

Jerome Delvin
District 1
Shon Small
District 2
James Beaver
District 3

Board of County Commissioners BENTON COUNTY

David Sparks
County Administrator

Loretta Smith Kelty
Deputy County Administrator

To view items in detail, please
click on the highlighted area.

AGENDA
BOARD OF BENTON COUNTY COMMISSIONERS
Regular Board Meeting
Tuesday, April 7, 2015
Benton County Planning Annex
1002 Dudley Avenue, Prosser, WA

Benton County Commissioner Board Meetings have temporarily moved to the above address pending construction at the Courthouse thru May 2015. We apologize for the inconvenience.

9:00 AM

Call to Order

Approval of Minutes

❖ March 31, 2015

Review Agenda

Consent Agenda

Commissioners

- a. Letter to Franklin County Commissioners re Counties' Contribution to Fund Superior Court
- b. Letter to Franklin County Commissioners re Counties' Contribution for Juvenile Detention

District Court

- c. Lease Agreement w/Xerox Corporation for Three Copiers
- d. Line Item Transfer, Fund No. 0131-101, Dept. 000

Facilities

- e. Award of Superior Court Jury Seating to Brutzman's, Inc.

Human Services

- f. Amended Agreement w/K Larsen for Community Prevention Coordinator Services

Information Technologies

- g. Purchase of Dell Tower 5810 Workstation
- h. Establishing Updated Charge Back Procedure; Rescinding Resolution 98-036
- i. Solution Support Services Agreement w/Ciber, Inc. for Crimes Software

Juvenile

- j. Contract w/Harms Engineering Inc. for Design of Pre-Treatment Wastewater System

Office of Public Defense

- k. District Court Public Defense Agreement w/S Johnson

Planning

- l. Short Plat Vacation ~ SPV 2014-006

Public Works

- m. Approving Updated Benton County Public Works Organizational Chart
- n. Authorizing Repair Services From Mel's Intercity Collision, Inc.
- o. Purchase Authorization of Ford Explorer from Columbia Ford
- p. Purchase of Diesel Fuel from Byrnes Oil Company

Sheriff

- q. Interlocal Agreement w/State of WA DSHS for Juvenile Justice & Rehabilitation Admin.
- r. Amended Memorandum of Understanding w/WA State Dept of Corrections of Coyote Ridge Corrections Center
- s. Line Item Transfer, Fund No. 0126-101, Dept. 000
- t. Line Item Transfer, Fund No. 0000-101, Dept. 121

Superior Court

- u. Purchase Authorization from the Trial Improvement Fund
- v. Line Item Transfer, Fund No. 0000-101, Dept. 138
- w. Line Item Transfer, Fund No. 0000-101, Dept. 123

Public Hearing

Short Plat Vacation – SPV 2015-002 ~ M Shuttleworth

Scheduled Business

Bid Opening for County Newspaper ~ B Chilton

Crisis Response Unit Discussion ~ L Robb

Request for Proposal for Assessment & Taxation System ~ D Davidson

Capital Projects Update ~ L Smith Kelty

Unscheduled Visitors

Other Business

Executive Session

Performance of a Public Employee ~ Commissioners

Draft

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, March 31, 2015, 9:00 a.m.
Benton County Planning Annex
1002 Dudley Avenue, Prosser, WA

Present: Chairman Pro Tem Shon Small
Commissioner James Beaver
County Administrator David Sparks
Clerk of the Board Cami McKenzie

Absent: Commissioner Jerome Delvin (Vacation)

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; Public Works Manager Daniel Ford; Planning Manager Mike Shuttleworth; District Court Administrator Jacki Lahtinen; Bob Woody, IT Department; DPA Reid Hay; Frank Wolf, Pest Control Dept., Clark Posey, Planning; and Matt Rassmussen, Assistant County Engineer.

Approval of Minutes

The Minutes of March 24, 2015 were approved.

Consent Agenda

MOTION: Commissioner Beaver moved to approve the consent agenda items “a” through “o”. Commissioner Small seconded and upon vote, the Board approved the following:

Commissioners

- a. Line Item Transfer Within Various Funds & Departments to Correct Line Item Placement
- b. Line Item Transfer Within Various Funds & Departments to Correct Line Item Placement

Facilities

- c. Award of Jury Seating for Superior Court to Brutzman’s Office Solutions

Juvenile

- d. Line Item Transfer, Fund No. 0115-101, Dept. 171
- e. Amended Contract w/Aramark Correctional Services, LLC for Food Services

Noxious Weed

- f. Line Item Transfer, Fund No. 0134-101, Dept. 000

Office of Public Defense

- g. Amended District Court Public Defense Contract w/D McKinley

Personnel

- h. Contract w/Penser NorthAmerica, Inc. for Unemployment Claims Management Services
- i. Authorization to Pay Barbara Strote

Public Works

- j. Contracts w/Central Washington Asphalt, Granite Construction Company, Inland Asphalt Company & O.L. Luther Co.
- k. Line Item Transfer Within Various Funds & Departments
- l. Certification of Road Fund Expenditures for Traffic Law Enforcement, Fish Passage Barrier Removal & Annual Certification for 2014
- m. Bid Authorization for Purchase of Two Wheel Compactor Attachments
- n. Rental Authorization of Street Sweeper from Arrow Construction Supply, Inc.

Sheriff

- o. Intergovernmental Agreement Modification w/US Marshal Service for Housing of Federal Detainees

Public Hearing – Comprehensive Plan Amendment CPA 13-01

Mike Shuttleworth presented a resolution to rescind Resolution No. 2014-191 where the County approved an expansion for the City of Kennewick's UGA. The action was appealed to the Washington State Growth Hearings Board and it was found in favor of the petitioners. He said it was found that the only way to address the matter was to rescind the resolution expanding the urban growth area.

Mr. Shuttleworth said it was his recommendation to adopt the Planning Commission's findings and conclusions and rescind Resolution No. 2014-191 to remove the 1,265 acres from the City of Kennewick Urban Growth Area.

As there was no one present to testify, public testimony was closed.

MOTION: Commissioner Beaver moved to adopt the resolution rescinding Resolution 2014-191 to remove the 1,263 acres from the City of Kennewick Urban Growth Area and adopt the Planning Commission's findings and conclusions. Commissioner Small seconded and upon vote, the motion carried.

Traffic Safety Equipment Donation/Purchase

Lt. Rick Washburn said the Sheriff's office attended a Hanford site safety meeting and one item of discussion was to slow the commute traffic down and target aggressive drivers. Mr. Don Saugh of the Office of Washington River Protection Solutions agreed to donate \$2,625.40 to Benton County for the purchase of one Stalker Lidar XLR Radar Unit to be used to help combat speed during rush hour traffic. Lt. Washburn recommended the Board accept the grant with no financial impact to the County.

MOTION: Commissioner Beaver moved to accept the donation from Washington River Protection Solutions in the amount of \$2,625.40 for the purchase of one Lidar XLR Radar Unit from Applied Concepts, Inc. Commissioner Small seconded and upon vote, the motion carried.

Unscheduled Visitors

Ricardo Esparza requested the Board reconsider how it regulated “processing” in the Rural Lands 5 Zone. He said he owned 40 acres and had a tenant on his land that wanted to package marijuana. He provided different examples of processing in the County and then discussed the potential for tax revenues.

Commissioner Beaver said his answer had not changed from the last time.

Chairman Pro Tem Small said the majority of Benton County voted no on the issue. He briefly discussed the moratoriums for cities and counties and said there were rules and regulations in place. He thanked Mr. Esparza for coming and said he appreciated his time.

Other Business

Letter from Lauren Buck

Commissioner Small discussed a letter from Lauren Buck regarding a request to change the name of a roadway in the area of the old roping school.

Clark Posey, Planning, said the old name of the road “Arena PR” was causing confusion for emergency responders; after consulting with emergency services the road was changed to Road 685. Mr. Sparks confirmed that when he went looking for “Road 685” that it was pretty easy to find but that without the signs he would not have been able to locate the road.

The Board asked Mr. Posey to draft a letter to Mr. Buck stating the matter was reviewed by the Board of County Commissioners and they concluded the road was properly titled and marked for the safety of the constituents.

Construction Update – Courthouse HVAC and Façade Renovation

Mr. Smith Kelty said she met the with G2 Construction, Design West, Mr. Docken and Mr. Matthews to talk about the construction delay, costs and who was responsible. She indicated that Phase 1 would be extended to May 15 (from the original date of February 15). There were some issues with ordering dampeners off-site and waiting for those to arrive and repointing the brick (more damage than originally anticipated). She said she talked with Chris Moore (the historical grant person) and they were working on the paperwork to push it through. She said they had a tentative façade completion date of June 29 and the historical grant expired on June 30.

She said there was not a lot of large work to do until the dampeners came in and they did not currently have a full work crew. However, she decided to use the work crew that was there to work on the repointing project.

There was a discussion about the architect and their responsibility and the departments that were on standby due to the delays. The Board requested the architect to come before the Board to discuss the issue.

The Board briefly recessed, reconvening at 9:31 a.m.

Executive Session – Pending Litigation

The Board went into executive session at 9:31 a.m. with DPA Reid Hay to discuss pending litigation for approximately five minutes. Also present were Frank Wolf, Loretta Smith Kelty, David Sparks, and Cami McKenzie. The Board came out at 9:34 a.m. No action was taken in executive session.

MOTION: Commissioner Beaver moved to authorize the Prosecuting Attorney’s office to bring an action pursuant to RCW 15.09.080 to permit the Benton County Horticultural Pest and Disease Board to remove infested trees from the property at 16601 N. Griffen Road. Commissioner Small seconded and upon vote, the motion carried.

Vouchers

CORRECTED

Check Date: 02/05/2015

Payroll Checks

Warrant #: 238159-238248

Direct Deposit #: 101313-101907

Total all funds: \$2,177,741.46

Payroll Deductions – Transfers

Taxes #: 101150021-101150214

Total all funds: \$1,810,368.57

Payroll Warrants

Warrant #: 116235-116248

Total all funds: \$367,484.55

Check Date: 03/27/2015

Warrants #: 119174-119326

Total all funds: \$47,099.52

Transfer #: 03271501-03271509

Total all funds: \$393,397.35

Warrants #: 119327-119471

Total all funds: \$555,824.33

Total amounts approved by fund can be reviewed in the Benton County Auditor’s Office.

Resolutions

- 2015-241: Line Item Transfer Within Various Funds & Departments to Correct Line Item Placement – Workman’s Comp. and Insurance Management
- 2015-242: Line Item Transfer Within Various Funds & Departments to Correct Line Item Placement - Workman’s Comp. and Insurance Management
- 2015-243: Notice of Lowest Bidder - Jury Seating for Superior Court to Brutzman’s Office Solutions
- 2015-244: Line Item Transfer, Fund No. 0115-101, Dept. 171
- 2015-245: Amended Contract w/Aramark Correctional Services, LLC for Food Services
- 2015-246: Line Item Transfer, Fund No. 0134-101, Dept. 000
- 2015-247: Amended District Court Public Defense Contract w/D McKinley
- 2015-248: Contract w/Penser NorthAmerica, Inc. for Unemployment Claims Management
- 2015-249: Authorization to Pay Barbara Strote
- 2016-250: Contracts w/Central Washington Asphalt, Granite Construction Company, Inland Asphalt Company & O.L. Luther Co.
- 2015-251: Line Item Transfer Within Various Funds & Departments – ER&R Maintained Vehicles
- 2015-252: Certification of Road Fund Expenditures for Traffic Law Enforcement, Fish Passage Barrier Removal & Annual Certification for 2014
- 2015-253: Bid Authorization for Purchase of Two Wheel Compactor Attachments
- 2015-254: Rental Authorization of Street Sweeper from Arrow Construction Supply, Inc.
- 2015-255: Intergovernmental Agreement Modification w/US Marshal Service for Housing of Federal Detainees
- 2015-256: Amending the Benton County Comprehensive Plan to Resolve an Appeal to the Eastern Washington Growth Management Hearings Board – Rescinding Resolution 2014-191

There being no further business before the Board, the meeting adjourned at approximately 9:35 a.m.

Clerk of the Board

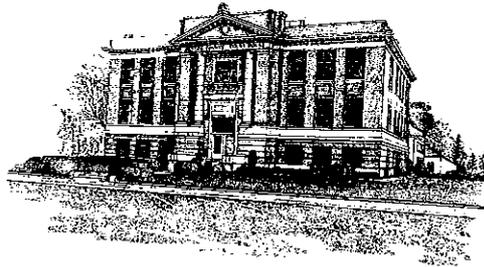
Chairman

Jerome Delvin
District 1
Shon Small
District 2
James Beaver
District 3

Board of County Commissioners
BENTON COUNTY

David Sparks
County Administrator

Loretta Smith Kelty
Deputy County Administrator



a. Letter to Franklin County
Commissioners re Counties'
Contribution to Fund Superior Court

April 7, 2015

Franklin County Board of Commissioners
1016 N. 4th Avenue
Pasco, WA 99301-3706

RE: Counties' Contributions to Fund Superior Court

Dear Chairman Brad Peck:

Per Benton County Resolution 2012 438 and Franklin County Resolution 2012 362, the counties approved a Memorandum of Understanding and Agreement for Superior Court Salaries and Benefits. The current formulas specify how the counties will share the salaries and benefits of the employees of Superior Court through one formula based on the ratio of assessed valuation of taxable property for each county and another based on the ratio of civil and criminal actions commenced in Superior Court, excluding juvenile related cases, as published in the annual *Caseloads of the Courts of Washington* prepared by the Office of the Administrator for the Courts.

The above referenced resolution also states that this Memorandum of Understanding shall remain in effect until it is superseded by another Memorandum of Understanding.

Issues have recently arisen regarding IT services for the Benton Franklin Superior Court, yet this Memorandum of Understanding does not address the allocation of those and other indirect costs of operating Superior Court. It only addresses the salaries of employees of the Superior Court.

Additionally, only Benton County is making Voluntary Employee Beneficiary Association (VEBA) contributions on behalf of the Superior Court non-bargaining employees. That agreement was made at a time when Franklin County did not have sufficient funds to contribute its fair share to that valuable employee benefit, and Benton County did not think it was fair to the non-bargaining employees to be entirely deprived of that benefit simply because they were bi-county employees. Recent events now cause us to believe that it is unfair to the taxpayers of Benton County for their tax dollars alone to fund that benefit.

For these reasons, Benton County no longer believes that the current Memorandum of Understanding is adequate.

Franklin County Board of Commissioners

April 7, 2015

Page Two

Consequently, we request that your County Administrator or other appropriate representative begin working with our Deputy County Administrator on a new agreement that would go into effect January 1, 2016.

Benton County looks forward to discussing this issue further with your representatives.

Sincerely,

Benton County Board of Commissioners

Jerome Delvin
Chairman

Shon Small
Commissioner

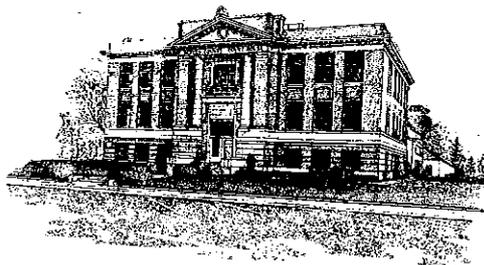
James Beaver
Commissioner

Jerome Delvin
District 1
Shon Small
District 2
James Beaver
District 3

**Board of County Commissioners
BENTON COUNTY**

David Sparks
County Administrator

Loretta Smith Kelty
Deputy County Administrator



b. Letter to Franklin County Commissioners
re Counties' Contribution for Juvenile
Detention

April 7, 2015

Franklin County Board of Commissioners
1016 N. 4th Avenue
Pasco, WA 99301-3706

RE: Counties' Contributions for Juvenile Detention

Dear Chairman Brad Peck:

Per Benton County Resolution 04 349 and Franklin County Resolution 2004 328, the counties currently contribute to the Benton-Franklin County Juvenile Justice Center using a 72/28 split for capital costs that fall under the Facilities Department 172 Budget. The costs of the Operations Department 171 Budget are currently shared in accordance with the ratio of each county's juvenile population, ages ten to seventeen years olds, averaged over five year periods.

The above referenced resolution also states that if either Benton County or Franklin County determines that one or more of the allocation formula(s) are no longer appropriate, either of them may submit written notice that such county will no longer agree to the allocation formula(s) and will not fund the costs of Juvenile according to such formula(s). Please consider this Benton County's written notice that it no longer agrees that the formula for allocating the costs of Juvenile Detention are appropriate and fair for the people of Benton County. Because this written notice is being sent after January 15, 2015, pursuant to those resolutions Benton County will continue to fund juvenile based on those formulas through December 31, 2016.

Benton County is concerned that it is funding more than its fair share of the costs for this bi-county department and that all expenses related to that department are not being shared. Consequently, we would like to have our Deputy County Administrator begin working with the representative of your choice to begin discussing the parameters of a new agreement to fund the bi-county juvenile department effective January 1, 2017.

Franklin County Board of Commissioners
April 7, 2015
Page Two

Benton County looks forward to discussing this issue further with your representatives.

Sincerely,

Benton County Board of Commissioners

Jerome Delvin
Chairman

Shon Small
Commissioner

James Beaver
Commissioner

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>		
Meeting Date:	<u>April 7, 2015</u>	Execute Contract	<u>X</u>	Consent Agenda <u>X</u>
		Pass Resolution	<u>X</u>	Public Hearing _____
Subject:	<u>Xerox Lease Agreement</u>	Pass Ordinance	_____	1st Discussion _____
Prepared by:	<u>Jacki Lahtinen</u>	Pass Motion	_____	2nd Discussion _____
Reviewed by:	<u>Kyla Bennett-Marshal</u>	Other	_____	Other _____

BACKGROUND INFORMATION

The Lease/Purchase Agreement has expired on our current copiers and it is in District Court's best interest to enter into a new Lease/Purchase Agreement with Xerox Corp. for three (3) new copiers.

SUMMARY

Same

RECOMMENDATION

District Court requests the Board of County Commissioner's signatures approving the Resolution and the Lease/Purchase Agreement.

FISCAL IMPACT

This lease replaces the previous leased copier. The cost of this lease has already been included in the current budget. No additional funding necessary.

MOTION

Motion to approve the resolution and execute the Lease/Purchase Agreement between the Benton County District Court and Xerox Corp.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF APPROVING THE LEASE AGREEMENT FOR THREE COPIERS FROM XEROX CORPORATION FOR THE BENTON COUNTY DISTRICT COURT.

WHEREAS, the Benton County District Court has a need for multi-function copiers to support its staff.

WHEREAS, District Court has researched the copiers available through Washington State Contract #07912 which provides copier leases to local government agencies on very favorable terms and at very competitive rates;

WHEREAS, after reviewing the available makes and models, it has been determined that Xerox Model 5955APT best meets the needs of the Benton County District Court.

NOW, THEREFORE,

BE IT RESOLVED, that the Chair of the Benton County Board of County Commissioners is hereby authorized to sign the Lease Agreement with Xerox, Corporation, incorporating the terms of Washington State Contract #07912 in the lease of (3) Model 5955APT multi-function copiers for a period of 60 months not to exceed \$166.69 per month plus \$.0082 per B/W copy and with all supplies and consumables included.

Dated this day of, 20

Chairman of the Board

Chairman Pro-Tem

Member

Constituting the Board of County
Commissioners of Benton County,
Washington

Attest:
Clerk of the Board

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY FUNDS RE: TRANSFER OF FUNDS WITHIN
PROBATION FUND NUMBER 0131101, DEPARTMENT NUMBER 000.

BE IT RESOLVED, by the Board of Benton County Commissioners, that
funds shall be transferred as outlined in Exhibit "A", attached hereto.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington.

Attest: _____
Clerk of the Board

cc: Dept., Auditor, File, LSK

BENTON COUNTY LINE ITEM TRANSFER

Dept Name:

Dept Nbr:

Fund Name:

Fund Nbr:

TRANSFER FROM:

TRANSFER TO:

BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT	BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT
512.410	4103	Professional Services	\$2,200	512.410	5114	Intergovernmental Transaction	\$2,200
TOTAL			\$2,200	TOTAL			\$2,200

Explanation:

This is for payments to the Washington State Patrol and it should be paid out of line item 512.410.5114 which was not funded in the budget.

Prepared by:

Date:

Approved

Denied

Date: _____

Chairman

Member

Member

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF AWARDING THE PURCHASE OF JURY SEATING FOR BENTON COUNTY SUPERIOR COURT TO BRUTZMAN'S, INC. DBA BRUTZMAN'S OFFICE SOLUTIONS

WHEREAS, the Board of Benton County Commissioners solicited bids for the purchase of jury seating for Benton County Superior Court per Resolution 2015-158; and

WHEREAS, the Board of Benton County Commissioners deemed Brutzman's Office Solutions to be the lowest responsible bidder for the purchase of jury seating for Benton County Superior Court per Resolution 2015-243;

NOW, THEREFORE BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington hereby awards the attached Vendor Purchasing Agreement to Brutzman's, Inc. dba Brutzman's Office Solutions and authorizes the Chairman to sign the attached Vendor Purchasing Agreement in the amount of \$33,916.73 plus WSST; and

BE IT FURTHER RESOLVED the attached Vendor Purchasing Agreement shall commence upon the date of signature of both parties and shall expire August 31, 2015.

Dated this _____ day of _____, 2015.

Chairman of the Board

Member

Member
Constituting the Board of Commissioners
of Benton County, Washington

Attest.....
Clerk of the Board

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>			
<p>Meeting Date:</p> <p>Subject: Third Amendment to Professional Services Agreement #PSA-2013/15-Larsen-00 between Benton and Franklin Counties Department of Human Services and Kelly Larsen</p> <p>Prepared by: Maria Loera, Sr. Secretary-DHS</p> <p>Reviewed by: Linda Robb, Administrator-DHS</p>	<p>Execute Amendment <input checked="" type="checkbox"/></p> <p>Pass Resolution <input checked="" type="checkbox"/></p> <p>Pass Ordinance _____</p> <p>Pass Motion _____</p> <p>Other _____</p>		<p>Consent Agenda <input checked="" type="checkbox"/></p> <p>Public Hearing _____</p> <p>1st Discussion _____</p> <p>2nd Discussion _____</p> <p>Other _____</p>	

BACKGROUND INFORMATION

Benton and Franklin Counties Department of Human Services currently contracts with Kelly Larsen for the purpose of becoming the Community Prevention Coordinator, whose goals will be to implement prevention programs and activities designed to prevent or delay the misuse and abuse of alcohol, tobacco, and other drugs.

The purpose of this Third Amendment is to amend the Consideration amount on the face sheet of the Agreement, add sections 3.8 Sector and Coalition Chair Sharing Training to Section 3. "Services Provided", and section 4.3 Sector and Coalition Chair Sharing Training to Section 4. "Reporting and Deliverables". Replace sub-section 7.1.2 and add sub-section 7.1.3 and 7.1.4 to Section 7. "Consideration and Payment Provision", and add Section 30. "Contract Monitoring.

SUMMARY

Award: \$129,740.98

Period: Remains unchanged.

Funding Source: Division of Behavioral Health and Recovery

COORDINATION

Kyla Bennett-Marshall, BCPA

Linda Robb, BFDHS

Joel Chavez, BFDHS

RECOMMENDATION

- Sign the Resolution to accept the proposed Third Amendment .
- Approve the Proposed Third Amendment by signing all the copies where indicated

FISCAL IMPACT

Funding for the services described in this Third Amendment is provided by the Division of Behavioral Health and Recovery. **There is no impact on the current expense budget.** All revenues and expenditures are from the Fund 0108-101 Human Services Budget, for a new Consideration amount of \$129,740.98.

MOTION

To approve signing a Third Amendment to Professional Services Agreement #PSA-2013/15-Larsen-00 with Kelly Larsen, and to authorize the Chair to sign of behalf of the Board.



Signature

JOINT RESOLUTION

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. 2015 131

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON, AND FRANKLIN COUNTY, WASHINGTON;

RE: IN THE MATTER OF EXECUTING A THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT #PSA-2013/15-LARSEN-00 BETWEEN BENTON AND FRANKLIN COUNTIES DEPARTMENT OF HUMAN SERVICES AND KELLY LARSEN, APPROVED BY BENTON COUNTY RESOLUTION NO. 2014 013 AND FRANKLIN COUNTY RESOLUTION NO. 2014 020

WHEREAS, Benton and Franklin Counties Department of Human Services currently contracts with Kelly Larsen for the purpose of becoming the Community Prevention Coordinator for the Pasco Substance abuse prevention coalitions, whose goals will be to implement prevention programs and activities designed to prevent or delay the misuse and abuse of alcohol, tobacco, and other drugs; and

WHEREAS, the purpose of this Third Amendment is to amend the Consideration amount on the face sheet of the Agreement, add sections 3.8 Sector and Coalition Chair Sharing Training to Section 3. "Services Provided", and section 4.3 Sector and Coalition Chair Sharing Training to Section 4. "Reporting and Deliverables". Replace sub-section 7.1.2 and add sub-section 7.1.3 and 7.1.4 to Section 7. "Consideration and Payment Provision", and add Section 30. "Contract Monitoring"; NOW, THEREFORE

BE IT RESOLVED, that the Boards of Benton and Franklin County Commissioners hereby accept the proposed Third Amendment to Professional Services Agreement #PSA-2013/15-Larsen-00; and

BE IT RESOLVED, that the Chairman of the Board of Benton County Commissioners and the Chairman of the Board of Franklin County Commissioners be, and they hereby are, authorized to sign, on behalf of their respective county, a Third Amendment to Professional Services Agreement #PSA-2013/15-Larsen-00 between Benton and Franklin Counties Department of Human Services and Kelly Larsen, for a new Consideration amount of \$129,740.98; and

BE IT FURTHER RESOLVED, the term of the attached Third Amendment remains unchanged.

Dated this.....day of, 2015

Dated this. 25...day of March..., 2015

Chairman of Board



Chairman of Board

Member



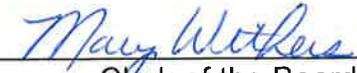
Member

Member
Constituting the Board of County
Commissioners of Benton County, Washington



Member
Constituting the Board of County
Commissioners of Franklin County, Washington

Attest: _____
Clerk of the Board

Attest: 
Clerk of the Board

**Benton and Franklin Counties
DEPARTMENT OF HUMAN SERVICES
Third Amendment to
Professional Services Agreement #PSA-2013/15-Larsen-00**

This Third Amendment to Professional Services Agreement #PSA-2013/15-Larsen-00 is made and entered into by and between Benton County, a political subdivision, with its principal offices at 620 Market Street, Prosser, WA 99350, and Franklin County, a political subdivision, with its principal offices at 1016 North 4th Avenue, Pasco, WA 99301, by and for the **Benton and Franklin Counties' Department of Human Services**, a bi-county department, with its principal offices at 7102 West Okanogan Place, Suite 201, Kennewick, WA 99336 (hereinafter collectively referred to as "Counties"), and **Kelly Larsen**, an individual, residing at 1027 Pattyton Lane, Richland, WA (hereinafter "Contractor").

Counties Contact Information:
Linda Robb, Administrator
Department of Human Services
7102 W. Okanogan Pl., Suite 201
Kennewick, WA 99336
Phone: 509.783.5284
Fax: 509.783.5981
E-Mail: Linda.Robb@co.benton.wa.us

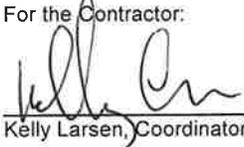
Contractor Contact Information:
Kelly Larsen, Coordinator
Community Prevention Wellness Initiative
1027 Pattyton Ln
Richland, WA 99352
Phone: 509.845.1895
E-Mail: larsenka12@gmail.com

Amendment End Date June 30, 2015

Consideration \$129,740.98

By their signatures below, the parties agree to the terms and conditions of this Third Amendment and all documents attached or incorporated by reference. No other understandings or representations, oral or otherwise, regarding the subject matter of this Third Amendment shall be deemed to exist or bind the parties. The parties signing below certify that they are authorized to sign this Third Amendment.

For the Contractor:



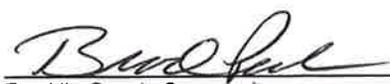
Kelly Larsen, Coordinator 1/30/15
Date

For Benton County:

Benton County Commissioners Date

Attest: Clerk of the Board

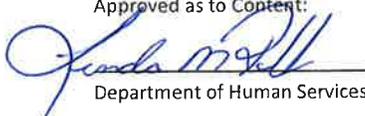
For Franklin County:



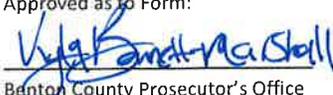
Franklin County Commissioners Date

 2015 131

Attest: Clerk of the Board

Approved as to Content:


Department of Human Services

Approved as to Form:


Benton County Prosecutor's Office

Approved as to Form:

Franklin County Prosecutor's Office

AGENDA/WORKSHOP ITEM	TYPE OF ACTION NEEDED	
Meeting Date: April 7, 2015	Execute Contract	___
Subject: Authorize purchase of a Dell Precision Tower 5810 workstation	Pass Resolution	_X_
	Pass Ordinance	___
By: Teri L. Holmes	Pass Motion	___
Reviewed By:	Other	___
	Consent Agenda	_X_
	Public Hearing	___
	1st Discussion	___
	2nd Discussion	___
	Other	___

BACKGROUND INFORMATION

Benton County Public Works has been expressed a need to update with new hardware one of the current workstations used for AutoCad purposes. The AutoCad application can be hardware intensive and it is desirable to keep workstations up to date for optimum performance. Funding was requested in the 2015-2016 biennium budget to replace previously purchased non-replacement computer equipment and peripherals.

SUMMARY

Benton County Information Technology recommends purchasing a Dell Precision Tower 5810 workstation for installation and deployment to replace the AutoCad workstation currently in the Public Works department.

RECOMMENDATION

Recommend the Board of Benton County Commissioners approve the purchase of a Dell Precision Tower 5810 workstation in an amount not to exceed \$2544.00 excluding Washington State Sales Tax.

FISCAL IMPACT

None. Requested in 2015-2016 Biennial Budget

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE PURCHASE OF ONE DELL PRECISION TOWER 5810 WORKSTATION FOR REPLACING AN OUTDATED AUTOCAD WORKSTATION IN PUBLIC WORKS FROM DELL.

WHEREAS, Benton County has selected Dell workstations and laptops as its standard; and

WHEREAS, The Benton County Public Works requested in the 2015-2016 Biennial Budget funding for new computers and peripherals to replace non replacement fund computers and peripherals currently used by Public Works; and

WHEREAS, Section 2.6 of the Computer Replacement policy requires all new computer equipment receive approval by the Board of Benton County Commissioners before purchasing; and

WHEREAS, Information Technology assembled an eQuote from Dell Premier for a Dell Precision Tower 5810 workstation utilizing Washington State Contract pricing and recommends the purchase; NOW THEREFORE,

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington, hereby concurs with Information Technology's selection and approves the purchase of a Dell Precision Tower 5810 from Dell Premier for use by the Benton County Public Works department in an amount not to exceed \$2544.00 excluding Washington State Sales Tax

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington

Attest: _____
Clerk of the Board

AGENDA/WORKSHOP ITEM	TYPE OF ACTION NEEDED	
Meeting Date: April 7, 2015	Execute Contract	___
Subject: IT Chargeback Assessment	Pass Resolution	_X_
	Pass Ordinance	___
By: Teri L. Holmes	Pass Motion	___
Reviewed By: Loretta SmithKelty	Other	___
	Consent Agenda	_X_
	Public Hearing	___
	1st Discussion	___
	2nd Discussion	___
	Other	___

BACKGROUND INFORMATION

Resolution 98-036 established the Central Services Fund Charge Back procedure. The formulas in that procedure were detailed and overly complicated. Difficult to explain, understand and replicate. It was recommended that a new procedure that could be clearly explained and easily understood was needed for the new Biennium.

SUMMARY

With the assistance of the Deputy Administrator, Information Technology developed a Charge Back procedure. The new procedure equitably distributes the costs associated with the operation of Information Technology (Central Services Fund 0502101) in a consistent and reasonable means to internal-government users. During the budget discussions with the departments, the new Charge Back procedure was demonstrated and favorable received.

RECOMMENDATION

Recommend the Board of Benton County Commissioners approve the updated Information Technology Central Services Fund Charge Back Procedure.

FISCAL IMPACT

None

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF RESCINDING RESOLUTION 98-036 THAT ESTABLISHED THE CENTRAL SERVICES FUND CHARGE BACK PROCEDURE AND ESTABLISHING AN UPDATED CHARGE BACK ASSESSMENT PROCEDURE FOR FUNDING THE CENTRAL SERVICES FUND (0502-101)

WHEREAS, Benton County resolution 98-036 that established a charge back procedure for the Central Services Fund is out of date and in need of updating; and

WHEREAS, The Board of Benton County Commissioners finds the following:

1. RCW 36.92 provides the definition, purpose and funding of Central Services Fund.
2. Washington State Auditor's office recommends a formal cost allocation plan to determine and assign the cost of central services to the internal-government users of those services in a consistent, reasonable, and equitable means.
3. That Information Technology has developed procedures to provide an equitable distribution of costs associated with the operation of the Information Technology departments to other County departments; and
4. That provisions have been made to ensure that a complete recovery of all Information Technology approved budgeted costs will be made in a timely manner;

NOW THEREFORE BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington, rescind resolution 98-036 that established a charge back procedure for funding the 1998 Central Services fund; and

BE IT FURTHER RESOLVED, that the Board of Benton County Commissioners hereby finds that it is in the best interests of the residents and taxpayers of Benton County to adopt the Charge Back Assessment Procedure detailed in Attachment A for funding Information Technology department and Central Services Fund (0502-101); and directs the Information Technology Manager to collect the funds as determined by the formulas and procedures contained in the Attachment.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington

Attest: _____
Clerk of the Board

ATTACHMENT A

2015 CHARGE BACK PROCEDURE

The Information Technology department Central Services (0502-101) fund charge back allocation is based on number of units multiplied by a unit rate.

To derive a unit rate departmental inventory counts will be conducted in specific strategic areas. The Budget Call letter will signal the inventory of network resources (units) to begin. Departments will be provided a detail listing of the resources (units) associated to their department. At some future point, it may be determined that some resources be weighted differently than others. For example the cost to operate color printers may increase resulting in a unit weight of 1.25 over a black & white printer of 1.00. The 2015-16 biennial budgets did not include any weighted units.

NETWORK RESOURCES

Managed Network Accounts are accounts that are managed through Microsoft Active Directory. Network accounts include but are not limited to computers, users, groups, printers, vendor service accounts, and calendar accounts.

Email boxes are Exchange 2010 databases that represent County employees, calendars, rooms, vehicles, and various service accounts needed to conduct county business.

Phone Extensions and Voice Mail Boxes are internal desk extensions and voice mail boxes. Not all phones have voice mail boxes.

Printers, Scanners & Copier Support and Consumables Printer costs are associated by the number of black and white (B/W) printers and color printers. Most copiers now are available on the network, therefore utilizing network resources.

Disk Space is calculated by counting the number of Gigabits that a department uses to store department documents, users documents, and other miscellaneous files and folders.

Information Technology calculates the total budget amount to be distributed to the departments. The total distributable budget amount is then divided by the total units calculated above to get a unit rate. Units are summed by department, multiplied by unit rate to get the departmental indirect assessment amount. Departmental direct costs, costs that are not allocated County-wide but are uniquely departmental specific, are added to indirect assessment amount to get the total biennial assessment amount. Examples of direct costs are cell phones, Autodesk licenses, Geo Media support, Jail phone system, etc.

Example as presented to departments for 2015-2016 Biennium

AGENDA/WORKSHOP ITEM	TYPE OF ACTION NEEDED			
Meeting Date: April 7, 2015	Execute Contract	___	Consent Agenda	_X_
Subject: Ciber, Inc. Solution Support Services Agreement	Pass Resolution	_x_	Public Hearing	___
By: Teri Holmes	Pass Ordinance	___	1st Discussion	___
Reviewed By: Loretta SmithKelty	Pass Motion	___	2nd Discussion	___
	Other	___	Other	___

BACKGROUND INFORMATION

Ciber, Inc. is the sole provider of support for the 'CRIMES' software used by the Prosecuting Attorney's office.

SUMMARY

The Prosecuting Attorney's department desires to continue software support services for 'CRIMES' and recommends renewing agreement.

RECOMMENDATION

Pass resolution renew the Solution Support Services Agreement with Ciber, Inc. for the period of April 1, 2015 through March 31, 2016. Price not to exceed \$13,600.00 excluding Washington State Sales Tax.

FISCAL IMPACT

Included in 2015-2016 Biennium budget

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF APPROVING A SOLUTION SUPPORT SERVICES AGREEMENT WITH CIBER, INC., FOR SUPPORT OF 'CRIMES' SOFTWARE.

WHEREAS, Resolution 2012-667 establishes procurement policies for Benton County and specifically for professional services in Section 4; and

WHEREAS, Ciber, Inc., (formerly METAMOR) is the sole provider of support for 'CRIMES' software acquired for the Benton County Prosecuting Attorney's office by a license agreement approved by the Board of Benton County Commissioners on June 1, 1999; and

WHEREAS, the Prosecuting Attorney desires to continue receiving support for the software; NOW, THEREFORE,

BE IT RESOLVED, by the Board of Benton County Commissioners, that the Chairman of the Board be authorized to sign the 'Solution Support Services Agreement' with Ciber, Inc.,; and

BE IT FURTHER RESOLVED, that the Information Technology department is authorized to pay the fees and charges for services as specified in the agreement not to exceed \$13,600 plus applicable Washington sale taxes.

BE IT FURTHER RESOLVED, the agreement will become effective as of April 1, 2015 and remain in force until March 31, 2016.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington

Attest: _____
Clerk of the Board



SOLUTION SUPPORT SERVICES AGREEMENT

Ciber, Inc. ("Ciber")
6363 S. Fiddler's Green Circle, #1400
Greenwood Village, CO 80111

Office of the Prosecuting Attorney
Benton County ("Customer")
7320 W. Quinault
Kennewick, WA 99335

The Customer and Ciber enter into this Solution Support Services Agreement (the "Agreement") as of the date last signed below.

1. **Services.** This Agreement shall cover services performed by Ciber consulting personnel as more specifically set forth in the Scope of Work section and any Work Orders agreed to by the parties.
2. **Term and Termination.** This Agreement is effective from **April 1, 2015** and shall remain in force until **March 31, 2016** unless earlier terminated or renewed as provided in this Agreement.
 - a. Termination for Cause. Without prejudice to any other rights or remedies, either party may immediately terminate this Agreement if the other party:
 - i. Materially fails to perform its material obligations under this Agreement and such failure continues for a period of 30 days after written notice;
 - ii. Ceases to carry on its business substantially as such business was conducted on the date of this Agreement; or
 - iii. Institutes or suffers a bankruptcy, reorganization, liquidation, receivership, insolvency or similar proceeding; or becomes generally unable to pay its debts as they become due.
 - b. Termination for Convenience. Ciber may terminate this Agreement upon 90 days advance written notice to Customer. Ciber will advise Customer of the extent to which performance on any Work Orders has been completed and deliver any work in progress. Ciber will be paid for all work performed and expenses incurred through the date of termination, including charges for materials ordered by Ciber that cannot be returned for a full refund. Ciber will refund a portion of the annual fees based on the unused hours as on the date of termination.

Ciber may suspend work or terminate this Agreement or any SOW if Customer fails to pay undisputed amounts to Ciber within 15 days of Ciber's written notice specifying the undisputed amounts. If Customer terminates this Agreement or SOW for cause, Customer is obligated to pay for all undisputed Services and Work Products accepted by Customer.

3. **Fees and Charges.** Customer shall pay all charges for these services in accordance with the rates and schedules set forth in the Scope of Work or Work Order Requests, including reasonable actual travel expenses. Customer shall pay the Annual Fees for Solution Support Services in advance. All other fees and charges will be invoiced monthly for services rendered and are due and payable not later than 15 days after Customer's receipt of the invoices. All applicable taxes on the services and deliverables (excluding only taxes based on Ciber's net income) shall be added to the charges under this Agreement and paid by the Customer.
4. **Control and Supervision.** Customer tasks on which Ciber personnel assist shall remain under the supervision, management, and control of the Customer provided that in all events Ciber is and remains an independent contractor. Nothing in this Agreement will be construed to make Ciber or Customer partners, joint venturers, principals, agents, or employees of the other. No officer, director, employee, agent, affiliate, or contractor employed by Ciber to perform work on Customer's behalf under this Agreement will be deemed to be an employee, agent, or contractor of Customer.

3/10/15

AGENDA ITEM: 1 ST Discussion	TYPE OF ACTION NEEDED Executive Contract x Pass Resolution x Pass Ordinance Pass Motion Other	CONSENT AGENDA x PUBLIC HEARING 1ST DISCUSSION 2ND DISCUSSION OTHER
MEETING DATE: BC 4-7-15 FC 3-25-15		
SUBJECT: Results of RFQ		
Prepared By: Toni Lehman		
Reviewed By: Darryl Banks		

BACKGROUND INFORMATION

During the July 16, 2014 Bi-County meeting, the Benton and Franklin County Commissioners authorized the review team to negotiate a price and potential contract with Harms Engineering, Inc., to design a pretreatment system in order to ensure compliance with the City of Kennewick "Pretreatment Act."

SUMMARY

Pricing and a contract was negotiated with Harm's Engineering, Inc. for the design of a pretreatment wastewater system to ensure compliance with the City of Kennewick "Pretreatment Act."

COORDINATION

This Contract was coordinated by Christine Batayola, President of Harms Engineering, Inc.; Darryl Banks, Administrator for the Benton-Franklin Counties Juvenile Justice Center; and Stephen Hallstrom, Deputy Prosecuting Attorney for Benton County. The Contract was prepared by Toni Lehman, Senior Administrative Secretary for the Benton-Franklin Counties Juvenile Justice Center.

RECOMMENDATION

The review team recommends a Professional Service Contract with Harms Engineering, Inc. for the design of a wastewater system in compliance with the City of Kennewick "Pretreatment Act."

FISCAL IMPACT

Amount not to exceed \$25,000.00 plus W.S.S.T a supplement is required

MOTION

I move that the Chairman of the Board of Benton County Commissioners and the Chairman of the Board of Franklin County Commissioners be hereby authorized to sign, on behalf of their respective county, the Professional Services Contract with Harms Engineering, Inc. and Benton-Franklin Counties Juvenile Justice Center.

JOINT RESOLUTION

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARDS OF THE COMMISSIONERS OF BENTON AND FRANKLIN COUNTIES, WASHINGTON;

IN THE MATTER OF AWARDING HARMS ENGINEERING, INC., A PROFESSIONAL SERVICES CONTRACT FOR THE DESIGN OF A PRE-TREATMENT WASTEWATER SYSTEM TO ENSURE COMPLIANCE WITH THE CITY OF KENNEWICK "PRETREATMENT ACT" AT THE BENTON-FRANKLIN COUNTIES JUVENILE JUSTICE CENTER.

WHEREAS, per resolution 2012-677, "...when contracting for architectural and engineering or design services, the RFQ shall be published in the County's official newspaper, on the Benton County website, and in any other media sources reasonably likely to attract sufficient numbers of potential service contractors, and

WHEREAS, the RFQ was published in the Tri-City Herald, the Benton County website and the Franklin County website; and

WHEREAS, two Architectural Firms provided an RFQ:

- Harms Engineering, Inc., Pasco, WA
- Spink Engineering, LLC, Richland, WA

WHEREAS, a team consisting of Darryl Banks, Juvenile Court Administrator; Jennifer Bowe, Juvenile Court Administrative Services Manager and Jim Stedman, Juvenile Court Facilities Supervisor determined that Harms Engineering, Inc. demonstrated the most experience and expertise related to wastewater systems to ensure compliance with the City of Kennewick "Pretreatment Act," **NOW THEREFORE**

BE IT RESOLVED, by the Board of Benton County Commissioners, Benton County Washington and by the Board of Franklin County Commissioners, Franklin County Washington the Boards concur with the team's recommendation and hereby award the Professional Services Contract to Harms Engineering, Inc. for a total amount not to exceed \$25,000.00 plus W.S.S.T; and

BE IT FURTHER RESOLVED, that the Chairman is authorized to sign the attached Professional Service Contract; and

BE IT FURTHER RESOLVED, the term of the attached contract commences immediately upon execution by the Counties and expires on December 31, 2016.

DATED this 7th day of April 2015
BENTON COUNTY BOARD OF COMMISSIONERS

DATED this 25th day of March 2015
FRANKLIN COUNTY BOARD OF COMMISSIONERS

Chairman of the Board

Chairman of the Board

Member

Member

Member

Constituting the Board of
County Commissioners,
Benton County, Washington

Attest: Clerk of the Board

Member

Constituting the Board of
County Commissioners,
Franklin County, Washington

Attest: Clerk of the Board

PROFESSIONAL SERVICES CONTRACT

(TERMS AND CONDITIONS)

THIS CONTRACT is made and entered into by and between **BENTON COUNTY**, a political subdivision, with its principal offices at 620 Market Street, Prosser, WA 99350, and **FRANKLIN COUNTY**, a political subdivision, with its principal offices at 1016 N. 4th Avenue, Pasco, WA, 99301, (hereinafter collectively "COUNTIES"), and **HARMS ENGINEERING, INC.**, a Washington professional corporation, with its principal offices at 1632 W. Sylvester St., Pasco, WA 99301 (hereinafter "CONTRACTOR").

In consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. CONTRACT DOCUMENTS

This Contract includes the following additional document(s).

- a. Exhibit A – Proposed Scope of Engineering Services Design of Pretreatment System for Kitchen Wastewater

2. DURATION OF CONTRACT

The term of this Contract shall begin upon execution by the Counties and shall expire on December 31, 2016.

3. SERVICES PROVIDED

The COUNTIES requires and the CONTRACTOR agrees, to perform the following services:

- a. Provide engineering services for the design of a pre-treatment wastewater system for food services at the Benton-Franklin Counties Juvenile Justice Center, to include without limitation, a preliminary review, pre-design, final design, contract procurement, construction administration and close-out as outlined in Exhibit A, subject to the following requirements and limitations:
 - i. The CONTRACTOR agrees to provide its own labor and materials as included costs in the fees payable consistent with Exhibit A and Section 5 below. Unless otherwise provided for in a work order, no materials, labor, or facilities will be furnished by the COUNTIES.
 - ii. The CONTRACTOR shall perform the work consistent with the industry standards in the engineering profession. Specifically, where the project calls for the CONTRACTOR to exercise independent discretion in making a decision or resolving a dispute, CONTRACTOR shall do so in an independent fashion.
 - iii. The CONTRACTOR shall complete each task assigned in a timely manner according to the schedule agreed to by the parties.

**BENTON COUNTY
BOARD OF COUNTY COMMISSIONERS
Agenda Request Summary**

<u>Type of Action Requested</u>	<u>Classification</u>
<input checked="" type="checkbox"/> Execute contract <input checked="" type="checkbox"/> Pass resolution <input type="checkbox"/> Pass ordinance <input type="checkbox"/> Pass motion <input type="checkbox"/> Other (describe)	<input checked="" type="checkbox"/> Consent agenda <input type="checkbox"/> Public hearing <input type="checkbox"/> 1 st discussion <input type="checkbox"/> 2 nd discussion <input type="checkbox"/> Other
Requested meeting date: 4/7/15 Presentation length: Presenting elected office/department: OPD Prepared by: Eric Hsu Reviewed by: Loretta Smith-Kelty	

BACKGROUND INFORMATION

Mostly because of attorney departures, OPD anticipates that the caseload coverage needs in its Benton County District Court defense unit exceed the currently available staffing. As such, there is a need to award at least one, if not more, "conflict and overflow" contracts wherein contract defenders are paid on a by-the-case, as-needed basis. Attorney Scott Johnson has expressed interest in such a contract with the understanding that other members of his firm, all of whom have significant public defense experience, will likely be providing such services under his supervision. The proposed contract effectuates this arrangement.

SUMMARY

Conflict and overflow contract for Benton County District Court cases, with attorney Scott Johnson is proposed for execution. This contract pays on a by-the-case, as-needed basis.

RECOMMENDATION

Execute proposed contract, approve resolution.

ANTICIPATED FISCAL IMPACT

None beyond budgeted funds

RESOLUTION
BENTON COUNTY RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF EXECUTING A PROFESSIONAL SERVICES AGREEMENT WITH ATTORNEY SCOTT W. JOHNSON FOR PUBLIC DEFENSE SERVICES IN BENTON COUNTY DISTRICT COURT.

WHEREAS, Benton County ("County") is obligated by law to provide indigent defense services in Benton County District Court; and

WHEREAS, per Benton County resolution 2012-677, "...The County need not advertise or follow a formal competitive bidding procedure for professional service contracts (except for architectural, engineering, or design services), but rather the County may instead evaluate and utilize the procedures it deems best under the individual circumstances in order to obtain services of the highest quality at the lowest cost..."; and

WHEREAS, a Request for Qualifications ("RFQ") or other acceptable process was followed, attorney Scott Johnson ("Attorney") has expressed interest in providing contract public defense services as detailed above and after due consideration Attorney was selected for award of a conflict and overflow contract; and

WHEREAS, as represented by Attorney, and to the best knowledge of the County, Attorney meets all requisite professional, legal and rule-based standards for providing the public defense services as detailed above; and

WHEREAS, it therefore appears to be in the best interests of the County to contract with Attorney for the public defense services as detailed above and in the proposed professional services agreement;

NOW THEREFORE, BE IT RESOLVED THAT contract BCDC1517SWJ001 with maximum Annual compensation of \$48,795.40 plus trial per diems, and other allowable costs and expenses (above and beyond the amount of the underlying agreement itself) be executed as presented.

Dated this day of, 20

Chairman of the Board

Chairman Pro-Tem

**Member
Constituting the Board of County
Commissioners, Benton County
Washington**

Attest:
Clerk of the Board

<p>AGENDA ITEM: SPV 2014-006 MTG. DATE: April 7, 2015 SUBJECT: Short Plat Vacation - SPV 2014-006 Jerry Hiner Memo Date: March 27, 2015 Prepared By: RJ Lott Reviewed By: Clark Posey</p>	<p><u>TYPE OF ACTION NEEDED</u> Execute Contract Pass Resolution X Pass Ordinance Pass Motion Other</p>	<p>Consent Agenda X Public Hearing 1st Discussion 2nd Discussion Other</p>
--	--	---

BACKGROUND INFORMATION

On June 24, 2014, the Board of County Commissioners conducted a public hearing on SPV 14-006 regarding the vacation of easements located over the East 40 feet on Lot 1 of Short Plat 2974, except the South 30 feet thereof, in the Southeast Quarter of Section 8, Township 8 North, Range 28 East. At the conclusion of the public hearing the Board made a motion to approve the vacation conditioned on the applicant recording a document that eliminates the previously recorded easements. The Planning Department has been provided with a copy of the recorded document, AF 2015-007636 and the resolution for signature by the Board has been prepared.

SUMMARY

The resolution approving the Short Plat Vacation has been prepared for signature per the motion of the Board at the public hearing.

RECOMMENDATION

It is the recommendation of Staff that the Board sign the resolution approving the Short Plat Vacation File No. SPV 14-006.

MOTION

No motion is needed at this time, just the Board's signature on the resolution.

Return to
Benton County Commissioners
P.O. Box 190
Prosser WA 99350

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON
IN THE MATTER OF COUNTY PLANNING REGARDING THE PROPOSED VACATION OF EASEMENTS OVER THE
EAST 40 FEET EXCEPT THE SOUTH 30 FEET THEREOF OF LOT 1 OF SHORT PLAT 2974, IN THE SOUTHEAST
QUARTER OF SECTION 10, TOWNSHIP 8 NORTH, RANGE 28 EAST, W.M. APPLICANT: JERRY HINER, PARCEL
NUMBER 1-1088-401-2974-001, FILE NUMBER - SPV 2014-006

WHEREAS, the Board of County Commissioners did conduct a public hearing on Tuesday, June 24, 2014, at
9:00 a.m. in the Commissioners Meeting Room, County Courthouse, Prosser, Washington; and,

WHEREAS, the signature of the property owners of said application includes all properties affected by these
easements; and,

WHEREAS, upon due notice as provided in RCW 58.17.080 and 58.17.090, the hearing before the Board of
County Commissioners was held on such petition as indicated above; and,

WHEREAS, the Board of County Commissioners agrees with the summary report from the Benton County
Planning Department, retained in File No. SPV 2014-006; and,

WHEREAS, the easements to be vacated appear on Short Plat 2974, AF 2006-040115; and,

WHEREAS, it further appears that the vacation of the above mentioned easement would not unduly jeopardize
the health, safety, welfare and public good; NOW THEREFORE,

BE IT RESOLVED, that the vacation of easements located over the East 40 feet of feet, except the South 30
feet thereof, of Lot 1 of Short Plat 2974 in the Southeast Quarter of Section 10, Township 8 North, Range 28
East, W.M. is hereby approved.

Dated this 7th day of April, 2015.

Chairman of the Board

Member

Member

Constituting the Board of County
Commissioners of Benton County
Washington.

Attest.....
Clerk of the Board

RJL/djh

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>		
Meeting Date:	4/7/2015	Execute Contract	_____	Consent Agenda
Subject:	Public Works Organizational Chart Update	Pass Resolution	XX	Public Hearing
Prepared by:	MSR	Pass Ordinance	_____	1st Discussion
Reviewed by:	DSF	Pass Motion	_____	2nd Discussion
		Other	_____	Other

BACKGROUND INFORMATION

Since June of 2014 Public Works has been undergoing significant changes in its operations and staffing structure. These changes are aimed at improving efficiency and customer services within the Department. Some changes have already been approved by the Board including the merging of the Public Works Director and County Engineer into a single position and the creation of the Assistant County Engineer position.

Recent developments have prompted management to make additional organizational changes to take advantage of vacancies in current positions such as:

The Engineering Services Manager Position is being eliminated. This position was replaced by a Traffic Engineer. The Traffic Engineer will focus on transportation and traffic control issues in the County. Some of the other (non-traffic related) duties of the Engineering Services Manager are being distributed to other divisions within the department.

The Financial Administrator position is being eliminated. This position was replaced by a Chief Financial Officer. The new position assumes many of the duties as the old but is able to share some of the workload with the Accounting Assistant III (see below). The CFO also assumes supervisory duties over the administrative staff and acts as a liaison with the Accounting Department in the Auditor’s Office.

The Office Assistant IV position is being eliminated. This position was replaced by an Accounting Assistant III. This change allows for expansion of the duties of the person in the new position to include payroll as well as additional book keeping, reducing the load on the CFO.

One vacant Project Engineer position is being eliminated. The department has a need for an entry level Engineering Associate (see below) which will work within the various divisions of Public Works providing operational support as necessary.

Due to the resignation of the Solid Waste Specialist, the position, as it was previously described, is being eliminated. Oversight of the Solid Waste program will be done by a new position titled Program Coordinator. In addition to the Solid Waste program this position will also manage the Pits & Quarries, Paths & Trails, Bridge Inspection, Drainage Improvement District and Flood Control programs. Other duties include assisting other Public Works divisions with their work such as right of way acquisition, vegetation management and pavement management.

Additionally two positions will undergo a change in title. The Project Engineer position will be retitled to Project Manager and the Engineer I/II positions will be retitled to Engineering Associate I/II. This is being done to remove the implication that these positions require a professional engineering license (which they currently do not) as is often associated with the title “Engineer”. The duties and compensation of these positions remains unchanged.

SUMMARY

Public Works is making organizational changes as follows:

Financial Administrator (NB 19) – Eliminated
Engineering Services Manager (NB 19) – Eliminated
Project Engineer (NB 19) – Eliminated
Office Assistant IV (CH 9) – Eliminated
Solid Waste Specialist (NB 16) - Eliminated

Traffic Engineer (NB 19) – Added
Chief Financial Officer, Roads (NB 17) – Added
Engineering Associate I (NB 15) – Added
Project Coordinator (NB 17) – Added
Accounting Assistant III (CH 9) – Added

Overall the changes result in a net decrease in salary and benefit expenditures for the Department. There is no new head count.

RECOMMENDATION

Staff recommends the Board approve the new Organizational Chart for the Public Works Department.

FISCAL IMPACT

The above changes will result in an annual savings of approximately \$16,000 in year one and the savings will incrementally increase to \$20,000 annually as the positions reach their maximum in the pay scale.

MOTION

I move to approve the Public Works organizational chart as presented.

RESOLUTION

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF BENTON COUNTY WASHINGTON:

IN THE MATTER OF APPROVING THE UPDATED BENTON COUNTY PUBLIC WORKS ORGANIZATIONAL CHART

WHEREAS, the recent departure of several staff has presented an opportunity to restructure the Department to improve efficiency and reduce costs, and

WHEREAS, the Director of Public works/County Engineer has determined that the Financial Administrator (Grade 19), Engineering Services Manager (Grade 19), Solid Waste Specialist (Grade 16), Office Assistant IV (CH Grade 9) and one Project Engineer (Grade 19) positions should be eliminated, and

WHEREAS, the Director of Public Works/County Engineer has determined that new positions of Traffic Engineer (Grade 19), Program Coordinator (Grade 17), Chief Financial Officer – Roads (Grade 17), Accounting Assistant III (CH Grade 9), and Engineering Associate I (Grade 15) are necessary to complete the mission of the Department and should be created, and

WHEREAS, the position of Project Engineer should be retitled to Project Manager and the positions of Engineer I/II should be retitled to Engineering Associate I/II, and

WHEREAS, a revised organizational chart has been prepared reflecting these changes; **NOW THEREFORE**,

BE IT RESOLVED that the revised Public Works Organizational Chart, attached, be hereby approved.

Dated this 7th day of April 2015.

Chairman

Chairman Pro-Tem

Attest: _____
Clerk of the Board

Member

Constituting the Board of County
Commissioners of Benton County, Washington

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION</u>	
Meeting Date :	April 7, 2015	Execute Contract :	
Subject :	Vehicle Repair	Pass Resolution :	X
Prepared by :	slc	Pass Ordinance :	
Reviewed by :	D. Ford	Pass Motion :	
		Other :	
		Consent Agenda :	X
		Public Hearing :	
		1st Discussion :	
		2 nd Discussion :	
		Other :	

BACKGROUND INFORMATION

The front driver's side tire on the 2009 Ford F350 pickup (#0525) used by the Public Works Department's survey crew blew out while driving down the freeway causing extensive damage to the fender and head light. The repairs needed are beyond the expertise of our staff.

Three body repair companies in the Tri-Cities were contacted for quotes to fix the damage. Two of the companies, Nolan's Body Shop and Jack's Superior Auto Body, stated they could not begin repair on the pickup for approximately two months. The third quote is from Mel's Intercity Collision, Inc. Since there is some urgency in getting the repairs completed it is recommended to use Mel's Intercity Collision, Inc.

SUMMARY

The front tire of a 2009 Ford F350 pickup blew out while the pickup was being driven down the freeway. The tire caused extensive damage to the pickup. Repair of the vehicle is beyond our expertise and therefore needs to be done by a body shop. Quotes were solicited, with 2 of the companies stating they could not start the repairs for a couple of months. Since time is of the essence we recommend Mel's Intercity Collision to do the repairs.

RECOMMENDATION

Staff recommends that the repair work of a 2009 Ford F350 pickup (#0525) be awarded to Mel's Intercity Collision, Inc.

FISCAL IMPACT

The estimate received from Mel's Intercity Collision is \$6,374.68 plus WSST. Because it is not known whether or not the visible damages are the only damages, we are recommending the resolution include a not to exceed figure of \$8,000.00 plus WSST.

MOTION

Move to approve as a part of the consent agenda.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING REPAIR SERVICES FROM MEL'S INTERCITY COLLISION, INC. FOR A DAMAGED BENTON COUNTY VEHICLE

WHEREAS, a 2009 Ford F350 4x4 pickup (#0525) belonging to the Benton County Public Works Department sustained body damage as the result of a tire blow out; and

WHEREAS, the County Engineer has expressed an immediate need to have the vehicle repaired; and

WHEREAS, quotes were solicited from three (3) body repair shops; and

WHEREAS, quotes were received as follows:

- | | |
|--|----------------------|
| • Mel's Intercity Collision, Inc., Kennewick, WA | \$6,374.68 plus WSST |
| • Jack's Superior Auto Body, Kennewick, WA | No Quote |
| • Nolan's Body Shop, Inc., Pasco, WA | No Quote |

WHEREAS, the County Engineer recommends awarding said services to Mel's Intercity Collision, Inc., Kennewick, Washington; **NOW, THEREFORE**,

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington hereby concurs with the recommendation and awards the repair services on the 2009 Ford F350 4x4 pickup belonging to the Benton County Public Works Department to Mels' Intercity Collision, Inc., Kennewick, Washington; and

BE IT FURTHER RESOLVED, the Board authorizes payment to Mel's Intercity Collision, Inc. in an amount not to exceed \$8,000.00 plus Washington State Sales Tax.

Dated this 7th day of April, 2015

Chairman of the Board.

Chairman Pro-Tem.

Member.

Attest: _____
Clerk of the Board

Constituting the Board of County
Commissioners of Benton County,
Washington.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF AUTHORIZING THE PURCHASE OF ONE FORD EXPLORER FROM COLUMBIA FORD UTILIZING WASHINGTON STATE CONTRACT NO. 03613 BY BENTON COUNTY EQUIPMENT RENTAL & REVOLVING (ER&R) FUND

WHEREAS, Washington State Contract No. 03613 allows for the purchase of a 2016 Ford Explorer from Columbia Ford, Longview, WA; and

WHEREAS, an ER&R 1997 Chevrolet pickup (Equip. No. 0435) had reached over 100,000 miles, and in accordance with the *Guideline Policy for Equipment and Vehicles Owned by the Equipment Rental and Revolving Fund* was in need of replacement; and

WHEREAS, the pickup was surplused in November 2014 and has not yet been replaced; and

WHEREAS, the following is the vehicle and total amount of the purchase price exclusive of WSST, all in accordance with Exhibit A attached:

- One (1) 2016 Ford Explorer - State Contract No. 03613 from Columbia Ford with an amount not to exceed \$26,456.00 plus WSST; and

WHEREAS, the Benton County Public Works Director/County Engineer recommends purchasing the above vehicle to replace the vehicle that was past the 100,000 mileage mark; **NOW, THEREFORE**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington, hereby concurs with the Public Works Director/County Engineer's recommendation and approves the purchase of one (1) 2016 Ford Explorer utilizing State Contract No. 03613 from Columbia Ford, Longview, WA in the amount of \$26,456.00 plus WSST.

Dated this 7th day of April, 2015.

Chairman of the Board

Chairman ProTem

Member

Constituting the Board of Commissioners
of Benton County, Washington

Attest. _____
Clerk of the Board

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY ROAD PURCHASES RE: E. R. & R. PURCHASE OF REFINED PETROLEUM PRODUCTS – BULK DIESEL FUEL FROM BYRNES OIL COMPANY, WALLA WALLA, WASHINGTON

WHEREAS, by Resolution 2015-234 dated March 24, 2015, award was made to BYRNES OIL COMPANY, Walla Walla, Washington, for E.R.&R. Purchase of Refined Petroleum Products – Bulk Diesel Fuel, and

WHEREAS, said Resolution directed Public Works staff to prepare a contract; and

WHEREAS, our departmental assigned Deputy Prosecuting Attorney from the Civil Division has reviewed and approved as to form said contract; and

WHEREAS, the Supply Contract has been executed by BYRNES OIL COMPANY; **NOW, THEREFORE,**

BE IT RESOLVED, that the Chairman of the Board of Benton County Commissioners is hereby authorized to sign the Supply Contract for E.R.&R. Purchase of Refined Petroleum Products – Bulk Diesel Fuel from BYRNES OIL COMPANY; and

BE IT FURTHER RESOLVED, as stated in said contract, fuel contract prices will be allowed to increase or decrease during the life of the contract and the OPIS PADD 4/5 Report rack prices will serve as the basis for establishing contract fuel prices with the total contract amount not to exceed \$200,000.00; and

BE IT FURTHER RESOLVED, the term of the Supply Contract commences on April 1, 2015 and expires on March 31, 2016.

Dated this 7th day of April, 2015

Chairman of the Board.

Chairman Pro-Tem.

Member.

Attest: _____
Clerk of the Board

Constituting the Board
of County Commissioners,
Benton County, Washington.

**SUPPLY CONTRACT
REFINED PETROLEUM PRODUCTS – BULK DIESEL FUEL**

2015

THIS AGREEMENT, made and entered into this 15th day of April, 2015, between the COUNTY OF BENTON, State of Washington, acting through the Board of County Commissioners, under and by virtue of RCW 36, hereinafter called "the County", and Byrnes Oil, Company, P. O. Box 2216, Walla Walla, WA 99362, hereinafter called "the Contractor".

WITNESSETH:

That, in consideration of the payments, covenants, and agreements hereinafter mentioned and attached, and made a part of this agreement, to be made and performed by the parties hereto; the parties hereto covenant and agree as follows:

I. The Contractor shall provide to the County, and the County shall obtain from the Contractor those refined petroleum products described and set forth in the "Proposal for: Refined Petroleum Products – Bulk Diesel Fuel" to the County of Benton (including Contractor's proposal), a copy of which is attached hereto as Appendix A and by reference incorporated herein.

II. The County shall pay the Contractor for those products obtained pursuant hereto those prices set forth in Contractor's proposal (Appendix A), PROVIDED, however, that any increase or decrease in the price to the Contractor of any such product shall, as soon as such increase or decrease occurs, result in an equivalent increase or decrease in the Contractor's price to the County as set forth in the Contractor's proposal. The County shall have the right to verify the prices charged to the Contractor for such products at the time of their delivery to the County by contacting the Contractor's major supplier.

III. The Contractor agrees to deliver to the County such refined petroleum products at such locations within the County, at such times and in such quantities as the County may specify.

IV. No amendment or modification shall be made to this Contract, unless set forth in a written Contract Amendment signed by both parties. Work under a Contract Amendment shall not proceed until the Contract Amendment is duly executed by the County.

V. The Contractor shall hold harmless, indemnify and defend the County, its officers, officials, employees and agents, from and against any and all claims, actions, suits, liability, loss, expenses, damages, and judgments of any nature whatsoever, including reasonable costs and attorneys' fees in defense thereof, for injury, sickness, disability or death to persons or damage to property or business, arising in connection with the work performed under this Contract, or caused or occasioned in whole or in part by reason of the presence of the Contractor or its subcontractors or their property upon or in the proximity of the property of the County. PROVIDED, that the Contractor's obligation hereunder shall not extend to injury, sickness, death or damage caused by or arising out of the sole negligence of the County, its officers, officials, employees or agents.

In any and all claims against the County, its officers, officials, employees and agents by any employee of the Contractor, subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Section shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or subcontractor under Workers Compensation acts, disability benefit acts, or other employee benefit acts, it being clearly agreed and understood by the parties hereto that the Contractor expressly waives any immunity the Contractor might have had under such laws, including but not limited to Title 51 of the Revised Code of Washington. **By executing this Contract, the Contractor acknowledges that the foregoing waiver has been mutually negotiated by the parties and that the**

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	
Meeting Date: <u>April 7, 2015</u>	Execute Contract	<u>X</u>
Subject: <u>Interlocal Agreement w/ DSHS / JJ&RA</u>	Pass Resolution	<u>X</u>
Prepared by: <u>L. Small</u>	Pass Ordinance	_____
Reviewed by: <u>Ryan Lukson</u>	Pass Motion	_____
	Other	_____
	Consent Agenda	<u>X</u>
	Public Hearing	_____
	1st Discussion	_____
	2nd Discussion	_____
	Other	_____

BACKGROUND INFORMATION/ SUMMARY

The Benton County Sheriff's Office (BCSO) and Washington State Department of Social and Health Services (DSHS) wish to enter into an Interlocal Agreement for the provision of providing jail bed space located at the Benton County Jail for Juvenile Justice and Rehabilitation Administration (JJ&RA) in order to house youth eighteen (18) years old, or older.

The BCSO will accept a request for detention of a youth by the JJ&RA at its sole discretion, based on bed availability, for a rate of \$68.00 per day with a maximum amount not to exceed \$40,000.

RECOMMENDATION

Approve the attached Resolution and Interlocal Agreement between Benton County and DSHS for the purpose of providing jail bed space for JJ&RA to house youth eighteen (18) years, and older.

APPROVED AS TO FORM

Ryan Lukson, DPA

FISCAL IMPACT

Potential revenue based on usage of Agreement.

MOTION

Consent Agenda

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE CHAIRMAN OF THE BOARD TO SIGN THE INTERLOCAL AGREEMENT BETWEEN BENTON COUNTY AND STATE OF WASHINGTON DEPARTMENT OF SOCIAL HEALTH SERVICES FOR JUVENILE JUSTICE AND REHABILITATION ADMINISTRATION (JJ&RA) FOR THE PROVISION OF PROVIDING JAIL BED SPACE FOR YOUTH EIGHTEEN (18) YEARS OLD, OR OLDER

WHEREAS, Benton County Sheriff's Office and Washington State Department of Social and Health Services (DSHS) wish to enter into an Interlocal Agreement for the provision of providing jail bed space at the Benton County Jail for Juvenile Justice and Rehabilitation Administration (JJ&RA) to house youth eighteen (18) years old, or older; and

WHEREAS, the cost per bed day is set at \$68.00 per day with a maximum contract amount not to exceed \$40,000; and

WHEREAS, the Benton County Sheriff has reviewed the agreement and recommends approving said Interlocal Agreement with a term expiring June 30, 2017; **NOW, THEREFORE**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington, hereby approves the Interlocal Agreement between Benton County and State of Washington Department of Social and Health Services (DSHS) for the provision of providing jail bed space at the Benton County Jail for Juvenile Justice and Rehabilitation Administration (JJ&RA) to house youth eighteen (18) years old, or older; and

BE IT FURTHER RESOLVED, the term of the Interlocal Agreement shall commence upon signature of both parties and shall terminate June 30, 2017; and

BE IT FURTHER RESOLVED, the Board hereby authorizes the Chairman of the Board to sign the attached Interlocal Agreement.

Dated this _____ day of _____, 2015.

Chairman of the Board

Member

Member
Constituting the Board of Commissioners
of Benton County, Washington.

Attest.....
Clerk of the Board

Orig: Sheriff's Office,

Cc: Auditor's Office, Prosecutor's Office, DSHS

Prepared by: L. Small

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: April 7, 2015	Execute Contract	<u>X</u>	Consent Agenda <u>X</u>
Subject: <u>MOU Amendment</u>	Pass Resolution	<u>X</u>	Public Hearing _____
<u>between BC &</u>	Pass Ordinance	_____	1st Discussion _____
<u>DOC CRCC</u>	Pass Motion	_____	2nd Discussion _____
Prepared by: <u>L. Small</u>	Other	_____	Other _____
Approved by: <u>Ryan Lukson</u>			

BACKGROUND INFORMATION

The Benton County Sheriff and the Washington State Department of Corrections Coyote Ridge Corrections Center signed a Memorandum of Understanding (MOU) No. K10331 per Resolution 2013-612 dated August 20, 2013 for Contingency Plans for Penal Facilities, with said MOU terminating June 30, 2015.

The attached MOU No. K10331 Amendment No. 1 is necessary as both parties wish to extend the terms of the original MOU through June 30, 2017, while maintaining the rest of the MOU in full force and effect.

RECOMMENDATION

The Benton County Sheriff’s Office recommends approving the attached Resolution and MOU No. K10331 Amendment No. 1 to extend the current MOU between the Benton County Sheriff’s Office and Washington State Department of Corrections CRCC through June 30, 2017 for the contingency plans for penal facilities.

APPROVED AS TO FORM

Ryan Lukson

FISCAL IMPACT

N/A

MOTION

Approve the attached Resolution and Memorandum of Understanding No. K10331 Amendment No. 1 between the Benton County Sheriff’s Office and Washington State Department of Corrections Coyote Ridge Corrections Center, and authorize the Chairman of the Board to sign the MOU Amendment No. 1 attached hereto.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF APPROVING THE MEMORANDUM OF UNDERSTANDING NO. K10331 AMENDMENT NO. 1 BETWEEN THE BENTON COUNTY SHERIFF'S OFFICE AND WASHINGTON STATE DEPARTMENT OF CORRECTIONS COYOTE RIDGE CORRECTIONS CENTER FOR CONTINGENCY PLANS FOR PENAL FACILITIES

WHEREAS, per Resolution 2013-612 dated August 20, 2013, the Board of Benton County Commissioners approved the Memorandum of Understanding (MOU) between Benton County Sheriff's Office and the Washington State Department of Correction Coyote Ridge Corrections Center (CRCC) for contingency plans for penal facilities; and

WHEREAS, the attached MOU No. K10331 Amendment No. 1 is necessary as both parties wish to extend the terms of the original MOU through June 30, 2017, while maintaining the rest of the MOU in full force and effect; **NOW, THEREFORE**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington hereby approves the attached MOU No. K10331 Amendment No. 1 to extend the MOU between Benton County Sheriff Office and the Washington State Department of Corrections Coyote Ridge Corrections Center while maintaining the rest of the MOU in full force and effect; and

BE IT FURTHER RESOLVED, the term of the attached MOU No. K10331 Amendment No. 1 is effective July 1, 2015 and shall extend through June 30, 2017, unless terminated sooner; and

BE IT FURTHER RESOLVED, the Board hereby authorizes the Chairman to sign the MOU No. K10331 Amendment No. 1 attached hereto.

Dated this _____ day of _____, 2015

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington

Attest: _____
Clerk of the Board

s. Line Item Transfer, Fund No.
0126-101, Dept. 000

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	
Meeting Date: <u>4/07/2015</u>	Execute Contract _____	Consent Agenda <u>__X__</u>
Subject: <u>0126101</u> Dept 124 <u>Line</u>	Pass Resolution <u>__x__</u>	Public Hearing _____
<u>Item Transfer</u>	Pass Ordinance _____	1st Discussion _____
Prepared by: <u>J. Thompson</u>	Pass Motion _____	2nd Discussion _____
Reviewed by: <u>J. Hatcher</u> <i>JH</i>	Other _____	Other _____

BACKGROUND INFORMATION

The following line item transfer needs Board approval per resolutions 2014-911 and 2015-040.

SUMMARY

Transfer needed to fund the ER&R Repair & Maintenance line item to properly code/fund repairs performed by the County Yards.

RECOMMENDATION

Approve the resolution authorizing the line item transfer.

FISCAL IMPACT

None

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY FUNDS RE: TRANSFER OF FUNDS WITHIN SHERIFF INVESTIGATIVE FUND NUMBER 0126101, DEPARTMENT NUMBER 000.

BE IT RESOLVED, by the Board of Benton County Commissioners, that 2015-2016 funds shall be transferred as outlined in Exhibit "A", attached hereto.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington.

Attest: _____
Clerk of the Board

BENTON COUNTY LINE ITEM TRANSFER

Dept Name:

Dept Nbr:

Fund Name:

Fund Nbr:

TRANSFER FROM:

TRANSFER TO:

BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT	BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT
521.210	4102	Contract Services	\$10,000	521.210	4894	ER&R Repair & Maintenance	\$20,000
521.210	4802	Vehicle Maintenance	10,000				
TOTAL			\$20,000	TOTAL			\$20,000

Explanation:

Transfer needed to fund the ER&R Repair & Maintenance line item to properly code/fund repairs performed by the County Yards.

Prepared by:

Date:

Approved

Denied

Date:

Chairman

Member

Member

t. Line Item Transfer, Fund No.
0000-101, Dept. 121

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>	
Meeting Date:	<u>4/07/15</u>	Execute Contract	_____
Subject:	<u>Dept 0126-101 Line</u> <u>121 Item Transfer</u>	Pass Resolution	_____X_____
Prepared by:	<u>J. Thompson</u>	Pass Ordinance	_____
Reviewed by:	<u>J. Hatcher</u> <i>JH</i>	Pass Motion	_____
		Other	_____
		Consent Agenda	___X___
		Public Hearing	_____
		1st Discussion	_____
		2nd Discussion	_____
		Other	_____

BACKGROUND INFORMATION

The following line item transfer needs Board approval per resolutions 2014-911 and 2015-040.

SUMMARY

Line item transfer needed to move funding from the 3501 Small Item - Equipment line item to the grant related overtime line item for the Bridge Grant. This is needed because at the time of budgeting, it wasn't known what types of expenses were allowable. It is now known that only overtime and benefits relating to the actual overtime are considered an allowable expense.

RECOMMENDATION

Approve the resolution authorizing the line item transfer.

FISCAL IMPACT

No additional fiscal impact / no supplement required.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY FUNDS RE: TRANSFER OF FUNDS WITHIN
CURRENT EXPENSE FUND NUMBER 0000-101, SHERIFF PATROL
DEPARTMENT NUMBER 121.

BE IT RESOLVED, by the Board of Benton County Commissioners, that 2015-
2016 funds shall be transferred as outlined in Exhibit "A", attached hereto.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington.

Attest: _____
Clerk of the Board

BENTON COUNTY LINE ITEM TRANSFER

Dept Name:

Dept Nbr:

Fund Name:

Fund Nbr:

TRANSFER FROM:

TRANSFER TO:

BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT	BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT
521.231	3501	Small Item - Equipment	\$5,000	521.210	1927	Overtime - Grant Related	\$5,000
TOTAL			\$5,000	TOTAL			\$5,000

Explanation:

Line item transfer needed to move funding from the 3501 Small Item - Equipment line item to the grant related overtime line item for the Bridge Grant. This is needed because at the time of budgeting, it wasn't known what types of expenses were allowable. It is now known that only overtime and benefits relating to the actual overtime are considered an allowable expense.

Prepared by:

Date:

Approved

Denied

Date: _____

Chairman

Member

Member

BENTON COUNTY AGENDA ITEM

AGENDA ITEM:		Type of Action	
MEETING DATE: <u>04/07/15 9:05am</u>		Execute Contract	<u> </u> CONSENT AGENDA <u> X </u>
SUBJECT: <u>Trial Court Improvement</u> <u>Fund Expenditure Request</u>		Pass Resolution	<u> X </u> PUBLIC HEARING <u> </u>
		Pass Ordinance	<u> </u> 1 ST DISCUSSION <u> </u>
		Pass Motion	<u> </u> 2 ND DISCUSSION <u> </u>
Prepared By: <u>Pat Austin</u>		Other	<u> </u> OTHER <u> </u>
Reviewed By: <u>L. Smith-Kelty &</u> <u>Paul Schut</u>		Approve for Hearing	<u> </u>

BACKGROUND INFORMATION

The Trial Court Improvement Committee is presenting a 2015-2016 planned expenditure request approved and recommended by the Trial Court Improvement Committee. Please see attached letter.

SUMMARY

Please see letter itemizing expenditures

RECOMMENDATION

Recommend approval of amended expenditures and resolution.

FISCAL IMPACT

None – expenditures paid through the trial court improvement monies. Trial Court Improvement has an approved budget of \$400,000 for 2015-2016.

MOTION

Move to approve the recommended expenditures from the Trial Court Improvement Funds and Resolution No. _____ in the matter of authorizing purchases as identified on the letter from the Trial Court Improvement Fund Committee for additional expenditures totaling \$15,500.00, utilizing funds from the Benton County Trial Court Improvement Fund.

RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING PURCHASES AS IDENTIFIED ON THE LETTER FROM THE TRIAL COURT IMPROVEMENT FUND COMMITTEE FOR EXPENDITURES FOR 2015 AND 2016 TOTALING \$15,500.00, UTILIZING FUNDS FROM THE BENTON COUNTY TRIAL COURT IMPROVEMENT FUND

WHEREAS, the Benton County Board of Commissioners received a letter from the Trial Court Improvement Committee requesting authorization for expenditures for 2015 and 2016 totaling \$15,500.00; and

WHEREAS, Benton County District Court, Superior Court and the County Clerk desire to purchase software, professional services and travel and training costs for their respective offices as identified on the attached letter; and

WHEREAS, the Board of Benton County Commissioners constitutes the legislative authority of Benton County and deems this to be in the best interest of the County;

NOW THEREFORE, BE IT RESOLVED that the Board of Benton County Commissioners hereby approves the purchases as identified on the attached letter from the Trial Court Improvement Fund Committee for expenditures totaling \$15,500.00, utilizing funds from the Trial Court Improvement Fund, 0156-101.

Dated this day of, 20

Chairman of the Board

Chairman Pro-Tem

Member

Attest:
Clerk of the Board

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

BENTON COUNTY AGENDA ITEM

AGENDA ITEM: _____	Type of Action		
MEETING DATE: <u>04/07/15 9:05AM</u>	Execute Contract	_____	CONSENT AGENDA <u>X</u>
SUBJECT: <u>Line Item Transfer</u>	Pass Resolution	<u>X</u>	PUBLIC HEARING _____
	Pass Ordinance	_____	1 ST DISCUSSION _____
_____	Pass Motion	_____	2 ND DISCUSSION _____
Prepared By: <u>Pat Austin</u>	Other	_____	OTHER _____
Reviewed By: <u>Loretta Smith-Kelty</u>	Approve for Hearing	_____	
	<u>Paul Schut</u>		

BACKGROUND INFORMATION

Request for line item transfer of funds to more accurately cover the costs incurred for operation of the Adult Drug Court as requested by the Auditor and meet the line item budgeting requirements with regard to interfund accounts as directed by the County Commissioners.

SUMMARY

See attached line item transfer spreadsheet itemizing the transfer of funds

RECOMMENDATION

Recommend approval.

FISCAL IMPACT

No fiscal impact. All funds are within the Adult Drug Court 2014-2015 budget.

MOTION

I move to approve Resolution No. _____ authorizing line item transfers in the amount of \$4,635.00 as outlined on Exhibit "A" of the Resolution.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY FUNDS RE: TRANSFER OF FUNDS WITHIN
CURRENT EXPENSE FUND NUMBER 0000101, DEPARTMENT NUMBER 138.

BE IT RESOLVED, by the Board of Benton County Commissioners, that funds shall be transferred as outlined in Exhibit "A", attached hereto.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington.

Attest: _____
Clerk of the Board

cc: Commissioners; Auditor; File, Superior Court

BENTON COUNTY LINE ITEM TRANSFER

Dept Name: Superior Court-Admin.

Dept Nbr: 138

Fund Name: Current Expense

Fund Nbr: 0000101

TRANSFER FROM: Adult Drug Court

TRANSFER TO: Adult Drug Court

BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT	BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT
512.213	4163	Contract Services	\$4,635	512.213	4190	Interfund Professional Serv	\$4,635
TOTAL			\$4,635	TOTAL			\$4,635

Explanation: Transfer of funds to more accurately cover the costs incurred consistent with the Auditor's coding request. After discussions with the Auditor's office, we have separated defense attorney costs paid by the Office of Public Defense expenditures as follows: OPD Professional Service expenses - 213.4190 and Superior Court Indigent Defense expenses - 213.4163.

Prepared by: Patricia Austin, Superior Court Administrator

Date: 24-Mar-2015

Approved Denied

Date: _____

Chairman

Member

Member

BENTON COUNTY AGENDA ITEM

AGENDA ITEM:	Type of Action		
MEETING DATE: <u>04/07/15 9:05AM</u>	Execute Contract	<input type="checkbox"/>	CONSENT AGENDA <input checked="" type="checkbox"/>
SUBJECT: <u>Line Item Transfers</u>	Pass Resolution	<input checked="" type="checkbox"/>	PUBLIC HEARING <input type="checkbox"/>
	Pass Ordinance	<input type="checkbox"/>	1 ST DISCUSSION <input type="checkbox"/>
	Pass Motion	<input type="checkbox"/>	2 ND DISCUSSION <input type="checkbox"/>
Prepared By: <u>Pat Austin</u>	Other	<input type="checkbox"/>	OTHER <input type="checkbox"/>
Reviewed By: <u>Loretta Smith-Kelty</u> <u>Paul Schut</u>	Approve for Hearing	<input type="checkbox"/>	

BACKGROUND INFORMATION

Request for a line item transfer of funds to more accurately cover the costs incurred for operation of the court as requested by the Auditor and meet the line item budgeting requirements with regard to fenced line items.

SUMMARY

See attached line item transfer spreadsheet itemizing the transfer of funds.

RECOMMENDATION

Recommend approval.

FISCAL IMPACT

No fiscal impact. All funds are within the Superior Court 2015-2016 budget.

MOTION

I move to approve Resolution No. _____ authorizing line item transfer in the amount of \$4,000.00 as outlined on Exhibit "A" of the Resolution.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF COUNTY FUNDS RE: TRANSFER OF FUNDS WITHIN
CURRENT EXPENSE FUND NUMBER 0000101, DEPARTMENT NUMBER 123.

BE IT RESOLVED, by the Board of Benton County Commissioners, that funds
shall be transferred as outlined in Exhibit "A", attached hereto.

Dated this _____ day of _____, _____

Chairman of the Board

Member

Member

Constituting the Board of County Commissioners
of Benton County, Washington.

Attest: _____
Clerk of the Board

cc: Commissioners; Auditor; File, Superior Court

BENTON COUNTY LINE ITEM TRANSFER

Dept Name: Superior Court-Admin

Dept Nbr: 123

Fund Name: Current Expense

Fund Nbr: 0000101

TRANSFER FROM: Superior Court

TRANSFER TO: Superior Court

BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT	BASE SUB (6 digit)	LINE ITEM (4 digit)	LINE ITEM NAME	AMOUNT
512.219	4103	Professional Services	\$4,000	512.210	4103	Professional Services	4,000
TOTAL			\$4,000	TOTAL			\$4,000

Explanation: Transfer of funds to more accurately cover the costs incurred consistent with the Auditor's coding request. After discussions with the Auditor's office, we have separated professional services expenditures as follows: court case professional service expenses, 219.4103 and administrative professional service expenses, 210.4103.

Prepared by: Patricia Austin, Superior Court Administrator

Date: 24-Mar-2015

Approved

Denied

Date: _____

Chairman

Member

Member

<p>AGENDA ITEM: SPV 2015-002 MTG. DATE: April 7, 2015 MEMO DATE: March 27, 2015 SUBJECT: Short Plat Vacation SPV 2015-002, Brett & Robin Tiller Prepared By: R.J. Lott Reviewed By: Clark Posey</p>	<p><u>TYPE OF ACTION NEEDED</u> Execute Contract Pass Resolution X Pass Ordinance Pass Motion X Other</p>	<p>Consent Agenda Public Hearing X 1st Discussion 2nd Discussion Other</p>
--	---	---

BACKGROUND INFORMATION

On November 29, 1988, Short Plat 1647 was recorded, which created 3 Lots. The original lot lines of this Short Plat contained a 10-foot utility easement along the West 10 feet of Lot 3 and the Southwesterly 10 feet of Lot 2. All three Lots of this Short Plat have been combined into one Lot. Brett and Robin Tiller, owners of the consolidated Lots of Short Plat 1647 have submitted an application requesting that these two utility easements be vacated off of the Short Plat.

Owners of property within 300 feet of the outer perimeter of Short Plat 1647 have been notified, and all owners of the Lots within Short Plat 1647 have signed the short plat vacation application. All concerned agencies such as the Benton County Public Works, Benton County Fire Marshal, the Benton County Building Department, City of Richland and any other utility companies have been notified.

SUMMARY

The Planning Department has received a request for the vacation of two 10-foot utility easements on Short Plat 1647, as described above. Benton County Code requires the Board of County Commissioners to conduct a public hearing on the proposed vacation and allow for public comments regarding the vacation request. The public hearing notice for application SPV 2015-002 was published on March 26, 2015 and the public hearing is scheduled for April 7, 2015.

RECOMMENDATION

It is the recommendation of the Planning Department that the Board of County Commissioners conducts a public hearing, and based on the testimony received, either approve or deny the request. Based on the information received thus far, the Planning Department recommends approval of the proposed vacation of the two 10-foot utility easements over the West 10 feet of previous Lot 3 and the Southwesterly 10 feet of previous Lot 2 of Short Plat 1647.

MOTION

The Benton County Planning Department recommends the following motion: The Benton County Board of Commissioners approves the vacation of the 10-foot utility easement located over the West 10 feet of previous Lot 3 and the Southwesterly 10 feet of previous Lot 2 of Short Plat 1647, records of Benton County.

Return to:
Benton County Commissioners
P.O. Box 190
Prosser WA 99350

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON
IN THE MATTER OF COUNTY PLANNING REGARDING THE PROPOSED VACATION OF TWO 10-FOOT
UTILITY EASEMENTS OVER THE WEST 10 FEET OF FORMER LOT 3 AND THE SOUTHWESTERLY 10 FEET
OF FORMER LOT 2 OF SHORT PLAT 1647, IN THE NORTHWEST QUARTER OF SECTION 32, TOWNSHIP
10 NORTH, RANGE 28 EAST, W.M. APPLICANTS: BRETT AND ROBIN TILLER, PARCEL NUMBER 1-3208-
101-1647-004, FILE NUMBER - SPV 2015-002

WHEREAS, the Board of County Commissioners did conduct a public hearing on Tuesday, April 7, 2015, at
9:00 a.m. in Hearing Room, Benton County Planning Annex, 1002 Dudley Ave., Prosser, Washington; and,

WHEREAS, the signatures of the property owners of said application includes all properties affected
by these easements; and,

WHEREAS, upon due notice as provided in RCW 58.17.080 and 58.17.090, the hearing before the Board
of County Commissioners was held on such petition as indicated above; and,

WHEREAS, the Board of County Commissioners agrees with the summary report from the Benton County
Planning Department, retained in File No. SPV 2015-002; and,

WHEREAS, the 10-foot utility easements to be vacated appear on Short Plat 1647, AF 88-14322; and,

WHEREAS, it further appears that the vacation of the above mentioned easement would not unduly
jeopardize the health, safety, welfare and public good; NOW THEREFORE,

BE IT RESOLVED, that the vacation of two 10-foot utility easements located over the West 10 feet of
former Lot 2 and the Southwest 10 feet of former Lot 3 of Short Plat 1647 in the Northwest Quarter of
Section 32, Township 10 North, Range 28 East, W.M. is hereby approved.

Dated this 7th day of April, 2015.

Chairman of the Board

Member

Member

Constituting the Board of County
Commissioners of Benton County
Washington.

Attest.....
Clerk of the Board

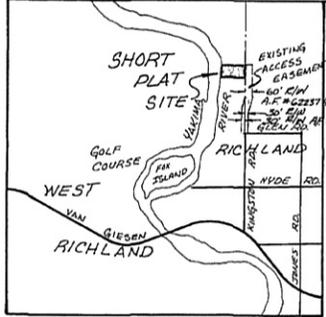
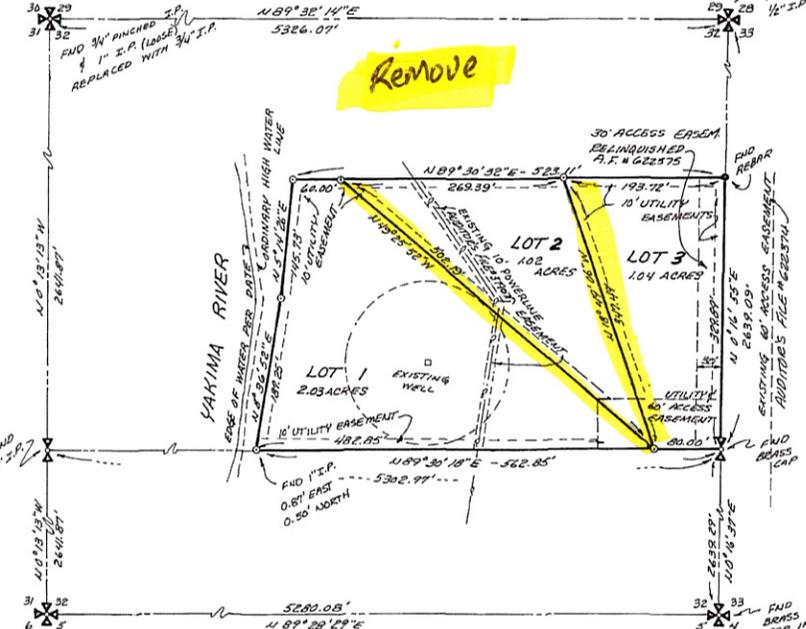
RJL/djh

1647

- 5) NO BUILDING OR MANUFACTURED HOME PLACEMENT PERMIT SHALL BE ISSUED UNTIL THE ACCESS EASEMENT FROM THE COUNTY, CITY OR STATE ROAD TO THE LOT FOR WHICH THE PERMIT IS REQUESTED HAS BEEN IMPROVED TO THE FOLLOWING STANDARDS: GRADING AND COMPACTING TO A WIDTH OF TWENTY (20) FEET WITH TWO (2) INCHES CRUSHED ROCK SURFACE.

SHORT PLAT NO. 1647

LOCATED IN SECTION 32, TOWNSHIP 10 NORTH, RANGE 28 EAST, W.M.
A PORTION OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4
BENTON COUNTY, WASHINGTON



VICINITY MAP

DESCRIPTIONS
THE SOUTH HALF OF THE SOUTH HALF OF GOVERNMENT LOT 6, SECTION 32, TOWNSHIP 10 NORTH, RANGE 28 EAST, W.M., RECORDS OF BENTON COUNTY, WASHINGTON.
SUBJECT TO EASEMENTS, RESERVATIONS AND RESTRICTIONS OF RECORD.

OWNER'S CERTIFICATE
WE, SCOTT B. SHANKS, EARL W. MOORE AND JEAN K. MOORE, HUSBAND AND WIFE, HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE TRACT OF LAND DESCRIBED HEREON, THAT WE HAVE CAUSED SAID LAND TO BE SURVEYED AND SHORT PLATTED INTO LOTS AS SHOWN AND THAT THE EASEMENTS ON THE SHORT PLAT ARE HEREBY GRANTED FOR THE USES SHOWN THEREON.

Scott B. Shanks
SCOTT B. SHANKS

Earl W. Moore
EARL W. MOORE

Jean K. Moore
JEAN K. MOORE

ACKNOWLEDGEMENTS
STATE OF WASHINGTON, COUNTY OF CLATSOP, S.S.
I, THE UNDERSIGNED, A NOTARY IN AND FOR THE STATE OF OREGON, HEREBY CERTIFY THAT ON THIS 10 DAY OF August 1981 A.D., SCOTT B. SHANKS, PERSONALLY APPEARED BEFORE ME, KNOWN TO ME TO BE THE INDIVIDUAL WHO EXECUTED THE FOREGOING "OWNER'S CERTIFICATE" AND ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME AS HIS VOLUNTARY ACT AND DEED FOR THE USES THEREIN MENTIONED.
IN WITNESS THEREOF I HAVE SET MY HAND AND OFFICIAL SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

Reta Hibel
NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON, RESIDING AT LAKE OSWEGO, OREGON.
MY COMMISSION EXPIRES 11-12-83

STATE OF WASHINGTON, COUNTY OF BENTON, S.S.
I, THE UNDERSIGNED, A NOTARY IN AND FOR THE STATE OF WASHINGTON, HEREBY CERTIFY THAT ON THIS 28TH DAY OF July 1981 A.D., EARL W. MOORE AND JEAN K. MOORE, HUSBAND AND WIFE, PERSONALLY APPEARED BEFORE ME, KNOWN TO ME TO BE THE INDIVIDUALS WHO EXECUTED THE FOREGOING "OWNER'S CERTIFICATE" AND ACKNOWLEDGED TO ME THAT THEY SIGNED THE SAME AS THEIR VOLUNTARY ACT AND DEED FOR THE USES THEREIN MENTIONED.
IN WITNESS THEREOF I HAVE SET MY HAND AND OFFICIAL SEAL THE DAY AND YEAR FIRST ABOVE WRITTEN.

Angela
NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON, RESIDING AT RICHLAND, WASHINGTON.
MY COMMISSION EXPIRES MAY 15, 1982

SURVEYED FOR:
EARL W. MOORE
2666 VAN GIESEN
RICHLAND, WASHINGTON

- STATEMENTS**
- 1) BENTON COUNTY IS NOT RESPONSIBLE FOR THE CONSTRUCTION AND/OR MAINTENANCE OF ACCESS EASEMENTS.
 - 2) THE LOCATION OF THE FENCE DOES NOT CORRESPOND WITH THE PROPERTY BOUNDARY CONTAINED IN THE LEGAL DESCRIPTION OF THE DEED OF RECORD.
 - 3) THIS PROPERTY LIES WITHIN A PORTION OF THE FLOODWAY AND 100-YEAR FLOODPLAIN, AS DESIGNATED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THERE ARE LIMITATIONS ON THE LOCATIONS OF STRUCTURES WITHIN THESE AREAS. CONTACT THE BENTON COUNTY PLANNING DEPARTMENT FOR FURTHER INFORMATION.
 - 4) THIS SHORT PLAT IS NOT WITHIN AN IRRIGATION DISTRICT BOUNDARY.

SURVEYOR'S CERTIFICATE
I, WESLEY GOLLADAY, A REGISTERED LAND SURVEYOR HEREBY CERTIFY THAT THE SHORT PLAT AS SHOWN IS BASED UPON AN ACTUAL FIELD SURVEY OF THE LAND DESCRIBED AND THAT ALL ANGLES, DISTANCES AND COURSES ARE HEREBY CORRECTLY SHOWN AND THAT THE LOT CORNERS HAVE BEEN STAKED ON THE GROUND AS SHOWN ON THE MAP.

Wesley Golladay
WESLEY GOLLADAY
GOLLADAY SURVEYING, INC., P.S.
P.O. Box 1524
RICHLAND, WA. 99352



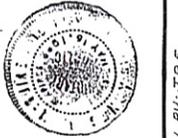
APPROVALS
I HEREBY CERTIFY THAT THE TAXES ON THE LAND DESCRIBED HEREON HAVE BEEN PAID TO AND INCLUDING THE YEAR 1981 A.D.

Claude L. Dineen by *L. Delgad*
BENTON COUNTY TREASURER
1-3208-160-0002-000
DATE 11-29-81

THIS SHORT PLAT IS HEREBY APPROVED BY AND FOR BENTON COUNTY, WASHINGTON.
Jan A. Miller
BENTON COUNTY SUBDIVISION ADMINISTRATOR
DATE 11/27/81

AUDITOR'S CERTIFICATE
FILED FOR RECORD THIS 29th DAY OF November 1981 A.D., AT 2:56 P.M., AND RECORDED IN VOLUME 1 OF SHORT PLATS AT PAGE 1647, RECORDS OF BENTON COUNTY, WASHINGTON, AT THE REQUEST OF EARL W. MOORE

Robin Thomas by *Dennis Haggard*
BENTON COUNTY AUDITOR
BY DEPUTY
FEE NO 88-14222



DRAWN BY: J.T.R.E.

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	
Meeting Date: 04/07/2015 Subject: Bid Call - Newspaper Prepared by: T. Ranger Reviewed by: B. Chilton	Execute Contract _____ Pass Resolution Pass Ordinance _____ Pass Motion _____ Other X	Consent Agenda _____ Public Hearing _____ 1st Discussion _____ 2nd Discussion _____ Other X

BACKGROUND INFORMATION

Pursuant to RCW 36.72.075, the County shall seek bids annually for services for the official county newspaper. The Auditor is required to publish notice and notify local publications. At the time of the meeting, the commissioners shall open any received bids and review for selection.

SUMMARY

This is the bid opening for the official county newspaper.

RECOMMENDATION

Commissioners should open bids, review, and select official county newspaper.

FISCAL IMPACT

Minimal.

MOTION

None necessary at this time.

NOTICE OF BID CALL FOR OFFICIAL COUNTY NEWSPAPER

The Board of Benton County Commissioners is seeking bids for services as the official county newspaper of Benton County for the year beginning July 1, 2015 through June 30, 2016.

Bids will be received by the Board until 9:00 a.m. on April 7, 2015, and not thereafter, and will be opened at that time and date.

Bids must be submitted in a sealed envelope, bear a return address, clearly state "**Official County Newspaper Bid**," and be addressed as follows:

**Clerk of the Board
Benton County Commissioners
P. O. Box 190
Prosser, WA 99350**

Legal notices advertised in the official county newspaper shall be set single column in six point solid type. Bids must be submitted on a column-inch basis and must state the rate per column-inch for printing first insertions and for all subsequent insertions.

Bidders must also submit the following information:

1. Copy of order of Benton County Superior Court approving newspaper as legal newspaper. **(RCW 65.16.040)**
2. Copy of national advertising rate extended by the newspaper to all-general advertisers and advertising agencies in its published rate card. **(RCW 65.16.091)**
3. Copies of current circulation figures for Benton County including the following:
 - a. Subscriptions in Kennewick, Richland, West Richland and Finley area;
 - b. Subscriptions in Benton City, Prosser and unincorporated areas other than Finley; and
 - c. Other circulation in areas (a) and (b) above, including coin operated boxes.

The successful bidder for the correct and faithful performance of the contract shall post a performance bond of \$500.00.

The Board reserves the right to reject any or all bids, to waive informalities in the bidding, and to award the service based on a fair appraisal of the competitive values offered. The Board will not be bound necessarily by the low bid.

DATED at Prosser, Washington, this 10th day of February, 2015.

A handwritten signature in cursive script that reads "Brenda Chilton".

BRENDA CHILTON
BENTON COUNTY AUDITOR

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>	
Meeting Date:	<u>4-7-15</u>	Execute Contract	_____
Subject:	<u>RFP for</u>	Pass Resolution	_____
	<u>Assessment and</u>	Pass Ordinance	_____
	<u>Taxation System</u>	Pass Motion	_____
Prepared by:	<u>E. Rivera</u>	Other	_____
Reviewed by:	<u>D. Davidson</u>		
		Consent Agenda	_____
		Public Hearing	_____
		1st Discussion	<u> X </u>
		2nd Discussion	_____
		Other	_____

BACKGROUND INFORMATION

The Property Assessment and Tax System (ATS) is one of the priority projects desired and adopted in the 2015-2020 Benton County Capital Improvement Plan for the replacement of the current property tax and assessment systems utilized by the Treasurer’s and Assessor’s Office.

SUMMARY

The existing system houses data that is vital for the Assessor’s and Treasurer’s Office to manage collection and assessment information for over 76,000 parcels. In addition, Benton County’s Geographic Information System as well as ancillary products utilized within the Treasurer’s and Assessor’s Office is integrated for further financial, mapping, and reporting services required to be provided to Benton County’s customers.

The current property assessment and tax system (ProVal & Ascend) have been in place for the past 17 years, since 1998. With a system that is almost two decades old, and new technologies being enhanced, it is worth comparing and contrasting the benefits and efficiencies of our current system to newer product(s).

The following Project Team Members: Bill Spencer (Assessor), Duane Davidson (Treasurer), Mary Phillips (GIS Manager), and Teri Holmes (Information Technology Manager), would like to inform the Board of Commissioners of their intent to submit a Request for Proposal for an Assessment and Taxation System on behalf of Benton County.

RECOMMENDATION

N/A

FISCAL IMPACT

Funding is earmarked within the Capital Project Fund #0305-101 if replacement of the current assessment and taxation system is procured.

MOTION

N/A – 1st Discussion

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	
Meeting Date: 4/7/15	Execute Contract _____	Consent Agenda _____
Subject: Project Update	Pass Resolution <u> X </u>	Public Hearing _____
Prepared by: D. Docken	Pass Ordinance _____	1st Discussion <u> -- </u>
Reviewed by:	Pass Motion _____	2nd Discussion _____
	None _____	Other <u> X </u>

BACKGROUND INFORMATION

Provide Project Status on Current Projects

1. Prosser HVAC Upgrade and Façade Renovation.
 - Change Order #2 Replace Concrete Sidewalks
 - Change Order #3 Rails and HVAC Revision
 - Change Order #4 Repointing Masonry
 - Change Order #5 Time Delay Cost
2. Jail Security (Opto) and Cameras
 - 3/25 Site Visit
3. Juvenile Renovation
 - Initial Study Drawings
4. Mental Health Addition
 - Contract Status with Integrus Architect

MOTIONS

1. I move to approve the Resolution Authorizing Change Order No. 2 from G2 Commercial Construction, Inc. for construction of the Courthouse HVAC and Façade Renovations in the amount of \$57,234.23 plus tax.
2. I move to approve the Resolution Authorizing Change Order No. 3 from G2 Commercial Construction, Inc. for construction of the Courthouse HVAC and Façade Renovations in the amount of \$73,258.34 plus tax.
3. I move to approve the Resolution Authorizing Change Order No. 4 from G2 Commercial Construction, Inc. for construction of the Courthouse HVAC and Façade Renovations in the amount of \$120,735.48 plus tax.
4. I move to approve the Resolution Authorizing Change Order No. 5 from G2 Commercial Construction, Inc. for construction of the Courthouse HVAC and Façade Renovations in the amount of \$59,500.00 plus tax.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING CHANGE ORDER NO. TWO (2) FROM G2 COMMERCIAL CONSTRUCTION, INC. FOR THE CONSTRUCTION OF THE COURTHOUSE HVAC AND FAÇADE RENOVATIONS

WHEREAS, per Resolution 2014-650 dated September 9, 2014 the Board of Benton County Commissioners entered into a contract with G2 Commercial Construction, Inc. for construction of the Courthouse HVAC and Façade Renovations; and

WHEREAS, this Change Order No. Two (2) is necessary to replace concrete sidewalks and adjacent curbing where present for an increase in the amount of \$57,234.23 plus WSST; and

WHEREAS, Design West Architects, the Deputy County Administrator, and the Facilities Manager have reviewed the above change order and deem it appropriate and necessary;

NOW, THEREFORE BE IT RESOLVED, the Board of Benton County Commissioners hereby approves Change Order No. Two (2) in the amount of \$57,234.23 plus WSST and authorizes the Chairman of the Board to sign Change Order No. Two (2) attached hereto; and

BE IT FURTHER RESOLVED Change Order No. Two (2) will increase the original contract to be paid to G2 Commercial Construction, Inc. for a new contract amount between Benton County and G2 Commercial Construction, Inc. not to exceed \$1,689,843.97 plus WSST.

Dated this day of, 20

Chairman of the Board

Chairman Pro-Tem

Member

Attest:
Clerk of the Board

Constituting the Board of County
Commissioners of Benton County,
Washington