAIN DIETER & RUBY LIFE EST	HAIN DIETER & RUBY LIFE EST	OC	\$71.00	\$0.00	\$0.00	\$71.00
5/11/22 HARRIS JERRY & SHERYL A	HARRIS JERRY & SHERYL A	OC	\$533.05	\$0.00	\$0.00	\$533.05
11/16/22 HARWOOD ANDREA S & REED LYONS	HARWOOD ANDREA	OC	\$1,329.20	\$0.00	\$0.00	\$1,329.20
5/12/22 HAYDEN MATTHEW & RONNA	RURAL HOME PROPERTIES LLC	OC	\$90.00	\$0.00	\$0.00	\$90.00
11/16/22 HAYS KIMBERLY D	HAYS KIMBERLY D	OC	\$39.40	\$0.00	\$0.00	\$39.40
11/16/22 HERRES DANIEL J & ALICIA C	HERRES DANIEL J & ALICIA C	OC	\$344.27	\$0.00	\$0.00	\$344.27
5/12/22 HIMARK INDUSTRIES LLC	HIMARK INDUSTRIES LLC	OC	\$9,505.52	\$0.00	\$0.00	\$9,505.52
8/8/22 HOFFMAN GENE T & ALEXANDRA K EISENBREY	LAND TITLE OF VW	OC	\$122.81	\$0.00	\$0.00	\$122.81
11/16/22 HUIE CLARA B LIVING TRUST	Susan Hui	OC	\$2,232.73	\$0.00	\$0.00	\$2,232.73
10/20/22 HURST DEANNE	SegoviaRaymundo	OC	\$132.07	\$0.00	\$0.00	\$132.07
2/25/22 IMPRESS SALON	IMPRESS SALON	OC	\$107.29	\$0.00	\$0.00	\$107.29
4/21/22 INN AT ABEJA VINEYARDS LLC	INN AT ABEJA VINEYARDS LLC	OC	\$4,059.71	\$0.00	\$0.00	\$4,059.71
12/15/22 IRONS KAREN T	IRONS KAREN T	OC	\$47.03	\$0.00	\$0.00	\$47.03
4/19/22 JAMEZ ALEJANDRO & NATIVIDAD	OCAMPOS LOIS MIGUEL JAMEZ	OC	\$77.91	\$0.00	\$0.00	\$77.91
5/11/22 JENKINS CHRISTOPHER K & JOLIE L	JENKINS CHRISTOPHER K & JOLIE L	OC	\$1,852.29	\$0.00	\$0.00	\$1,852.29
5/11/22 JMH WALLA WALLA LLC	JMH WALLA WALLA LLC	OC	\$22.00	\$0.00	\$0.00	\$22.00
8/24/22 JOHNSON GAIL A	JOHNSON GAIL A	OC	\$64.82	\$0.00	\$0.00	\$64.82
3/10/22 JOHNSON JAMES M	JOHNSON JAMES M	OC	\$16.37	\$0.00	\$0.00	\$16.37
5/12/22 K & R NAGLER PROPERTIES LLC	CLARETTE'S RESTAURANT, INC	OC	\$794.30	\$0.00	\$0.00	\$794.30
11/16/22 KENTCH MARILYN	KENTCH MR OR MRS WILLIAM O	OC	\$299.96	\$0.00	\$0.00	\$299.96
2/25/22 KEYS SEAN T	SHREEJI INC	OC	\$160.38	\$0.00	\$0.00	\$160.38
1/28/22 K-MART CORPORATION #7034	K-MART CORPORATION #7034	OC	\$27.23	\$0.00	\$0.00	\$27.23
4/4/22 KNAPP JAMES WILFORD & SHARON LERAE	KNAPP JAMES WILFORD & SHARON LERAE	OC	\$432.74	\$0.00	\$0.00	\$432.74
11/16/22 LANE KIT	LANE KIT & CINDY	OC	\$34.48	\$0.00	\$0.00	\$34.48
5/12/22 LANE PRINTING & DESIGN	LANE PRINTING & DESIGN	OC	\$38.63	\$0.00	\$0.00	\$38.63
5/20/22 LEMASTERS ROBERT R & PATRICIA L	SIMPLIFILE/WV TITLE CO	OC	\$2,080.82	\$0.00	\$0.00	\$2,080.82
2/25/22 LEMM MICHAEL R CPA PS	LEMM MICHAEL R CPA PS	OC	\$16.51	\$0.00	\$0.00	\$16.51
5/11/22 LIANE MICHAEL & EUN JOO	BUNCHGRASS LLC	OC	\$475.08	\$0.00	\$0.00	\$475.08
10/12/22 LINDGREN RYAN R	NATIONSTAR MORTGAGE LLC	OC	\$2,466.02	\$0.00	\$0.00	\$2,466.02
11/16/22 LYTGOE BILLY S	LYTGOE BILLY S	OC	\$20.00	\$0.00	\$0.00	\$20.00
8/24/22 MAAS KEVAN M & COURTNEY M	WALLA WALLA TITLE	OC	\$83.25	\$0.00	\$0.00	\$83.25
2/25/22 MADRIGAL FERNANDO	ESCALANTE JUAN C	OC	\$96.47	\$0.00	\$0.00	\$96.47
11/16/22 MAIDEN MICHAEL F & VICKY L	FINE ART MANUFACTURING INC	OC	\$49.27	\$0.00	\$0.00	\$49.27
9/21/22 MANLEY MATTHEW J & ALLISON N	MANLEY MATTHEW J & ALLISON N	OC	\$1,776.75	\$0.00	\$0.00	\$1,776.75
12/1/22 MAPI E COUNTER LLC	MAPLE COUNTER LLC	OC	\$36.02	\$0.00	\$0.00	\$36.02
11/17/22 MARTIN ROY V & LINDA J	CoreLogic Tax Services	OC	\$263.43	\$0.00	\$0.00	\$263.43
5/12/22 MAUER LARRY E & KATHLEEN M	MAUER LARRY E & KATHLEEN M	OC	\$15.02	\$0.00	\$0.00	\$15.02
12/15/22 MAYNE MARILYN S	MAYNE MARILYN S	OC	\$16.55	\$0.00	\$0.00	\$16.55
11/2/22 MC CARTY TIMOTHY L & SUSAN R	MC CARTY TIMOTHY L & SUSAN R	OC	\$92.20	\$0.00	\$0.00	\$92.20
2/25/22 MC CURLEY INTEGRITY OF WALLA WALLA	MC CURLEY INTEGRITY OF WALLA WALLA	OC	\$724.99	\$0.00	\$0.00	\$724.99
11/16/22 MC PHERSON FRED T JR	MC PHERSON FRED T JR	OC	\$15.28	\$0.00	\$0.00	\$15.28
5/12/22 MILLER ROBERT E & VICKI L	MILLER ROBERT E & VICKI L	OC	\$333.02	\$0.00	\$0.00	\$333.02
12/15/22 MINDEMANN NORMAN	MINDEMANN NORMAN	OC	\$98.92	\$0.00	\$0.00	\$98.92
12/15/22 MOBILE SYSTEMS INC	MOBILE SYSTEMS INC	OC	\$04.74	\$0.00	\$0.00	\$04.74
7/15/22 MOORE THOMAS J & TRACY R	MOORE TRACY R	OC	\$19.50	\$0.00	\$0.00	\$19.50
12/27/22 NATIONAL GUARD ARMORY	NATIONAL GUARD ARMORY	OC	\$62.53	\$0.00	\$0.00	\$62.53
4/21/22 NEHF SARON ELSA	NEHF SARON ELSA	OC	\$37.68	\$0.00	\$0.00	\$37.68
1/31/22 NELSON IRRIGATION CORP	NELSON IRRIGATION CORP	OC	\$13,564.54	\$0.00	\$0.00	\$13,564.54
5/11/22 NOKES STEVEN C	ARGO AUTO TRANSMISSION SPEC LLC	OC	\$14.41	\$0.00	\$0.00	\$14.41
11/16/22 NOKES STEVEN C	ARGO AUTO TRANSMISSION LLC	OC	\$14.47	\$0.00	\$0.00	\$14.47
5/11/22 NORRIS FAMILY REVOCABLE TRUST	NORRIS FAMILY REVOCABLE TRUST	OC	\$83.10	\$0.00	\$0.00	\$83.10
9/21/22 OGHADNICK WAYNE A & DENISE	O'GHADNICK WAYNE A & DENISE	OC	\$62.86	\$0.00	\$0.00	\$62.86
5/12/22 OLDRIIDGE LEWIS STEVEN	OLDRIIDGE LEWIS STEVEN	OC	\$100.93	\$0.00	\$0.00	\$100.93
10/14/22 OLTMAN TRUST	OLTMAN GUY & PAULA M	OC	\$19.76	\$0.00	\$0.00	\$19.76
12/15/22 PARK PARTNERSHIP	PARK PARTNERSHIP	OC	\$130.67	\$0.00	\$0.00	\$130.67
1/28/22 PERRY MARCUS T	PERRY MARCUS T	OC	\$2,498.89	\$0.00	\$0.00	\$2,498.89
8/24/22 PLACE MARGO LEANN	LAND TITLE OF WALLA WALLA CO	OC	\$264.76	\$0.00	\$0.00	\$264.76
12/15/22 POLLEY LOIS KAREL	POLLEY LOIS KAREL	OC	\$65.50	\$0.00	\$0.00	\$65.50
8/17/22 PRIMICIA KATHERINE ANN	WV TITLE CO	OC	\$10.88	\$0.00	\$0.00	\$10.88
2/25/22 RANCHO VILLA MHC LLC	LAND TITLE OF WALLA WALLA CO	OC	\$31.57	\$0.00	\$0.00	\$31.57
12/15/22 RAY KENNETH & SHERRI	RAY KENNETH	OC	\$66.35	\$0.00	\$0.00	\$66.35
1/28/22 READ RODNEY	WIRTZ GLADYS LORRAINE	OC	\$91.61	\$0.00	\$0.00	\$91.61
11/16/22 RESER WILLIAM D	Shawn Reser	OC	\$3,793.12	\$0.00	\$0.00	\$3,793.12
5/11/22 RICHLAND 132 LLC	HAYDEN HOMES LLC	OC	\$2,231.88	\$0.00	\$0.00	\$2,231.88
11/16/22 RICHTER LEONARD V	RICHTER LEONARD V	OC	\$246.62	\$0.00	\$0.00	\$246.62
1/31/22 RIOS ANGELICA Y	TIMIOS	OC	\$1,940.51	\$0.00	\$0.00	\$1,940.51
11/16/22 ROBISON PETER EUGENE	ROBISON FARMS CO	OC	\$28.19	\$0.00	\$0.00	\$28.19
11/17/22 RODRIGUEZ BENJAMIN & SARITA D	tereta	OC	\$1,529.08	\$0.00	\$0.00	\$1,529.08
9/13/22 ROLAND PROPERTIES LLC	TITLEONE / SIMPLIFILE	OC	\$54.00	\$0.00	\$0.00	\$54.00
12/15/22 SAMUEL ED	CoreLogic Tax Services	OC	\$134.56	\$0.00	\$0.00	\$134.56



Refund Date	Owner / Account	Refunded To	Refund Type	Tax Amount	P&I	Interest	Total
11/10/22	SANTOYO ANDRES SILVA	SANTOYO ANDRES SILVA	OC	\$1,410.60	\$0.00	\$0.00	\$1,410.60
7/28/22	SELDE CYNTHIA	SELDE CYNTHIA	OC	\$98.68	\$0.00	\$0.00	\$98.68
12/12/22	SELF HELEN M	DOVENMUEHLE MORTGAGE INC	OC	\$73.15	\$0.00	\$0.00	\$73.15
8/8/22	SESLAR THOMAS & CATHI DAILLIE	LAND TITLE OF WALLA WALLA CO	OC	\$142.80	\$0.00	\$0.00	\$142.80
5/12/22	SHULMAN JUDITH	SHULMAN JUDITH	OC	\$30.97	\$0.00	\$0.00	\$30.97
5/11/22	SIBBETT WILMA J	SIBBETT WILMA J	OC	\$123.13	\$0.00	\$0.00	\$123.13
5/12/22	SIMPLOT J R CO	SIMPLOT J R CO	OC	\$143.55	\$0.00	\$0.00	\$143.55
1/31/22	SKAARUP THEODORE & PAULA	SKAARUP THEODORE & PAULA	OC	\$4,935.19	\$0.00	\$0.00	\$4,935.19
5/12/22	SMILEY NYLA	SUSAN NAKONIECZNY	OC	\$1,402.69	\$0.00	\$0.00	\$1,402.69
5/11/22	SNOW SHANE	SNOW SHANE	OC	\$29.74	\$0.00	\$0.00	\$29.74
11/15/22	STARDUST CHERRIES LLC	STARDUST CHERRIES LLC	OC	\$1,244.90	\$0.00	\$0.00	\$1,244.90
11/17/22	STEWART KIRKLAND A & KRISTIN M	Letela	OC	\$1,545.01	\$0.00	\$0.00	\$1,545.01
8/17/22	STOBER RICHARD ARIAN	COUNTRY ESTATES MHC, LLC	OC	\$56.98	\$0.00	\$0.00	\$56.98
12/12/22	STRICKLAND KARA L	LAND TITLE	OC	\$785.32	\$0.00	\$0.00	\$785.32
9/21/22	STRUCKMEIER BRIAN	WELLS FARGO BANK, NA	OC	\$500.00	\$0.00	\$0.00	\$500.00
11/15/22	TAYLOR BRADFORD L	TAYLOR BRADFORD A	OC	\$43.59	\$0.00	\$0.00	\$43.59
10/5/22	THOMAS ALAN BLAIR & SYLVIA SAW	thomasalan	OC	\$1,906.27	\$0.00	\$0.00	\$1,906.27
9/21/22	THOMPSON BRANDON & HEIDI	THOMPSON BRANDON & HEIDI	OC	\$58.50	\$0.00	\$0.00	\$58.50
12/1/22	THOMPSON DAVID W	THOMPSON DAVID W	OC	\$294.48	\$0.00	\$0.00	\$294.48
8/24/22	THORN NICOLIE A	THORN NICOLIE A	OC	\$4,493.85	\$0.00	\$0.00	\$4,493.85
12/6/22	TOTH DAVID H & SAMANTHA L COX	LAND TITLE	OC	\$200.27	\$0.00	\$0.00	\$200.27
5/24/22	TREJO JOSE & VICENTA	TREJO JOSE & VICENTA	OC	\$10.49	\$0.00	\$0.00	\$10.49
12/6/22	UNDERWOOD GEORGE BYRON SR & HEATHER A	BOCK ALONA R ESTATE OF	OC	\$11.43	\$0.00	\$0.00	\$11.43
10/19/22	UNIVERSITY MANOR LLC	UNIVERSITY MANOR LLC	OC	\$264.61	\$0.00	\$0.00	\$264.61
4/21/22	WADDELL JEANNE MARIE	WADDELL JEANNE MARIE	OC	\$20.00	\$0.00	\$0.00	\$20.00
11/18/22	WADDELL RICHARD P & NICOLE D	WADDELL RICHARD P & NICOLE D	OC	\$1,920.82	\$0.00	\$0.00	\$1,920.82
12/6/22	WAETJE KYLE ANNE	THOMPSON DAVID W	OC	\$38.30	\$0.00	\$0.00	\$38.30
5/12/22	WALLA WALLA AERIE #26	WALLA WALLA AERIE #26	OC	\$2,697.71	\$0.00	\$0.00	\$2,697.71
5/11/22	WALLA WALLA HOUSE BUYER LLC	WALLA WALLA TITLE CO	OC	\$93.61	\$0.00	\$0.00	\$93.61
5/12/22	WALLA WALLA PORT OF	PORT OF WALLA WALLA	OC	\$173.76	\$0.00	\$0.00	\$173.76
11/16/22	WALLA WALLA UNIVERSITY	WELCOME HOME PROPERTIES	OC	\$1,421.36	\$0.00	\$0.00	\$1,421.36
11/22/22	WARD RANDY E & TAMARA L	WARD RANDY E	OC	\$11,436.68	\$0.00	\$0.00	\$11,436.68
5/11/22	WARD TRUDY	GOLDEN WEST ESTATES, AHC, LLC	OC	\$22.52	\$0.00	\$0.00	\$22.52
5/11/22	WARREN STEVEN O & TERRI L	WARREN STEVEN O & TERRI L	OC	\$1,065.75	\$0.00	\$0.00	\$1,065.75
5/12/22	WEIDERT TIMOTHY S	WEIDERT TIMOTHY S	OC	\$6,029.69	\$0.00	\$0.00	\$6,029.69
5/20/22	WELLS JCN & MICHELE	WELLS MICHELE	OC	\$1,613.79	\$0.00	\$0.00	\$1,613.79
11/15/22	WHITE BROTHERS CO INC	WHITE BROTHERS CO	OC	\$1,001.45	\$0.00	\$0.00	\$1,001.45
10/13/22	WHITMAN COLL BOARD OF TRUSTEES	WHITMAN COLLEGE	OC	\$1,259.16	\$0.00	\$0.00	\$1,259.16
1/31/22	WOLO CHRISTOPHER N & GWYNETH L	TAYLOR GERALD W & GARRI A	OC	\$1,420.61	\$0.00	\$0.00	\$1,420.61
5/12/22	WRIGHT JOSHUA R & ALAINA K	WRIGHT JOSHUA R & ALAINA K	OC	\$17.99	\$0.00	\$0.00	\$17.99
7/5/22	ZASKE KIMBERLY R & TIMOTHY S	ZASKE KIMBERLY	OC	\$1,984.22	\$0.00	\$0.00	\$1,984.22
10/5/22	ZONG GRACE	zonggrace	OC	\$1,445.43	\$0.00	\$0.00	\$1,445.43
5/11/22	ZUGER JANICE R	ZUGER JR	OC	\$14.00	\$0.00	\$0.00	\$14.00
				\$164,674.14	\$0.00	\$0.00	\$164,674.14
5/24/22	ABEL TIMOTHY R & CLAUDIA C	ABEL TIMOTHY R	SNR	\$4,698.82	\$0.00	\$99.02	\$4,797.84
6/22/22	AICHELE ERYIN	AICHELE ERYIN	SNR	\$21.91	\$0.00	\$0.00	\$21.91
12/12/22	AMUNDSON ANNETTE MARIE	AMUNDSON ANNETTE MARIE	SNR	\$205.37	\$0.00	\$0.53	\$205.90
5/14/22	BARKER CARLOS W	BARKER TERRI	SNR	\$254.85	\$0.00	\$0.03	\$254.88
12/6/22	BAUGHMAN MICHAEL N	BAUGHMAN MICHAEL N	SNR	\$3,380.71	\$0.00	\$0.48	\$3,381.19
12/8/22	BENNINGTON WILLIAM VIRGIL	BENNINGTON WILLIAM V	SNR	\$2,245.01	\$0.00	\$0.74	\$2,245.75
12/12/22	BENNINGTON-GEYER REBECCA	BENNINGTON-GEYER REBECCA	SNR	\$2,409.70	\$0.00	\$0.82	\$2,410.52
12/1/22	BIDDISCOMBE JEFFREY R	BIDDISCOMBE JEFFREY R	SNR	\$1,080.70	\$0.00	\$5.95	\$1,086.65
11/15/22	BIGELOW BRIAN JAMES & LISA JO	BIGELOW BRIAN JAMES & LISA JO	SNR	\$222.86	\$4.39	\$0.00	\$227.25
8/25/22	BLAIR JAN R	BLAIR JAN R	SNR	\$231.38	\$0.00	\$0.05	\$231.44
12/12/22	BOOZER MICHAEL CARL	BOOZER MICHAEL CARL	SNR	\$1,199.73	\$0.00	\$0.35	\$1,200.08
8/25/22	BRENDA HOBBS RYCOL LIVING TRUST	BRENDA HOBBS RYCOL LIVING TRUST	SNR	\$370.88	\$0.00	\$0.05	\$370.93
12/12/22	BRITTON DAVID L	BRITTON DAVID L	SNR	\$4,045.55	\$16.40	\$80.00	\$4,142.85
1/23/22	BROWN CAROL L	BROWN CAROL L	SNR	\$195.39	\$0.00	\$0.08	\$195.47
12/15/22	BUSENBURG MICHAEL D	BUSENBURG MICHAEL D	SNR	\$2,513.99	\$0.00	\$41.30	\$2,555.29
8/16/22	CANADAY LARRY T & LOIS Y	CANADAY LARRY T & LOIS Y	SNR	\$420.69	\$0.00	\$0.05	\$420.74
11/15/22	CARROLL STEVEN J	CARROLL STEVEN J	SNR	\$681.03	\$0.00	\$0.16	\$681.21
12/12/22	CASEY GARY & CHARLOTTE	CASEY GARY & CHARLOTTE	SNR	\$157.01	\$0.00	\$0.04	\$157.05
8/25/22	CHANDLER RUSS & MARY	CHANDLER RUSS & MARY	SNR	\$648.14	\$6.48	\$0.04	\$654.66
5/24/22	CHRISTENSEN ROBERT & RENEE	& Renee Christensen Robert	SNR	\$841.05	\$185.01	\$0.13	\$1,026.19
7/15/22	CIRIGNANO ANNA	CIRIGNANO ANNA	SNR	\$98.01	\$0.00	\$0.01	\$98.02
8/25/22	CLARK DANIEL N & BARBARA TRUSTEES	CLARK DANIEL N & BARBARA TRUSTEES	SNR	\$57.83	\$0.00	\$0.00	\$57.83
5/31/22	CRISS JEFFREY E & BRENDA M	CRISS BRENDA	SNR	\$3,491.49	\$0.00	\$0.33	\$3,491.82
6/1/22	DARROW DALTON & ALYSE	OSTERT DWAYNE R	SNR	\$1,102.44	\$0.00	\$1.46	\$1,103.90
12/11/22	DAVIS JON C	DAVIS JON C	SNR	\$2,359.86	\$0.00	\$3.73	\$2,363.64
3/29/22	DICOCHEA ANA B	DICOCHEA ANA B	SNR	\$71.19	\$4.26	\$0.03	\$75.53
8/3/22	DONALDSON JAMES D JR	DONALDSON JAMES D JR	SNR	\$392.06	\$0.00	\$0.05	\$392.11
7/15/22	ENGELBRITE ROSE MARIE	ENGELBRITE ROSE MARIE	SNR	\$476.69	\$0.00	\$0.04	\$476.73
12/12/22	FAZZARI PHYLLIS MARIE	FAZZARI PHYLLIS MARIE	SNR	\$1,389.23	\$0.00	\$1.77	\$1,391.00
5/26/22	FERNALD GEORGE W & EUGENIA A	FERNALD JEFFREY	SNR	\$1,727.06	\$0.00	\$3.16	\$1,730.22
5/31/22	FROOM ALBERT D & ANN M	FROOM BERT	SNR	\$411.19	\$0.00	\$0.03	\$411.22
6/22/22	GILMAN LORA LEE	GILMAN LORA LEE	SNR	\$243.25	\$0.00	\$0.03	\$243.28
5/31/22	HAIR BARBARA K	KONEN MILTON J ESTATE OF	SNR	\$616.70	\$0.00	\$4.58	\$621.28
7/15/22	HAPPEL CLARENE A & BETTY J	HAPPEL CLARENE A & BETTY J	SNR	\$107.31	\$0.00	\$0.00	\$107.31
7/15/22	HEARD JOHN	HEARD JOHN	SNR	\$1,804.96	\$0.00	\$2.60	\$1,807.56
7/15/22	HEIMGARTNER PATSY D	HEIMGARTNER PATSY D	SNR	\$863.10	\$0.00	\$0.09	\$863.19
8/23/22	INGALLS FAMILY TRUST	INGALLS L & R	SNR	\$2,493.85	\$0.00	\$0.51	\$2,494.36
11/15/22	IRONS KAREN T	IRONS KAREN T	SNR	\$1,713.77	\$0.00	\$3.34	\$1,717.11
6/29/22	JACKSON DAVID A	JACKSON DAVID A	SNR	\$342.26	\$0.00	\$0.04	\$342.30
5/19/22	JOHNSON CYNTHIA L	JOHNSON CYNTHIA L	SNR	\$899.46	\$0.00	\$2.15	\$1,001.61
6/1/22	KNIGHT LINDA LOUISE	KNIGHT LINDA LOUISE	SNR	\$308.75	\$0.00	\$0.00	\$308.75
7/15/22	KOEPKE CHARLOTTE P	KOEPKE CHARLOTTE P	SNR	\$345.41	\$0.00	\$0.05	\$345.46
12/1/22	MANNING JERRY	MANNING JERRY	SNR	\$219.18	\$0.00	\$0.00	\$219.18
12/21/22	MARQUEZ JOSE & GLORIA	TITLEONE	SNR	\$643.87	\$0.00	\$0.08	\$643.95
6/26/22	MARTIN DOROTHY MARIE	MARTIN DOROTHY MARIE	SNR	\$78.09	\$0.00	\$0.00	\$78.09
5/31/22	MEHARRY SHEILA MAUREEN	MEHARRY SHEILA MAUREEN	SNR	\$127.52	\$0.00	\$0.02	\$127.54
9/7/22	MEIHOFFER JULES & DIANA	MEIHOFFER JULES & DIANA	SNR	\$126.90	\$0.00	\$0.16	\$127.06
12/12/22	MERCADO EDNA	MERCADO EDNA	SNR	\$1,193.04	\$0.00	\$0.37	\$1,193.41
12/8/22	MORASCH RICHARD E & SHARON M	MORASCH SHARON M	SNR	\$2,514.32	\$0.00	\$41.82	\$2,556.14
5/31/22	MORFORD BARBARA D	MORFORD BARBARA D	SNR	\$642.17	\$0.00	\$0.03	\$642.20
5/20/22	MORGAN GARY R & JACQUELINE A	CoreLogic Tax Services	SNR	\$305.43	\$0.00	\$0.30	\$305.73
12/6/22	MORGAN ROLAND W & DIANNE	MORGAN ROLAND W & DIANNE	SNR	\$4,573.37	\$0.00	\$115.69	\$4,689.06
3/28/22	NICOLES KENNETH & FAY	NICOLES KENNETH & FAY	SNR	\$328.31	\$0.00	\$0.56	\$328.87
5/14/22	PETERS MELVIN M	PETERS MELVIN M	SNR	\$1,287.43	\$0.00	\$3.54	\$1,290.97
6/1/22	PETERSEN GREGORY L	PETERSEN GREGORY L	SNR	\$804.13	\$0.00	\$0.03	\$804.16
12/21/22	PHINNEY WILLIAM J & ARLENE V	PHINNEY WILLIAM J & ARLENE V	SNR	\$474.16	\$0.00	\$0.27	\$474.43
6/22/22	RAMIREZ ULISES E & GLORIA E	RAMIREZ ULISES E & GLORIA E	SNR	\$518.26	\$0.00	\$0.04	\$518.32
1/15/22	RAY STARLINDA JUNE	RAY STARLINDA JUNE	SNR	\$253.70	\$0.00	\$0.37	\$254.07
12/11/22	ROLLENHAGEN CHARLOTTE OSGOOD	ROLLENHAGEN CHARLOTTE OSGOOD	SNR	\$5,553.10	\$0.00	\$111.69	\$5,664.79
12/12/22	ROSE MICHAEL J & LYNN G	ROSE MICHAEL J & LYNN G	SNR	\$315.21	\$0.00	\$0.10	\$315.31
11/15/22	RYAN RICHARD J & GAIL R	RYAN RICHARD J & GAIL R	SNR	\$3,310.62	\$0.00	\$55.45	\$3,366.07

Refund Date	Owner / Account	Refunded To	Refund Type	Tax Amount	P&I	Interest	Total
0/29/22	SCHAFER SANDRA L	SCHAFER SANDRA L	SNR	\$242.00	\$0.00	\$0.03	\$242.03
12/12/22	SCHWARZIN EDWARD	SCHWARZIN EDWARD	SNR	\$500.40	\$0.00	\$0.13	\$500.53
8/11/22	SELDE CYNTHIA	Cynthia Selde	SNR	\$863.26	\$0.00	\$0.10	\$863.36
12/21/22	SOLBACH VERNON A	SOLBACH VERNON A	SNR	\$1,777.84	\$0.00	\$0.56	\$1,778.43
12/11/22	STEWART ROBERT & ELLANE	STEWART ROBERT & ELLANE	SNR	\$269.33	\$0.00	\$0.09	\$269.42
1/10/22	STICKNEY BARBARA	BELCHER DAVID W	SNR	\$223.57	\$31.30	\$1.15	\$256.02
12/12/22	STIEGLITZ CHARLES & PHYLLIS	STIEGLITZ CHARLES & PHYLLIS	SNR	\$3,729.55	\$0.00	\$6.19	\$3,735.74
6/1/22	STOBER RICHARD ARLAN	BRACE KAYE F	SNR	\$300.50	\$0.00	\$0.03	\$300.53
10/7/22	STORY DAVID R & VERNA M	STORY DAVID R	SNR	\$34.63	\$0.00	\$0.16	\$34.79
11/17/22	SUMPTER DAVID	SUMPTER DAVID	SNR	\$1,578.54	\$0.00	\$32.52	\$1,609.06
8/16/22	TAYLOR GARRI A	TITLEONE	SNR	\$65.40	\$0.00	\$0.03	\$65.43
12/11/22	TEBECK THOMAS M & LISA G	TEBECK THOMAS M & LISA G	SNR	\$565.22	\$0.00	\$0.17	\$565.39
6/3/22	TOMPKINS BELINDA LOUISE	TOMPKINS BELINDA LOUISE	SNR	\$391.07	\$0.00	\$0.03	\$391.05
8/16/22	TROUTMAN DEBRA R	TROUTMAN DEBRA R	SNR	\$1,052.41	\$0.00	\$0.17	\$1,052.58
3/28/22	VIOLETTE RITA J	VIOLETTE RITA J	SNR	\$163.87	\$0.00	\$0.28	\$164.15
12/12/22	WALTERS MARILYN	WaltersMarilyn	SNR	\$2,325.36	\$0.00	\$2.68	\$2,328.04
6/1/22	WATSON FREDRICK W	WATSON FREDRICK W	SNR	\$301.12	\$0.00	\$0.00	\$301.18
8/8/22	WEIBLE ROBERT L JR & JUDITH	WEIBLE ROBERT L JR & JUDITH	SNR	\$301.85	\$0.00	\$0.06	\$301.91
12/12/22	WHITE ARTHUR L	WHITE ARTHUR L	SNR	\$1,998.90	\$0.00	\$0.42	\$1,997.38
6/26/22	YOUNG LA SHELL R	YOUNG LA SHELL R	SNR	\$286.77	\$0.00	\$0.05	\$286.82
				<u>\$87,543.74</u>	<u>\$247.84</u>	<u>\$658.56</u>	<u>\$88,550.14</u>
				<u>\$349,797.64</u>	<u>\$1,744.70</u>	<u>\$1,122.70</u>	<u>\$352,665.04</u>
							<u>\$352,665.04</u>

REFUND CODES:

A = Audit Correction	\$3,841.94
BOE = Board of Equalization	\$764.84
C = Change - Assessor	\$8,970.44
CE = Clerical Error	\$4,781.36
D = Disability	\$19,547.09
DEL = Deleted Property	\$13.35
DOR = Dept of Revenue	\$52,985.47
ERR = Error on Weed Assessment	\$296.96
F = Fire	\$14.59
FLD = Flood	\$640.01
ME = Manifest Error	\$7,594.71
OC = Overpayment Credit	\$164,674.14
SNR = Senior Exemption	<u>\$88,560.14</u>
	<u>\$352,665.04</u>

\$352,665.04

**10:15 COUNTY FAIRGROUNDS**

**Greg Lybeck**

**a) Action Agenda Items:**

- 1) Proposal 2023 02-06 Fair Approval of various contracts with regards to the 2023 Walla Walla Fair and Frontier Days

**b) Department update and miscellaneous**



# Proposal

Date: 2/6/2023

Proposal ID. 2023 2-06 Fair

To: WWBOCC

From: Greg Lybeck, Fairgrounds Manager

Intent – Signature for 2023 Fair Contracts

Topic –Approval of various contracts with regards to the 2023 Walla Walla Fair and Frontier Days

## **Summary**

Following are examples of various contracts that will need to be executed for the 2023 Fair and Frontier Days. Note several of these are continuing multiple year contracts.

All 4-H, FFA, Grange, and Open class exhibit and livestock judges, Beverages, Carnival, Catering, Concessions, Concerts (artists, labor and equipment), Demolition Derby (labor and equipment), Fire and Medical Services, Grounds (labor and equipment), Grounds Entertainment (artists, labor and equipment), Night and restroom cleaning crews, Parade (labor and equipment), Parking Contracts, Pavilion (labor and equipment) Rodeo (labor, stock and equipment), Security, Social Media, and website development and hosting (only for continuing contracts, not new contracts), Ticketing System (only for continuing contracts, not new contracts).

## **Cost**

All contracts negotiated to stay within Fair budget.

## **Funding**

11800 - Fair budget

## **Alternatives Considered**

N/A

## **Acquisition Method**

N/A

## **Security**

N/A

Access

Risk

Benefits

Conclusion/Recommendation

Recommend that the BOCC authorize Greg Lybeck, Fairgrounds Manager, to sign contracts referenced above for 2023 Fair after they are reviewed and approved by the Risk Manager and the Prosecuting Attorney's Office.

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Submitted By

Disposition

Greg Lybeck      Fairgrounds      2/06/2023

☐ Approved

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Name      Department      Date

☐ Approved with modifications

☐ Needs follow up information

Signature

☐ Denied



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BOCC Chairman

Date

Additional Requirements to Proposal

☐ Modification

☐ Follow Up

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# WALLA WALLA COUNTY *Fairgrounds & Event Center*

## Walla Walla County Fairgrounds

Greg Lybeck, CFE  
General Manager

### Walla Walla Board of County Commissioners Department Head Report February 6, 2023

1. We have just completed the 2023 Showcase Event, and everything went well. We raised a little money, had a lot of fun, announced our Wednesday night concert " - - - - -" and our fair theme and logo "- - - in - - - - - ." By the time I'm done with my update you will know the answers to all of these questions.
2. Mike Charlo and I continue to work on booking free grounds / roving acts for this year's fair. We are filling up and should be done with paid entertainment by the end of February.
3. We are pushing ahead on being up and running with our new event booking program. The contract has been signed so we need to get a few things dropped into their program before we can start. Our goal will be to be up and running within two weeks.
4. Trip to Western Fairs last month was a very good trip. There weren't as many educational opportunities as there would be at an IAFE Convention, but some of them were exceptional, put on by professionals outside of our fair family.
  - i. Kim Becking did a keynote talk on building a momentum mindset.
  - ii. What makes a great brand by Stan Can Design was about your brand discovery process.
  - iii. Re-evaluation of your key fair metrics. Three fairs talked about the new ways they were looking at their fairs.
  - iv. The Ins and Outs of Tik Tok. This is a controversial media platform in some ways but is huge in the fair world now. We need to dive into it.
  - v. Also, I was able to book a few acts at this convention. I booked the Barnyard Races and a dog show called Canine All-Stars; this show has been on America's Got Talent.
5. Events:
  - i. In February, the following events were or will be held on the grounds:
    - i. Daily hourly winter riding.
    - ii. Team Roping events (2).
    - iii. Winter Rage remote control car event. (Expo and Community Center).
    - iv. Walla Walla Fair and Frontier Days Showcase 2023.
    - v. Battle in the Saddle Horse event.
    - vi. CHS Primeland Grower Meeting.
    - vii. Barrel Racing (2).
    - viii. Eastgate Lions Club Crab Feed.
    - ix. Pheasants Forever Banquet.
    - x. Wine Packaging, Walla Walla Vintners.
    - xi. Wilbur Ellis Ag Industry Meeting.

- ii. We are working on some nice events for late spring and summer, including a three-day music festival, a spring Demo Derby, and some Hispanic Concerts.
- 6. Fair Board:
  - i. Our board has been very busy working on the Showcase event, they all worked very hard to make the event successful.
  - ii. Our committees have been meeting and are getting ahead of where we were a year ago. I attend most committee meetings and have seen a positive effect on our fair planning.
  - iii. The next Board meeting will be held February 21, at 6:00 p.m.
- 7. Staff: All staff is working hard on both year-round activities and well as Fair prep.
  - i. Maintenance guys are working hard to keep our grounds clean, arenas prepped, events set up. Larry, Nick and Josh do a great job and care about our fairgrounds. Planning for some more clean up, painting and signage when the weather gets a bit better.
  - ii. Our office staff are all busy now doing multiple things! They are skilled and all work so hard.
- 8. Foundation – Commissioner Mayberry and I had a good meeting with the Foundation board about removing some accounts from under them and bringing them to the County. We are also discussing our priority projects because money could be a little tighter and some of them might not be funded.
- 9. We have finished the Application for State Funding last week. After Karen Martin reviews it and signs it, we will submit it to the State for reimbursement. We're hoping to do as well as last year (\$188,000).
- 10. Working on a marketing plan for all of our Fair events that will be going on sale March 31<sup>st</sup> at 9:00am.
- 11. Our Rodeo Royalty director and advisor have persuaded Miss Rodeo America to come to Walla Walla and help us promote and be a part of the Walla Walla Fair and Frontier Days.
- 12. We are trying to get everything together to be able to submit our last reimbursement to the State Department of Ag for reimbursement for the fencing and paving capital project. We are also working with Rob Grandstaff and Fowler Construction to get the viewing platform project closed out.

**a) Action Agenda Items:**

- 1) Resolution – Approving an Interlocal Agreement for Highway Litter Pickup between City of Walla Walla and Walla Walla County Correction's Department

**b) Department update and miscellaneous**



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

IN THE MATTER OF APPROVING  
AN INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF WALLA  
WALLA AND WALLA WALLA  
COUNTY CORRECTIONS  
DEPARTMENT (HIGHWAY  
LITTER PICKUP)

RESOLUTION NO. **23**

**WHEREAS**, the City of Walla Walla has offered an Interlocal Agreement to Walla Walla County Corrections Department to perform cleanup and disposal of collected litter from specified areas of Highway 12 as well as certain agreed-upon special projects; and

**WHEREAS**, said Agreement covers a 24-month period of March 1, 2023, through March 1, 2025; and

**WHEREAS**, said Agreement was submitted to the County Prosecuting Attorney's Office and County Risk Manager for review; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do approve and shall sign an Interlocal Agreement for Highway Litter Pickup (Between) Walla Walla County Corrections Department and City of Walla Walla.

*Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

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

**INTERLOCAL AGREEMENT  
For  
HIGHWAY LITTER PICKUP**

**WALLA WALLA COUNTY  
CORRECTIONS DEPARTMENT  
AND  
CITY OF WALLA WALLA**

This Interlocal agreement is made and entered into by and between Walla Walla County, Corrections Department (hereinafter called "**WWCCD**") and the City of Walla Walla (hereinafter called "**City**") pursuant to the Interlocal Cooperation Act, RCW Chapter 39.34.

**RECITALS**

WHEREAS, **City** has the need for services of **WWCCD** and desires **WWCCD** to provide highway litter services on the terms and conditions herein stated:

WHEREAS, **WWCCD** is a county operated department organized under the laws of the State of Washington, which is desirous of providing work opportunities to adults in the County Jail Facility under the jurisdiction of the **WWCCD**; and WHEREAS the **City** and **WWCCD** may enter into agreements pursuant to the Washington Interlocal Cooperation Act, RCW 39.34

The term of this Agreement regarding highway litter pickup shall begin on March 1, 2023 and shall continue for a period of 24 months ending March 1, 2025. Either party may terminate this agreement by giving a 30-day written notice to the other party. **WWCCD** agrees to perform cleanup and disposal of collected litter from the following areas:

1. North side of Highway 12 from the Airport Road west bound onramp to the entrance of the Walla Walla Landfill.
2. Two traffic circles on Myra Road between Old Highway 12 to the Highway 12 underpass.
3. One traffic circle on Myra Road north of Hwy 12.
4. Both sides of Sudbury Road from Heritage Road north to Highway 12.

Equipment essential to the performance of the services described above shall be provided by **WWCCD** except that if any chemicals or hazardous materials are to be collected, the **City** will provide necessary special equipment and training for **WWCCD** designated persons. **City** shall provide approved plastic bags to **WWCCD** for collection of litter items. A pass allowing the **WWCCD** free entry into the disposal site shall be issued by the **City** prior to the provision of the stated services by **WWCCD**, and shall be used by the **WWCCD** solely for the completion of the aforementioned services.

**WWCCD** shall perform the aforementioned services at a maximum unit price of SEVEN HUNDRED AND FIFTY DOLLARS (\$750.00) per month for one litter cleanup and disposal, to be billed to, and payable in full monthly by, the City of Walla Walla, Public Works Department; provided that, during March through October, **WWCCD** shall perform the aforementioned services at a price of ONE THOUSAND TWO HUNDRED AND FIFTY DOLLARS (\$1,250.00)

per month, for twice monthly litter services, to be billed to and payable in full monthly by, the City of Walla Walla Public Works Department.

4. Special projects which the **City** will request **WWCCD** to perform shall be reimbursed at a rate of Fifty Dollars (\$50.00) per hour. The **City** shall notify **WWCCD** of the work site and special circumstances that **WWCCD** needs to know. **WWCCD** will bill the **City** for work performed during the normal billing cycle, making notation as to the extra dollar amount on the submitted voucher.

5. **WWCCD** shall pay all payroll taxes and make all appropriate payroll deductions.

6. **WWCCD** shall ensure that insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by **WWCCD**, its agents, representatives or employees is maintained for the duration of this Agreement, through the Washington counties Risk Pool, and an automobile liability policy issued to Walla Walla County.

7. To the extent permitted by state law, each party shall protect, defend, hold harmless and indemnify the other party, their officers, elected officials, agents and employees, while acting within the scope of their duties as such, from and against any and all claims (including demands, judgments, penalties, liabilities, damages, costs, expenses (including attorney's fees), or losses of any kind or nature whatsoever) arising out of or in any way resulting from such party's own negligent acts or omissions related to such party's participation and obligations under this Agreement.

8. In the performance of this Agreement, **WWCCD** is an independent contractor and nothing in this Agreement shall be construed to create a partnership or joint venture, the relationship of employer and employee, or principal and agent, between the **City** and **WWCCD**. The **City** shall neither have nor exercise any control or direction over the methods by which **WWCCD**, its employees, agents, or contractors, shall carry out its obligations under this Agreement. **WWCCD** shall have total control and direction over its delivery of services set forth in this Agreement, and shall retain all authority for rendering of services, standards of performance, control of personnel and other matters incident to the performance of services by **WWCCD** pursuant to this Agreement.

9. This instrument contains the entire agreement between the parties and may not be enlarged, altered or modified except by written agreement signed by the parties hereto.

10. **WWCCD** agrees not to discriminate against persons and to render services without regard to race, sex, marital status, sexual orientation, religion, creed, national origin, color, age, physical, mental handicap or disabled veteran status.

11. **WWCCD** shall pay all amounts due to the Department of Labor and Industries of the State of Washington and to the State of Washington in connection with the Workers Compensation Act or any other amounts due the State of Washington in the form of taxes or fees as required by law in connection with the performance of this Agreement. **WWCCD** shall comply with all federal, state and local laws in effect during the period of this Agreement, including amendments to laws presently in effect, in connection with the performance of this Agreement.

12. Any formal notice or communication to be given under this Agreement shall be deemed properly given, if delivered personally, or if mailed postage prepaid and addressed to the parties as follows:

**WWCCD:**

Walla Walla County Corrections Dept.  
Attn: Director  
300 West Alder Street  
Walla Walla, Washington 99362

**CITY:**

City of Walla Walla  
Attn: City Clerk  
15 N. 3<sup>rd</sup> Avenue  
Walla Walla, Washington 99362

13. **FORCE MAJEURE.** The parties are not liable for failure to perform pursuant to the terms of this Agreement when failure to perform was due to an unforeseeable event beyond the control of either party to this Agreement.

14. Failure by either Party to enforce any condition, requirement, responsibility or provision of this Agreement shall not be construed as a waiver of the Party's right to subsequently enforce that condition, requirement, responsibility or provision of this Agreement, or to fully enforce any other condition, requirement, responsibility or provision.

15. The parties do not intend by this Agreement to assume any contractual obligations to anyone other than each other. This Agreement is not entered into with the intent that it shall benefit any other entity or person(s) except those expressly described herein, and no other such entity or person(s) shall be entitled to be treated as a third party beneficiary to this Agreement.

16. If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the remaining provisions shall remain in full force and effect.

17. This Agreement shall be construed and enforced in accordance with and governed by the laws of the State of Washington. Venue for any legal action arising out of this Agreement shall be in Walla Walla County, Washington.

**IN WITNESS WHEREOF**, the undersigned have executed this Agreement as of the date written below:

**WALLA WALLA COUNTY  
CORRECTIONS DEPARTMENT**

By: \_\_\_\_\_  
Walla Walla County Commissioner

Date: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Gabriel Acosta, Prosecuting Attorney

**CITY OF WALLA WALLA**

By: \_\_\_\_\_  
Elizabeth Chamberlain, City Manager

Date: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Tim Donaldson, City Attorney

Attest: \_\_\_\_\_  
City Clerk



**DEPARTMENT OF COURT SERVICES  
JUVENILE JUSTICE CENTER  
WALLA WALLA COUNTY**

Norrie Gregoire, Director  
Matt Stroe, Jail Commander  
Keri Weber, Executive Assistant

Norrie Gregoire, Juvenile Court Administrator  
Jon Cassetto, Court Services Manager  
TJ James, Detention Manager  
Kayla Zimmer, Administrative Services Supervisor

To: BOCC  
From: Norrie Gregoire, Director of Corrections/Juvenile Court Administrator  
Date Written: 02.01.2023

**Director's Report for February 6, 2023**

**Board Consent/Action Agenda Item(s):**

- ✓ Consent Items: None.
- ✓ Action Items: Corrections Hwy 12 Litter Pick-Up Agreement with City of Walla Walla.

**Corrections/Court Services Department Updates:**

- ✓ Legislative
  - Two versions of Raise the Age (5122) are back in the legislature. HB 1440 and SB 5434 would establish a task force to provide recommendations and plan implementation to expand juvenile court jurisdiction to include persons 18, 19 and 20 by 7/1/2027. Would also increase the age at which youth are legally incapable of committing crime from 8 and younger to 13 and younger with caveat for Murder 1 & 2. Would change target youth from 8-17 to 14-17 plus 18's-20's.
- ✓ Service Providers, Programs, Grants & Essential Services
  - Children's Home Society advised Court Services in December that they had parted ways with the therapist assigned to JJC. Court Services Manager Cassetto and I subsequently met with CHS and were further advised that they did not wish to pursue a replacement and were giving up the contract. We are preparing an RFP for the JJC Counselor position funded by 1/10<sup>th</sup> behavioral health tax.
  - The Medication for Opioid Use Disorder (MOUD) Grant continues full steam at the jail. Our provider has now received necessary licensure to provide Sublocade under the grant. Sublocade is a long-acting injectable buprenorphine.
- ✓ Court, Detention & Jail Operations & Maintenance
  - Tray pass/cuff ports have been ordered for A and B Units on the south end of the second floor as well as the exterior alleyport door due to ongoing safety concerns with inmates housed in those units.
  - Jail Work Crew completed a refurbishment of the Contact Booth near the attorney booth area. The Contact Booth is typically used as a dry cell or for therapeutic seclusion.
- ✓ Personnel/Training/Recruitment
  - Corrections has two (2) Sergeant positions open + four Corrections Officer positions. We have two staff out on FMLA/PFML, another out on vacation trying to burn down his leave bank, and another on light duty. All things considered, we are hanging in there.
  - Court Services Manager Jon Cassetto completed a 11-hour course on conducting workplace investigations sponsored by Penn State University.
  - We continue to recruit, test, and interview CO applicants; after failing to get any applicants through the last several test cycles over the past few months, we now have three CO applicants in background after interviews were conducted on 1/31/23.

**a) Action Agenda Item:**

- 1) Resolution – Establishing the time frame and criteria for acceptance of applications for amendments to the Walla Walla County Comprehensive Plan and the Walla Walla County Code pertaining to development regulations for consideration in the 2023 Annual Amendment Cycle

**b) Department update and miscellaneous**

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

**IN THE MATTER OF ESTABLISHING  
THE TIME FRAME AND CRITERIA  
FOR ACCEPTANCE OF  
APPLICATIONS FOR AMENDMENTS  
TO THE WALLA WALLA COUNTY  
COMPREHENSIVE PLAN AND THE  
WALLA WALLA COUNTY CODE  
PERTAINING TO DEVELOPMENT  
REGULATIONS FOR  
CONSIDERATION IN THE 2023  
ANNUAL AMENDMENT CYCLE**

**RESOLUTION NO. 23**

**WHEREAS**, pursuant to the Growth Management Act, RCW 36.70A.130(1), the Walla Walla County Comprehensive Plan and Development Regulations shall be subject to continuing review and evaluation by the County; and

**WHEREAS**, pursuant to RCW 36.70A.130(2), and Walla Walla County Code (WWCC) Chapter 14.10, amendments to the Walla Walla County Comprehensive Plan are considered by the Board of County Commissioners no more frequently than once a year except as provided by RCW 36.70A.130(2); and

**WHEREAS**, the Growth Management Act RCW 36.70A.470 requires that the County include a procedure for any interested person to suggest amendments to the Development Regulations, and that the amendments must be docketed and considered at least once per year; and

**WHEREAS**, Walla Walla County Code Title 14 allows for applications to amend the County's Development Regulations be accepted one time a year at a date established by the Board of County Commissioners; and

**WHEREAS**, Development Regulations are the controls placed on development or land use activities, including, but not limited to, Title 16 Subdivisions, Title 17 Zoning, Title 18 Environment, the Walla Walla County Shoreline Master Program, and any other official controls required to implement the Comprehensive Plan; and

**WHEREAS**, amendments to Development Regulations are the means by which the County ensures that development regulations are consistent with the Comprehensive Plan and circumstances within the County; and

**WHEREAS**, Community Development Department Director Lauren Prentice presented a recommended schedule and list of Comprehensive Plan application types for 2023 to the Board of County Commissioners; and

**WHEREAS**, there may be additional amendments that may be considered by the County outside the regular docketing process; and

**WHEREAS**, the Board wishes to establish the time period and criteria for accepting applications for amendments to the Comprehensive Plan and Development Regulations for the year 2023; and

**WHEREAS**, upon recommendation from Community Development Department Director Lauren Prentice, the Board of County Commissioners approved the establishment of the following general schedule for the 2023 Annual Amendment Cycle:

March 31, 2023 – Application Deadline,  
April - June 2023 Preliminary Docket review,  
June - December 2023 Final Docket review; and

**WHEREAS**, upon recommendation from Community Development Department Director Lauren Prentice, the Board of County Commissioners approved acceptance of the following types of Comprehensive Plan amendments for consideration on the 2023 Preliminary Docket: all types listed in WWCC 14.10.015(C) and 14.10.015(D); and

**WHEREAS**, this amendment process is designed to solicit from the public and outside agencies suggested amendments to the Walla Walla County Comprehensive Plan and Development Regulations for consideration; and

**WHEREAS**, proposals for amendments may also originate internally, from County staff, County Departments, and/or the Board of County Commissioners; and

**WHEREAS**, applications may also be submitted by any interested person including applicants, citizens, Hearing Examiners, and staff of other agencies; and

**WHEREAS**, only a property owner or an authorized agent of the property owner may submit a site-specific amendment application unless such amendment is necessary for consistency between the Comprehensive Plan and Development Regulations; and

**WHEREAS**, Urban Growth Area (UGA) amendment applications will not be accepted in 2023 because UGA amendments may only be considered once every five years per WWCC 14.10.015(E). UGA boundaries were last amended in 2019; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that, the criteria for the 2023 Annual Amendment Cycle are established as outlined above, and that the time period for acceptance of Comprehensive Plan and Development Regulations amendment applications for consideration in 2023 shall begin with official publication notice, and shall be open until 5:00 p.m., Thursday, March 31, 2023. Applications shall be made to the Walla Walla County Community Development Department.

*Passed this 6<sup>th</sup> day of **February, 2023** 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

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

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

\_\_\_\_\_  
Gunner Fulmer, 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

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To: Board of County Commissioners  
From: Lauren Prentice, Director  
Date Prepared: January 11, 2023  
RE: 2023 Annual Amendment Cycle – Recommended Schedule and Review Types

### **Intent**

Provide a recommendation to the Board of County Commissioners regarding the types of reviews and general schedule for the 2023 Comprehensive Plan and Development Regulations Annual Amendment Cycle, as required by Walla Walla County Code (WWCC) 14.10.015(B) and WWCC 14.15.015(B).

### **Attachments**

- A. *WWCC Section 14.10.015 – General Procedures – Review schedule and types of annual reviews (Comprehensive Plan); and WWCC Section 14.15.015 – General Procedures – Review schedule (development regulations).*

Applications submitted for the 2023 Preliminary Docket are not guaranteed to be placed on the Final Docket. The Board must find that there is a perceived need, appropriateness, and urgency to place each amendment application on the Final Docket (WWCC 14.10.060). The Planning Commission will conduct their Preliminary Docket review and then forward a recommended Final Docket to the Board.

### **Background/Summary**

The Growth Management Act (GMA), at RCW 36.70A.130(1), directs that: “Each comprehensive land use plan and development regulations shall be subject to continuing review and evaluation by the county or city that adopted them.” RCW 36.70A.470 requires that the County include a procedure for any interested person (including staff of other agencies) 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.

### **Comprehensive Plan**

WWCC Chapter 14.10 sets forth the procedures and review criteria for updating, amending, or revising the Walla Walla County Comprehensive Plan. A Periodic Update was completed in 2019; the next mandatory update will be due June 30, 2026. As stated in WWCC 14.10.010, “Amendments to the comprehensive plan are the means by which the county may modify its twenty-year plan in response to changing county needs or circumstances. All amendments will be reviewed in accordance with the Growth Management Act (GMA) and other applicable state laws, the adopted Walla Walla County Comprehensive Plan, and the county-wide planning policies.” Pursuant to RCW 36.70A.130(2), amendments must be considered not more than once per year (except as provided in Section 14.10.030).

### Development Regulations

Pursuant to WWCC 14.15.015 the Board of County Commissioners consider proposals for Development Regulations amendments once per year. "Development regulations are the controls placed on development or land use activities, including, but not limited to, Title 16 Subdivisions, Title 17 Zoning, Title 18 Environment, the Walla Walla County Shoreline Master Program, and any other official controls required to implement the comprehensive plan. WWCC 14.15.010."

### Recommendation

The 2023 Annual Amendment Cycle must open with a resolution signed by the Board of County Commissioners. Staff recommends that the Board consider the recommendations contained herein and adopt a resolution setting the types of reviews and general schedule for the 2023 cycle, as follows.

### Recommended General Schedule

The following general schedule is recommended based on previous cycles. A more detailed schedule can be developed after the application deadline closes and after the Board has determined whether the County will include any amendment proposals on the 2023 docket.

Application Deadline:	March 31, 2023
Preliminary Docket Review:	April – June 2023
Final Docket Review	July – August 2023

### Types of Review

Staff recommends that the Board allow for the types of amendment applications listed in WWCC 14.10.015(C-D). This would mean that the County would accept all types of Development Regulations and most Comprehensive Plan amendment applications (list below). UGA amendments, which were last adopted in 2019, cannot be considered more than once every five years (WWCC 14.10.015(E) and thus would not be allowed.

Every year the following general types of Comprehensive Plan applications are allowed per WWCC 14.10.015(C – Annual Review).

1. Technical amendments to correct errors in policies or text; and
2. Technical amendments to correct mapping errors that do not require interpretation of the criteria for the various land use designations; and
3. Text or policy changes to resolve inconsistencies or unnecessary duplication among policies; and
4. Changes to comprehensive plan appendices; and
5. Site-specific land use map amendments that do not require substantive changes to existing policy language and that do not alter the urban growth area boundary except to correct a mapping error as provided in Section 14.10.015(C) (2); and
6. Changes required by amendments to countywide planning policies; and
7. Other amendments placed on the final docket by the board of county commissioners.

Since it is an odd-numbered year, the following additional types of Comprehensive Plan applications would be allowed per WWCC 14.10.015(D – Biennial Review).

8. Updates to a subarea plan; and

9. County proposed substantive changes to existing text or policy language including the introduction of new text or policy language; and
10. Non-county proposed substantive changes to existing text or policy language necessary due to the demonstrated consequences of adopted text or policy language not anticipated or contemplated when the text or policy language was last adopted; and
11. Land use map changes related to a proposed text or policy as provided in Sections 14.10.015D.3 and 14.10.015D.4; and
12. Land use map changes necessary due to changed conditions on the subject property or its surrounding area not anticipated or contemplated when the land use map designation for the property was last adopted. "Changed conditions" do not include actions taken by the current or former property owners to facilitate a more intense development of the property.

**Purpose**

Compliance with the requirements of Chapter 14.10 and 14.15 Growth Management Act (GMA) as described above.

**Alternative(s)**

1. No annual amendment cycle in 2023. This would be inconsistent with Walla Walla County Code (WWCC) Chapters 14.10 and 14.15, and State law.

**Cost**

Cost for processing non-County amendment applications will match or exceed revenue, depending on the complexity, number, and type of applications received.

**Funding**

Revenue from application fees will depend on the type and number of applications.

**Recommended Deadline**

WWCC 14.10.040(A) states that all Comprehensive Plan amendment applications shall be submitted on or before March 31. Chapter 14.15 does not identify March 31 as the annual deadline for development regulation amendment applications, but staff has recommended the same deadline for these applications in 2023 (as in previous years).

**Submitted by:**

Lauren Prentice, Director  
Community Development Department

**Disposition:**

\_\_\_\_\_ Approved  
\_\_\_\_\_ Approved with modifications  
\_\_\_\_\_ Needs follow up information  
\_\_\_\_\_ Denied

\_\_\_\_\_  
BOCC Chairman

\_\_\_\_\_  
Date



## 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: Board of County Commissioners  
From: Lauren Prentice, Director  
Agenda Date: February 6, 2023  
Prepared: February 2, 2023  
RE: Monthly Community Development Department Update

### **Building/Fire Permits**

A total of 32 building and fire permits were approved during the last month; compared to 34 last month.

- 20 of these were over-the-counter (OTC) permits (mechanical, plumbing, reroof, demolition).
  - o NOTE: Although typically these are issued the same day they are receiving, some of these permits took a couple days in January due to issues with the new software system. We caught the issue and fixed the problem.
- 32 residential burn permits, compared to 3 last month.

A list of issued building and fire permits is included as Attachment 1.

### ***New Applications***

24 building and fire permit applications were submitted in the last month compared to 40 last month.

### ***Open Permit Applications***

- 34 building/fire permits applications are currently actively under plan review.
- 6 building/fire permit applications are on long-term hold because of action/request by applicant.
- 24 applications classified as MISSING INFO, because we are unable to proceed with plan review until requested information is resubmitted.

### ***Building/Fire Permit Plan Reviews***

Average Turnaround Time for Permit Reviews completed last month:

- Public Works and Environmental Health: 13 days
- Screening/Permit Techs: 9 days
- Planning/Critical Areas: 10 days
- Building (including contract reviewer): 13 days

### ***Inspections***

A total of 216 building/fire permits inspections were scheduled and completed in January, compared to 176 last month.

### **Software Upgrade – TRAKiT.NET to Central Square Com Dev (CS)**

There are still several issues that are unresolved; we have been working through issues with support, though response/resolution time has not been great. Business Process Optimization training (20 hours) did not occur in January; software team did not have availability, nor do we want to move forward with this until they've fixed the issues outstanding from Go Live.

**Public eTRAKiT Site:** There was an issue with the eTRAKiT site that was causing some customers difficulty in logging and scheduling inspections. This has been resolved and the public site is working.

### **Technical Review Committee**

- Jan 4 – Roundtable Meeting for proposed buildings (2) at Wallula Intermodal Facility, 627 Railex Road (TRC22-001).
- Jan 11 – Preapplication Meeting for Buley Large Lot Subdivision on Harsell Road (TRC23-002).
- Jan 11 – Roundtable Meeting for improvements at Wedding and Event Center on Wallula Avenue (TRC23-001).
- Jan 25 – Roundtable Meeting for conversion of existing building at 2465 Old Milton Highway to winery and commercial parking uses (TRC23-004).

### **Code Enforcement**

82 Code Enforcement inspections were conducted in January, compared to 58 last month.

### **Planning Decisions Approved/Issued**

SHR22-006	Juhasz Rock Barb and Bank Enhancement Project	3534 MILL CREEK RD	SHORELINE EXEMPTION
ADU22-017	Convert 960sf in shop to detached ADU	1147 S CAMPBELL RD	ACCESSORY DWELLING UNIT
BLA22-012	Stardust Cherries LLC BLA	SCOTT STATION RD	BOUNDARY LINE ADJUSTMENT
LLD22-001	Cordeiro Legal Lot Determination	116 N GOST ST	LEGAL LOT DETERMINATION
LLD22-002	Ross Legal Lot Determination	OLD MILTON HWY	LEGAL LOT DETERMINATION
SEPA22-006	Dell Sharpe Bridge Replacement	4082 E HIGHWAY 124	SEPA REVIEW
CAP22-025	Project Max/Frito-Lay Distribution Warehouse & Fleet Garage	454 SECOND AVE	CRITICAL AREAS
SEPA22-016	Potts Russell Creek Ag Bridge Crossing	3010 CANBERRA DR	SEPA REVIEW
SEPA23-002	County Stormwater Code Amendments - Chapter 11.05	NONPROJECT ACTION	SEPA EXEMPTION

### **Miscellaneous**

1. Jan 4 – Director attended FEMA Risk MAP Introduction meeting along with Emergency Management.
2. Met with City planning staff members to review draft Interlocal Agreement for possible Countywide Planning Policies Update – January 5 and 26.
3. Jan 6 – met with Planning Commission Chair.
4. Shoreline Master Program Update
  - a. Jan 6 – Kickoff meeting (staff and consultant), will be meeting biweekly.
  - b. Public Participation Plan has been prepared.
  - c. Staff and consultants working on preparing draft amendments and completing Department of Ecology Checklist.
  - d. In February public outreach will begin.

- e. Expect to hold a virtual public kickoff meeting and brief the Planning Commission (tentatively scheduled for February 22).
- 5. SEPA Training – Director and planning staff members collectively attended about 30+ hours of training on the State Environmental Policy Act (SEPA), presented virtually at no cost by the Department of Ecology.
- 6. The Vines at Doubleback – after several months of working with the applicants to resolve issues with the 2 fire ponds, this permit was closed out (F21-0026).
- 7. Contract Reviewer: SAFEbuilt WA – We have begun meeting with our SAFEbuilt WA team biweekly to catchup on permits that need discussion and coordinate process.
- 8. Director attended Southwest Planner’s Forum on January 19, which included presentation on Washington State Department of Commerce ADU guidance update.
- 9. Planners attended Eastern Planner’s Forum on January 25.
- 10. Legislative Updates: Director attending Monday morning legislative updates with WSAC Planning Directors and WABO Government Relations Committee.
- 11. No Hearing Examiner docket in January, one item schedule for February 13 at 1:30: SHR22-001 – Shoreline Substantial Development Permit for Walla Walla County Dell Sharpe Bridge Replacement.

# WW Permits Issued

## Walla Walla County

Date Range Between 1/1/2023 and 1/31/2023

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
B22-0586	1 FAM RESIDENCE	315 LEDGESTONE DR	BALL, CHARLES E & MAURA C	\$809,235.16	\$9,509.01
1/13/2023	CO RESIDENTIAL	350610510017	STONECREEK CUSTOM HOMES LLC		
AR-10	4352 sf Res, 1379 sf Cov Patio, 2355 sf Garage				
B22-0589	1 FAM RESIDENCE	691 S GOSE ST	KEELEY, DAVID M & KATHRYN M	\$389,898.64	\$5,314.25
1/18/2023	CO RESIDENTIAL	350725230069	LEXAR HOMES TRI CITIES		
	2258 sf Res, 32 sf Cov Porch, 570 sf Gar w/Solar Array				
B22-0491	1 FAM RESIDENCE	432 HEALEY DR	GULLIVER, JON & BRENDA	\$511,292.65	\$6,665.97
1/23/2023	CO RESIDENTIAL	360609450002	STONECREEK CUSTOM HOMES LLC		
AR-10	3095 sf Residence, 780 sf Covered Patio, 1150 sf Garage				
<b>1 FAM RESIDENCE</b>			<b>Totals:</b>	<b>\$1,710,426.45</b>	<b>\$21,489.23</b>
B22-0554	ADDITION REMODEL	3130 BRISBANE ST	HUETHER, CHRISTOPHER WADE & ROBYN LYNN	\$213,880.00	\$3,339.17
1/13/2023	CO RESIDENTIAL	360605500009	NOT APPLICABLE		
RR-5	694 sf Covered Porch Addition, Interior remodel				
B22-0222	ADDITION REMODEL	147 SNAKE RIVER DR	RIVARD, TOMMY	\$232,936.68	\$3,701.80
1/31/2023	CO RESIDENTIAL	310930540128	NOT APPLICABLE		
RR-2	1364 sf Add. to Residence, 1046 sf Garage / Interior Remodel				
<b>ADDITION REMODEL</b>			<b>Totals:</b>	<b>\$446,816.68</b>	<b>\$7,040.97</b>
B22-0541	COMM ADDITION REMODEL	199 W FAIRCHILD	WALLA WALLA, PORT OF	\$758,000.00	\$10,822.70
1/20/2023	CO COMMERCIAL	360711340002	S & K MOUNTAIN CONSTRUCTION, INC		
AD	Expansion & Renovation of FBO facility - Gorge Aviation				
<b>COMM ADDITION REMODEL</b>			<b>Totals:</b>	<b>\$758,000.00</b>	<b>\$10,822.70</b>
B23-0008	COMPLIANCE	401 N CAMPBELL RD	LIGHTFOOT, JERRY L & TARA L	\$0.00	\$103.00
1/11/2023	RESIDENTIAL	350723520227			
	MANUFACTURED HOME PLACEMENT - COMPLIANCE				
<b>COMPLIANCE</b>			<b>Totals:</b>	<b>\$0.00</b>	<b>\$103.00</b>
B23-0007	DEMO	3226 FEEDLOT LN	MUNDEN GALE D & CAROLYN A	\$0.00	\$51.50
1/9/2023	RESIDENTIAL	340615220005			
	Demo burned house				
B23-0014	DEMO	225 E MAPLE ST	DODD STEPHEN W & LAURA	\$0.00	\$51.50

# WW Permits Issued

## Walla Walla County

Date Range Between 1/1/2023 and 1/31/2023

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
1/17/2023	RESIDENTIAL	300801510070	BAUDER GRADING & EXCAVATION LLC.		
	Demolish 982sf residential accessory building from 1920				
DEMO			Totals:	\$0.00	\$103.00
B23-0003	E MECHANICAL	498 BLALOCK DR	JANSEN, DAVID M & RUSSANN M	\$0.00	\$103.00
1/5/2023	RESIDENTIAL	350726640012	BLAZE 2 BLIZZARD HTNG/CLNG LLC		
	Installation of mini-split, residential				
B23-0004	E MECHANICAL	2500 GARRISON ST	MOSES MICHAEL J & KATHLEEN E	\$13,694.00	\$103.00
1/11/2023	RESIDENTIAL	360723320019	COLLEGE PLACE HTG & A/C INC		
	Replace heat pump and air handler				
B23-0001	E MECHANICAL	44 HANSON RD	AKERLEY SUE E	\$4,000.00	\$103.00
1/12/2023	RESIDENTIAL	330734550404	TOTAL COMFORT SOLUTIONS LLC		
	Single Head Ductless				
B23-0005	E MECHANICAL	2308 GARDENA RD	ORTIZ JORGE L & DEBORAH A	\$13,352.00	\$103.00
1/12/2023	RESIDENTIAL	330611210007	TOTAL COMFORT SOLUTIONS LLC		
	New Elec Furnace & Replace Heat Pump				
B23-0009	E MECHANICAL	296 E LANGDON RD	THOMPCKINS TINA G	\$11,348.00	\$103.00
1/12/2023	RESIDENTIAL	360604310029	COLLEGE PLACE HTG & A/C INC		
	Replace heat pump and air handler				
B22-0628	E MECHANICAL	4587 BRADEN RD	LEAHY, MARC D & GLESNE, JULIE E	\$16,672.00	\$103.00
1/13/2023	RESIDENTIAL	360617500009	TOTAL COMFORT SOLUTIONS LLC		
	INSTALLATION OF A GEO THERMAL PACKAGE UNIT				
B23-0015	E MECHANICAL	740 W SUNSET DR	MILLER, SPENCER & MARCIA	\$19,361.95	\$103.00
1/19/2023	RESIDENTIAL	300936540020	CAMPBELL COOL ELEC PLMB CORP		
	REPLACE 2 TON HEAT PUMP AND FURNACE IN THE GARAGE				
B23-0016	E MECHANICAL	213 FARMLAND RD	HOUSING AUTHORITY OF THE	\$33,296.00	\$206.00
1/19/2023	COMMERCIAL	350611550002	CAMPBELL COOL ELEC PLMB CORP		
	Replace (2) 5 ton heat pump systems, mini-split, air handler				
B23-0020	E MECHANICAL	1629 WHEATCREST RD	BERNSTEIN MICHAEL S	\$3,853.00	\$103.00



# WW Permits Issued

## Walla Walla County

Date Range Between 1/1/2023 and 1/31/2023

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
1/24/2023	RESIDENTIAL	360734580006	COLLEGE PLACE HTG & A/C INC		
	Replace gas furnace				
<b>E MECHANICAL</b>			<b>Totals:</b>	<b>\$115,576.95</b>	<b>\$1,030.00</b>
B23-0034	E PLUMBING	1663 CORKRUM RD	CORKRUM & DERBY FAMILY TRUST	\$2,200.00	\$206.00
1/31/2023	COMMERCIAL	370817140001	CAMPBELL COOL ELEC PLMB CORP		
	Replace water heater in restroom closet				
<b>E PLUMBING</b>			<b>Totals:</b>	<b>\$2,200.00</b>	<b>\$206.00</b>
B23-0017	E REROOF	575 FIVE MILE RD	MALKUCH KENNETH W & LINDA G	\$0.00	\$289.75
1/20/2023	RESIDENTIAL	370718430006	VW QUALITY ROOFING LLC		
	Re-roof Residence, 35 sq w/tear-off				
<b>E REROOF</b>			<b>Totals:</b>	<b>\$0.00</b>	<b>\$289.75</b>
F22-0022	FIRE	3917 MILL CREEK RD	FIGGINS PROPERTIES LLC	\$150,000.00	\$2,219.24
1/17/2023	SPRINKLER	370716130004	KETELSEN CONSTRUCTION CO		
	Fire Sprinklers & Alarm - Figgins Winery Caves				
<b>FIRE</b>			<b>Totals:</b>	<b>\$150,000.00</b>	<b>\$2,219.24</b>
B22-0553	NEW COMMERCIAL BLDG	64 GATEWAY RD	WALLA WALLA, PORT OF	\$1,024,222.32	\$11,518.95
1/12/2023	COMMERCIAL	300802580133	TETON WEST OF WASHINGTON, LLC		
	11,334 sf Office & Warehouse - MWJ Investments				
B22-0460	NEW COMMERCIAL BLDG	69 GATEWAY RD	WALLA WALLA PORT OF	\$6,040,010.00	\$48,802.01
1/25/2023	CO COMMERCIAL	300802560099	S M K TRI-CITIES INC		
I/BP	Project Sigma 29,600 sf 2 story Building - Fabrication Shop				
<b>NEW COMMERCIAL BLDG</b>			<b>Totals:</b>	<b>\$7,064,232.32</b>	<b>\$60,320.96</b>
B23-0006	PLUMBING MECHANICAL	3963 OLD MILTON HWY	STAFFORD, KEVIN R & OLYMPIA T	\$0.00	\$103.00
1/9/2023	RESIDENTIAL	350614210011			
	Mechanical Permit for Wood Stove				
B23-0010	PLUMBING MECHANICAL	60 HASTINGS LN	FREEMAN PAUL J	\$0.00	\$103.00
1/20/2023	RESIDENTIAL	350608230007	TOTAL COMFORT SOLUTIONS LLC		

# WW Permits Issued

## Walla Walla County

Date Range Between 1/1/2023 and 1/31/2023

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
	Replace Ht Pump/AC/Boil & Air Handler				
<b>PLUMBING MECHANICAL</b>			<b>Totals:</b>	<b>\$0.00</b>	<b>\$206.00</b>
B22-0569	POLE BUILDING	65 MERRY LN	GROW, CHRISTOPHER R & AMY M	\$22,200.00	\$673.83
1/5/2023	RESIDENTIAL	310807550602	NOT APPLICABLE		
	1200 sf Enclosed Pole Bldg				
B22-0578	POLE BUILDING	1985 MOJONNIER RD	DESALVO, CHARLES F	\$21,312.00	\$654.54
1/13/2023	CO RESIDENTIAL	350603520338	JACK WALLACE CONSTRUCTION		
RR-5	1152 sf Enclosed Pole Building				
B22-0559	POLE BUILDING	984 RESER RD	WESTON, DWAYNE M & ANGELA J	\$31,968.00	\$984.32
1/23/2023	RESIDENTIAL	360733420028	NOT APPLICABLE		
R-96	1728 sf Shop				
<b>POLE BUILDING</b>			<b>Totals:</b>	<b>\$75,480.00</b>	<b>\$2,312.69</b>
B22-0515	POOL HOT TUB	2104 STATELINE RD	KREINDEL, DAVID C & ERICKSON, SHANE A	\$0.00	\$256.00
1/31/2023	CO RESIDENTIAL	360618210011	WINTERBOURNE CONSTRUCTION LLC		
	In-Ground Pool				
<b>POOL HOT TUB</b>			<b>Totals:</b>	<b>\$0.00</b>	<b>\$256.00</b>
B22-0482	PORCH PATIO DECK	418 TUTTLE LN	ESPINOZA, CHRISTOPHER & VALERIE	\$8,080.00	\$345.24
1/31/2023	CO RESIDENTIAL	310806530087	NOT APPLICABLE		
RR-2	Add 404 sf New Deck w/ Pergola				
<b>PORCH PATIO DECK</b>			<b>Totals:</b>	<b>\$8,080.00</b>	<b>\$345.24</b>
B23-0002	REROOF	28 ROLAND CT	GREENWALT EILEEN V	\$0.00	\$222.80
1/5/2023	RESIDENTIAL	350603590008	REAL ROOFING		
	Tear off and reroof (Partial Reroof Only)				
B23-0035	REROOF	1682 CORKRUM RD	CORKRUM & DERBY FAMILY TRUST	\$5,200.00	\$243.40
1/31/2023	RESIDENTIAL	370817140001	ELSOM ROOFING, INC		
	Residential re-roof 26 sq w/tear-off				
<b>REROOF</b>			<b>Totals:</b>	<b>\$5,200.00</b>	<b>\$466.20</b>

# WW Permits Issued

## Walla Walla County

Date Range Between 1/1/2023 and 1/31/2023

Permit No. Date Issued Zoning	Type Sub-Type Permit Description	Site Address Parcel No.	Owner Contractor	Valuation	Fees Paid
B22-0518	SOLAR ARRAY	1355 MAGNOLIA DR	ALFORD, DAVID WILLIAMS & KAREN JOANNE	\$0.00	\$211.00
1/18/2023	RESIDENTIAL	360733530101	SOLGEN POWER LLC		
RR-5	14.43 kW DC Roof Mount Solar Array				
B22-0600	SOLAR ARRAY	3708 OLD MILTON HWY	ARCHER, AUSTIN C & ROPER-ARCHER, BEVERLY	\$0.00	\$211.00
1/24/2023	RESIDENTIAL	350611330072	SOLGEN POWER LLC		
RR-5	9.99 kW DC Roof Mount Solar Array				
SOLAR ARRAY			Totals:	\$0.00	\$422.00
34 Permits Issued from 1/1/2023 and 1/31/2023			Total Valuation:		\$10,336,012.40
			Total Fees Paid:		\$107,632.98

**a) Action Agenda Items:**

- 1) Proposal 2023 02-06 TSD Approval to purchase/replace failed HVAC system for Public Works Wiring Closet located at 990 Navion Lane

**b) Department update and miscellaneous**



# Proposal

Date: February 6<sup>th</sup>, 2023

Proposal ID. 2023 02-06 TSD1

To: Walla Walla Board of County Commissioners

From: Chad Goodhue, Technology Services Director

## **Intent – Decision**

**Topic** – Approval to purchase/replace failed HVAC equipment in the PW wiring closet.

## **Summary**

The two previous HVAC units were each approximately 20 years old, there are no maintenance logs and they were not on a replacement schedule; Both units have failed. Between the County equipment and the PW Radio equipment the room requires cooling.

## **Cost**

Approximately \$15,000. This depends on whether the previous line set is without corrosion or defect. If it can be reused this could drop the price some.

## **Funding**

Looking for direction from the board

## **Alternatives Considered**

There really are no alternatives. The previous units are too old to repair and the space requires year round cooling to avoid damaging County equipment.

## **Acquisition Method**

Three local quotes were pursued. 2 quotes were close in price however of the 2 quotes one was more thoroughly put together.

## **Security**

n/a

## **Access**

N/A

## **Benefits**

The new HVAC units will provide redundancy and the necessary cooling to maintain the equipment in the room for an estimated life cycle of 8 to 12 years.

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

Yes

**Conclusion/Recommendation**

Approval of contract and authority to move forward with HVAC replacement.

---

Submitted By

Chad Goodhue

Chad Goodhue Technology Services 02/06/2023

Disposition

☐ Approved

☐ Approved with modifications

☐ Needs follow up information

☐ Denied

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

☐ Approved

☐ Denied

---

BOCC Chairman

Date

Additional Requirements to Proposal

☐ Modification

☐ Follow Up



**WALLA WALLA COUNTY**  
**Technology Services Department**

Chad R Goodhue | Technology Services Director |

315 W. Main Street, Rm 102 - Walla Walla, Washington 99362  
(509) 524-2590  
cgoodhue@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

February 6<sup>th</sup>, 2023

To: **Walla Walla County Board of Commissioners**

Re: **Technology Services Update**

**Issues/Information for the Board.**

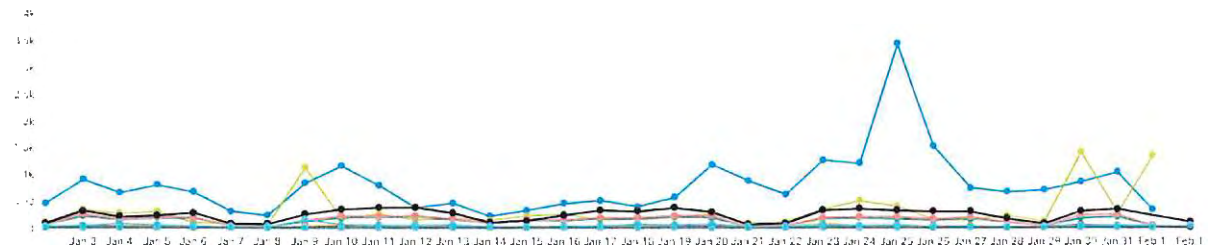
- List of current projects and activities:

<ul style="list-style-type: none"><li>▪ <b>Website –</b></li><li>▪ The updated County site is now in “HTML Development” which will take approximately 2 to 4 weeks. This process will take our current site content and site map and migrate it to the updated site and framework.</li></ul>
<ul style="list-style-type: none"><li>▪ <b>Courthouse notification system</b></li><li>▪ A provider has been selected that will allow all departments to utilize our current network and phone system for audible and inaudible alerts and messages. This solution will be on premises which makes it resilient to internet outages.</li></ul>
<ul style="list-style-type: none"><li>▪ <b>Community Health Department –</b></li><li>▪ Updating CHD website(s) to new Revize pages</li><li>▪ HIPAA Kick-Off meeting to discuss roles in the process, the scope of work and framing what the final work product will look like.</li></ul>
<ul style="list-style-type: none"><li>▪ <b>Cameras and Server Upgrade</b></li><li>▪ The new server is online and WWE has started the configurations</li><li>▪ Fiber patch cables, where needed have been run or are scheduled</li><li>▪ New switches have been put in place</li><li>▪ 42 replacement cameras have been purchased. These new cameras will replace units all over the campus.</li></ul>
<ul style="list-style-type: none"><li>▪ <b>Secure Vendor Access</b></li><li>▪ This new solution is in it’s final configurations</li></ul>
<ul style="list-style-type: none"><li>▪ <b>HVAC for the public works equipment room</b></li><li>▪ The two units have failed and must be replaced – Please see proposal 2023-02-06 TSD1</li></ul>
<ul style="list-style-type: none"><li>▪ <b>FMS Replacement</b></li><li>▪ The County team has finished it’s evaluations and will begin the process of writing an RFP.</li></ul>
<ul style="list-style-type: none"><li>▪ <b>County Faxing</b></li><li>▪ Migrating to a new solution</li></ul>

## Current –

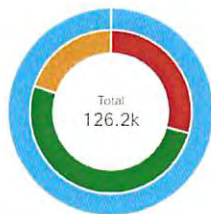
### Threat Detection Summary

All Categories	25k	10.2k	9297	7445	1300
Reputation Filtering	Spam Detection	Email Spoofing	Scam and Phishing Attempts	Attachment and Malware Detection	

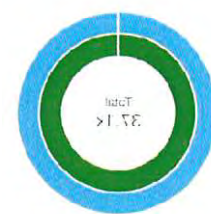


### Number of Messages

successful to read, 11



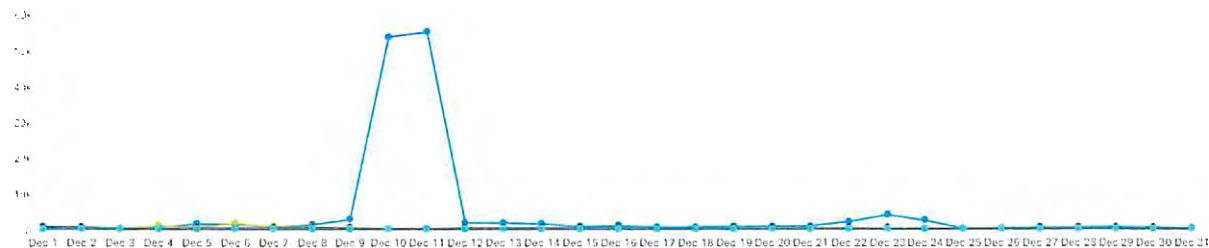
Attempted Messages	162.0k	12.2%
Clean	100.0k	79.1%
Threat Messages	29.2k	23.4%
Other	18.9k	14.9%



## Previous Month

### Threat Detection Summary

All Categories	139.4k	10.3k	9220	5653	1414
Reputation Filtering	Spam Detection	Email Spoofing	Scam and Phishing Attempts	Attachment and Malware Detection	





## Components (Main infrastructure)

### Other Projects

- OnBase
- Contracts
- Inventory –

### Next Request Portal Information

YTD 2022= 64

LYTD 2021= 70

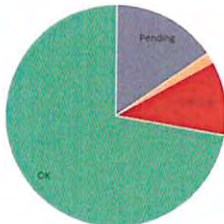
New requests for the month: 64

Requests closed for the month: 76

### Current

#### ADMIN DASHBOARD

Current



Closed



1954

CLOSED REQUESTS



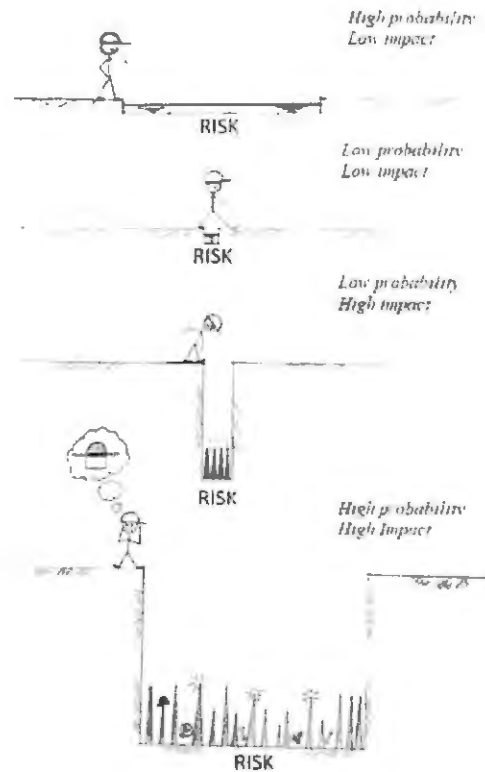
14.4

AVG. BUSINESS DAYS TO CLOSE

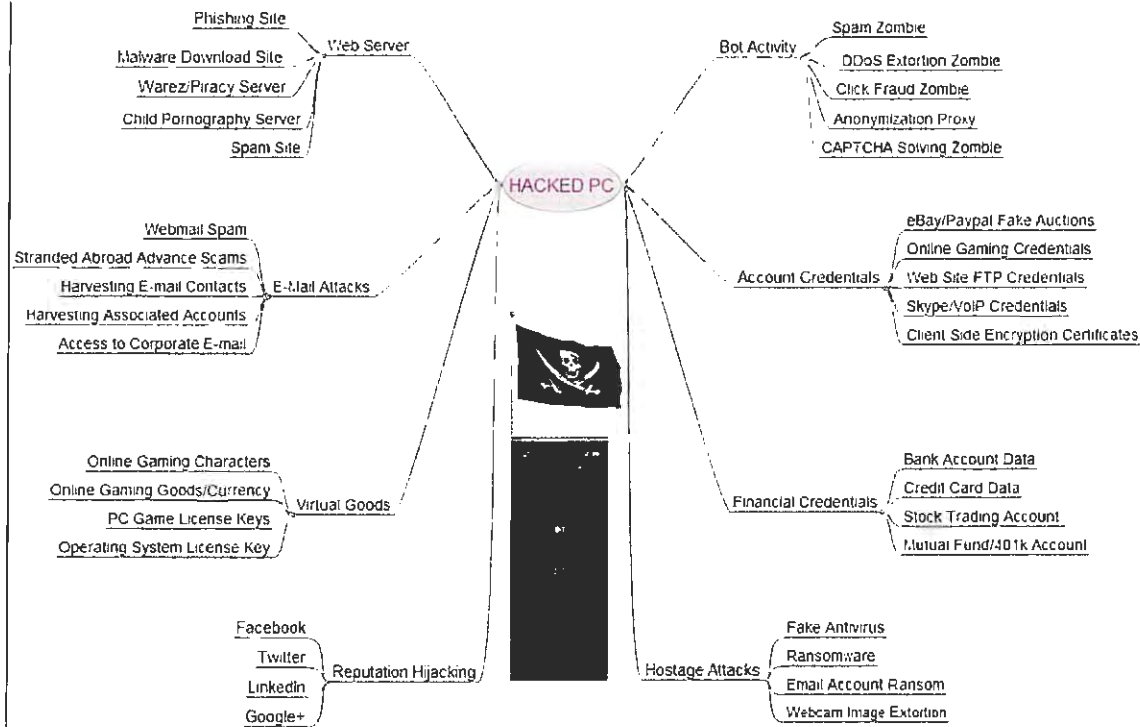


8821

DOCUMENTS DOWNLOADED



## What a hacker can do with a SINGLE infected PC:



### Definitions

**ESG – Email Security Gateway**

**DMS – Document Management System (OnBase)**

**OCIO = Office of the Chief Information Officer**

**DAN - Disposition Authority Numbers (Secretary of State retention schedule)**

**JLARC=Joint Legislative Audit and Review Committee**

**ACCIS =Association of County, City Information Systems (managers)**

**API = Application Program Interface**

**CJIS = Criminal Justice System Information Systems**

**PRO=Public Records Officer**

**NDA=Non-disclosure agreement**

**EOL=End of Life**

**WiFi=Wireless network connectivity (Wireless Fidelity)**

**FTP = File Transfer Protocol (file transfer server)**

**ADA=Americans with Disabilities Act**

**DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.**

**IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.**

**11:15 FACILITIES MAINTENANCE**

**Robert Grandstaff**

- a) Department update and miscellaneous

## Walla Walla County Facilities Department

310 W Poplar St, Walla Walla, WA 99362

Update February 1, 2023

### **Maintenance:**

There have been several repairs in the month of January with some preventive maintenance. The work order process continues to be managed and prioritized with available staff.

### **Facilities Building Technicians:**

Having our 3<sup>rd</sup> Building Technician has been a welcome change for the other 2 technicians who had worked on picking up the additional workload from the empty position since the end of September. We have welcomed Ivan as part of our team and we are grateful for his service.

### **Grounds:**

Maintenance has been continuing to pick up the leaves that fell later in the year after the snow melted. The month of January has been a lighter month for snow removal. We have a current 2023 contract for snow removal provided by Tom's Yard Care.

### **Facilities Projects:**

The Old Jail project continues to be on hold pending further building analysis. A current proposal is being evaluated by the contractor for costs and buildability.

The alley project for electrical and the fire line is nearing completion with the exception of some outstanding fire line requirements from the City. The contractor is currently working on providing the required information as requested.

A scoping and budget estimate has been prepared for the Public Safety Building flooring. The scope of work can be determined based on available funding.

The Courthouse preservation project (the project regarding tuck pointing and sand stone repair) has had the contractor visit the site and identified areas that will encompass the project scope. A report is being prepared and is to be presented by McKinstry in the next few weeks. I provided an update to the granting agency last week.

Courthouse safety and security will be a focus in the coming months. The reestablishment of a committee is in progress to identify long and short-term concerns.

We have been supporting IT at the Public Works building identifying cooling needs for IT equipment. A proposal for the Board is in progress.

We are evaluating some long term heating deficiencies at the JJC and will plan on proposing some possible solutions.

Thank you,

Rob Grandstaff

**11:30 COUNTY SHERIFF**

**Mark Crider**

**a) Action Agenda Items:**

- 1) Proposal 2023 02-06 SO Approval to create Administrative Sergeant position within the Sheriff's Office
- 2) Resolution -- Approval of Out of State Travel for certain Sheriff's Office employees

**b) Office update and miscellaneous**



**Mark A. Crider**  
Sheriff

## **WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

Sheriff's Office	(509) 524 - 5400
Fax	(509) 524 - 5480
Dispatch	(509) 527 - 3265
Burbank Dispatch	(509) 545 - 8441
Toll Free	(888) 527 - 3288
Email:	sheriff@co.walla-walla.wa.us

Joe Klundt	<i>Undersheriff</i>
Richard Schram	<i>Chief Criminal Deputy</i>

Date: January 9, 2023

Proposal ID. 2023 02-06 SO

To: BOCC

From: Sheriff Mark Crider

**Intent** — Decision

**Topic** — Approval to create Administrative Sergeant position within the Sheriff's Office

### **Summary**

The Walla Walla Sheriff's Office (WWSO) currently has five (5) sergeants. One detective sergeant and four patrol sergeants, one for each patrol squad.

WWSO proposes the creation of the position of an Administrative Sergeant within the Sheriff's Office. This position would be responsible for three critical areas: Coordination of agency training, agency accreditation management, and monitoring of the sex offender registry program.

The role of sergeant has two parts, supervision of deputies, and administrative duties. Due to recent law changes in Washington State, a greater emphasis has been placed on administrative tasks such as training quality and documentation, accreditation, and management of ancillary duties/ programs. This has put an increased burden on the patrol sergeant and decreased their time to be on the road. The problem now is these tasks have become too time consuming and detail intensive for patrol sergeants to complete without having their primary duties suffer. These administrative tasks are necessary for liability reduction in policing operations and sustained efficiency of day-to-day operations.

Secondly, we currently have a Detective sergeant and two detectives. The Detective sergeant is not only responsible for supervision of the detectives, oversight of the School Resource Officer and carrying a caseload but they also oversee the sex offender program which currently tracks about 110 sex offenders. With the current caseload of the detective bureau this detracts from case investigations.

From late January 2020 to the present at least one sergeant has been on light duty assignment due to injury or illness. During that time, the initial accreditation workup and maintenance program was created. Accomplishing this initial accreditation work up would not have been possible had a Sergeant not been assigned to it full time. Currently there is a sergeant on light duty who is covering most of the above duties.

In summary the creation of an administrative sergeant will compartmentalize, streamline, and professionalize law enforcement operations within WWSO.

### **Cost**

Minimal. As stated above, from January 2020 to current day, a deputy has been overseeing the shift in the sergeant's absence. While filling in the deputy's pay is increased to be equal to that of a sergeant at the same pay grade with the same incentive pays. The only difference between the deputy's pay and the sergeant's pay in the same situation is that the sergeant continues to be paid at the higher rate even when the sergeant is off for any reason while the deputy is not. As an example of the cost difference for the month of September for D Squad, which is currently being run by a corporal, would've been \$165.48. For August, \$141.84. For July, \$141.84. This is an average of \$149.72 per month.

### **Funding**

Funding for this will come from the Sheriff's Office budget, as modified to accomplish the change. The funding for the position would need to be in the Law & Justice side, where the current corporal is being paid, as opposed to the Current Expense side where all the other sergeants funding is located.

### **Alternatives Considered**

One of the critical and sensitive tasks assigned to the administrative sergeant will be the investigation of internal affairs. Only the rank of sergeant receives this specialized investigative training. Additionally, portions of the accreditation program will require access to personnel records, disciplinary files and highly sensitive investigation information. This access is to all divisions within the Sheriff's office. Because of these reasons and the supervisory experience required, only the rank of sergeant is qualified for this position. In terms of organization, a sergeant who has gone through the civil service process and earned his position is better received as a supervisor/administrator than an appointed corporal.

### **Acquisition Method**

Internal posting.

### **Security**

N/A

### **Access**

N/A

### **Benefits**

Beyond the administrative or workload benefits to the other sergeants and command staff, the position of administrative sergeant will fill several critical needs. Frequently, during critical incidents, major crime scenes, fatality collisions, or complex multi-location investigations, more than one supervisor is required in the field to direct investigations. An administrative sergeant would be an extra asset available to patrol deputies during these calls for service. Lastly, the administrative sergeant would monitor and supervise the sex offender registry the sheriff's office is by law required to maintain. Currently, the detective sergeant is responsible for monitoring this important registry. However, maintaining this registry is time consuming and greatly detracts from his role as detective and supervisor. This registry is critical as it is a major preventative step in re-offense by sex offenders.

### **Conclusion**

During the months of December and January, testing will be conducted to establish an eligibility list for the position of sergeant within the sheriff's office. This would allow the position of administrative sergeant to be

filled from the current sergeants on patrol. The vacancy of a sergeant position on patrol would then be immediately filled maintaining continuity of command.

This position is already needed and is already seen as vital to WWSO's mission to provide the best law enforcement service possible to citizens of Walla Walla County.

**Recommendation**

Immediate approval and funding for the position of administrative sergeant.

---

Submitted By

Mark Crider, Sheriff's Office 1-05-23

Name

Agency

Date

Disposition

\_\_\_\_\_ Approved

\_\_\_\_\_ Approved with modifications

\_\_\_\_\_ Needs follow up information

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Additional Requirements to Proposal

\_\_\_\_\_ Modification

\_\_\_\_\_ Follow up



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

IN THE MATTER OF  
AUTHORIZATION FOR OUT OF  
STATE TRAVEL FOR CERTAIN  
WALLA WALLA COUNTY  
SHERIFF'S OFFICE EMPLOYEES

RESOLUTION NO. **23**

**WHEREAS**, the Walla Walla County Sheriff's Office has requested approval for out of state travel for certain Sheriff's Office employees to attend the following trainings:

- Chief Deputy Richard Schram travel to Elephant Butte, New Mexico to attend the National Association of State Boating Law Administrators (NASBLA) Inland Boat Operations and Marine Patrol Fundamentals Train the Trainer Course from February 20-24, 2023
- Sergeant Kevan Maas travel to Coeur d'Alene, Idaho to attend Night Vision (NVG) training from April 3-7, 2023
- Detective Tom Beyer and Deputy Dan Teel travel to San Antonio, Texas to attend the International Outlaw Motorcycle Gang Investigators Association (IOMGIA) from April 17-21, 2023
- Deputies Ian Edwards and Joe Henderson travel to Douglas, Wyoming to attend Active Shooter Training from May 7-12, 2023
- Deputies Joe Henderson and Aaron Stites travel to Coalville, Utah to attend Gracie Survival Tactics (GST) Military/Law Enforcement Instructor Certification Course from June 12-16, 2023;

**WHEREAS**, said trainings will benefit the citizens of Walla Walla County; and

**WHEREAS**, pursuant to County policy, an Employee Travel Authorization form for above trainings has been submitted for review and consideration; now therefore

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

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

*Passed this 6<sup>th</sup> day of **February, 2023** 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

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

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

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

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

**WALLA WALLA COUNTY**  
**Employee Travel Authorization**

Date of Request 1/30/2023

<b>Employee Attending:</b> <u>Richard Schram</u>	<b>Estimate of Cost (Includes all costs even prepaid)</b>	
<b>Meeting/Training:</b> Start time/date: <u>2/20/23</u> End time/date: <u>2/24</u>	<b>Transportation</b>	
<b>Location:</b> City: <u>Elephant Butte</u> State: <u>NM</u>	<input checked="" type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input type="checkbox"/> County Vehicle <input type="checkbox"/> Private Vehicle _____ miles @ _____	\$ <u>600.-</u> \$ _____
<b>Title of Meeting/Training:</b> <u>See Attached Memo</u> (Attach agenda/training brochure)	<input checked="" type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	\$ <u>385.89</u>
<b>Departure Date:</b> <u>2/19/23</u> <b>Time:</b> _____	<b>Lodging</b>	
<b>Return Date:</b> <u>2/25/23</u> <b>Time:</b> _____	<u>6</u> night(s) @ \$ <u>120.00</u>	\$ <u>720.-</u>
<b>Place of Lodging:</b> <u>Holiday Inn Express</u>	<b>Meals</b>	
<b>Phone Number:</b> <u>575-894-3900</u>	Breakfast(s) <u>6</u> @ \$ <u>14.-</u>	\$ <u>84.-</u>
	Lunch(s) <u>7</u> @ \$ <u>17.-</u>	\$ <u>119.-</u>
	Dinner(s) <u>7</u> @ \$ <u>28.-</u>	\$ <u>196.-</u>
	<b>Registration/Tuition</b>	
	Cancel Date: _____	\$ <u>2000.-</u>
	<b>Total Expenses</b>	
	\$ <u>~4104.89</u>	

Credit Card Use:    ☒ Yes    ☐ No      Date Needed: 2/19/23

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

[Signature]  
 Signature of Employee

Date: 2/20/2023

Recommended: ☒ Yes    ☐ No  
[Signature]  
 Supervisor Signature

Date: 1-30-2023

Out-of-State Travel: ☐ Yes    ☐ No  
 (Attach Resolution)

Approved: ☐ Yes    ☐ No  
[Signature]  
 Elected Official/Department Head

Date: 1-30-2023



**Mark Crider**  
Sheriff

## **WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

Sheriff's Office (509) 524 - 5400  
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Toll Free (866) 527 - 3268  
Email: [sheriff@co.walla-walla.wa.us](mailto:sheriff@co.walla-walla.wa.us)

Joe Klundt  
Richard L. Schram  
Lora Edelman

*Undersheriff*  
*Chief Criminal Deputy*  
*Chief Civil Deputy*

# Memorandum

Date: January 30, 2023  
To: Board of County Commissioners  
From: Chief Deputy Richard Schram  
RE: Out of State Travel: Richard Schram

Commissioners,

I am requesting out of state travel authorization to attend The National Association of State Boating Law Administrators (NASBLA) Inland Boat Operations and Marine Patrol Fundamentals Train the Trainer Course, February 20<sup>th</sup> through 24<sup>th</sup>, 2023 in Elephant Butte, NM. I am an instructor for Washington State Parks and teach their accredited program, sponsored by the Washington State Criminal Justice Training Commission, which certifies officers a deputies in our state to become marine certified law enforcement officers. As an extension of my knowledge base as an academy instructor, I am being requested by State Parks to attend this course to enhance my teaching ability and see what skills and information I can bring back to WWSO and the cadre at State Parks.

This course, and all travel, lodging, and per diem is being reimbursed to WWSO on hundred percent by Washington State Parks for making the commitment to send me and continue my development which benefits us and them.

NASBLA is a national nonprofit, 501(c)3 organization that works to develop public policy for recreational boating safety. NASBLA represents the recreational boating authorities of all 50 states and the U.S. territories. They offer a variety of resources, including training, model acts, education standards, publications and more. Through a national network of thousands of professional educators, law enforcement officers and volunteers, we affect the lives of over 76 million American boaters.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Schram".

Richard Schram, Chief Deputy

Recommendation:

The Walla Walla County Board of Commissioners approve this out of state travel request.




Partner Organization of:



[Home](#)

[Online Store](#)

 ID: 78785

 Richard Schram

 [Logout](#)

[Home](#) > [Account History](#)

## View Payment #13839

**Owner:** Richard Schram

**Payment #** 13839  
**Date** 1/30/2023

### Summary Information

Payment Total:	\$2,000.00
Amount Refunded:	\$0.00

### Line Items

Description	Amount	
Invoice #4662	\$2,000.00	<a href="#">(view)</a>

[Account History](#)

[Go Home](#)

## IBO MPF TTT New Mexico February 20-24 2023

REGISTRANT AGENDA

National Association of State Boating Law Administrators

<b>Confirmation #:</b>	25125	<b>Amount Paid:</b>	\$2,000.00
<b>Reg. Date:</b>	Monday, January 30, 2023	<b>Balance Due:</b>	\$0.00
<b>Registrant:</b>	Richard Schram	<b>Status:</b>	Approved
<b>Type/Fee:</b>	IBO TTT Marine Patrol Fundamentals Feb 20 -24-Registration		

### Sessions/Workshops

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### Other Functions

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### Registration Add Ons

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Product	Quantity	Price
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### Linked Registrations

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*Note that waitlisted session registrations will not appear on this agenda.*



**WALLA WALLA COUNTY  
Employee Travel Authorization**

Date of Request 1/25/2023

<b>Employee Attending:</b> Kevan Maas	<b>Estimate of Cost (Includes all costs even prepaid)</b>	
<b>Meeting/Training:</b> Start time/date: 4/3/23      End time/date: 4/7	<b>Transportation</b>	
	<input type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input checked="" type="checkbox"/> County Vehicle	\$
	<input type="checkbox"/> Private Vehicle _____ miles @ _____	\$
<b>Location:</b> City: Coeur d' Alene      State: ID	<input type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	
	\$	
<b>Title of Meeting/Training:</b> LE NVG Instructor Train (Attach agenda/training brochure)	<b>Lodging</b>	
	5 night(s) @ \$	\$910
<b>Departure Date:</b> 4/2/23 <b>Time:</b>	<b>Meals</b>	
<b>Return Date:</b> 4/7/23 <b>Time:</b>	Breakfast(s) @ \$	
	Lunch(s) @ \$	
	Dinner(s) @ \$	
<b>Place of Lodging:</b> Staybridge Suites	<b>Registration/Tuition</b>	
<b>Phone Number:</b> 208-676-0222	Cancel Date:	
	<b>Total Expenses</b>	
	\$ 800	
	\$ ~2,055	

 Credit Card Use:    ☒ Yes    ☐ No    Date Needed: 4/2/2023

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

K. Maas  
Signature of Employee

Date: 01/30/23Recommended: ☒ Yes    ☐ No

[Signature]  
Supervisor Signature

Date: 01/30/2023
 Out-of-State Travel: ☐ Yes    ☐ No  
 (Attach Resolution)
Approved: ☐ Yes    ☐ No

[Signature]  
Elected Official/Department Head

Date: 1/30/23



## WALLA WALLA COUNTY SHERIFF'S OFFICE

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

Sheriff's Office (509) 524 - 5400  
Fax (509) 524 - 5480  
Dispatch (509) 527 - 3265  
Toll Free (866) 527 - 3268  
Email: [sheriff@co.walla-walla.wa.us](mailto:sheriff@co.walla-walla.wa.us)

**Mark A. Crider**  
Sheriff

Mark A. Crider *Undersheriff*  
Richard L. Schram *Chief Criminal Deputy*  
Lora Edelman *Chief Civil Deputy*

# Memorandum

Date: January 30, 2023  
To: Board of County Commissioners  
From: Richard Schram, Chief Criminal Deputy  
RE: Out of State Travel: Sergeant Kevan Maas

In 2021, Sergeant Maas was approved by BOCC to attend a 5-day Night Vision (NVG) training, in San Bernadino, CA, November 2<sup>nd</sup> through the 6<sup>th</sup>, 2021. The course was for Night Vision Operations. That training was cancelled due to unforeseen circumstance by the host agency. In February of 2022, Sergeant Maas found another training to accomplish this mission and again he was approved to travel to Coeur d' Alene, Idaho to addend Redback One's version of the training. Again, this training fell through due to the instructors cancelling on the host agency, however, the need for him to obtain this training still exists.

The Walla Walla Regional SWAT is comprised of members from all three agencies in the Walla Walla Valley. The Walla Walla Sheriff's Office currently has four, deputies who are active members, functioning in the roles of Police Sniper, Entry Operator and Squad Leader. Command of the SWAT Team is shared between the Chief Operations Deputy and a Walla Walla Police Department Captain. Additionally, deputies provide training and often specialize in specific equipment and tactics within the team.

After ongoing evaluations of team capabilities under the standards established by the National Tactical Officers Association (NTOA), identified a deficiency of the SWAT team's night operation abilities, it was determined we work toward night vision operability. Specifically, the SWAT team does not currently have night vision abilities due to a lack of equipment and training. The SWAT team leadership then held a meeting with area law enforcement CEOs to obtain the direction they desire our team to move. After the meeting it was agreed resources would be further combined to equip our team with best practice training and equipment.

Reasons to have inhouse training in night vision are the following:

1. A qualified inhouse instructor can provide critical insight prior to any purchase of night vision equipment. This would eliminate the costly trial and error process of selecting the right equipment from the thousands of products available.

2. Having a qualified inhouse night vision instructor will eliminate the need to send other SWAT operators out of county for training or pay for consultants. The cost of one instructor versus the investment it would take to send the entire team to outside training is much more financially responsible. This would also allow WWSO to assist our regional partners with their night vision training needs and receive reciprocal training in return.
3. Capable deputies with proper equipment and training would be a major contribution to both patrol operations, SWAT operations, Canine Searches and Search and Rescue operations when requested.

Currently, WSPD has made an initial equipment purchase for some of their officers on the SWAT team and Sergeant Maas is crafting a request to the Walla Walla Sheriff's Foundation to assist us in making an initial purchase of equipment as well.

I am again writing to request out of state travel for Sgt. Maas to attend 40 hours of training in Coeur d'Alene, Idaho, March 27<sup>th</sup> through March 31<sup>st</sup>, 2023. This course is taught by Tap Rack Tactical. Tap Rack Tactical's instructor is an experienced law enforcement veteran with 20 plus years of experience in SWAT with well over 1500 missions or operations.

This 5-Day/ 40hr instructor level course has been developed to train the trainer and will qualify attendees in the application, employment and integration of image intensified Visual Augmentation Systems including Night Vision Goggles and both visible and infra-red aiming laser and illuminator during tactical operations including urban combat shooting and close quarters battle training.

During this course of instruction, attendees will participate in three blocks of instructor lead training and practical exercises. The initial block commences during the day with zeroing combat optics and visible lasers and focuses on live fire combat shooting at intermediate distances of 50 -200 yards. Students will be taught dynamic movement and engagement techniques using various shooting positions including prone, kneeling, and standing, urban shooting techniques using barriers and shoulder transitions and advanced stoppage assessments and clearances while negotiating their night vision goggles. This daytime terminal learning objective will consist of a dynamic shooting assessment that incorporates many of the techniques learnt throughout the day. Training will continue into the evening where attendees will replicate daytime curriculum using both active and passive targeting methods that have been designed to introduce concepts for successful near peer engagements. Trainees will participate in practical exercises that will test night fighting equipment and the end user's ability to determine positive threat identification. These exercises are crucial to ensure attendees are aware of the effectiveness and limitations of their night fighting equipment and be able to make good decisions under stress in order to manage liability. This block will conclude with practical exercises to develop SOP/s for target approach and advance to contact tactics and procedures.

Student's attending this course will receive valuable lifesaving training that has been designed to develop situation awareness, enhance survivability, increase individual skills and targeting. This course will improve the overall night fighting capability of the team by providing an in house instructor for this valuable asset.





vehicle takedown procedures.

**Mechanical / Shotgun Breaching**      **Length: 2days**      **Tuition: \$700**

This class covers all topics concerning forcible entry. We will discuss using battering rams, halligan tools, shotguns, pry bars, hydraulic tools, pull hooks and everything else you can think of to force your way into a structure. This class is heavy on practical exercise, and you will use most of the tools mentioned above to effect forcible entry using team tactics.

**Ballistic Shield User**      **Length: 2 days**      **Tuition: \$700**

We will cover different levels of protection, construction, accessories and application. Topics covered include marksmanship, weapon handling and manipulation, defensive tactics, shield tactics and team movement using ballistic shields or blankets.

**Designated Marksman**      **Length: 2 days**      **Tuition: \$700**

This course will teach you to stretch out your patrol carbine to ranges beyond 50 yards. It is not intended to be a sniper school, we focus on rapid hits out to 300 yards using Vari-X optics, magnifiers behind your current optic, or the sights you have. All ranging will be estimated and hold overs will be calculated using knowledge gained in the class based on your weapon and ammunition. This is a great class for patrol officers AND SWAT members assigned to perimeter duties.

**NVG User Length:**      **Length 3 Days**      **Tuition: \$750**

The course is designed to cover legal aspects of NVG use for SWAT teams as well as proficiency training for zeroing, shooting, working NVG and Laser controls, manipulations and being able to do everything under NVG that you can do during daylight. Course is designed with LE in mind.

**LE NVG Instructor:**      **Length: 5 Days**      **Tuition: \$800**

This course is designed to cover all aspects of training team members to engage threats under NVG, Case Law, Discrimination, DT, developing training programs for the team and determining when the team is actually ready to use NVG on missions.



**WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor

Walla Walla, WA 99362-0220

**Mark A. Crider**

Sheriff

**TRAINING REQUEST FORM**

**\*\*\*\*\*COURSE INFORMATION\*\*\*\*\***

NAME: Kevan Maas

DATE: 01/18/2023

COURSE TITLE with Course #: LE NVG Instructor (Tap Rack Tactical)

(course description must be attached)

DATE & TIME: 4/03/23 - 04/07/23 (5 days)

# OF HOURS: 40

LOCATION: Coeur d'Alene, Idaho

PREREQUISITES: Yes

(yes or no)

LIST: Member of SWAT

JUSTIFICATION FOR TRAINING: Establishing & evaluating creation of SWAT NVG program

**\*\*\*\*\*SHIFT COVERAGE\*\*\*\*\***

COVERAGE NEEDED? ☐ Yes ☒ No

WHO WILL COVER?

**\*\*\*\*\*COST OF TRAINING\*\*\*\*\***

COURSE FEE:

PER DIEM PAID MEALS ([www.gsa.gov/travel-resources](http://www.gsa.gov/travel-resources))

LODGING

(# of nights)

CONSUMABLES (Ammo, Taser Cartridges, Etc.)

AIRFARE/CAR RENTAL/CAB/BUS

(county or private vehicle)

Total Cost

Course \$ 800

Per Diem \$ 345

Lodging \$ 910

Consumables \$ N/A

Airfare \$ N/A

Total \$ 2,055

**\*\*\*\*\*ROUTING\*\*\*\*\***

SUPERVISOR'S SIGNATURE: Sgt Kevan Maas

APPROVED ☒ DENIED ☐ DATE: 01/18/23

COMMENTS: Local class canceled due to low enrollment. Instructor advises CDA class is almost full.

CHIEF DEPUTY SIGNATURE: Chief Richard Schram

APPROVED ☒ DENIED ☐ DATE: 1/20/2023

COMMENTS:

SHERIFF'S or UNDERSHERIFF SIGNATURE: Undersheriff Joe Klundt

☒ APPROVED ☒ DENIED ☐ DATE: 1/20/23

COMMENTS:

**\*\* REQUESTS ARE TO BE ROUTED EVEN WHEN DENIED \*\***

WWSO TRAINING REQUEST FORM 04/2021


**WALLA WALLA COUNTY**  
**Employee Travel Authorization**

Date of Request 1/25/2023

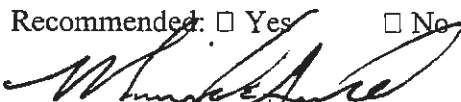
<b>Employee Attending:</b> Dan Teel and Tom Beyer	<b>Estimate of Cost (Includes all costs even prepaid)</b>	
	<b>Transportation</b>	
<b>Meeting/Training:</b> Start time/date: 4/17 8:00a      End time/date: 4/21	<input checked="" type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input type="checkbox"/> County Vehicle <input type="checkbox"/> Private Vehicle _____ miles @ _____	\$ 1400 \$
	<input type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	\$
<b>Location:</b> City: San Antonio      State: TX	<b>Lodging</b>	
<b>Title of Meeting/Training:</b> IOMGIA Conference (Attach agenda/training brochure)	5 night(s) @ \$	\$780
	<b>Meals</b>	
<b>Departure Date:</b> 4/16/2023 <b>Time:</b>	Breakfast(s) @ \$	\$
<b>Return Date:</b> 4/21/2023 <b>Time:</b>	Lunch(s) @ \$	\$
	Dinner(s) @ \$	\$768
<b>Place of Lodging:</b> TBA	<b>Registration/Tuition</b>	
	Cancel Date:	\$ 700
<b>Phone Number:</b>	<b>Total Expenses</b> \$ -3,648	

Credit Card Use:    ☒ Yes      ☐ No      Date Needed: 4/13/2023

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

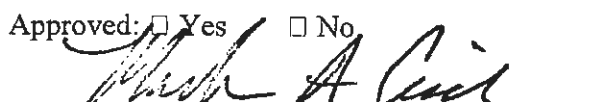
  
 \_\_\_\_\_  
 Signature of Employee

Date: 1/26/23

Recommended: ☒ Yes    ☐ No  
  
 \_\_\_\_\_  
 Supervisor Signature

Date: 1/26/23

Out-of-State Travel: ☐ Yes    ☐ No  
 (Attach Resolution)

Approved: ☐ Yes    ☐ No  
  
 \_\_\_\_\_  
 Elected Official/Department Head

Date: 1-26-23



**Mark Crider**  
Sheriff

## **WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

Sheriff's Office	(509) 524 - 5400
Fax	(509) 524 - 5480
Dispatch	(509) 527 - 3285
Toll Free	(888) 527 - 3268
Email:	sheriff@co.walla-walla.wa.us

Joe Klundt  
Richard L. Schram  
Ron Varner

*Undersheriff*  
*Chief Criminal Deputy*  
*Chief Civil Deputy*

# Memorandum

Date: January 26, 2023

To: Board of County Commissioners

From: Mark Crider, Sheriff

RE: Out of state travel: Detective Tom Beyer, Deputy Dan Teel/G.I.T.

Detective Tom Beyer and Deputy Dan Teel are requesting to attend the International Outlaw Motorcycle Gang Investigators Association (IOMGIA) Training Seminar in San Antonio Texas, April 17, 2023 to April 21, 2023. I believe that their attendance benefits our agency, our regional law enforcement partners, and our community, in both the knowledge gleaned in scheduled classes as well as the relationships forged.

For the last five years, Deputy Teel and Detective Beyer have worked diligently in their ancillary role as the Gang Intelligence Team. During that time, much of their focus has been on Outlaw Motorcycle Gangs, a dramatically increasing problem in our county. They have become the regional experts, and regularly provide training within our agency, and with our regional partners, however their formal training has been limited. In January 2022, Det. Beyer was also assigned to the Walla Walla Regional Drug and Gang Task Force and serves in that role currently. Further, Det. Beyer and Deputy Teel have been nominated to receive an award at this years' conference for their investigative work into the Outlaw Motorcycle Gang, the West Coast Pagan's.

I believe that Detective Beyer and Deputy Teel's attendance to this invaluable training is justified by the information which will be brought back to Walla Walla County.

Sincerely,

  
Mark Crider, Sheriff

Recommendation:

The Walla Walla County Board of Commissioners approve this out of state travel request.

**WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

**Mark A. Crider**  
Sheriff

**TRAINING REQUEST FORM****\*\*\*\*\*COURSE INFORMATION\*\*\*\*\***

NAME: Tom Beyer / Dan Teel

DATE: 12/28/2022

COURSE TITLE with Course #: Intl OMG Inv. Assoc. Conference (IOMGIA)  
(course description must be attached)

DATE &amp; TIME: April 17-21, 2023

# OF HOURS: 40

LOCATION: San Antonio, TX

PREREQUISITES:  
(yes or no)

LIST:

JUSTIFICATION FOR TRAINING: Assignment to WWRDGTf, ongoing investigation and OMG activity

**\*\*\*\*\*SHIFT COVERAGE\*\*\*\*\***

COVERAGE NEEDED?



Yes



No

WHO WILL COVER?

**\*\*\*\*\*COST OF TRAINING\*\*\*\*\***

COURSE FEE:

Course \$700

PER DIEM PAID MEALS ([www.gsa.gov/travel-resources](http://www.gsa.gov/travel-resources))

Per Diem \$768

LODGING

Lodging \$~780

(# of nights)

CONSUMABLES (Ammo, Taser Cartridges, Etc.)

Consumables \$

AIRFARE/CAR RENTAL/CAB/BUS

Airfare \$~1400

(county or private vehicle)

Total Cost

Total \$~3648

**\*\*\*\*\*ROUTING\*\*\*\*\***

SUPERVISOR'S SIGNATURE: Sgt. Mike Good

APPROVED ☒ DENIED ☐ DATE: 1/9/23

COMMENTS: \_\_\_\_\_

CHIEF DEPUTY SIGNATURE: Chief Richard Schram

APPROVED ☒ DENIED ☐ DATE: 1/9/23

COMMENTS: Out of state travel request memo will need to be submitted by Sgt. Good if approved.

SHERIFF'S or UNDERSHERIFF SIGNATURE: Undersheriff Joe Klundt

☒ APPROVED ☒ DENIED ☐ DATE: 1/9/23

COMMENTS: Approved

**\*\* REQUESTS ARE TO BE ROUTED EVEN WHEN DENIED \*\***

WWSO TRAINING REQUEST FORM 04/2021



48<sup>TH</sup> ANNUAL INTERNATIONAL TRAINING CONFERENCE



# IOMGIA 2022

**San Antonio, Texas | April 16-21, 2022**



## Topics Include:

- OMG EXPO
- Basic OMG/101 Class
- OMG Contacts
- Prosecution/Case Law
- Current Trends
- Traffic Stops
- Advanced ID Class
- Report Writing
- Special Guests
- Tactics & Investigations
- Case Studies

Registration | **[www.iomgia.net](http://www.iomgia.net)**



**WALLA WALLA COUNTY**  
**Employee Travel Authorization**

Date of Request 1/30/23

<b>Employee Attending:</b> Ian Edwards Joe Henderson	<b>Estimate of Cost (Includes all costs even prepaid)</b>	
<b>Meeting/Training:</b> Start time/date: <u>5/8/23</u> End time/date: <u>5/12</u>	<b>Transportation</b>	
<b>Location:</b> City: <u>Douglas</u> State: <u>WY</u>	<input type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input checked="" type="checkbox"/> County Vehicle <input type="checkbox"/> Private Vehicle _____ miles @ _____	\$ \$
<b>Title of Meeting/Training:</b> <u>active Shooter TRAINING</u> (Attach agenda/training brochure)	<input type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	\$
<b>Departure Date:</b> <u>5/7/23</u> <b>Time:</b>	<b>Lodging</b>	
<b>Return Date:</b> <u>5/12/23</u> <b>Time:</b>	<u>5</u> night(s) @ \$ <u>171.-</u>	\$ <u>855.-</u> <del>000</del>
<b>Place of Lodging:</b> <u>Hampton Inn</u>	<b>Meals</b>	
<b>Phone Number:</b>	Breakfast(s) <u>6</u> @ \$ <u>14.-</u>	\$ <u>84.-</u> <sup>x2</sup> <u>168</u>
	Lunch(s) <u>6</u> @ \$ <u>17.-</u>	\$ <u>102.-</u> <u>204</u>
	Dinner(s) <u>6</u> @ \$ <u>28.-</u>	\$ <u>168.-</u> <u>336</u>
	<b>Registration/Tuition</b>	
	Cancel Date:	\$ <u>0</u>
	<b>Total Expenses</b>	
		\$ <u>1563.-</u>

Credit Card Use: ☐ Yes ☐ No Date Needed: \_\_\_\_\_

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

[Signature]  
 Signature of Employee

Date: 2/1/23

Recommended: ☒ Yes ☐ No

[Signature]  
 Supervisor Signature

Date: 01/30/2023

Out-of-State Travel: ☒ Yes ☐ No  
 (Attach Resolution)

Approved: ☐ Yes ☐ No

[Signature]  
 Elected Official/Department Head

Date: 01/30/23



**Mark A. Crider**  
Sheriff

## **WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

Sheriff's Office (509) 524 - 5400  
Fax (509) 524 - 5480  
Dispatch (509) 527 - 3265  
Toll Free (866) 527 - 3268  
Email: [sheriff@co.walla-walla.wa.us](mailto:sheriff@co.walla-walla.wa.us)

Mark A. Crider *Undersheriff*  
Richard L. Schram *Chief Criminal Deputy*  
Lora Edelman *Chief Civil Deputy*

# Memorandum

Date: January 30, 2023

To: Board of County Commissioners

From: Richard Schram, Chief Criminal Deputy

RE: Out of State Travel: Deputies Edwards and Henderson

Deputy Edwards and Deputy Henderson have been selected to addend an updated train the trainer course on response to active shooters. I am requesting out of state travel for them to attend a 5-day course in Douglas, Wyoming, May 8<sup>th</sup> through the 12<sup>th</sup>, 2023.

This is a result of a regional command meeting comprised of WWSO admin with Walla Walla and College Place Police administrators. It was discussed that our regional instructors either are no longer teaching or that their certifications are quite old. Since it is a major undertaking to facilitate active shooter training, it was agreed that each agency would send instructors to partner up as regional instructors. WWSO and CPPD are each doing just that and sending their officers to the above-mentioned training.

This specific course is put on by Federal Law Enforcement Training Centers (FLETC). FLETC is an organization that provides instruction on numerous topics nationwide and provides excellent, contemporary tactics at little or no cost to local agencies. In this instance, we do not have to pay for the course itself a huge savings to WWSO.

The Active Shooter Threat Instructor Training Program (ASTITP) is designed to provide a field training agent or officer with high quality training and instilling the analytical knowledge, skills and aptitudes needed for the highest proficiency in this specialized field. The program takes active shooter threat tactics training to the next level by emphasizing leadership, teach backs, and adult learning as well as the traditional technical skills needed by field training officers and special agents. This program is an intensive training program that covers a variety of tactical subject matters to include individual and multiple officer response. This program is not designed to train specialty or SWAT team movement or tactics. In addition, this program focuses on the role of the field trainer and emphasizes evaluation skills and documentation requirements.



As Deputy Edwards is our student resource officer and an FTO and Deputy Henderson is a defensive tactics instructor they are capable, and in positions making them excellent candidates to receive and deploy this training where it is needed most. I request you consider approving this request to help better train our local law enforcement officials in this area.

Thank you for your time and consideration on this matter,

A handwritten signature in dark ink, appearing to read 'R. Schram', with a long horizontal flourish extending to the right.

Chief Criminal Deputy Richard Schram

Recommendation:

The Walla Walla County Board of Commissioners approve this out of state travel request.

Lora Edelman

---

**From:** Joseph Henderson  
**Sent:** Thursday, January 19, 2023 11:26 AM  
**To:** Lora Edelman  
**Cc:** Richard Schram; Ian Edwards  
**Subject:** FW: Federal Law Enforcement Training Centers Application Notification

Just FYI, I got this notice. Thanks!

Joe

**Deputy Joseph Henderson**

Walla Walla County Sheriff's Office  
240 West Alder, First Floor  
Walla Walla, WA 99362

Office: 509.524.5400  
Dispatch: 509.527.3265

**From:** FLETC Training <noreply-sass@fletc.dhs.gov>  
**Sent:** Thursday, January 19, 2023 11:23 AM  
**To:** Joseph Henderson <jhenderson@co.walla-walla.wa.us>; Heyjoe2003@gmail.com  
**Subject:** Federal Law Enforcement Training Centers Application Notification

 You don't often get email from [noreply-sass@fletc.dhs.gov](mailto:noreply-sass@fletc.dhs.gov). [Learn why this is important](#)

Thank you, Joe Henderson. The Federal Law Enforcement Training Centers (FLETC) has received your request for the following FLETC course:

**Program:** ACTIVE SHOOTER THREAT INSTRUCTOR TRAINING PROGRAM  
**Class:** C\_XP\_ASTITP-2301SLTD  
**Start Date:** May 8, 2023  
**End date:** May 12, 2023  
**Location:** Douglas WY  
**Status:** Requested Enrollment

You are **not** currently enrolled in this course. An Administrator will review your submission and if FLETC can accommodate your request we will send you a confirmation email. Typically, these notices are sent out no later than 3 weeks prior to the program start date. Do not make any travel arrangements at this time. **If for any reason you need to cancel or edit you application, please contact FLETC Admissions at: [FLETCAdmissions@fletc.dhs.gov](mailto:FLETCAdmissions@fletc.dhs.gov)**

**Lora Edelman**

---

**From:** Richard Schram  
**Sent:** Friday, January 20, 2023 8:21 AM  
**To:** Lora Edelman  
**Cc:** Joseph Henderson; Chris Johnson; Ian Edwards; Kevan Maas; Joe Klundt  
**Subject:** RE: Active Shooter training

Thank you

Richard

**Chief Deputy Richard Schram**  
SWAT | Marine | FTO  
Walla Walla County Sheriff's Office  
240 West Alder, First Floor  
Walla Walla, WA 99362

Office: 509.524.5406  
Mobile: 509.876.9616  
Dispatch: 509.527.3265

**From:** Lora Edelman <[ledelman@co.walla-walla.wa.us](mailto:ledelman@co.walla-walla.wa.us)>  
**Sent:** Thursday, January 19, 2023 11:27 AM  
**To:** Richard Schram <[RSchram@co.walla-walla.wa.us](mailto:RSchram@co.walla-walla.wa.us)>  
**Cc:** Joseph Henderson <[jhenderson@co.walla-walla.wa.us](mailto:jhenderson@co.walla-walla.wa.us)>; Chris Johnson <[cjohnson@co.walla-walla.wa.us](mailto:cjohnson@co.walla-walla.wa.us)>; Ian Edwards <[iedwards@co.walla-walla.wa.us](mailto:iedwards@co.walla-walla.wa.us)>; Kevan Maas <[kmaas@co.walla-walla.wa.us](mailto:kmaas@co.walla-walla.wa.us)>; Joe Klundt <[jklundt@co.walla-walla.wa.us](mailto:jklundt@co.walla-walla.wa.us)>  
**Subject:** RE: Active Shooter training

Richard,  
I have completed the application for both Ian and Joe for the training. Email notifications should be sent as it is process continues.  
Lora

**Lora Edelman**  
Chief Civil Deputy  
Walla Walla County Sheriff's Office  
240 West Alder Street, First Floor  
Walla Walla, WA 99362

**From:** Richard Schram <[RSchram@co.walla-walla.wa.us](mailto:RSchram@co.walla-walla.wa.us)>  
**Sent:** Wednesday, January 18, 2023 3:19 PM  
**To:** Lora Edelman <[ledelman@co.walla-walla.wa.us](mailto:ledelman@co.walla-walla.wa.us)>  
**Cc:** Joseph Henderson <[jhenderson@co.walla-walla.wa.us](mailto:jhenderson@co.walla-walla.wa.us)>; Chris Johnson <[cjohnson@co.walla-walla.wa.us](mailto:cjohnson@co.walla-walla.wa.us)>; Ian Edwards <[iedwards@co.walla-walla.wa.us](mailto:iedwards@co.walla-walla.wa.us)>; Kevan Maas <[kmaas@co.walla-walla.wa.us](mailto:kmaas@co.walla-walla.wa.us)>; Joe Klundt <[jklundt@co.walla-walla.wa.us](mailto:jklundt@co.walla-walla.wa.us)>  
**Subject:** Active Shooter training

Lora,

Can you please work with Ian and Joe to get them registered and booked to attend the FLETC class May 8-12 in Douglas, Wy.

<https://www.fletc.gov/active-shooter-threat-instructor-training-program>

I will get the out of state travel memo written for this.

Thanks!

Richard

**Chief Deputy Richard Schram**

SWAT | Marine | FTO

Walla Walla County Sheriff's Office

240 West Alder, First Floor

Walla Walla, WA 99362

Office: 509.524.5406

Mobile: 509.876.9616

Dispatch: 509.527.3265

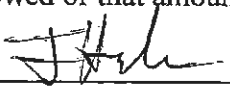
**WALLA WALLA COUNTY**  
**Employee Travel Authorization**

Date of Request 1/25/2023

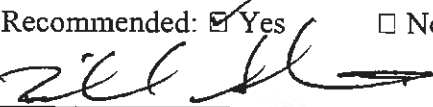
<b>Employee Attending:</b> Joe Henderson and Aaron Stites	<b>Estimate of Cost (Includes all costs even prepaid)</b>	
	<b>Transportation</b>	
<b>Meeting/Training:</b> Start time/date: 6/12      End time/date: 6/16	<input type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input checked="" type="checkbox"/> County Vehicle <input type="checkbox"/> Private Vehicle _____ miles @ _____	\$ \$
	<input type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	\$
<b>Location:</b> City: Coalville      State: UT	<b>Lodging</b>	
<b>Title of Meeting/Training:</b> Recert Lv 1 + Lv 2 DT Train (Attach agenda/training brochure)	5 night(s) @ \$	\$900
	<b>Meals</b>	
<b>Departure Date:</b> 6/11 <b>Time:</b>	Breakfast(s) _____ @ \$	\$
<b>Return Date:</b> 6/16 <b>Time:</b>	Lunch(s) _____ @ \$	\$
	Dinner(s) _____ @ \$	\$800
<b>Place of Lodging:</b> Best Western	<b>Registration/Tuition</b>	
	Cancel Date:	\$2400
<b>Phone Number:</b> 435-336-4444	<b>Total Expenses</b> \$ ~4,100	

 Credit Card Use:    ☒ Yes    ☐ No    Date Needed: 6/11/2023

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

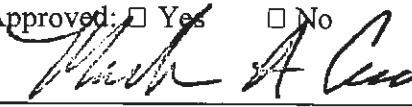
  
 \_\_\_\_\_  
 Signature of Employee

Date: 2/1/23

Recommended: ☒ Yes    ☐ No  
  
 \_\_\_\_\_  
 Supervisor Signature

Date: 01/30/2023

Out-of-State Travel: ☐ Yes    ☐ No  
 (Attach Resolution)

Approved: ☐ Yes    ☐ No  
  
 \_\_\_\_\_  
 Elected Official/Department Head

Date: 01/30/23



**Mark A. Crider**  
Sheriff

## **WALLA WALLA COUNTY SHERIFF'S OFFICE**

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Dispatch (509) 527 - 3265  
Toll Free (866) 527 - 3268  
Email: [sheriff@co.walla-walla.wa.us](mailto:sheriff@co.walla-walla.wa.us)

Mark A. Crider *Undersheriff*  
Richard L. Schram *Chief Criminal Deputy*  
Lora Edelman *Chief Civil Deputy*

# Memorandum

Date: January 30, 2023  
To: Board of County Commissioners  
From: Richard Schram, Chief Criminal Deputy  
RE: Out of State Travel: Deputies Stites and Henderson

Deputy Stites and Deputy Henderson attended a 5-day defensive tactics instructor training, in Coalville, Utah, September 26<sup>th</sup> through October 1<sup>st</sup>, 2021. This was level one through Gracie Survival Tactics (GST).

They are now seeking to further their knowledge and instructor certificate level by attending the Level 2 GST instructor certification. This is in the same location: 202 E. Park Road, Coalville, UT 84017. Hosted by the Summit County Sheriff's Office.

GST is Gracie University's specialized Defensive Tactics (DT) program for military and law enforcement professionals. Training provided is directly related to common scenarios law enforcement encounter in the field and evaluated as such. Proven efficacy of the GST curriculum includes successful application of techniques against much larger and stronger individuals. This Level 1 instructor course starts with 23 stand-up and ground techniques which build the base to lead into more techniques at higher level instructor courses.

What sets GST apart from all other similar instructor certification courses is the Gracie University Instructors' exclusive teaching techniques. Drawing from over 85 years of experience, teaching law enforcement personnel and many more students from all walks of life, the Gracie's have developed a detailed, systematic approach in presenting their knowledge known today as the Gracie Teaching Methodologies. This will ensure graduates can effectively impart their newfound knowledge and skills to other members of their organizations using the best teaching skills ever developed in this field. In addition to the hands-on course, graduates will receive the entire Level 1 video course online to use for future reference and refresher training. This access will remain for the duration of certification.

Internally, Walla Walla County Sheriff's Office (WWSO), has been working to build our instructor cadre. As you know, WWSO is part of a regional training partnership with the Walla Walla and College Place Police Departments and GST is their preferred course of instruction to pair with CJTC taught tactics.

Having instructors certified to teach a higher level of these tactics will allow us to assist instructors from WWPD at these trainings.

As the need for law enforcement officers' knowledge, skill level, and confidence in hand-to-hand tactics is building, I request you consider approving this request to help better train our local law enforcement officials in this area.

Thank you for your time and consideration on this matter,

A handwritten signature in black ink, appearing to read 'R. Schram', with a stylized flourish at the end.

Chief Criminal Deputy Richard Schram

Recommendation:

The Walla Walla County Board of Commissioners approve this out of state travel request.



**WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor  
Walla Walla, WA 99362-0220

**Mark A. Crider**  
Sheriff

*Best Western*  
*(435) 336-4444*

**TRAINING REQUEST FORM**

**\*\*\*\*\*COURSE INFORMATION\*\*\*\*\***

NAME: Stites, Aaron

DATE: 01/18/2023

COURSE TITLE with Course #: GCT Level 2 Certification Instructor Course  
(course description must be attached)

DATE & TIME: June 12-16 0800-1530 M-F

# OF HOURS: 35

LOCATION: 202 E Park Rd. Coalville, UT. 84017

PREREQUISITES: Yes  
(yes or no)

LIST: Level 1 Certification (already have)

JUSTIFICATION FOR TRAINING: Recert level 1, add level 2 cert for DT training

**\*\*\*\*\*SHIFT COVERAGE\*\*\*\*\***

COVERAGE NEEDED? ☐ Yes ☒ No WHO WILL COVER?

**\*\*\*\*\*COST OF TRAINING\*\*\*\*\***

COURSE FEE:	Course	\$ 1200
PER DIEM PAID MEALS ( <a href="http://www.gsa.gov/travel-resources">www.gsa.gov/travel-resources</a> )	Per Diem	\$ 406
LODGING (# of nights)	Lodging	\$ 422
CONSUMABLES (Ammo, Taser Cartridges, Etc.)	Consumables	\$
AIRFARE/CAR RENTAL/CAB/BUS (county or private vehicle)	Airfare	\$
Total Cost	Total	\$ 2028

**\*\*\*\*\*ROUTING\*\*\*\*\***

SUPERVISOR'S SIGNATURE: Sgt Kevan Gifford

APPROVED ☒ DENIED ☐ DATE: 1/18/2023

COMMENTS: I think having a GST level 2 certified instructor would be valuable to our agency.

CHIEF DEPUTY SIGNATURE: Chief Richard Schram

APPROVED ☒ DENIED ☐ DATE: 1/20/2023

COMMENTS: \_\_\_\_\_

SHERIFF'S or UNDERSHERIFF SIGNATURE: Undersheriff Joe Klundt

☒ APPROVED ☒ DENIED ☐ DATE: 1/20/23

COMMENTS: \_\_\_\_\_

**\*\* REQUESTS ARE TO BE ROUTED EVEN WHEN DENIED \*\***



# Gracie Survival Tactics (GST) Military/Law Enforcement Instructor Certification Course



## LEVEL 2 CERTIFICATION

### Host Accommodations & Training Facility Information

City & State of GST Training:	Summit County, UT (USA)
Date of Training:	June 12-16, 2023 (Monday - Friday) for Certification & Re-Certification
Training Hours (35 hours total):	8:00 am to 3:30 pm daily (30-minute lunch break) - Total 7 hrs. daily
First & Last Name of Host:	Tim Berger
Title of Host:	Sergeant
Agency Name:	Summit County Sheriff's Office
Work Telephone:	(435) 615-3574
Mobile Telephone:	(435) 659-6834
Other Telephone:	N/A
Fax:	N/A
Host Email:	tberger@summitcountv.org
Name of Training Facility:	LEDGES EVENT CENTER
Full Address of Training Facility:	202 E Park Rd. Coalville, UT 84017
Square Footage of Matted Space:	4,800 sqft.
Parking Information:	Parking available on site
Are Lockers available?	No
Are Showers available?	No
Are weapons allowed in facility?	Yes
Describe Security access to facility:	Public access to area, restricted building access by key card only
Nearest Major Airport	Salt Lake City Airport
Driving minutes from airport to facility:	30 Min
Hotels in area:	
Best Western, Holiday Inn Express, Marriot, Hampton Inn, Newpark Hotel	
Nearby Restaurants:	All major fast food chains within 5 min
Nearby Attractions:	Olympic Park, Historic Downtown Park City, Outdoor Activities

### Attire & Equipment to Bring for Participants:

- Tops: T-shirt (Long Sleeve recommended) or sweats. No Gi top!
- Bottoms: Long loose fitting athletic pants, kimono pants or tactical pants.
- Feet: Barefoot recommended- no footwear other than wrestling shoes (Please clip fingers and toes if barefoot).
- **NEW:** Duty belt/web gear, applicable holster, body armor, as well as an appropriate training handgun. (Helmet is not part of training but may be used with permission from instructor.).
- Other: Bring snacks, fruit & hydration drinks. Optional: Groin & mouth protection.

**GST Level 2 Overview:** Since 2011, the Gracies have actively been gathering reports and recommendations from GST Instructors around the world. There were four contributors that went above and beyond in helping the Level 2 course come together. Our special thanks to Charlie Moore (US Marshals Service), Chuck Smith (US Customs and Border Protection), Charles Fernandez (Arlington, TX PD), and Craig Hanaumi (Bellevue, WA PD). Altogether, the GST Level 2 course features 16 totally new lessons including, but not limited to: Handcuffing Procedures, Weapon Retention Strategies (standing and ground), Multiple Officer Arrest Procedures, Gracie Two-man Takedown Techniques, Edged Weapon Defense Strategies (standing and ground), Standing Wall-Control Tactics, CQB Ground Control Tactics and Gracie Teaching Methodologies.

**2 Mystery Lessons TBD (To Be Developed):** In addition to the 16 new lessons, Ryon and Renner Gracie intend to collaborate with the Level 2 course participants to create at least two totally new lessons during the actual course. The course participants will make suggestions for the topic of the mystery lessons based on common threat scenarios that haven't been addressed, and the Gracie Brothers will apply their knowledge and work with the participants to devise reliable solutions. In other words, GST will continue evolving to meet the demands of those whose lives depend on it.

**Bring Your Duty Belt and Training Gear:** Several of the GST Level 2 weapon retention techniques will be practiced using the duty belt. In order to maximize training benefit, course participants must bring their duty belt/assault vest/web gear, applicable holster, as well as an appropriate training handgun and training handcuffs for use during the week. Please note: absolutely no live weapons will be permitted in the training area at any time. Please do NOT bring: firearms, knives, less lethal devices, etc.

### GST Level 2 (L2) Qualification Requirements + GST Level 1 (L1) Recertification

In order to participate in the Level 2 GST course, participants must have completed GST Level 1 within the last two years. In addition to certifying instructors in the 16 new lessons and 2 mystery lessons, the Level 2 course will also serve as Level 1 recertification for all who attend. As part of the recertification benefits, Level 2 graduates will also be granted access to the complete GST Level 1 & 2 course online through Gracie University. The online GST access will remain for the duration of the certification period.

- Open only to active (reserve/guard okay) Military personnel, Law Enforcement personnel, and Firefighters/EMTs. **Disclaimer:** All non-US based LE and MIL personnel must be pre-approved before registering. To begin the approval process, please contact our GST Director below.

- All GST courses are taught by a Gracie University Master Instructor.

Gracie University GST Website:	<a href="http://www.GracieUniversity.com/GST">www.GracieUniversity.com/GST</a>
Director of Military/Law Enforcement Combatives:	Cell: 817-692-8303   Email: <a href="mailto:GST@GracieUniversity.com">GST@GracieUniversity.com</a>



**WALLA WALLA COUNTY SHERIFF'S OFFICE**

240 West Alder Street, First Floor

Walla Walla, WA 99362-0220

**Mark A. Crider**

Sheriff

**TRAINING REQUEST FORM**

**\*\*\*\*\*COURSE INFORMATION\*\*\*\*\***

NAME: Henderson, Joseph

DATE: 01/18/2023

COURSE TITLE with Course #: GCT Level 2 Certification Instructor Course

(course description must be attached)

DATE & TIME: June 12-16 0800-1530 M-F

# OF HOURS: 35

LOCATION: 202 E Park Rd. Coalville, UT. 84017

PREREQUISITES: Yes

(yes or no)

LIST: Level 1 Certification (already have)

JUSTIFICATION FOR TRAINING: Recert level 1, add level 2 cert for DT training

**\*\*\*\*\*SHIFT COVERAGE\*\*\*\*\***

COVERAGE NEEDED? ☐ Yes ☒ No

WHO WILL COVER?

**\*\*\*\*\*COST OF TRAINING\*\*\*\*\***

COURSE FEE:

Course \$ 1200

PER DIEM PAID MEALS ([www.gsa.gov/travel-resources](http://www.gsa.gov/travel-resources))

Per Diem \$ 406

LODGING

Lodging \$ 422

(# of nights)

CONSUMABLES (Ammo, Taser Cartridges, Etc.)

Consumables \$

AIRFARE/CAR RENTAL/CAB/BUS

Airfare \$

(county or private vehicle)

Total Cost

Total \$ 2028

**\*\*\*\*\*ROUTING\*\*\*\*\***

SUPERVISOR'S SIGNATURE: Sgt Kevan Maas

APPROVED ☒ DENIED ☐ DATE: 01/19/23

COMMENTS: \_\_\_\_\_

CHIEF DEPUTY SIGNATURE: Chief Richard Schram

APPROVED ☒ DENIED ☐ DATE: 1/20/2023

COMMENTS: \_\_\_\_\_

SHERIFF'S or UNDERSHERIFF SIGNATURE: Undersheriff Joe Klundt

☒ APPROVED ☒ DENIED ☐ DATE: 1/20/23

COMMENTS: \_\_\_\_\_

\*\* REQUESTS ARE TO BE ROUTED EVEN WHEN DENIED \*\*

WWSO TRAINING REQUEST FORM 04/2021

**11:45 COUNTY COMMISSIONERS**

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

**12:00 RECESS**

**a) Public Hearing:**

- 1) To consider an amendment to Walla Walla County Code Title 11, Illicit Discharge Detection and Elimination

**b) Action Agenda Items:**

- 1) Ordinance No. 495 An ordinance relating to amending Walla Walla County Code Chapter 11.05, Illicit Discharge Detection and Elimination, to remove a code subsection that is inconsistent with the Washington State Department of Ecology's Eastern Washington Phase II Municipal Stormwater Permit
- 2) Resolution – Signing a Local Agency A&E Professional Services Agreement for design engineering services for Five Mile Bridge
- 3) Resolution – Signing a Local Agency A&E Professional Services Agreement for design engineering services for Wallula Bridge
- 4) Execute an Electronic Signature Agreement form for the Department of Ecology

**c) Department update and miscellaneous**

DRAFT

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

**ORDINANCE NO. 495**

APPROVING A REQUEST BY WALLA WALLA COUNTY PUBLIC WORKS TO AMEND WALLA WALLA COUNTY CODE CHAPTER 11.05, ILLICIT DISCHARGE DETECTION AND ELIMINATION, TO REMOVE A CODE SUBSECTION THAT IS INCONSISTENT WITH THE WASHINGTON STATE DEPARTMENT OF ECOLOGY'S EASTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT.

**Whereas,** The Washington State Department of Ecology issued the Eastern Washington Phase II Municipal Stormwater Permit on February 16, 2007, authorizing Walla Walla County to discharge stormwater from the County's municipal separate stormwater sewerage system to surface and ground waters of the state subject to limitations and conditions; and

**Whereas,** Walla Walla County adopted Ordinance No. 374 on November 2, 2009, to establish Title 11, Stormwater of the Walla Walla County Code, in compliance with the requirements of the Eastern Washington Phase II Municipal Stormwater Permit; and

**Whereas,** The Washington State Department of Ecology requests that Walla Walla County remove 11.050.030 (M), which allows "Other types of discharges as determined by the county engineer" to the municipal separate storm sewerage system because it is not included as an allowable discharge in the Eastern Washington Phase II Municipal Stormwater Permit;

**NOW THEREFORE,**

**BE IT ORDAINED,** by the Walla Walla County Board of County Commissioners that:

**Section I. The Board of County Commissioners Makes the Following Findings of Fact:**

1. The Board of County Commissioners held a Public Hearing for the purpose of receiving testimony on the amendment of Chapter 11.05, Illicit Discharge Detection and Elimination on February 6, 2023.
2. Notices of a Public Hearing were published in the Walla Walla Union Bulletin on January 19 and January 26, 2023.
3. The Department of Ecology notified the County via email December 19, 2022 that Walla Walla County Code 11.050.030(M) is inconsistent with the requirements of the Eastern Washington Phase II Municipal Stormwater permit.

DRAFT

4. The County determined this code amendment to be exempt from SEPA review based on WAC 197-11-800(19)(b), as it is necessary to bring the County's stormwater regulations into compliance with State requirements, in a letter dated February 1, 2023.

**Section II. The Board of County Commissioners Makes the Following Conclusions of Law:**

1. The County has reviewed and evaluated comments received from the public.
2. The proposed amendments to Chapter 11.05 of the Walla Walla County Code are necessary to conform with the Eastern Washington Phase II Municipal Stormwater Permit.
3. The proposal meets a definable public need.

**Section III. Adoption of Amended Section 11.05.030 of the Walla Walla County Code.** The amendments to Title 11, Stormwater, resulting in the modification of allowable discharges in 11.05.030 to delete (M) is **adopted** as presented to the Board of County Commissioners on this date as attached in Exhibit A.

**Section IV. Effective Date and Savings.** This Ordinance is effective as of the date of signing.

**Section V.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

**Section VI.** This ordinance will be published by an approved summary consisting of the title.

PASSED by the Walla Walla County Board of County Commissioners in regular session at Walla Walla, Washington, then signed by its membership and attested by its Clerk in authorization of such passage this 6th day of February 2023.

**Attest:**

\_\_\_\_\_  
Diane L. Harris, Clerk of the Board

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

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

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

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

Approved as to form:

\_\_\_\_\_  
Jesse D. Nolte, Chief Civil Deputy Prosecuting Attorney

# DRAFT

## Exhibit A

### 11.05.030 Allowable discharges.

The following types of discharges shall not be considered illicit discharges for the purposes of this chapter unless the county engineer determines that the type of discharge, whether singly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:

- A. Diverted stream flows.
- B. Rising ground waters.
- C. Uncontaminated ground water infiltration — as defined in 40 CFR 35.2005(20).
- D. Uncontaminated pumped ground water.
- E. Foundation drains.
- F. Air conditioning condensation.
- G. Irrigation water from agricultural sources that is commingled with urban stormwater.
- H. Springs.
- I. Water from crawl space pumps.
- J. Footing drains.
- K. Flows from riparian habitats and wetlands.
- L. Discharges from emergency fire fighting activities.
- M. ~~Other types of discharges as determined by the county engineer.~~

(Ord. No. 374, § III(Exh. A), 11-2-2009)





## Community Development Department

Director: Lauren Prentice

310 W. Poplar, Suite 200 | Walla Walla, WA 99362

Main: [commdev@co.walla-walla.wa.us](mailto:commdev@co.walla-walla.wa.us) | 509-524-2610

Submit to: [planning@co.walla-walla.wa.us](mailto:planning@co.walla-walla.wa.us)

[https://www.co.walla-](https://www.co.walla-walla.wa.us/residents/community_development/index.php)

[walla.wa.us/residents/community\\_development/index.php](https://www.co.walla-walla.wa.us/residents/community_development/index.php)

February 1, 2023

Joy Bader (e)  
Walla Walla County Public Works  
990 Navion Ln  
Walla Walla, WA 99362

Re: Proposed revisions to Chapter 11.05 (Stormwater)

Joy:

We have reviewed the December 28, 2022 SEPA Environmental Checklist you prepared for the upcoming stormwater code amendments as well as the draft ordinance you provided and the 2019 Eastern Washington Phase II Municipal Stormwater Permit (2019).

**Non-project Proposal:** The proposed code revision would delete a provision (WWCC 11.05.030.M) that allowed the County engineer to classify other types of discharges as "illicit discharges," beyond those identified in subsections A-L. The purpose of these amendments is to bring the County's stormwater regulations into compliance with State requirements. They have been requested by the Washington State Department of Ecology. It has been determined that this amendment is needed to gain compliance with the Washington State Water Pollution Control Act (Chapter 90.48 RCW).

**SEPA Conclusion(s):** This text amendment is exempt from SEPA review pursuant to WAC 197-11-800(19)(b).

Please keep this letter for your records. If you have questions, let me know.

Thank you,

A handwritten signature in black ink, appearing to read "Lauren Prentice".

Lauren Prentice  
Community Development Director



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

IN THE MATTER OF SIGNING A  
LOCAL AGENCY A&E  
PROFESSIONAL SERVICES  
AGREEMENT FOR DESIGN  
ENGINEERING SERVICES FOR FIVE  
MILE BRIDGE

}

RESOLUTION NO. **23**

**WHEREAS**, the Public Works Department does not have the personnel available to provide design engineering for Five Mile Bridge; and

**WHEREAS**, Anderson Perry & Associates Inc. was selected to provide design engineering services for said project; now therefore

**BE IT HEREBY RESOLVED**, by this Board of Walla Walla County Commissioners, that they do hereby enter into said Local Agency A&E Professional Services Agreement with Anderson Perry & Associates Inc. for design engineering services and the Chair of the board shall sign same in the name of the Board.

*Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, 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 SIGNING A  
LOCAL AGENCY A&E  
PROFESSIONAL SERVICES  
AGREEMENT FOR DESIGN  
ENGINEERING SERVICES FOR  
WALLULA BRIDGE



RESOLUTION NO. **23**

**WHEREAS**, the Public Works Department does not have the personnel available to provide design engineering for Wallula Bridge; and

**WHEREAS**, David Evans and Associates Inc. was selected to provide design engineering services for said project; now therefore

**BE IT HEREBY RESOLVED**, by this Board of Walla Walla County Commissioners, that they do hereby enter into said Local Agency A&E Professional Services Agreement with David Evans and Associates, Inc. for design engineering services and the Chair of the board shall sign same in the name of the Board.

Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

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

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



To: Board of County Commissioners

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

Date: 31 January 2023

Re: Director's Report for the Week of 30 January 2023

**Board Action: 6 February 2023**

**Hearings:**

In the Matter of a Hearing to Consider an Amendment to the Walla Walla County Code Title 11, Illicit Discharge Detection and Elimination

**Resolutions:**

In the Matter of Adopting an Amendment to the Walla Walla County Code Title 11, Illicit Discharge Detection and Elimination

In the Matter of Signing a Local Agency A&E Professional Services Agreement for Design Engineering Services for Five Mile Bridge

In the Matter of Signing a Local Agency A&E Agreement for Design Engineering Services for Wallula Bridge

**Miscellaneous:**

In the Matter of Signing an Electronic Signature Agreement Form for the Department of Ecology.

**MILL CREEK FLOOD CONTROL ZONE DISTRICT:**

- Continuing Authorities Program (CAP) 205 project: Beginning the design phase.

**ENGINEERING:**

- Peppers Bridge Road: Working on final right of way acquisition.
- Fishhook Park Road: Working on design.
- Dell Sharpe Bridge: Working on right of way acquisition.
- Lower Waitsburg Road: Working on design and right of way mapping.
- Burbank Business Park Pathway (Port of Walla Walla Project): Preparing plans and specs for advertisement.
- Miscellaneous: Inspecting culverts larger than 36 inches Countywide

**MAINTENANCE/FLEET MANAGEMENT:**

- North Crew – Snow and Ice maintenance, ditch clean-up and brush clean-up.
- South Crew – Snow and Ice maintenance, ditch clean-up and bridge repairs.
- Vegetation & Signs – Snow and Ice maintenance and brush clean-up.
- Garage – Routine services and repairs and preseason repairs on equipment for the summer.

**ADMINISTRATION:**

- Conducted our weekly Road Operations, Staff, and Engineering meetings.
- Attended our US Hwy 12 Coalition Meeting.
- Attended a virtual courthouse security meeting.
- Participated in our monthly Washington State Association of County Engineers (WSACE) Board of Directors meeting representing the Eastern Washington Counties.
- Misc. Information: We received notice of grant funding from FHWA through the SS4A (Safe Streets For All) program to develop a comprehensive Safety Action Plan for the County. We will receive \$201,696 in federal funding for the plan. Developing the plan will make us eligible for future funding opportunities for capital improvement projects.

**a) Action Agenda Items:**

- 1) Proposal 2023 02-06 DCH Approval to hire Environmental Health Specialist above Starting Step
- 2) Resolution – Setting a date of public hearing to consider amending Chapter 8.16 of the Walla Walla County Code, the Sewage Disposal Regulations

**b) Department update and miscellaneous**



# Proposal

Date: February 1, 2023

Proposal ID: 2023 02-06 DCH

To: BOCC

From: Nancy Wenzel  
Administrative Director

Intent: Gain Approval to Hire Environmental Health Specialist Above Starting Step

Topic: Environmental Health Specialist

## **Summary**

Our Environment Health program is responsible for the public food safety, septic systems, land use regulations, solid waste, public pools/spas, animal bites and rabies, communicable disease support, emerging issues such as toxic algae blooms, pandemics such as COVID along with education and support for many issues such as mold, bed bugs, etc. Many of EH programs are regulated by the Washington Administrative Code.

Environmental Health Specialist are required to have a degree specifically in Environmental Health Studies or a degree in the sciences with 30 semester hours (45 quarter hours) in major course work such as microbiology, physics, chemistry, civil/environmental engineering, biochemistry, math, epidemiology, toxicology, bacteriology, and biology.

The Department of Community Health has a qualified applicant with 3 years of experience as an Environmental Health Specialist. The minimal onboarding timeline is usually 2+ years. I would like approval to start this new applicant at a Range 5 Step D.

## **Cost**

The applicant will be paid by fees and foundational public health funds.

## **Funding**

Fund 112

## **Alternatives Considered**

N/A

**Acquisition Method**

N/A

**Security**

N/A

**Access**

N/A

**Risk**

N/A

**Benefits**

This applicant will on-board rapidly allowing EH program to sustain and catchup on workload.

**Conclusion/Recommendation**

Recommend the BOCC approve hiring EHS I at Range 5 Step D.

---

Submitted By

Nancy Wenzel, DCH

Disposition

\_\_\_\_ Approved

Name

Department

Date

\_\_\_\_ Approved with modifications

\_\_\_\_ Needs follow up information

Name

Department

Date

\_\_\_\_ Denied

---

BOCC Chairman

Date

---

## Additional Requirements to Proposal

\_\_\_ Modification

\_\_\_ Follow Up

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

IN THE MATTER OF SETTING A  
DATE OF PUBLIC HEARING TO  
CONSIDER AMENDING  
CHAPTER 8.16 OF THE WALLA  
WALLA COUNTY CODE, THE  
SEWAGE DISPOSAL  
REGULATIONS



RESOLUTION NO. **23**

**WHEREAS**, the Walla Walla County Community Health Department requested an amendment to Walla Walla County Code amending WWCC 8.16.040, which authorizes staff to develop information related to septic permits; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that a public hearing shall be set for Tuesday, February 21, 2023 at the hour of 8:45 a.m., to consider adopting an ordinance amending Walla Walla County Code Section 8.16.040 in County Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, 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>

Passed this 6<sup>th</sup> day of February, 2023 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

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

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

\_\_\_\_\_  
Gunner Fulmer, Commissioner, District 3

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



## Department of Community Health

### 2-6-2023 Department Update

- Held our Community Health Advisory Board meeting on January 10.
- Held our Monthly Staff Meeting January 17
- Kick off for HIPAA consultant working with our department and IT began January 24.
- Kick off for our Community Health Assessment with consultant will be February 16
- HSRI is connecting with public school districts as the kickoff for the school behavioral health assessment.
- We could not come to an agreement with contract terms for the Federal Grants Management Consultant so re-evaluating our options.
- Received notice we will receive our DOH monitoring audit in the next few months.
- With staffing shortages and lack of applicants we are looking on our staffing models again
  - Population Health Manager and Behavioral Health Manager positions are critical to relive workload from management team.
- HR will be giving an overview to staff on what it means to be non-exempt and working hours, and all things related to time keeping, hours, etc.

- 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))

<p>HUMAN RESOURCES/RISK MANAGEMENT BOCC Update 2/1/23</p>
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Employment Information: 22 Full time open positions

**Job Openings:**

1. Division Manager Behavioral Health – CHD – opened 11/16/22
2. Division Manager- Population Health – CHD – opened 7/6/22
3. Environmental Health Specialist I or II – CHD- 2 position- opened 12/12/22
4. Senior Office Assistant EH – CHD – OUF – opened 1/13/2023
5. Corrections Officers – Corrections – continuous advertising – 6 open positions -testing 2/9/23 – 3 passed the last set of tests
6. Juvenile Detention Officer – JJC – OUF – opened 12/22/22
7. Maintenance Technician I – PW – OUF – opened on 3/14/22
8. Public Works Technician IV – PW – OUF – opened on 1/20/23
9. PT Senior Office Assistant – WSU – OUF – opened 4/15/22
10. Building Official/Fire Marshal - Community Development – OUF - opened 09/30/22
11. Chief Civil Deputy – Sheriff – OUF - opened - opened 10/6/22
12. Support Service Clerk I – Sheriff – OUF - opened 12/28/2022
13. Chief Finance Manager – Auditor – OUF - opened 10/27/22
14. Bailiff – Superior Court – Continuous advertising – OUF 3 P - opened 11/2/22
15. Deputy Prosecuting Attorney I or II - Prosecuting Attorney – OUF- 3 positions - opened 11/30/22
16. Residential Appraiser Analyst I – Assessor – OUF- opened 12/28/22

OUF = Opened until filled

**Job Closings:**

**Positions Filled:**

1. Legal Assistant I – PA – OUF – opened 1/23/2023

**2:15 PROSECUTING ATTORNEY**

**Gabriel Acosta/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

**2:30 COUNTY COMMISSIONERS**

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

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

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

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