

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 highlighted area

AGENDA BOARD OF BENTON COUNTY COMMISSIONERS Regular Board Meeting Tuesday, February 5, 2013 Benton County Courthouse, Prosser, WA

9:00 AM

Call to Order

Approval of Minutes

❖ January 29, 2013

Review Agenda

Consent Agenda

Commissioners

- a. Approval of Benton County Tax Levy for 2013
- b. Letter of Appointment to the Secretary of the Senate
- c. Appointment of D Brumley to the Aging & Long Term Care Advisory Council

District Court

- d. Purchase Authorization of Law Books from Thompson West

Facilities

- e. Contract w/Schindler Elevator Corporation for Elevator Services

Human Services

- f. Contract w/Greater Columbia Behavioral Health

Juvenile

- g. Agreement w/TeamChild for the Creation of a Juvenile Rights Guide

Personnel

- h. Amending Resolution 09 618, Section 8.5 of Voluntary Employee Beneficiary Account Plan
- i. Repealing & Superseding All Previously Approved Resolutions Regarding Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association Plan

Public Works

- j. Equipment Rental Rates for County Road Equipment
- k. Public Hearing Authorization for BC Water Company, LLC Franchise Application

Sheriff

- l. Line Item Transfer, Fund No, 0000-101, Dept. 121
- m. Copier Lease Agreement w/Ricoh USA
- n. Contract w/Pronto Process Service, Inc. for Process Service and Delivery
- o. Authorization to Solicit Bids for Procurement of Inmate Supplies
- p. Authorization to Solicit Bids for the Procurement of Jail Chemical Supplies
- q. Authorization to Solicit Bids for the Procurement of Paper and Glove Supplies
- r. Authorization to Solicit Bids for the Procurement of Employee Uniforms – Class A

- s. Authorization to Solicit Bids for the Procurement of Employee Uniforms & Other Related Items

Public Hearing

County Road Improvement District #23 ~ S Becken

Coats Road Vacation ~ S Schuetze

Scheduled Business:

Human Services Update ~ E Thornbrugh

Discussion on the Regionalization of Emergency Services ~ L Smith Kelty

Yakima River Water Enhancement Project ~ A Fyall

Unscheduled Visitors

Board Assignment Update

Executive Session

Potential Litigation ~ R Lukson & Bryan Perry

Potential Litigation ~ R. Lukson & Loretta

Draft

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, January 29, 2013, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

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

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; Finance Manager Keith Mercer; Personnel Manager Melina Wenner; Lexi Wingfield, Personnel; Public Works Manager Steve Becken; Planning Manager Mike Shuttleworth; DPA Ryan Brown; Central Services Manager Randy Reid; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Deputy Treasurer Erhiza River; Sheriff Steve Keane; Clay Vannoy and Sgt. Trevino, Sheriff's Office; Superior Court Administrator Pat Austin; Auditor Brenda Chilton; Charlene Vowels, Noxious Weed; County Engineer Daniel Ford.

Approval of Minutes

The Minutes of January 15, 2013 were approved.

Consent Agenda

MOTION: Commissioner Beaver moved to approve the consent agenda items "a" through "ccc" removing "k" (Lease with Fair Association) and "vv" (Purchase of Ammo for Sheriff's Office"). Commissioner Delvin seconded and upon vote, the Board approved the following:

Animal Control

- a. Line Item Transfer, Fund No. 0000-101, Dept. 137

Auditor

- b. Line Item Transfer, Fund No. 0111-101, Dept. 000

Clerk

- c. Line Item Transfer, Fund No. 0000-101, Dept. 106

Commissioners

- d. One-Time Wage Payment for Non-Bargaining Full Time Benton County Employees
- e. Letter to US Senate & House of Representatives re US District Court Judge Appointment for the Eastern District of Washington
- f. Canvassing Board Appointment

- g. Appointment of M Valdez to the Mid-Columbia Library Board of Trustees
- h. Appointment of L Barrett to the Kiona Irrigation District Board of Directors

Coroner

- i. Contract w/C Wigren, MD for Autopsy Services

Facilities

- j. Line Item Transfer, Fund No. 0000-101, Dept. 120

Fairgrounds

- l. Line Item Transfer, Fund No. 0124-101, Dept. 000
- m. Line Item Transfer, Fund No. 0124-101, Dept. 000
- n. Line Item Transfer, Fund No. 0124-101, Dept. 000

Human Services

- o. Adopting 10-Year Plan to End Homelessness, Phase Two
- p. Appreciation of M Gerber as Administrative Board Member
- q. Appreciation of A Ray as Administrative Board Member
- r. Adoption of Benton County Excessive Force Policy

Juvenile

- s. Contract w/Stephenson Computer Consulting
- t. Line Item Transfer, Fund No. 0115-101, Dept. 171
- u. Line Item Transfer, Fund No. 0115-101, Dept. 171
- v. Line Item Transfer, Fund No. 0115-101, Dept. 173
- w. Line Item Transfer, Fund No. 0115-101, Dept. 174

Office of Public Defense

- x. Compensation for Peyman Younesi – 2012 Over Cap Cases
- y. Compensation for Attorney Jan Armstrong – Mediation/Arbitration Services
- z. Professional Services Agreement with Jennifer Johnson
- aa. Professional Services Agreement with Caleb DiPeso
- bb. Professional Services Agreement with Trinity Orosco
- cc. Professional Services Agreement with John Gary Metro
- dd. Professional Services Agreement with Dennis Hanson
- ee. Professional Services Agreement with Thomas Brooks
- ff. Professional Services Agreement with Patrick McBurney

Parks

- gg. Payment Authorization to Benton REA for Upgrades to Rattlesnake Mt Shooting Facility
- hh. Line Item Transfer, Fund No. 0000-101, Dept. 126

Personnel

- ii. 2013 Bi-County Non Bargaining Monthly Benefit Contribution
- jj. Line Item Transfer, Fund No. 0503-101, Dept. 000
- kk. Line Item Transfer, Fund No. 0000-101, Dept. 127
- ll. Appointment of February 2013 Employee of the Month
- mm. Amendment to Resolution 2013-050 Regarding Western States Agency, Inc.

Public Works

- nn. Authorization to Advertise and Bid for Bituminous Surface Treatment 2013
- oo. Certification of 2013 Road Levy and Revenue
- pp. Diverting Road Tax Levy Funds to Current Expense for Traffic Enforcement Purposes

- qq. Funding Award for 2013 Crushing & Stockpiling
- rr. Quit Claim Deed for Land Exchange for Piert Road
- ss. Purchase Authorization for Four New Ford Heavy Duty Pickups

Sheriff

- tt. Payment Authorization to Commercial Tire
- ww. Authorization to Pay Clearwater Collision & Towing
- xx. Line Item Transfer, Fund No. 0000-101, Dept. 120
- yy. Line Item Transfer, Fund No. 0000-101, Dept. 121
- zz. Line Item Transfer, Fund No. 0116-101, Dept. 000
- aaa. Line Item Transfer, Fund No. 0126-101, Dept. 000

Sustainable Development

- bbb. Support Letter to Kennewick Irrigation District

Treasurer

- ccc. Cancelling Taxes for Personal Property Determined As Uncollectible

Consent Agenda “k” – Lease Agreement w/Benton Franklin Fair Association

Loretta Smith Kelty said the lease was a temporary lease with the Fair Association to put on horse racing this year. She said they were working on a boundary line adjustment, but that would take some time and so wanted to lease out buildings instead of property so the lease was done in time to ensure horse racing could proceed. She said when the boundary line adjustments were complete they could look at doing a different lease. Mr. Sparks said this was a stepping stone to the Fair Association either buying or leasing the Fairgrounds and it was a good step to see how things went.

MOTION: Commissioner Beaver moved to approve the lease agreement with the Benton-Franklin Fair Association. Commissioner Delvin seconded and upon vote, the motion carried unanimously.

Consent Agenda “vv” - Purchase Authorization from Dooley Enterprises, Inc, San Diego Police Equipment Company, Inc. and Surplus Ammo & Arms,

Sheriff Keane and Commander Law via//videoconference said were told by vendors that ammunition would be increasing by 30% and they wanted to spend what they could for 2013-2014 before the increase in price.

MOTION: Commissioner Beaver moved to approve the resolution authorizing purchase from Dooley enterprises, Inc., San Diego Police Equipment and Surplus Ammo & Arms. Commissioner Delvin seconded and upon vote, the motion carried.

Gang Task Force Update

Sheriff Keane and Sgt. Trevino gave the Gang Task Force update for the final quarter of 2012. Sgt. Trevino said they all realized there was a gang problem in Benton County, but they were very excited to have had significant impact on the gang problem by putting very violent gang members in jail.

Sgt. Trevino said their primary focus would continue to be intervention, prevention and suppression and the strategy had worked very well with zero violent gang crimes committed in 2012. Additionally, he said they worked with a lot of local agencies and in 2012 gave nine presentations to the community and schools. He gave statistics regarding suppression efforts and said their biggest impact was in graffiti (went down by 58% from previous years). In addition to the seizure of narcotics, they seized several vehicles used for distribution and \$10,000 in cash directly attributed to narcotic sales. Also, they processed three chop shops where stolen cars were taken and reduced stolen vehicles in Benton County by 43%, mainly by getting rid of the shops. He said they also continued to work directly with gang members by letting them know they wanted to help them out of gangs, but would prosecute them if they crossed the line.

He said the strategy for 2013 would be keeping the same but being prepared to change with the trends and putting emphasis in the summer months. Commissioner Delvin asked if they had seen human trafficking or prostitution and Sgt. Trevino said it was happening in Tri-Cities and it was gang driven.

Grant Application – Litter Cleanup Program – Dept. of Ecology

Sgt. Souza via/videoconference presented the grant application for the Litter Cleanup Program (2-year grant) to pay for a van and salary of the supervisor.

MOTION: Commissioner Delvin moved to approve the grant application with the Dept. of Ecology for the Litter Cleanup Program. Commissioner Beaver seconded and upon vote, the motion carried unanimously.

Hanford Communities/Hanford Advisory Board – Annual Update

Pam Larson and Maynard Plahuta gave their annual report to the Board and briefly discussed the following issues:

Hanford Communities Annual Report

- Ecology Contract
- Programs for Cable
- Communications w/Congressman Hastings
- DOE, Meetings w/Assistant Secretary for EM1
- Tank Farm Operations
- 300 Area Cleanup
- Burial Grounds south of FFTF
- 200 Area Cleanup status
- Groundwater mediation
- Reactors along the river
- Development of the new RCRA permit
- Blue Ribbon Commission report
- Hanford Budget Process/Waste Treatment Plant Tour

- Advocacy Issues of Local concern
 - TRIDEC/Energy Park
 - Meeting w/Defense Nuclear Facility Safety Board
 - Meeting w/EPA
 - KONA program
- Combined Intergovernmental Working Group
- Heritage Tourism & B Reactor Preservation
- 2013 Goals

Hanford Advisory Board Annual Report

Specifically, Mr. Plahuta discussed the tri-party agreement and changing the milestones; review of the Tank Waste EIS (14,000 pages) and their major concerns including potential impact on groundwater; modeling; secondary waste; no preferred alternative to low level waste facility; and the records of decision (DOE said they would work with HAB on the work plan, but there was still concern that might change). Additional topics included HAB's advice to build more double shell tanks and the push by environmentalists regarding cleanup of old orchard lands (pre-1943 days) and what precedent it might establish.

The Board briefly recessed, reconvening at 10:10 a.m.

Tapteal Greenway/Friends of Badger Mountain – Presentation

Scott Woodward and David Comstock, Friends of Badger Mountain requested the Board consider learning about "Conservation Financing". Mr. Woodward said the program and tools were available through the Trust for Public Lands and they said they would like the opportunity to see if it made sense for Benton County. He asked the Board if they would consider inviting the Trust for Public Land finance team to Benton County for a presentation so they could explore this opportunity.

Commissioner Delvin said he met with the Trust for Public Lands in December and would like to know more about this and would be interested in seeing the presentation and how the program worked.

Commissioner Beaver asked Adam Fyall to make sure there was an invitation to this group and said he was in favor of seeing the presentation.

Chairman Small said he also would be interested and wanted to see what Spokane County did to implement the program.

Noxious Weed Board Appointments - Update

Melina Wenner and Lexi Wingfield updated the Board on the recruitment process for Noxious Weed Board appointments. Ms. Wingfield said the Board previously approved three of the applicants, that one of those applicants withdrew (however, she now might be interested), and they were having trouble recruiting additional members. Ms. Wingfield said they confirmed the

map they were using was the correct one that was set in 1995 and unless the legal description was amended by the Board, this was the one they would continue to use.

The Board agreed to have Personnel review the current boundary lines and whether they should be changed and also a possible restructuring of the Board that might allow it to operate differently.

VEBA Discussion

Melina Wenner presented two proposed resolutions regarding the VEBA program. She said the attorneys representing the VEBA Trust had advised that the percentage of pay formula was discriminatory and they were advising to move to a uniform flat amount.

David Sparks said they were claiming it was discriminatory for the highly paid using the percentage formula because they got more benefit. Therefore, they were trying to be proactive and move to a uniform flat amount because if continued, it might jeopardize the tax status of the trust.

Ms. Wenner said the resolutions were reviewed by the VEBA Trust and legal counsel and approved as to form.

MOTION: Commissioner Beaver requested Personnel finalize the Resolutions and bring back to the Board for signature.

Discussion

Ryan Brown said the IRS didn't want highly compensated employees getting preferential treatment since it was not taxable. He indicated the rules had not been issued yet, but the VEBA folks were advising us to change now and not wait to see what the IRS ruling was.

Upon vote, the motion carried unanimously.

Outdoor Concerts Ordinance

Ryan Brown said he received a letter from the Second Amendment Foundation regarding an ordinance adopted in 1975 about regulation of outdoor concerts and the permitting process. He said part of the concern was that it would make it illegal to carry a firearm (this was the part they said was illegal and it should be repealed). Mr. Brown said the issue should be determined by state law and not county code and that section should be repealed.

The Board agreed to go to public hearing on the matter.

Commissioner Assignment Update

Commissioner Beaver said he attended meetings for Visitor & Convention Bureau and TRIDEC; had meetings with constituents; and a meeting with the cities regarding the urban growth issue.

Commissioner Delvin thanked everyone for putting together the meeting on the Senate appointment. Additionally, said with met with Eric Hsu to discuss his contracts and how he monitored that compensation.

Chairman Small said he had been reviewing the issue regarding the merger of Benton & Franklin Counties for SECOMM and wanted to request that Ms. Smith Kelty work with Ryan Brown to work out an interlocal to go forward with a study the State was funding as a grant.

Commissioner Delvin said they had changed the rules to allow what the money would be used for (now to hire a facilitator) and it was more a matter of using state resources to hire a facilitator and the County would be presented in the end with an interlocal agreement. The facilitator would be coming with the deliverables.

Commissioner Beaver said the study was fine as long as it defined Benton County's role.

DPA Ryan Brown said the scope of work has not been provided; and this would just be a contract with a vendor to do something. Additionally, he was still trying to find out the difference between this study and the study that was already done.

Commissioner Delvin said that Ms. Smith Kelty had conversations with the city managers and he wanted to hear what they were saying.

Chairman Small said this was basically a phase to be done before an interlocal agreement.

The Board agreed to have Ms. Smith Kelty provide a summary to the Board and look at completing the study so it could determine the costs and details of a merger.

Executive Session – 4TH Quarter Litigation Update

The Board went into executive session at 11:00 a.m. for up to 20 minutes with DPA Ryan Brown for the 4th Quarter Litigation update. Also present were David Sparks, Cami McKenzie, Loretta Smith Kelty, and Melina Wenner. The Board came out at 11:17 a.m. Mr. Brown said the Board received a litigation update and took no action.

Vouchers

Check Date: 01/15/2013
Taxes #: 10113014
Total all funds: \$35,092.44

Check Date: 01/15/2013
Warrant #: 235194-235210
Direct Deposit #: 81062-81185
Total all funds: \$106,393.19

Check Date: 01/18/2013
Warrants #: 73032-73436
Taxes #: 01010113, 01160113, 05010113
Total all funds: \$448,969.33

Check Date: 01/25/2013
Taxes #: 010101132
Warrants#: 73740-73890
Total all funds: \$415,209.62

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

Resolutions

- 2013-061: Line Item Transfer, Fund No. 0000-101, Dept. 137
- 2013-062: Line Item Transfer, Fund No. 0111-101, Dept. 000
- 2013-063: Line Item Transfer, Fund No. 0000-101, Dept. 106
- 2013-064: One-Time Wage Payment for Non-Bargaining Full Time Benton County Employees
- 2013-065: Appointment of M Valdez to the Mid-Columbia Library Board of Trustees
- 2013-066: Appointment of L Barrett to the Kiona Irrigation District Board of Directors
- 2013-067: Contract w/C Wigren, MD for Autopsy Services
- 2013-068: Line Item Transfer, Fund No. 0000-101, Dept. 120
- 2013-069: Line Item Transfer, Fund No. 0124-101, Dept. 000
- 2013-070: Line Item Transfer, Fund No. 0124-101, Dept. 000
- 2013-071: Line Item Transfer, Fund No. 0124-101, Dept. 000
- 2013-072: Adopting 10-Year Plan to End Homelessness, Phase Two
- 2013-073: Appreciation of M Gerber as Administrative Board Member
- 2013-074: Appreciation of A Ray as Administrative Board Member
- 2013-075: Adoption of Benton County Excessive Force Policy
- 2013-076: Contract w/Stephenson Computer Consulting
- 2013-077: Line Item Transfer, Fund No. 0115-101, Dept. 171
- 2013-078: Line Item Transfer, Fund No. 0115-101, Dept. 171
- 2013-079: Line Item Transfer, Fund No. 0115-101, Dept. 173
- 2013-080: Line Item Transfer, Fund No. 0115-101, Dept. 174
- 2013-081: Compensation for Peyman Younesi – 2012 Over Cap Cases
- 2013-082: Compensation for Attorney Jan Armstrong – Mediation/Arbitration Services
- 2013-083: Professional Services Agreement with Jennifer Johnson
- 2013-084: Professional Services Agreement with Caleb DiPeso
- 2013-085: Professional Services Agreement with Trinity Orosco
- 2013-086: Professional Services Agreement with John Gary Metro
- 2013-087: Professional Services Agreement with Dennis Hanson
- 2013-088: Professional Services Agreement with Thomas Brooks
- 2013-089: Professional Services Agreement with Patrick McBurney

- 2013-090: Payment Authorization to Benton REA for Upgrades to Rattlesnake Mt Shooting Facility
- 2013-091: Line Item Transfer, Fund No. 0000-101, Dept. 126
- 2013-092: 2013 Bi-County Non Bargaining Monthly Benefit Contribution
- 2013-093: Line Item Transfer, Fund No. 0503-101, Dept. 000
- 2013-094: Line Item Transfer, Fund No. 0000-101, Dept. 127
- 2013-095: Amendment to Resolution 2013-050 Regarding Western States Agency, Inc.
- 2013-096: Authorization to Advertise and Bid for Bituminous Surface Treatment 2013
- 2013-097: Certification of 2013 Road Levy and Revenue
- 2013-098: Diverting Road Tax Levy Funds to Current Expense for Traffic Enforcement Purposes
- 2013-099: Line Item Transfer, Fund No. 0501-101, Dept. 650
- 2013-100: Funding Award for 2013 Crushing & Stockpiling
- 2013-101: Quit Claim Deed for Land Exchange for Piert Road
- 2013-102: Purchase Authorization for Four New Ford Heavy Duty Pickups
- 2013-103: Payment Authorization to Commercial Tire
- 2013-104: Authorization to Pay Clearwater Collision & Towing
- 2013-105: Line Item Transfer, Fund No. 0000-101, Dept. 120
- 2013-106: Line Item Transfer, Fund No. 0000-101, Dept. 121
- 2013-107: Line Item Transfer, Fund No. 0116-101, Dept. 000
- 2013-108: Line Item Transfer, Fund No. 0126-101, Dept. 000
- 2013-109: Cancelling Taxes for Personal Property Determined As Uncollectible
- 2013-110: Approving Lease Agreement with Fair Association
- 2013-111: Authorizing Ammunition Purchase
- 2013-112: Dept. of Ecology Community Litter Cleanup Program

There being no further business before the Board, the meeting adjourned at approximately 11:17 a.m.

Clerk of the Board

Chairman

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF BENTON COUNTY TAX LEVY FOR 2013

WHEREAS, on this 5th day of February, 2013, the Board of Benton County Commissioners, pursuant to the laws of the State of Washington, providing for all assessment of taxes in the State of Washington, does hereby levy a tax on all taxable property in Benton County, and the taxable property within the various districts, as shown by the assessment rolls of said county, said tax being for the purpose of defraying the county, road, municipal drainage, hospital districts, fire protection districts, and other expenses; and

WHEREAS, the directors, supervisors, and commissioners of various school districts, drainage districts, and other districts and municipalities have certified to the county commissioners the amounts needed to meet the expenses for 2012-2013; and

WHEREAS, it is necessary in some districts that a tax be levied to pay interest on bonds and create a sinking fund for the purpose of paying indebtedness; **NOW THEREFORE**,

BE IT RESOLVED, all members concurring, and for the purpose of raising revenue for the county, road, and other purposes, thereby and hereby is levied on all taxable property in the County of Benton, State of Washington, as shown by the assessment roles for the year of 2013, taxes sufficient to raise the following amounts:

See attached Exhibit A

BENTON COUNTY ASSESSED VALUATION FOR 2013.....\$15,317,827,385

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

Exhibit A

BENTON COUNTY, WASHINGTON
January 14, 2013

TAXING DISTRICT	LEVY VALUATION	\$/1000	AMOUNT TO BE COLLECTED IN 2013
STATE SCHOOL	15,219,396,471	2.39141526	\$36,395,897
COUNTY-CURRENT EXPENSE	15,317,827,385	1.24175736	\$19,021,025
COUNTY-MH & RETARDATION	15,317,827,385	0.02500000	\$382,946
COUNTY-INDIGENT SOLDIER	15,317,827,385	0.01130000	\$173,091
COUNTY-ADMIN REFUND	15,317,827,385	0.00150616	\$23,071
CONSOLIDATED ROAD DISTRICT	3,476,619,994	1.67247886	\$5,814,573
ADMIN REFUND	3,476,619,994	0.00111965	\$3,893
BENTON CITY-CURRENT EXPENSE	123,145,246	1.14133995	\$140,551
KENNEWICK - CURRENT EXPENSE	5,203,490,152	2.12176165	\$11,040,566
KENNEWICK - ADMIN REFUND	5,203,490,152	0.00263071	\$13,689
KENNEWICK-LIBRARY BOND	5,169,277,738	0.07757369	\$401,000
PROSSER - CURRENT EXPENSE	444,413,791	2.91165300	\$1,293,979
PROSSER - ADMIN REFUND	444,413,791	0.00422971	\$1,880
PROSSER - FIRE STATION	441,248,836	0.35354200	\$156,000
RICHLAND - CURRENT EXPENSE	5,147,604,881	2.61151602	\$13,443,053
RICHLAND - POLICE STATION	5,125,393,747	0.05260630	\$269,628
RICHLAND - COMMUNITY CTR/DEBIT SERVICES	5,125,393,747	0.06356838	\$325,813
RICHLAND - LIBRARY	5,125,393,747	0.24199955	\$1,240,343
WEST RICHLAND - CURRENT EXPENSE	922,553,321	1.54612247	\$1,426,380
WEST RICHLAND - ADMIN REFUND	922,553,321	0.00108672	\$1,003
FIRE DISTRICT #1-CURRENT EXPENSE	1,533,531,216	1.30861645	\$2,006,804
FIRE DISTRICT #1-LTD BOND (2003)	1,533,531,216	0.03466873	\$53,166
FIRE DISTRICT #1-K24 LTD BOND (2003)	348,654,795	0.03466873	\$12,087
FIRE DISTRICT #1-LTD BOND (2012)	1,533,531,216	0.03699240	\$56,729
FIRE DISTRICT #1- VOTED BOND (2003)	1,869,109,396	0.09489011	\$177,360
FIRE DISTRICT #2-CURRENT EXPENSE	416,555,708	1.45092332	\$604,390
FIRE DISTRICT #2-ADMIN REFUND	416,555,708	0.00237238	\$988
FIRE DISTRICT #2-BOND	412,206,414	0.23179649	\$95,548
FIRE DISTRICT #2 EMS	416,555,708	0.50000000	\$208,278
FIRE DISTRICT #3-CURRENT EXPENSE	559,245,773	0.86916070	\$486,069
FIRE DISTRICT #3-BOND	567,487,843	0.16107834	\$91,410
FIRE DISTRICT #4-CURRENT EXPENSE	1,216,998,756	1.50000000	\$1,825,498
FIRE DISTRICT #4-BOND (2010)-EMS	1,216,998,756	0.15085882	\$183,595
FIRE DISTRICT #4-EMS	1,216,998,756	0.32740487	\$398,451
FIRE DISTRICT #5-CURRENT EXPENSE	101,945,814	0.66659029	\$67,956
FIRE DISTRICT #6-CURRENT EXPENSE	544,228,787	0.82347169	\$448,157
SCHOOL DISTRICT #116-BOND	1,122,655,125	0.00000000	\$0
SCHOOL DISTRICT #116-M & O	1,122,655,125	2.93253324	\$3,292,223
SCHOOL DISTRICT #17-BOND	6,539,246,064	1.54452056	\$10,100,000
SCHOOL DISTRICT #17-M & O	6,539,246,064	3.36430221	\$22,000,000
SCHOOL DISTRICT #200-BOND	54,802,855	2.51608678	\$137,889
SCHOOL DISTRICT #200-M & O	54,802,855	1.76637072	\$96,802
SCHOOL DISTRICT #400-BOND	6,152,627,079	1.17023182	\$7,200,000
SCHOOL DISTRICT #400-M & O	6,152,627,079	3.21228635	\$19,764,000
SCHOOL DISTRICT #50-BOND	407,604,122	0.42001537	\$171,200
SCHOOL DISTRICT #50-M & O	407,604,122	0.49949445	\$203,596
SCHOOL DISTRICT #52-BOND	539,478,234	1.36242753	\$735,000
SCHOOL DISTRICT #52-M & O	539,478,234	4.28025053	\$2,309,102
SCHOOL DISTRICT #53-BOND	417,121,260	0.00000000	\$0
SCHOOL DISTRICT #53-M & O	417,121,260	4.07555347	\$1,700,000
PROSSER HOSPITAL-CURRENT EXPENSE	1,992,977,304	0.35173790	\$701,006
KENNEWICK HOSPITAL-CURRENT EXPENSE	8,803,324,053	0.14167840	\$1,247,241
KENNEWICK HOSPITAL-ADM REFUND	8,803,324,053	0.00013073	\$1,151
PORT OF BENTON-CURRENT EXPENSE	5,055,797,511	0.33815099	\$1,709,623
PORT OF BENTON-BOND 1997	5,055,797,511	0.06738798	\$340,700
PORT OF KENNEWICK-CURRENT EXPENSE	10,262,029,874	0.13642524	\$1,400,000
PORT OF KENNEWICK-CONSTRUCTION FUND	10,262,029,874	0.19418263	\$1,992,708
PORT OF KENNEWICK-ADMIN REFUND	10,262,029,874	0.00030899	\$3,171
MID-COLUMBIA LIBRARY SYSTEM	8,803,255,392	0.37831910	\$3,330,440
MID-COLUMBIA LIBRARY SYSTEM-ADMIN REFUND	8,803,255,392	0.00031648	\$2,786
BENTON CITY LIBRARY CAPITAL FACILTLY AREA	458,559,815	0.13751346	\$63,058
			\$176,786,562

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

Board of County Commissioners
BENTON COUNTY

County Administrator

Loretta Smith Kelty
Deputy County Administrator



February 5, 2013

Hunter Goodman
Secretary of the Senate
PO Box 40482
Olympia, WA 98504

Dear Secretary Goodman:

The three Benton County Commissioners from the 8th Legislative District met in Kennewick, Washington at 2:30 p.m. on January 28, 2013 to interview candidates for Senator Jerome Delvin's open Senate Seat.

Commissioners present: Chairman Shon Small, Commissioner James Beaver, and Commissioner Jerome Delvin.

Two candidates (Larry Haler and Sharon Brown) selected by the Republican Precinct Committee Officers of the 8th Legislative District and presented to Benton County by the Washington State Republican Party were present at the meeting and one candidate (Brad Klippert) was present by teleconference. Following interviews, **Sharon Brown** was selected as Senator Jerome Delvin's successor by the following vote:

AYE: 3 NAY: 0 ABSTAIN: 0 ABSENT: 0

A copy of Ms. Brown's resume is enclosed, along with a copy of Benton County Resolution No. 2013-060 appointing Sharon Brown as State Senator for District 8.

Please let us know if you need anything further.

Sincerely,

BOARD OF BENTON COUNTY COMMISSIONERS

Shon Small, Chairman
Enclosures

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: <u>02/05/13</u>	Execute Contract _____	Consent Agenda	XXX
Subject: <u>Appt ~ ALTC</u>	Pass Resolution XXX _____	Public Hearing	_____
Prepared by: <u>Marilu Flores</u>	Pass Ordinance _____	1st Discussion	_____
Reviewed by: <u>LSK</u>	Pass Motion _____	2nd Discussion	_____
	Other _____	Other	_____

BACKGROUND INFORMATION

The Commissioners' Office was notified that there exists a vacancy to the Aging & Long Term Care Advisory Council due to a resignation. Ms. Debra Brumley has expressed a desire to be appointment for a two-year term.

SUMMARY

A vacancy in the ALTC Board exists for Position 1 and needs to be filled.

RECOMMENDATION

That the Commissioners review the attached letter requesting appointment of Ms. Debra Brumley to the ALTC Board said term expiring Dec. 31, 2014.

FISCAL IMPACT

--

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF APPOINTMENT OF DEBRA BRUMLEY TO THE BENTON COUNTY ADVISORY COUNCIL FOR THE OFFICE OF AGING & LONG TERM CARE

WHEREAS, there exist of vacancy in the Benton County Advisory Council for the Office of Aging & Long Term Care due to the resignation of Lucille Krebs whose term expired on December 31, 2012; and

WHEREAS, Ms. Debra Brumley has expressed an interest to serve on the Benton County Advisory Council for the Office of Aging & Long Term Care; and

WHEREAS, the Advisory Council desires to have Ms. Brumley be appointed for a two-year term to Position #1, said term expiring on December 31, 2014; **NOW, THEREFORE,**

BE IT RESOLVED that Debra Brumley is hereby appointed to the Benton County Advisory Council for the Office of Aging & Long Term Care, said term expiring on December 31, 2014.

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

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: 2-5-13	Execute Contract	_____	Consent Agenda <u> X </u>
Subject: Resolution	Pass Resolution	<u> X </u>	Public Hearing _____
Prepared by: J. Lahtinen	Pass Ordinance	_____	1st Discussion _____
Reviewed by: J. Burrowes	Pass Motion	_____	2nd Discussion _____
	Other	_____	Other _____

BACKGROUND INFORMATION

District Court has purchased all the existing Law Books from Thompson West and Thompson West provides updates and new law books for our law library.

SUMMARY

District Court would like to pay the 2012 invoice for the amount of \$5,251.50 to Thompson West.

RECOMMENDATION

District Court recommends the resolution be signed.

FISCAL IMPACT

The amount of this purchase was budgeted for in the 2011 – 2012 budget.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF APPROVING THE PURCHASE OF LAW BOOKS FROM THOMPSON WEST FOR THE BENTON COUNTY DISTRICT COURT.

WHEREAS, District Court has purchased all of their existing law books, located in District Court, from Thompson West and these law books require yearly updates., Thompson West has provided these updates, therefore it is in the best interest of District Court to continue purchasing from Thompson West; and

WHEREAS, after receiving the 2012 invoice for new law books and updates, District Court realized the purchase amount exceeded \$5,000; and

WHEREAS, per Resolution 12-677, section 2.2.2 Purchases or Leases between \$5,000 and \$24,999, "In order to assure that a purchase or lease is awarded to the lowest responsible bidder (vendor); purchases or leases in the price range are to be approved by the BOCC pursuant to a written resolution signed by a majority of the BOCC."; and

WHEREAS, Thompson West is an exclusive company specializing in law books and law book updates. Benton County District Court was unable to utilize the Benton County vendors list due to the exclusive nature of these purchases; and

WHEREAS, the District Court Administrator requests approval to pay the 2012 invoice from Thompson West; and

NOW, THEREFORE,

BE IT RESOLVED, that the Chair of the Benton County Board of County Commissioners hereby authorizes District Court to pay the 2012 invoice amount of \$5,251.50 to Thompson West for the purchase of law books and law book updates.

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**

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	<u>FACILITIES</u>
Meeting Date: 2/5/13	Execute Contract _____	Consent Agenda <u> X </u>
Subject: Service Contract	Pass Resolution _____	Public Hearing _____
Prepared by: L. Small	Pass Ordinance _____	1st Discussion _____
Reviewed by: R. Lukson / KM	Pass Motion _____	2nd Discussion _____
	Other _____	Other _____

BACKGROUND INFORMATION

Benton County solicited proposals for complete elevator maintenance services for (13) elevators located at the Benton County Justice Center, (2) elevators located at the Benton County Health District and (1) elevator located at the Benton County Courthouse with the following proposals received:

Schindler Elevator Corporation 409 North Thierman Road, Suite D Spokane Valley, WA 99212-1129	\$1,154.00 plus/ WSST per month
KONE, Inc. 5805 E Sharp Ave, Suite A5 Spokane, WA 99212	\$1,525.00 plus/ WSST per month
Otis Elevator Company East 510 Foothills Dr. Spokane, WA 99207	\$1,960.00 plus/WSST per month
Thyssen Krupp Elevator 9711 E. Knox Ave. Suite 1 Spokane Valley, WA 99206	\$2,146.00 plus/WSST per month

RECOMMENDATION

The proposals were reviewed by the Facilities Manager and he recommends entering into a contact with Schindler Elevator Corporation, Spokane Valley, WA as the lowest responsible bidder for a contract to commence January 1, 2013 and terminate December 31, 2013.

FISCAL IMPACT

Maximum fiscal impact would be an amount not to exceed \$37,905 including WSST. Said expense is budgeted out of Facilities with no supplement needed.

MOTION

Move to award an annual service contract between Benton County and Schindler Elevator Corporation for elevator maintenance services and any unanticipated repairs and services for an overall contract amount not to exceed \$35,000 plus WSST, and authorize the Chairman of the Board to sign the attached contract.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AWARDING COMPLETE ELEVATOR MAINTENANCE SERVICES FOR ELEVATORS LOCATED AT THE BENTON COUNTY JUSTICE CENTER, KENNEWICK, WA, BENTON COUNTY HEALTH DISTRICT, KENNEWICK, WA AND BENTON COUNTY COURTHOUSE, PROSSER, WA

WHEREAS, Benton County solicited proposals for complete elevator maintenance services for (13) elevators located at the Benton County Justice Center, (2) elevators located at the Benton County Health District, and (1) elevator located at the Benton County Courthouse; and

WHEREAS, the following proposals were received:

Schindler Elevator Corporation 409 North Thierman Road, Suite D Spokane Valley, WA 99212-1129	\$1,154.00 plus/ WSST per month
KONE, Inc. 5805 E Sharp Ave, Suite A5 Spokane, WA 99212	\$1,525.00 plus/ WSST per month
Otis Elevator Company East 510 Foothills Dr. Spokane, WA 99207	\$1,960.00 plus/WSST per month
Thyssen Krupp Elevator 9711 E. Knox Ave. Suite 1 Spokane Valley, WA 99206	\$2,146.00 plus/WSST per month

WHEREAS, the proposals were reviewed by Benton County Facilities Manager who recommends awarding the elevator maintenance services to Schindler Elevator Corporation – Contractors License No. SCHINEC968OT as the lowest responsible bidder; **NOW, THEREFORE**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington concurs with the recommendation and hereby awards the contract for complete elevator maintenance services to Schindler Elevator Corporation, 409 North Thierman Road, Suite D, Spokane Valley, WA 99212-1129 in the amount of \$1,154.00 plus WSST per month; and

BE IT FURTHER RESOLVED, Board also concurs to pay Schindler Elevator for any unanticipated services and repairs above and beyond the routine maintenance services in accordance with the hourly rate sheet that was provided by Schindler Elevator Corporation for an amount not to exceed \$21,152.00 plus WSST for an overall contract amount not to exceed \$35,000.00 plus WSST; and

BE IT FURTHER RESOLVED, said contract shall commence January 1, 2013 and shall terminate December 31, 2013; and

BE IT FURTHER RESOLVED, the Board of Benton County Commissioners hereby authorizes the Chairman of the Board to sign the service contract between Benton County and Schindler Elevator Corporation attached hereto.

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

**PUBLIC WORKS 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 (hereinafter "COUNTY"), and **SCHINDLER ELEVATOR CORPORATION**, a Delaware corporation with its principal offices at 409 N Thierman Rd, Ste D, Spokane, WA 99212 (hereinafter "CONTRACTOR").

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

1. CONTRACT DOCUMENTS

This Contract consists of these terms and conditions and the following documents which are incorporated herein by reference:

- a. Exhibit A - Request for Proposal
- b. Exhibit B - Proposal Form
- c. Exhibit F - Prevailing Wage Rates

2. WORK SCHEDULE

The term of this Contract shall begin January 1, 2013 and shall terminate December 31, 2013. This Contract may be extended one (1) additional 12-month period if agreed upon by both parties. Price adjustments and extensions of this Contract will only be effective with an executed amendment to this Contract. The CONTRACTOR shall complete all work by the time(s) specified herein, or if no such time is otherwise specified, no later than the expiration date.

3. SERVICES PROVIDED

The CONTRACTOR shall perform the following services:

- a. The COUNTY requires and the CONTRACTOR agrees to systematically examine, maintain, adjust and lubricate the elevator equipment of thirteen (13) elevators located at the Benton County Justice Center, Kennewick, Washington; two (2) elevators located at the Benton County Health District, 7102 W. Okanogan Place, Kennewick, WA; and one (1) elevator located at the Benton County Courthouse, 620 Market Street, Prosser, Washington. Said services shall be performed in accordance with the services required outlined

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>	
Meeting Date:	Execute Contract <u> X </u>	Consent Agenda <u> X </u>
Subject: GCBH Agreement #BENFR-MHBG-12/13-00, Mental Health Block Grant Agreement	Pass Resolution <u> X </u>	Public Hearing <u> </u>
	Pass Ordinance <u> </u>	1st Discussion <u> </u>
	Pass Motion <u> </u>	2nd Discussion <u> </u>
	Other <u> </u>	Other <u> </u>
Prepared by: Maria Loera, Sr. Secretary-DHS	COORDINATION	
Reviewed by: Ed Thornbrugh, Administrator-DHS	Ryan Lukson, BCPA	
	Ryan Verhulp, FCPA	
	Ed Thornbrugh, Human Services	

BACKGROUND/SUMMARY INFORMATION

Greater Columbia Behavioral Health would like to re-contract with Benton and Franklin Counties Department of Human Services to provide services to promote recovery for seriously mentally ill adults and resiliency for serious emotionally disturbed children.

Ed Thornbrugh, Administrator of Human Services, believes it is in the best interest of Human Services and the service needs of mentally ill persons, that the proposed Agreement be approved.

The Agreement process was initiated when Greater Columbia Behavioral Health provided a copy of the Agreement for legal review on October 12, 2012, resulting in the delay of execution.

SUMMARY

Award: \$180,635.00
Period: October 1, 2012 through June 30, 2013
Funding Source: Greater Columbia Behavioral Health

RECOMMENDATION

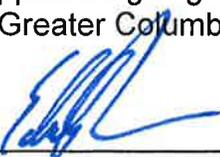
- Sign the Resolution to accept the proposed Agreement
- Approve the proposed Agreement by signing all the copies where indicated

FISCAL IMPACT

Funding for services described in this Agreement is provided by Greater Columbia Behavioral Health. **There is no impact on the current expense budget.** All revenues and expenditures are from the Fund 0108-101 Human Services Budget, for an Agreement amount of \$180,635.00

MOTION

To approve signing GCBH Agreement #BENFR-MHBG-12/13-00, Mental Health Block Grant Agreement with Greater Columbia Behavioral Health, and to authorize the Chair to sign on behalf of the Board.



 Signature

JOINT RESOLUTION

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. _____

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

RE: IN THE MATTER OF EXECUTING GREATER COLUMBIA BEHAVIORAL HEALTH AGREEMENT #BENFR-MHBG-12/13-00; MENTAL HEALTH BLOCK GRANT AGREEMENT, TO PROVIDE SERVICES TO PROMOTE RECOVERY FOR SERIOUS MENTALLY ILL ADULTS AND RESILIENCY FOR SERIOUSLY EMOTIONALLY DISTURBED CHILDREN BETWEEN GREATER COLUMBIA BEHAVIORAL HEALTH AND BENTON AND FRANKLIN COUNTIES DEPARTMENT OF HUMAN SERVICES

WHEREAS, Greater Columbia Behavioral Health would like to re-contract with Benton and Franklin Counties Department of Human Services to provide services to promote recovery for seriously mentally ill adults and resiliency for serious emotional disturbed children; and

WHEREAS, Ed Thornbrugh, Administrator of Human Services, believes it is in the best interest of Human Services and the service needs of mentally ill persons, that the proposed Agreement be approved; and

WHEREAS, the Agreement process was initiated when Greater Columbia Behavioral Health provided a copy of the Agreement for legal review on October 12, 2012, resulting in the delay of execution; and

BE IT RESOLVED, that the Boards of Benton and Franklin County Commissioners hereby accept the proposed Agreement; NOW THEREFORE,

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, Greater Columbia Behavioral Health Agreement #BENFR-MHBG-12/13-00; Mental Health Block Grant Agreement, to provide services to promote recovery for seriously mentally ill adults and resiliency for serious emotionally disturbed children between Greater Columbia Behavior Health and Benton and Franklin Counties Department of Human Services, for a maximum Agreement amount of \$180,635.00; and

BE IT FURTHER RESOLVED, the term of the attached Agreement commences on October 1, 2012 and shall expire on June 30, 2013.

Dated this day of 2013.

Dated this day of2013.

Chair, Benton County Commissioners

Chair, Franklin County Commissioners

Member

Member

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

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

Attest: _____
Clerk of the Board

Attest: _____
Clerk of the Board



**GREATER COLUMBIA
BEHAVIORAL HEALTH
AND
BENTON AND FRANKLIN
COUNTIES**

GCBH Agreement Number
BENFR-MHBG-12/13-00

- New Agreement
 Amendment No.

**MENTAL HEALTH BLOCK
GRANT AGREEMENT**

This Agreement is made and entered into by, and between Greater Columbia Behavioral Health, hereinafter referred to as "GCBH" and the Provider identified below, hereinafter referred to as the "Contractor".

RSN/PHP NAME Greater Columbia Behavioral Health		
RSN/PHP ADDRESS 101 N. Edison Street Kennewick, WA 99336		RSN/PHP CONTACT NAME Mary Garza
RSN/PHP CONTACT TELEPHONE (509) 735-8681/1-800-795-9296	RSN/PHP CONTACT FAX (509) 783-4165	RSN/PHP CONTACT E-MAIL maryg@gcbh.org

CONTRACTOR NAME Benton and Franklin Counties	
CONTRACTOR CONTACT NAME Ed Thornbrugh, Administrator	CONTRACTOR CONTACT ADDRESS Benton and Franklin Counties Department of Human Services 7102 W. Okanogan Pl., Ste. 201 Kennewick, WA 99336

CONTRACTOR CONTACT TELEPHONE (509) 783-5282	CONTRACTOR CONTACT FAX (509) 783-5981	CONTRACTOR CONTACT E-MAIL Edward.Thornbrugh@co.benton.wa.us
--	--	--

IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS AGREEMENT? <p align="center">Yes</p>	CFDA NUMBERS (Federal Block Grant) 93.958
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START DATE	END DATE	FUNDING
October 1, 2012	June 30, 2013	Mental Health Block Grant October 01, 2012 - June 30, 2013 <p align="right">180,635</p>

ATTACHMENTS: When the box(s) below are marked with a an X, the following exhibits are attached to and incorporated into this Agreement by reference:

Exhibit(s):

By their signatures on the attached signature page, the parties agree to the terms and conditions of this Agreement and all documents attached or incorporated by reference.

AGENDA ITEM: Consent	TYPE OF ACTION NEEDED	CONSENT AGENDA <u>XX</u>
MEETING DATE: B/C 02-05-13 F/C 01-23-13	Executive Contract XX	PUBLIC HEARING
SUBJECT: Personal Services Contract with TeamChild	Pass Ordinance XX	1 st DISCUSSION
Prepared By: Toni Lehman	Pass Motion	2 nd DISCUSSION
Reviewed By: Sharon A. Paradis	Other	OTHER

BACKGROUND INFORMATION

The Benton-Franklin Counties Juvenile Justice Center received a grant from the MacArthur Foundation. The MacArthur Foundation approved the expenditure of \$7,000.00 of these grant funds for the creation of a juvenile rights guide by TeamChild.

SUMMARY

The Benton-Franklin Counties Juvenile Justice Center is contracting with TeamChild to develop the aforementioned information guide regarding the rights of youth involved in the Washington State Juvenile Justice System.

RECOMMENDATION

We recommend that the Board of Commissioners of Benton County and the Board of Commissioners of Franklin County sign the Personal Services Contract between TeamChild and Benton-Franklin Counties Juvenile Justice Center for services beginning January 15, 2013 expiring on February 28, 2013.

COORDINATION

Coordination of the contract occurred as follows: Sharon Paradis, Administrator who compiled the contract; Ryan Verhulp, Franklin County Deputy Prosecuting Attorney who reviewed the contract as to form; and Anne Lee, Executive Director of TeamChild.

FISCAL IMPACT

Amount not to exceed \$7,000.00 to be paid out of Juvenile Grants Budget Dept. 174. No Supplemental 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 the personal service contract with TeamChild.

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 THE PERSONAL SERVICES CONTRACT BETWEEN THE JUVENILE JUSTICE CENTER AND TEAMCHILD, and

WHEREAS, per resolution 2012-677, "for all contracts for non-public works services the county need not advertise or follow a formal competitive bidding procedure, but 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 price"; and

WHEREAS, The Benton-Franklin Counties Juvenile Justice Center has received a grant from the MacArthur Foundation and the MacArthur Foundation has approved the expenditure of \$7,000.00 of these grant funds for the creation of a juvenile rights guide by TeamChild, an organization that collaborates closely with advocates working with vulnerable youth; and

WHEREAS, The Benton-Franklin Counties Juvenile Justice Center is contracting with TeamChild to develop the aforementioned information guide regarding the rights of youth involved in the Washington State Juvenile Justice System; and

WHEREAS, the Juvenile Administrator recommends entering into a contract; **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 board concurs with the Juvenile Administrator's recommendation and hereby awards the personal services contract to TeamChild in an amount not to exceed \$7,000.00; and

BE IT FURTHER RESOLVED, that the Chairman is authorized to sign the attached personal service contract, and

BE IT FURTHER RESOLVED, the term of the attached contract commences on January 15, 2013 and expires on February 28, 2013.

DATED this 5th day of February 2013
BENTON COUNTY BOARD OF COMMISSIONERS

DATED this 23rd day of January 2013
FRANKLIN COUNTY BOARD OF COMMISSIONERS

Chairman of the Board

Chairman of the Board

Member

Chairman Pro Tem

Member

Constituting the Board of
County Commissioners,
Benton County, Washington

Attest:

Member

Constituting the Board of
County Commissioners,
Franklin County, Washington

Attest:

Clerk of the Board

Clerk of the Board

**BENTON-FRANKLIN COUNTIES
PERSONAL SERVICES AGREEMENT
TEAMCHILD**

THIS CONTRACT is made and entered into by and between BENTON COUNTY, a political subdivision of the State of Washington, with its principal offices at 620 Market Street, Prosser, WA 99350 and Franklin County, a political subdivision of the State of Washington, with its principal offices at 1016 North Fourth Avenue, Pasco, WA 99301, by and for the Benton/Franklin Counties Juvenile Justice Center, a bi-county agency located at 5606 W. Canal Place STE 106, Kennewick, WA 99336 (hereinafter collectively referred to as "COUNTIES"), and TeamChild, with its principal office at 1225 South Weller St., Suite 420, Seattle, WA 98144 (hereinafter "CONTRACTOR").

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

1. DURATION OF CONTRACT

The term of this Contract shall begin on January 15, 2013 and shall expire on **February 28, 2013**, unless terminated sooner. The CONTRACTOR shall complete all work by the time(s) specified herein, or if no such time is otherwise specified, no later than the expiration date.

2. SERVICES PROVIDED

The CONTRACTOR shall perform the following services:

- a. The CONTRACTOR will develop an information guide (guide) for youth regarding the rights of youth involved with the Washington State Juvenile Justice System. The guide will be approved in writing by the Managing Director for the Center for Children and Youth Justice (CCYJ). The guide will be based on the *Your Guide to the Juvenile Justice System in Illinois and modified for consistency with Washington State law, using developmentally appropriate language for adolescent youth*. The guide will be made electronically available and uploaded to the CCYJ website and may be posted on the TeamChild website at the discretion of TeamChild. All work under this section will be completed not later than February 28, 2013.
- b. The CONTRACTOR agrees to provide its own labor and materials. Unless otherwise provided in this Contract, no material, labor, or facilities will be furnished by the COUNTIES.
- c. The CONTRACTOR shall perform the work specified in this

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: 2/05/2013 Subject: Amending Section 09 618 re: HRA VEBA Prepared by: M. Wenner	Execute Contract Pass Resolution	X	Consent Agenda X Public Hearing 1st Discussion 2nd Discussion Other

BACKGROUND INFORMATION

The Personnel/Risk Manager met with the Board of Benton County Commissioners on 1/29/13 to discuss a draft resolution which would amend Resolution 09 618 pertaining to Section 8.5 B., which deals with HRA VEBA for eligible non-bargaining employees. The Commissioners' directed the Personnel/Risk Manager to place the attached resolution on consent for 2/05/13.

SUMMARY

Same as above.

RECOMMENDATION

Recommend that the Board of Benton County Commissioners approve the attached resolution.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF AMENDING RESOLUTION 09 618 PERTAINING TO SECTION 8.5 VOLUNTARY EMPLOYEE BENEFICIARY ACCOUNT (VEBA) PLAN

WHEREAS, the Board of Benton County Commissioners adopted the Benton County Personnel Policies and Procedures for Non-Bargaining Employees by Resolution 09 618; and

WHEREAS, the Board of Benton County Commissioners has established a Health Reimbursement Arrangement (HRA) Voluntary Employee Beneficiary Association (VEBA) in accordance with Internal Revenue Code Section 501(c)(9); and

WHEREAS, Section 8.5 B. of the Benton County Personnel Policies and Procedures for Non-Bargaining Employees identifies the provisions of Benton County's contributions into the non-bargaining employee's HRA VEBA accounts; and

WHEREAS, these same provisions apply to Benton County officials elected pursuant to Washington State law other than Superior Court Judges; and

WHEREAS, Benton County utilizes the services of Voluntary Employees' Beneficiary Association for Public Employees in the Northwest Trust ("Trust") to administer an HRA plan for its employees; and

WHEREAS, the Trust's legal counsel notified Benton County the nondiscrimination rules under the Internal Revenue Code (IRC) generally apply to HRA VEBA plans; and

WHEREAS, the Trust's legal counsel has indicated that Internal Revenue Service (IRS) guidance regarding the nondiscrimination rules is anticipated later this year and advised Benton County, as well as all other employers utilizing the HRA VEBA plan services of the Trust, to change all HRA VEBA employer contributions based on a percent-of-pay method to a uniform flat dollar amount method; and

WHEREAS, the Board of Benton County Commissioners as advised by the Trust in anticipation of the IRS ruling and to avoid potential non-compliance with IRS nondiscrimination rules will change Benton County's HRA VEBA employer contribution method on behalf of all Benton County full-time benefit eligible non-bargaining employees and elected officials; Human Services bi-county full-time benefit eligible non-bargaining employees; and Superior Court and Juvenile Justice bi-county full-time benefit eligible non-bargaining employees as defined as eligible to participate in the HRA VEBA plan from a percent-of-pay contribution to a uniform flat dollar amount; and

WHEREAS, as a result of this change, effective March 1, 2013, the Board of Benton County Commissioners amends Resolution 09-916 removing Section 8.5 B. pertaining to Benton County's current HRA VEBA contribution provisions; and

WHEREAS, effective March 1, 2013, and with the March 5, 2013, paychecks, Benton County's contribution methods and eligibility requirements will be clearly defined in the attached Benton County HRA VEBA policies for Benton County full-time benefit eligible non-bargaining employees and elected officials; Human Services bi-county full-time benefit eligible non-bargaining employees; and Superior Court and Juvenile Justice bi-county full-time benefit eligible non-bargaining employees; **NOW THEREFORE**,

BE IT RESOLVED effective March 1, 2013, the attached policies are adopted by the Board of Benton County Commissioners as the contribution methods and eligibility requirements for Benton County full-time benefit eligible non-bargaining employees and elected officials; Human Services bi-county full-time benefit eligible non-bargaining employees; and Superior Court and Juvenile Justice bi-county full-time benefit eligible non-bargaining employees and that Resolution 09-618 is hereby amended removing section 8.5 B. from the Benton County Personnel Policies and Procedures for Non-Bargaining Employees; and

BE IT FURTHER RESOLVED that the Board of Benton County Commissioners retains the right to modify or repeal this Resolution, the HRA VEBA Plan, and/or HRA VEBA policies and procedures at its discretion, without prior notification to employees, unless written resolution or employment contract for a particular position provides otherwise; and

BE IT FURTHER RESOLVED that nothing in this Resolution, the HRA VEBA Plan, and/or HRA VEBA policies and procedures is intended or shall be interpreted as limiting or compromising the Court's or Counties' rights as an "at-will" employer.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington.

Attest.....
Clerk of the Board

**Benton County
Health Reimbursement Arrangement (HRA)
Voluntary Employee Beneficiary Association (VEBA) Policy for
Human Services Bi-County Non-Bargaining Employees**

HRA VEBA PLAN

Benton County (“Employer”) has adopted an HRA VEBA Medical Expense Plan (“Plan”). The Employer contributes to the Plan on behalf of all Human Services bi-county full-time benefit eligible non-bargaining employees (“Group”) defined as eligible to participate in the Plan. The IRS rules require that all employee Group members defined as eligible must participate in the Plan. The plan is funded with Employer contributions in amounts determined by the Employer.

DEFINITIONS

Bi-County Non-Bargaining Positions: All unrepresented Human Services employees who are appointed to budgeted positions.

Full-Time Positions: A position normally scheduled to be 40 work hours per week with an actual or expected duration of more than six months.

Benefit Eligible: Full-time non bargaining positions who work more than 90 hours per month are eligible for HRA VEBA benefits.

ELIGIBILITY REQUIREMENTS

Must be a full-time benefit eligible Human Services bi-county non-bargaining employee as defined above.

EMPLOYER CONTRIBUTION METHODS

Contributions on behalf of each eligible employee shall be based on the following funding sources:

Employer contribution. The Employer will contribute into each eligible employee’s HRA VEBA Plan contributions equal to \$225.00 which shall be contributed on a monthly basis. Such contributions shall be made on behalf of all Group employees defined as eligible and shall be considered and referred to as Employer contributions.

Excess monthly benefit dollars. The Employer contributes a specified amount monthly toward an eligible employee's insurance premiums for insurance plans offered by the Employer. The Employer's contribution is applied first toward mandatory employee basic life, vision, dental, and medical insurance. Any remaining amount is applied monthly to any additional insurance or dependent coverage elected by the eligible employee or is deposited into the eligible employee's HRA VEBA account.

Sick leave cash-outs upon voluntary separation from service or retirement. Eligibility is limited to employees who retire or voluntarily separate from service with sick leave cash-out provisions during the term hereof. Employer contributions shall include an eligible employee's unused sick leave accruals available for cash-out upon retirement or voluntary separation from service per the Employer's policy. For employees with PERS Plan 1, the Employer excludes from the HRA VEBA the sum of unused sick leave accruals used by the Department of Retirement Systems in calculating the employee's average final compensation.

**Benton County
Health Reimbursement Arrangement (HRA)
Voluntary Employee Beneficiary Association (VEBA) Policy for
Superior Court and Juvenile Justice Bi-County Non-Bargaining Employees**

HRA VEBA PLAN

Benton County (“Employer”) has adopted an HRA VEBA Medical Expense Plan (“Plan”). The Employer contributes to the Plan on behalf of all Superior Court and Juvenile Justice bi-county full-time benefit eligible non-bargaining employees (“Group”) defined as eligible to participate in the Plan. The IRS rules require that all employee Group members defined as eligible must participate in the Plan. The plan is funded with Employer contributions in amounts determined by the Employer.

DEFINITIONS

Bi-County Non-Bargaining Positions: All unrepresented Superior Court and Juvenile Justice Employees who are appointed to budgeted positions.

Full-Time Positions: A position normally scheduled to be 40 work hours per week with an actual or expected duration of more than six months.

Benefit Eligible: Full-time non bargaining positions who work more than 90 hours per month are eligible for HRA VEBA benefits.

ELIGIBILITY REQUIREMENTS

Must be a full-time benefit eligible Superior Court and Juvenile Justice Bi-County non-bargaining employee as defined above.

EMPLOYER CONTRIBUTION METHODS

Contributions on behalf of each eligible employee shall be based on the following funding sources:

Employer contribution. The Employer will contribute into each eligible employee’s HRA VEBA Plan contributions equal to \$166.50 which shall be contributed on a monthly basis. Such contributions shall be made on behalf of all Group employees defined as eligible and shall be considered and referred to as Employer contributions.

Excess monthly benefit dollars. The Employer contributes a specified amount monthly toward an eligible employee's insurance premiums for insurance plans offered by the Employer. The Employer's contribution is applied first toward mandatory employee basic life, vision, dental, and medical insurance. Any remaining amount is applied monthly to any additional insurance or dependent coverage elected by the eligible employee or is deposited into the eligible employee's HRA VEBA account.

Sick leave cash-outs upon voluntary separation from service or retirement. Eligibility is limited to employees who retire or voluntarily separate from service with sick leave cash-out provisions during the term hereof. Employer contributions shall include an eligible employee's unused sick leave accruals available for cash-out upon retirement or voluntary separation from service per the Employer's policy. For employees with PERS Plan 1, the Employer excludes from the HRA VEBA the sum of unused sick leave accruals used by the Department of Retirement Systems in calculating the employee's average final compensation.

**Benton County
Health Reimbursement Arrangement (HRA)
Voluntary Employee Beneficiary Association (VEBA) Policy for
Benton County Non-Bargaining Employees and Elected Officials**

HRA VEBA PLAN

Benton County ("Employer") has adopted an HRA VEBA Medical Expense Plan ("Plan"). The Employer contributes to the Plan on behalf of all Benton County full-time benefit eligible non-bargaining employees and elected officials ("Group") defined as eligible to participate in the Plan. The IRS rules require that all employee Group members defined as eligible must participate in the Plan. The plan is funded with Employer contributions in amounts determined by the Employer.

DEFINITIONS

Elected Officials: Those Benton County officials elected pursuant to Washington State law other than Superior Court Judges.

Non-Bargaining Positions: All Benton County unrepresented employees who are appointed to budgeted positions.

Full-Time Positions: A position normally scheduled to be 40 work hours per week with an actual or expected duration of more than six months.

Benefit Eligible: Full-time non bargaining positions who work more than 90 hours per month are eligible for HRA VEBA benefits.

ELIGIBILITY REQUIREMENTS

Must be a Benton County full-time benefit eligible non-bargaining employee or elected official as defined above.

EMPLOYER CONTRIBUTION METHODS

Contributions on behalf of each eligible employee and elected official shall be based on the following funding sources:

Employer contribution. The Employer will contribute into each eligible employee or elected official's HRA VEBA Plan contributions equal to \$225.00 which shall be contributed on a monthly basis. Such contributions shall be made on behalf of all Group employees defined as eligible and shall be considered and referred to as Employer contributions.

Excess monthly benefit dollars. The Employer contributes a specified amount monthly toward eligible employee or elected official's insurance premiums for insurance plans offered by the Employer. The Employer's contribution is applied first toward mandatory employee basic life, vision, dental, and medical insurance. Any remaining amount is applied monthly to any additional insurance or dependent coverage elected by the eligible employee or elected official or is deposited into the eligible employee or elected official's HRA VEBA account.

Sick leave cash-outs upon voluntary separation from service or retirement. Eligibility is limited to employees who retire or voluntarily separate from service with sick leave cash-out provisions during the term hereof. Employer contributions shall include an eligible employee's unused sick leave accruals available for cash-out upon retirement or voluntary separation from service per the Employer's policy. For employees with PERS Plan 1, the Employer excludes from the HRA VEBA the sum of unused sick leave accruals used by the Department of Retirement Systems in calculating the employee's average final compensation.

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: 2/05/2013 Subject: HRA VEBA PLAN Prepared by: M. Wenner	Execute Contract Pass Resolution X Pass Ordinance Pass Motion Other	Consent Agenda X Public Hearing 1st Discussion 2nd Discussion Other	i. Repealing/Superseding Previously Approved Resolutions Re: Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Asso Plan

BACKGROUND INFORMATION

The Personnel/Risk Manager met with the Board of Benton County Commissioners on 1/29/13 to discuss a draft resolution which would repeal and supersede all previously approved Benton County resolutions regarding HRA VEBA and would reestablish Benton County's HRA VEBA Plan. The Commissioners' directed the Personnel/Risk Manager to place the attached resolution on consent for 2/05/13.

SUMMARY

Same as above.

RECOMMENDATION

Recommend that the Board of Benton County Commissioners approve the attached resolution.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF REPEALING AND SUPERSEDING ALL PREVIOUSLY APPROVED BENTON COUNTY RESOLUTIONS REGARDING HEALTH REIMBURSEMENT ARRANGEMENT/VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION ("HRA VEBA") PLAN; INCLUDING BUT NOT LIMITED TO RESOLUTIONS 99-128, 99-263, 99-312, 99-650, 0-343, 02-368, AND 02-392, AND TO REESTABLISH AN HRA VEBA PLAN

WHEREAS, the Internal Revenue Code Section 501(c)(9) allows for the creation of a voluntary employees' beneficiary association which is a tax-exempt health and welfare trust; and

WHEREAS, IRS regulations and guidelines allow an employer to offer health reimbursement arrangement (HRA) plans; and

WHEREAS, such HRA plans are available to governmental employers in the Northwest; and

WHEREAS, the Voluntary Employees' Beneficiary Association for Public Employees in the Northwest Trust ("Trust") offers and will administer an HRA entitled "Voluntary Employees' Beneficiary Association Medical Expense Plan for Public Employees in the Northwest" ("Plan") as amended and restated; and

WHEREAS, Benton County ("Employer") has determined that establishing an HRA plan which provides a tax-free defined contribution account for employees to pay for medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses is in the best interest of the Employer and its employees; and

WHEREAS, the Employer utilizes the services of the Trust to administer an HRA plan for its employees; and

WHEREAS, the Board of Benton County Commissioners approved Resolutions 99-128, 99-263, and 0-343, establishing a VEBA plan, and subsequently approved resolutions 02-368 and 02-392, amending the plan; and

WHEREAS, the Board of Benton County Commissioners also approved Resolution 99-312, establishing Benton County's HRA VEBA employer contribution rate toward full-time benefit eligible Benton County non-bargaining employees HRA VEBA plans; Resolution 99-650, establishing the HRA VEBA employer contribution rate toward full-time benefit eligible non-bargaining Human Services employees; and Resolution 0-343, establishing Benton County's HRA VEBA employer contribution rate toward full-time benefit eligible non-bargaining Superior Court and Juvenile Justice employees; and

WHEREAS, the Plan is funded with Employer contributions in amounts Employer determines from time to time pursuant to Employer policies and collective bargaining agreements; and

WHEREAS, the County desires to continue to have an HRA/VEBA plan for its employees; and

WHEREAS, the County desires to use the services of the Trust to administer the plan; and

WHEREAS, the Plan is administered in accordance with the Plan documents provided by the Trust on file in the Benton County Personnel Department; **NOW, THEREFORE**,

BE IT RESOLVED by the Board of Benton County Commissioners that the Employer hereby elects to continue to participate in the Plan and Trust as presently constituted or hereafter amended using the Trust as its plan administrator for the benefit of eligible employees as defined by Employer policies or collective bargaining agreements; and

BE IT RESOLVED that the Board of Benton County Commissioners retains that authority to execute documents and establish procedures consistent with Plan and Trust provisions and applicable Employer polices and collective bargaining agreements necessary to effect the adoption and administration of the Plan; and

BE IT FURTHER RESOLVED that the Board of Benton County Commissioners retains the right to modify or repeal this Resolution, the Plan, and/or policies and procedures at its discretion, without prior notification to employees, except as may be limited by a collective bargaining agreement between the Employer and employees or by an employment contract; and

BE IT FURTHER RESOLVED that nothing in this Resolution, the Plan, and/or policies and procedures is intended or shall be interpreted as limiting or compromising the Court’s or Counties’ rights as an “at-will” employer;

BE IT FURTHER RESOLVED that the Board adopts this Resolution and that such replaces the HRA VEBA plans adopted by the Board pursuant to Resolution 99-128, 99-263, 99-312, 99-650, 0-343; 02-368, and 02-392 are hereby repealed and superseded by this Resolution.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington.

Attest.....
Clerk of the Board

R E S O L U T I O N

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF EQUIPMENT RENTAL RATES FOR COUNTY ROAD EQUIPMENT RENTAL AND REVOLVING FUND - 2013

WHEREAS, by resolution 77-644, dated December 29, 1977, an annual review of the E. R. & R. Fund's Equipment Rental Rates was established; and

WHEREAS, the current Equipment Rental Rates were last reviewed in January 2012; and

WHEREAS, a review of equipment status has been made and it is found that all equipment rental rates need to be revised according to the attached schedule; and

WHEREAS, the County Engineer recommends that the attached schedule of Equipment Rental Rates be approved and become effective January 1, 2013; NOW, THEREFORE,

BE IT RESOLVED that the attached schedule of E. R. & R. Fund Equipment Rental Rates for all County Road Equipment be approved and be effective January 1, 2013.

Dated this 5th day of February, 2013.

Chairman of the Board.

Chairman Pro-Tem.

Member.

Attest: _____
Clerk of the Board

Constituting the Board of Commissioners of Benton County, Washington.

L. Moser

RESOLUTION

**BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY,
WASHINGTON:**

IN THE MATTER OF COUNTY FRANCHISES RE: APPLICATION OF BC WATER COMPANY, LLC FOR A FRANCHISE FOR A WATER DISTRIBUTION SYSTEM AND ALL FACILITIES IN COUNTY ROAD RIGHTS OF WAY,

WHEREAS, BC Water Company, LLC has applied to renew an existing franchise for a water distribution system and all facilities in Benton County road rights of way, NOW, THEREFORE,

BE IT RESOLVED that a Public Hearing on the application for franchise be held on Tuesday, February 26, 2013 at 9:00 a.m., Local Time, in the Board of County Commissioners Meeting Room, Benton County Courthouse, 620 Market Street, Prosser, Washington, or also via closed circuit television at the Benton County Justice Center, Commissioners Meeting Room, 7122 W. Okanogan Place, Bldg. A, Kennewick, WA 99336.

Dated this 5th day of February, 2013.

Chairman

Chairman Pro-Tem

Member

Attest: _____
Clerk of the Board

Constituting the Board of County
Commissioners of Benton County,
Washington

Orig.: Public Works

S. Becken, S. Schuetze

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>			
Meeting Date:	2/5/13	Execute Contract	_____	Consent Agenda	
Subject:	Dept. 121 Line	Pass Resolution	_____	Public Hearing	_____
	Item Transfer –	Pass Ordinance	_____	1st Discussion	_____
	Grant Related	Pass Motion	_____	2nd Discussion	_____
Prepared by:	J. Thompson	Other	_____ X	Other	_____ X
Reviewed by:	J. Hatcher <i>JH</i>				

BACKGROUND INFORMATION

Per resolution 2012-868 "the 2013 - 2014 budgets are adopted at the line item level for the agency expenses (0000's), salaries & wages (1000's), benefits (2000's), supplies (3000's), other services and charges (4000's), intergovernmental services (5000's), and capital outlay (6000's), excluding County Road (Fund No. 0101-101) and Equipment Rental & Revolving (Fund No. 0501-101), which are adopted and the category level;"

SUMMARY

A line item transfer in the amount of \$3,116 is needed to bring line items current in accordance to resolution 2012-868.

This transfer will allow the Gang Team/Unit of Sheriff Patrol to utilize funding from the Tri-Cities Regional Auto Theft Grants that are administered by the City of Richland. At this time there is an additional \$47.21 that will be added to the \$3,116.00 for a total of \$3,163.21 that would be reimbursed by this grant.

RECOMMENDATION

Approve the resolution authorizing the line item transfer.

FISCAL IMPACT

A budget adjustment in the amount of \$3,164 will be needed at a later date funded by the Tri-Cities Regional Auto Theft Grants.

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 2013-
2014 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: Sheriff Patrol Dept Nbr: 121
 Fund Name: Current Expense Fund Nbr: 0000-101

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	3106	Operating Supplies	\$3,116	521.231	3501	Small Item - Equipment	\$1,842
				521.231	4202	Telephone	\$1,274
TOTAL			\$3,116	TOTAL			\$3,116

Explanation:
 Grant related purchases that will be reimbursed by the City of Richland per Tri-Cities Regional Auto Theft Grant. Items being purchased: 1 Canon Camera, 2 Samsung Galaxy Note 10.1 tablets, carrying cases and 2 pack screen protector. Cellular service for on year (5gb) for both tablets.

Prepared by: Julie Thompson Date: 28-Jan-2013
 Approved Denied Date: _____

 Chairman

 Member

 Member

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>		
Meeting Date:	<u>2/05/13</u>	Execute Contract	<u> x </u>	Consent Agenda <u> x </u>
Subject:	<u>Ricoh-USA</u>	Pass Resolution	<u> x </u>	Public Hearing <u> </u>
	<u>Contract</u>	Pass Ordinance	<u> </u>	1st Discussion <u> </u>
Prepared by:	<u>S. Felton</u>	Pass Motion	<u> </u>	2nd Discussion <u> </u>
Reviewed by:	<u>J. Law</u> <i>JH</i>	Other	<u> </u>	Other <u> </u>
	<u>J. Thompson</u>			

BACKGROUND INFORMATION/ SUMMARY

The Benton County Sheriff's Office would like to enter into a forty-eight (48) month lease option with RICOH USA for the leasing of one (1) Ricoh copier and the Board of County Commissioners will need to approve and sign the Purchase Order (Attachment 1). Attached to the Purchase Agreement (Attachment 1) is a copy of the State Contract #03706 (Exhibit A and B) that outlines Special Terms and Conditions of the State Contract with Ricoh Aficio MP 301SPF Copier and the fees to be charged to the Benton County Sheriff's Office for the lease of the copier.

The monthly maintenance and lease agreement amount will be \$40.01 per month including all supplies, except paper; and the cost per black/white copy is \$.0066.

CONTRACT APPROVED TO FORM BY

Ryan Lukson, DPA

RECOMMENDATION

Approve resolution authorizing the Board of Benton County Commissioners, Benton County, Washington, to sign the Lease/Purchase Agreement between Benton County Sheriff's Office and RICOH USA for a 48-month lease for the Ricoh Aficio MP 301SPF.

FISCAL IMPACT

No fiscal impact. Already part of the approved 2013/14 budget.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF AUTHORIZING THE LEASE AGREEMENT FOR ONE (1) COPIER FROM RICOH USA FOR THE BENTON COUNTY SHERIFF'S OFFICE

WHEREAS, the Benton County Sheriff's Office would like to enter into a forty-eight (48) month lease option with RICOH USA for the leasing of one (1) Ricoh copier; and

WHEREAS, the Board of County Commissioners will need to approve and sign the Purchase Order (Attachment 1). Attached to the Purchase Agreement (Attachment 1) is a copy of the State Contract #03706 (Exhibit A and B) that outlines Special Terms and Conditions of the State Contract with Ricoh Aficio MP 301SPF Copier and the fees to be charged to the Benton County Sheriff's Office for the lease of the copier; and

WHEREAS, the monthly maintenance and lease agreement amount will be \$40.01 per month including all supplies, except paper; and

WHEREAS, the cost per black/white copy is \$.0066; **NOW THEREFORE**,

BE IT RESOLVED, The Board of Benton County Commissioners, Benton County, Washington, hereby is authorized to sign the Lease/Purchase Agreement between Benton County Sheriff's Office and RICOH USA for a 48-month lease for the Ricoh Aficio MP 301SPF.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington.

Attest.....
Clerk of the Board

acceptance of this agreement and all terms and conditions, and supersedes any conflicting terms.

Address: 7122 W. Okanogan Pl. Bldg. B
Kennewick, WA 99336

Phone: (509) 735-6555 ex. 3290

In case of conflict, the order of precedence is:
1. The State of Washington Contract No. 03706
2. This Purchase Agreement.

Fax: (509) 736-3054

Approved as to Form
(Civil Deputy Prosecutor)



By signing in the space provided, the parties hereby acknowledge the following:

- 1) The person executing this Agreement is authorized to enter into and undertake contractual financial obligations on behalf of his/her party;
- 2) The person executing this Agreement is authorized to do so by his/her party;
- 3) The parties agree that they shall be bound by facsimile or electronic copies of Agreements (including purchase orders) and further agree that such copies shall constitute the original agreement(s) for all purposes.

Vendor Name (Print):

Angela Campos

Title:

Account Executive

Date:

1/30/2013

Vendor Signature:



Chairman
Benton County

Board of Commissioners: _____

Date: _____

Member
Benton County

Board of Commissioners: _____

Member
Benton County

Board of Commissioners: _____

Constituting the Board
of County Commissioners
of Benton County (Clerk): _____

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>		
Meeting Date:	2/05/13	Execute Contract	<u> x </u>	Consent Agenda <u> x </u>
Subject:	<u>Pronto Process</u>	Pass Resolution	<u> x </u>	Public Hearing <u> </u>
	<u>Service, Inc.</u>	Pass Ordinance	<u> </u>	1st Discussion <u> </u>
	<u>Contract</u>	Pass Motion	<u> </u>	2nd Discussion <u> </u>
Prepared by:	<u>J. Thompson</u>	Other	<u> </u>	Other <u> </u>
Reviewed by:	<u>J. Hatcher</u> <i>JH</i>			

BACKGROUND INFORMATION/ SUMMARY

Per Resolution 2012-677 the parties entered into a Personal Service Contract (prior resolution # 11-278) to provide process service and delivery of legal documents, letters, packages, and materials to businesses throughout the Tri-City area for the Benton County Sheriff's Office.

The Prosecuting Attorney's Office and District Court have a need to enter into a similar contract for 2013-2014. It was determined that it would be best if one contract was entered into that would cover all of the offices/departments.

During the contract revision process that allowed the contract to cover all offices/departments the amount not to exceed was removed to accommodate the other offices/departments.

CONTRACT APPROVED TO FORM BY

Ryan Lukson, DPA

RECOMMENDATION

The parties wish to enter into a new Personal Service Contract beginning January 1, 2013 through December 31, 2014.

FISCAL IMPACT

The Sheriff's Office cost associated is part of the approved 2013/14 budget.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON

IN THE MATTER OF THE PERSONAL SERVICE CONTRACT BETWEEN BENTON COUNTY AND PRONTO PROCESS SERVICE, INC FOR PROCESS SERVICE AND DELIVERY OF LEGAL DOCUMENTS, LETTERS, PACKAGES, AND MATERIALS TO BUSINESSES THROUGHOUT THE TRI-CITY AREA

WHEREAS, per resolution 2012 677, section 4.0 Services "the County need not advertise or follow a formal competitive bidding procedure, for service contracts, 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, the Sheriff's Office has a contract with Pronto Process Service, Inc. for process service and delivery of legal documents, letters, packages, and materials to businesses throughout the Tri-City area for 2011-2012 via Resolution 11-278; and

WHEREAS, the Prosecuting Attorney's Office and District Court have a need to enter into a contract for 2013 and 2014; and

WHEREAS, the Sheriff's Office, Prosecuting Attorney's Office and District Court recommends entering into another personal service contract for 2013 and 2014; **NOW, THEREFORE,**

BE IT RESOLVED, the Board of Benton County Commissioners, Benton County, Washington concurs with the Benton County Sheriff's Office recommendation and hereby awards the personal service contract to Pronto Process Service, Inc.; and

BE IT FURTHER RESOLVED, the Board authorizes the Chairman of the Board to sign the attached personal service contract; and

BE IT FURTHER RESOLVED, the term of the attached personal service contract commences January 1, 2013 and expires on December 31, 2014.

Dated this _____ day of _____ 2013.

Chairman of the Board

Member

Member
Constituting the Board of Commissioners
of Benton County, Washington

Attest: _____
Clerk of the Board

**BENTON COUNTY
PERSONAL 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 (hereinafter "COUNTY"), and Pronto Process Service, Inc., a Washington corporation with its principal offices at PO Box 1194, 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 consists of the following documents:

- a. Terms and Conditions (this document)
- b. Exhibit A- Scope of Work
- c. Exhibit B- Compensation

2. DURATION OF CONTRACT

The term of this Contract shall begin January 1, 2013, and shall expire on December 31, 2014. The CONTRACTOR shall complete all work by the time(s) specified herein, or if no such time is otherwise specified, no later than the expiration date.

3. SERVICES PROVIDED

The CONTRACTOR shall perform the following services:

- a. CONTRACTOR agrees to provide for delivery and receipt of all legal documents, letters, packages, and materials to/from the below listed COUNTY departments for delivery and receipt to/from attorneys, businesses, and residences throughout the Tri-City area and service of process throughout Southeastern Washington in accordance with Exhibit A.
- b. The CONTRACTOR agrees to provide its own labor and materials. Unless otherwise provided in this Contract, no material, labor, or facilities will be furnished by the COUNTY.
- c. The CONTRACTOR shall perform the work specified in this Contract according to standard industry practice.
- d. The CONTRACTOR shall complete its work in a timely manner and in accordance with the schedule agreed by the parties.

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>			
Meeting Date:	<u>2/05/13</u>	Execute Contract	_____	Consent Agenda	<u> X </u>
Subject:	<u>CB 13-01 Inmate Supplies</u>	Pass Resolution	<u> X </u>	Public Hearing	_____
Prepared by:	<u>J. Thompson</u>	Pass Ordinance	_____	1st Discussion	_____
Reviewed by:	<u>J. Hatcher</u> <i>JN</i>	Pass Motion	_____	2nd Discussion	_____
		Other	_____	Other	_____

BACKGROUND INFORMATION/SUMMARY

Per resolution 12-677, section 2.2.3 Purchases or Leases of \$25,000 or more, "Purchases or leases of supplies, materials or equipment over twenty-five thousand dollars (\$25,000) shall follow the "Formal Competitive Bid" requirements as established in RCW 36.32.245, unless otherwise exempt under RCW 39.04.280."

To comply with resolution 12-677, the Sheriff's Office needs to follow the formal competitive bid process to procure inmate supplies.

RECOMMENDATION

Approve Resolution and Invitation for Bids (IFB) for the procurement of inmate supplies County Bid 13-01.

FISCAL IMPACT

No fiscal impact. Already part of the approved 2013/14 budget.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE SOLICITATION OF BIDS FOR THE PROCUREMENT OF INMATE SUPPLIES FOR THE BENTON COUNTY BUREAU OF CORRECTIONS

IT IS HEREBY RESOLVED, by the Board of Benton County Commissioners, Benton County, Washington, that attached invitation for bids and corresponding documents for the procurement of inmate supplies, including but not limited to, hygiene products, inmate uniforms, linens, and mattresses for the Benton County Bureau of Corrections shall be prepared and advertised pursuant to the provisions of RCW 36.32.245, as more fully described in the invitation for bids; and

BE IT FURTHER RESOLVED, the bids will be received by the Benton County Commissioners Office, 620 Market Street / PO Box 190, Prosser, WA 99350, until 3:30 PM on Friday, February 22, 2013 and not thereafter; and will be publicly opened by representatives of the Benton County Sheriff's Office at 9:00 AM (PST) on Monday, February 25, 2013 at 7122 W. Okanogan Place Bldg. A, Kennewick, WA 99336 in the Commissioners Meeting Room located on the second floor.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington

Attest.....
Clerk of the Board

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

February 5, 2013

INVITATION FOR BIDS (IFB) – COUNTY BID 13-01

BIDS FOR: INMATE SUPPLIES FOR THE BENTON COUNTY BUREAU OF CORRECTIONS

DEADLINE FOR
BID SUBMITTAL: **FRIDAY, February 22, 2013 UNTIL 3:30 P.M., IN THE BENTON COUNTY COMMISSIONERS OFFICE, 620 MARKET STREET / PO BOX 190, PROSSER, WA 99350 NO BIDS WILL BE ACCEPTED AFTER THAT DATE AND TIME.**

Benton County (County) is soliciting bids for the purchase of Inmate Supplies for the Benton County Bureau of Corrections (Jail), 7122 W. Okanogan Pl., Bldg. B, Kennewick, WA 99336. The County invites you to submit a bid to provide the products and supplies that will meet or exceed the specifications set forth in Exhibit A – Vendor Bid. The County guarantees purchase of products in the amounts and prices reflected in Exhibit A. The County anticipates, but does not guarantee, purchasing quantities larger than the guaranteed minimum. Vendor agrees to provide any and all purchases above the guaranteed minimum at the same cost per item as provided in Exhibit A. Vendor must provide all items listed in Exhibit A to be considered a responsive bidder. Failure to provide a price for any item will result in automatic bid disqualification. Orders for products will occur throughout the year.

BIDDERS' RECEIPT OF THE IFB PACKAGE

- a) The below Jail representative is the only individual authorized to provide the IFB package to interested companies or individuals. Bidders who are working from an IFB package obtained from any other source may be working from an incomplete set of documents. The County assumes no responsibility for a bid's errors, omissions or misinterpretations resulting from a bidder's use of an incomplete IFB package.
- b) Bidders who have received the IFB package from a source other than the County Jail purchasing representative, or who have downloaded the IFB package from the County's website, are advised to contact Larry Coulson of the Benton County Jail at (509) 735-6555 ext 3855 to provide their company's name, address, telephone number, fax number and contact name. This will ensure that the bidder will receive all communication regarding the IFB such as Amendments and Clarifications.

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>			
Meeting Date:	<u>2/05/13</u>	Execute Contract	_____	Consent Agenda	<u> X </u>
Subject:	<u>CB 13-02 Jail Chemical Supplies</u>	Pass Resolution	<u> X </u>	Public Hearing	_____
Prepared by:	<u>J. Thompson</u>	Pass Ordinance	_____	1st Discussion	_____
Reviewed by:	<u>J. Hatcher</u> <i>JH</i>	Pass Motion	_____	2nd Discussion	_____
		Other	_____	Other	_____

BACKGROUND INFORMATION/SUMMARY

Per resolution 12-677, section 2.2.3 Purchases or Leases of \$25,000 or more, "Purchases or leases of supplies, materials or equipment over twenty-five thousand dollars (\$25,000) shall follow the "Formal Competitive Bid" requirements as established in RCW 36.32.245, unless otherwise exempt under RCW 39.04.280."

To comply with resolution 12-677, the Sheriff's Office needs to follow the formal competitive bid process to procure jail chemical supplies.

RECOMMENDATION

Approve Resolution and Invitation for Bids (IFB) for the procurement of jail chemical supplies County Bid 13-02.

FISCAL IMPACT

No fiscal impact. Already part of the approved 2013/14 budget.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE SOLICITATION OF BIDS FOR THE PROCUREMENT OF JAIL CHEMICAL SUPPLIES FOR THE BENTON COUNTY BUREAU OF CORRECTIONS

IT IS HEREBY RESOLVED, by the Board of Benton County Commissioners, Benton County, Washington, that attached invitation for bids and corresponding documents for the procurement of jail chemical supplies for the Benton County Bureau of Corrections shall be prepared and advertised pursuant to the provisions of RCW 36.32.245, as more fully described in the invitation for bids; and

BE IT FURTHER RESOLVED, the bids will be received by the Benton County Commissioners Office, 620 Market Street / PO Box 190, Prosser, WA 99350, until 3:30 PM on Friday, February 22, 2013 and not thereafter; and will be publicly opened by representatives of the Benton County Sheriff's Office at 9:00 AM (PST) on Monday, February 25, 2013 at 7122 W. Okanogan Place Bldg. A, Kennewick, WA 99336 in the Commissioners Meeting Room located on the second floor.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington

Attest.....
Clerk of the Board

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

February 5, 2013

INVITATION FOR BIDS (IFB) – COUNTY BID 13-02

BIDS FOR: JAIL CHEMICAL SUPPLIES FOR THE BENTON COUNTY
BUREAU OF CORRECTIONS

DEADLINE FOR
BID SUBMITTAL: **FRIDAY, February 22, 2013 UNTIL 3:30 P.M., IN THE
BENTON COUNTY COMMISSIONERS OFFICE, 620
MARKET STREET / PO BOX 190, PROSSER, WA 99350 NO
BIDS WILL BE ACCEPTED AFTER THAT DATE AND
TIME.**

Benton County (County) is soliciting bids for the purchase of Jail Chemical Supplies for the Benton County Bureau of Corrections (Jail), 7122 W. Okanogan Pl., Bldg. B, Kennewick, WA 99336. The County invites you to submit a bid to provide the products and supplies that will meet or exceed the specifications set forth in Exhibit A – Vendor Bid. Although the County anticipates purchasing the quantity of products provided in Exhibit A, those quantities are only estimates. As such, the County makes no guarantee as to the quantity of products provided in Exhibit A it will purchase over the term of the Agreement. Vendor agrees to provide any and all products listed in Exhibit A at the cost per item it has provided. Vendor must provide all items listed in Exhibit A to be considered a responsive bidder. Failure to provide a price for any item will result in automatic bid disqualification. Orders for products will occur throughout the year.

BIDDERS' RECEIPT OF THE IFB PACKAGE

- a) The below Jail representative is the only individual authorized to provide the IFB package to interested companies or individuals. Bidders who are working from an IFB package obtained from any other source may be working from an incomplete set of documents. The County assumes no responsibility for a bid's errors, omissions or misinterpretations resulting from a bidder's use of an incomplete IFB package.
- b) Bidders who have received the IFB package from a source other than the County Jail purchasing representative, or who have downloaded the IFB package from the County's website, are advised to contact **Larry Coulson of the Benton County Jail at (509) 735-6555 ext 3855** to provide their company's name, address, telephone number, fax number and contact name. This will ensure that the bidder will receive all communication regarding the IFB such as Amendments and Clarifications.

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE SOLICITATION OF BIDS FOR THE PROCUREMENT OF PAPER AND GLOVE SUPPLIES FOR THE BENTON COUNTY BUREAU OF CORRECTIONS

IT IS HEREBY RESOLVED, by the Board of Benton County Commissioners, Benton County, Washington, that attached invitation for bids and corresponding documents for the procurement of paper and glove supplies for the Benton County Bureau of Corrections shall be prepared and advertised pursuant to the provisions of RCW 36.32.245, as more fully described in the invitation for bids; and

BE IT FURTHER RESOLVED, the bids will be received by the Benton County Commissioners Office, 620 Market Street / PO Box 190, Prosser, WA 99350, until 3:30 PM on Friday, February 22, 2013 and not thereafter; and will be publicly opened by representatives of the Benton County Sheriff's Office at 9:00 AM (PST) on Monday, February 25, 2013 at 7122 W. Okanogan Place Bldg. A, Kennewick, WA 99336 in the Commissioners Meeting Room located on the second floor.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington

Attest.....
Clerk of the Board

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

February 5, 2013

INVITATION FOR BIDS (IFB) – COUNTY BID 13-03

BIDS FOR: PAPER AND GLOVE SUPPLIES FOR THE BENTON COUNTY
BUREAU OF CORRECTIONS

DEADLINE FOR
BID SUBMITTAL: **FRIDAY, February 22, 2013 UNTIL 3:30 P.M.**, IN THE
BENTON COUNTY COMMISSIONERS OFFICE, 620
MARKET STREET / PO BOX 190, PROSSER, WA 99350 **NO
BIDS WILL BE ACCEPTED AFTER THAT DATE AND
TIME.**

Benton County (County) is soliciting bids for the purchase of Paper and Glove Supplies for the Benton County Bureau of Corrections (Jail), 7122 W. Okanogan Pl., Bldg. B, Kennewick, WA 99336. The County invites you to submit a bid to provide the products and supplies that will meet or exceed the specifications set forth in Exhibit A – Vendor Bid. The County guarantees purchase of products in the amounts and prices reflected in Exhibit A. The County anticipates, but does not guarantee, purchasing quantities larger than the guaranteed minimum. Vendor agrees to provide any and all purchases above the guaranteed minimum at the same cost per item as provided in Exhibit A. Vendor must provide all items listed in Exhibit A to be considered a responsive bidder. Failure to provide a price for any item will result in automatic bid disqualification. Orders for products will occur throughout the year.

BIDDERS' RECEIPT OF THE IFB PACKAGE

- a) The below Jail representative is the only individual authorized to provide the IFB package to interested companies or individuals. Bidders who are working from an IFB package obtained from any other source may be working from an incomplete set of documents. The County assumes no responsibility for a bid's errors, omissions or misinterpretations resulting from a bidder's use of an incomplete IFB package.
- b) Bidders who have received the IFB package from a source other than the County Jail purchasing representative, or who have downloaded the IFB package from the County's website, are advised to contact **Larry Coulson of the Benton County Jail at (509) 735-6555 ext 3855** to provide their company's name, address, telephone number, fax number and contact name. This will ensure that the bidder will receive all communication regarding the IFB such as Amendments and Clarifications.

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>			
Meeting Date:	<u>2/05/13</u>	Execute Contract	_____	Consent Agenda	<u> X </u>
Subject:	CB 13-04	Pass Resolution	<u> X </u>	Public Hearing	_____
	Employee	Pass Ordinance	_____	1st Discussion	_____
	Uniforms Class	Pass Motion	_____	2nd Discussion	_____
	A	Other	_____	Other	_____
Prepared by:	<u>J. Thompson</u> <i>JH</i>				
Reviewed by:	<u>J. Hatcher</u>				

BACKGROUND INFORMATION/SUMMARY

Per resolution 12-677, section 2.2.3 Purchases or Leases of \$25,000 or more, "Purchases or leases of supplies, materials or equipment over twenty-five thousand dollars (\$25,000) shall follow the "Formal Competitive Bid" requirements as established in RCW 36.32.245, unless otherwise exempt under RCW 39.04.280."

To comply with resolution 12-677, the Sheriff's Office needs to follow the formal competitive bid process to procure employee uniforms – Class A.

RECOMMENDATION

Approve Resolution and Invitation for Bids (IFB) for the procurement of employee uniforms – Class A County Bid 13-04.

FISCAL IMPACT

No fiscal impact. Already part of the approved 2013/14 budget.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE SOLICITATION OF BIDS FOR THE PROCUREMENT OF EMPLOYEE UNIFORMS – CLASS A AND OTHER RELATED ITEMS FOR THE BENTON COUNTY SHERIFF’S OFFICE

IT IS HEREBY RESOLVED, by the Board of Benton County Commissioners, Benton County, Washington, that attached invitation for bids and corresponding documents for the procurement of employee uniforms – class A and other related items for the Benton County Sheriff’s Office shall be prepared and advertised pursuant to the provisions of RCW 36.32.245, as more fully described in the invitation for bids; and

BE IT FURTHER RESOLVED, the bids will be received by the Benton County Commissioners Office, 620 Market Street / PO Box 190, Prosser, WA 99350, until 3:30 PM on Friday, February 22, 2013 and not thereafter; and will be publicly opened by representatives of the Benton County Sheriff’s Office at 9:00 AM (PST) on Monday, February 25, 2013 at 7122 W. Okanogan Place Bldg. A, Kennewick, WA 99336 in the Commissioners Meeting Room located on the second floor.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington

Attest.....
Clerk of the Board

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

February 5, 2013

INVITATION FOR BIDS (IFB) – COUNTY BID 13-04

BIDS FOR: EMPLOYEE UNIFORMS – CLASS A AND OTHER RELATED ITEMS FOR THE BENTON COUNTY SHERIFF’S OFFICE

DEADLINE FOR BID SUBMITTAL: **FRIDAY, February 22, 2013 UNTIL 3:30 P.M., IN THE BENTON COUNTY COMMISSIONERS OFFICE, 620 MARKET STREET / PO BOX 190, PROSSER, WA 99350 NO BIDS WILL BE ACCEPTED AFTER THAT DATE AND TIME.**

Benton County (County) is soliciting bids for the purchase of Employee Uniforms – Class A and Other Related Items for the Benton County Sheriff’s Office, 7122 W. Okanogan Pl., Bldg. B, Kennewick, WA 99336. The County invites you to submit a bid to provide the products and supplies that will meet or exceed the specifications set forth in Exhibit A – Vendor Bid. Although the County anticipates purchasing the quantity of products provided in Exhibit A, those quantities are only estimates. As such, the County makes no guarantee as to the quantity of products provided in Exhibit A it will purchase over the term of the Agreement. Vendor agrees to provide any and all products listed in Exhibit A at the cost per item it has provided. Vendor must provide all items listed in Exhibit A to be considered a responsive bidder. Failure to provide a price for any item will result in automatic bid disqualification. Orders for products will occur throughout the year.

BIDDERS’ RECEIPT OF THE IFB PACKAGE

- a) The below Jail representative is the only individual authorized to provide the IFB package to interested companies or individuals. Bidders who are working from an IFB package obtained from any other source may be working from an incomplete set of documents. The County assumes no responsibility for a bid’s errors, omissions or misinterpretations resulting from a bidder’s use of an incomplete IFB package.
- b) Bidders who have received the IFB package from a source other than the County Jail purchasing representative, or who have downloaded the IFB package from the County’s website, are advised to contact **Larry Coulson of the Benton County Jail at (509) 735-6555 ext 3855** to provide their company’s name, address, telephone number, fax number and contact name. This will ensure that the bidder will receive all communication regarding the IFB such as Amendments and Clarifications.

<u>AGENDA ITEM</u>		<u>TYPE OF ACTION NEEDED</u>			
Meeting Date:	<u>2/05/13</u>	Execute Contract	_____	Consent Agenda	<u> X </u>
Subject:	CB 13-05	Pass Resolution	<u> X </u>	Public Hearing	_____
	Employee	Pass Ordinance	_____	1st Discussion	_____
	Uniforms BDU-	Pass Motion	_____	2nd Discussion	_____
	Bauer	Other	_____	Other	_____
Prepared by:	<u>J. Thompson</u>				
Reviewed by:	<u>J. Hatcher</u> <i>JH</i>				

BACKGROUND INFORMATION/SUMMARY

Per resolution 12-677, section 2.2.3 Purchases or Leases of \$25,000 or more, "Purchases or leases of supplies, materials or equipment over twenty-five thousand dollars (\$25,000) shall follow the "Formal Competitive Bid" requirements as established in RCW 36.32.245, unless otherwise exempt under RCW 39.04.280."

To comply with resolution 12-677, the Sheriff's Office needs to follow the formal competitive bid process to procure employee uniforms – BDU/Bauer.

RECOMMENDATION

Approve Resolution and Invitation for Bids (IFB) for the procurement of employee uniforms – BDU/Bauer County Bid 13-05.

FISCAL IMPACT

No fiscal impact. Already part of the approved 2013/14 budget.

MOTION

RESOLUTION

BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY, WASHINGTON:

IN THE MATTER OF AUTHORIZING THE SOLICITATION OF BIDS FOR THE PROCUREMENT OF EMPLOYEE UNIFORMS – BDU/BLAUER AND OTHER RELATED ITEMS FOR THE BENTON COUNTY SHERIFF’S OFFICE

IT IS HEREBY RESOLVED, by the Board of Benton County Commissioners, Benton County, Washington, that attached invitation for bids and corresponding documents for the procurement of employee uniforms – BDU/Blauer and other related items for the Benton County Sheriff’s Office shall be prepared and advertised pursuant to the provisions of RCW 36.32.245, as more fully described in the invitation for bids; and

BE IT FURTHER RESOLVED, the bids will be received by the Benton County Commissioners Office, 620 Market Street / PO Box 190, Prosser, WA 99350, until 3:30 PM on Friday, February 22, 2013 and not thereafter; and will be publicly opened by representatives of the Benton County Sheriff’s Office at 9:00 AM (PST) on Monday, February 25, 2013 at 7122 W. Okanogan Place Bldg. A, Kennewick, WA 99336 in the Commissioners Meeting Room located on the second floor.

Dated this _____ day of _____, 2013.

Chairman of the Board

Member

Member

Constituting the Board of Commissioners
of Benton County, Washington

Attest.....
Clerk of the Board

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

February 5, 2013

INVITATION FOR BIDS (IFB) – COUNTY BID 13-05

BIDS FOR: EMPLOYEE UNIFORMS – BDU/BLAUER AND OTHER
RELATED ITEMS FOR THE BENTON COUNTY SHERIFF'S
OFFICE

DEADLINE FOR
BID SUBMITTAL: **FRIDAY, February 22, 2013 UNTIL 3:30 P.M., IN THE
BENTON COUNTY COMMISSIONERS OFFICE, 620
MARKET STREET / PO BOX 190, PROSSER, WA 99350 NO
BIDS WILL BE ACCEPTED AFTER THAT DATE AND
TIME.**

Benton County (County) is soliciting bids for the purchase of Employee Uniforms – BDU/Blauer and Other Related Items for the Benton County Sheriff's Office, 7122 W. Okanogan Pl., Bldg. B, Kennewick, WA 99336. The County invites you to submit a bid to provide the products and supplies that will meet or exceed the specifications set forth in Exhibit A – Vendor Bid. Although the County anticipates purchasing the quantity of products provided in Exhibit A, those quantities are only estimates. As such, the County makes no guarantee as to the quantity of products provided in Exhibit A it will purchase over the term of the Agreement. Vendor agrees to provide any and all products listed in Exhibit A at the cost per item it has provided. Vendor must provide all items listed in Exhibit A to be considered a responsive bidder. Failure to provide a price for any item will result in automatic bid disqualification. Orders for products will occur throughout the year.

BIDDERS' RECEIPT OF THE IFB PACKAGE

- a) The below Jail representative is the only individual authorized to provide the IFB package to interested companies or individuals. Bidders who are working from an IFB package obtained from any other source may be working from an incomplete set of documents. The County assumes no responsibility for a bid's errors, omissions or misinterpretations resulting from a bidder's use of an incomplete IFB package.
- b) Bidders who have received the IFB package from a source other than the County Jail purchasing representative, or who have downloaded the IFB package from the County's website, are advised to contact **Larry Coulson of the Benton County Jail at (509) 735-6555 ext 3855** to provide their company's name, address, telephone number, fax number and contact name. This will ensure that the bidder will receive all communication regarding the IFB such as Amendments and Clarifications.

Steven W. Becken
Public Works Manager

Daniel S. Ford, P.E.
County Engineer

County Road Improvement District
#23 ~ S Becken

Area Code 509
Prosser 786-5611
Tri-Cities 736-3084
Ext. 5664
Fax 786-5627

Benton County

Department of Public Works

Post Office Box 1001 - Courthouse
Prosser, Washington 99350-0954

To: Board of County Commissioners

From: Steven W. Becken, Public Works Manager *Sub*

RE: CRID 23

Date: January 29, 2013

As requested, we have completed a rough estimate of cost for construction of S. 38th Avenue and that portion of Mt. Adams View west of 38th Avenue.

If the County undertakes the construction of the two roads as a County project, the rough estimate of cost is \$950,000.00. If that is the direction of the Board, the 6-Year and 1-Year Road Programs will need to be amended. We do not have a funding source within the current budget, or near future budgets to undertake this. Originally we considered utilizing CRIMP funds, however, if we do so, we jeopardize over \$6,000,000 in RAP and STP funded projects that must start this year.

We have determined that right of way will definitely be needed from one parcel of property and we may need additional right of way in one other area. That need and costs associated with its acquisition, cannot be determined until there is a survey and design for 38th Avenue. We also included a considerable sum in the estimate for power pole relocation. A survey would reveal which poles, if any, need to be relocated and may reduce the overall costs.

We contacted the City of West Richland regarding construction of 38th Avenue. West Richland will not participate in the construction costs of 38th Avenue outside the City limits. According to the Public Works Director, Roscoe Slade, if the County approved the CRID and constructed 38th Avenue, the City would then begin the LID process to construct the North 660 feet of 38th Avenue. Should the LID fail, the City does have that portion of 38th Avenue on their 6-Year Program and it will eventually be constructed. They do not have any plans for the construction of the South 990 feet however.

If the Board opts to construct 38th Avenue as a County project, we would recommend denial of CRID 23. Public Works is recommending that the Board **not** undertake 38th Avenue as a County project but move forward with either the formation or denial of the proposed CRID.

If the Board does determine that CRID 23 should be approved and wishes to contribute to the cost of the CRID, it would be our preference to have the Board contribute a percentage of the cost with a cap. The method of funding this would still need to be determined.

To approve the CRID, one of your findings must be that the benefit received by the construction of the road is greater than the cost. This is a requirement of RCW 36.88.035 which states that the assessment can "not exceed a figure equal to the increased true and fair market value the improvement adds to the property." We have not hired an MAI (Member of the Appraisal Institute) appraiser to do a before and after appraisal, however, I did talk to realtors that had listings in the area.

One realtor informed me that a paved road in the Willamette Heights would add \$20,000.00 to the asking price. Another realtor told me that he had let a listing go because he couldn't get anyone to drive over the existing roads to view the home. I have been informed that a third realtor won't take listings in the Willamette Heights because he doesn't want to drive on the roads.

Although it is our recommendation that Benton County approve CRID 23, without the County making a contribution to the CRID and/or hiring an MAI to do a before and after appraisal, we do not know if the requirements of RCW 36.88.035 can be met.

If you do decide to approve the CRID, you will need to determine whether or not to construct Kiger Street as requested at the public hearing, to extend Atlas Street as requested at the public hearing, to reduce the length of Atlas Street as recommended by Public Works or leave Atlas Street as proposed by the petitioners.

There were several lots that had requested exclusion from the CRID. You would need to determine which of those lots, if any, do not receive a benefit and exclude those lots from the district.

We had recommended that only Lots 88 and 107 be excluded from the district. If you leave Atlas Road as requested by the petitioners or reduce the length of Atlas Road as recommended by Public Works, Lots 38, 39, 40, 60 and 61 will only receive a benefit from this CRID if the City constructs its portion of 38th Avenue. Given the uncertainty of the timeframe for that to happen, we would recommend that those lots either be excluded from the district or receive a reduced assessment. If you chose to do either of these and you chose the reduce assessment, it should be based on a percentage of the other assessment. If Atlas Street is constructed to 38th Avenue, we would recommend leaving Lots 38, 39, 40, 60 and 61 in at a full assessment.

Attached is a memorandum from Reid Hay, Prosecuting Attorney's Office, regarding the formation of CRID 23 for your review and consideration.

Steven W. Becken
Public Works Manager

Daniel S. Ford, P.E.
County Engineer

Benton County

Department of Public Works

Area Code 509
Prosser 786-5611
Tri-Cities 736-3084
Ext. 5664
Fax 786-5627

Post Office Box 1001 - Courthouse
Prosser, Washington 99350-0954

January 28, 2013

Board of County Commissioners
Benton County Courthouse
Prosser, WA 99350

RE: Proposed Right of Way Vacation
Improved Right of Way Coats Road in Sections 30 & 31, T 10 N, R 26 E, W.M.
CE 1968 VAC

Commissioners:

Benton County Public Works received a petition to vacate a portion of Coats Road, an existing gravel county road, from landowner Gamble Land & Timber, LTD. In accordance with a notice posted January 8, 2013 and with the publications of the Notice of Public Hearing in the Tri City Herald, the following report is submitted:

We have reviewed and examined the right of way proposed for vacation and abandonment. The attached print depicts said right of way proposed for vacation. The right of way requested for vacation and abandonment is a 60.00 foot wide strip of land which is currently a portion of an improved gravel county road known as Coats Road, lying Easterly of District Line Road, in Sections 30 and 31, Township 10 North, Range 26 East, W.M., said strip of improved right of way is described as follows:

The South 30.00 feet of Section 30, Township 10 North, Range 26 East, W.M.; and the North 30.00 feet of Section 31, Township 10 North, Range 26 East, W.M;

EXCEPT, right of way for District Line Road.

The original right of way was established 60.00 feet wide under New Road No. 54 on July 5, 1904. The Establishment was recorded August 24, 1904. The meetings, correspondence, and establishment are recorded in Commissioners Journal F on pages 9, 19, 127, 130, 153, 167, 185, and 274.

Two utilities responded to our inquiry of existing facilities. CenturyLink has an existing underground telephone line running along the south side of Coats road 230.00 feet, and have requested that a 15' utility easement be retained. Benton REA also has an existing power line along the south side of Coats Road for 1,750.00 feet. A utility easement should be created to allow the telephone and power to retain their existing lines as follows:

The South 15.00 feet of the North 30.00 feet of the West 1,750.00 feet of Section 31, Township 10 North, Range 26 East, W.M.

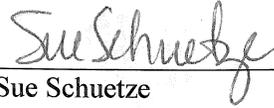
There is legal access to all parcels if this right of way is vacated.

It is our opinion that it is not in the interest of the County to retain the right of way shown on the attached map and the public will be benefited by the vacation and abandonment of said right of way. It is also our opinion that it is not advisable to retain the right of way for the County road system of the future.

Sincerely,



Daniel S. Ford
Benton County Engineer

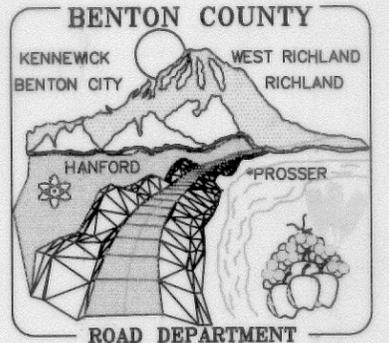
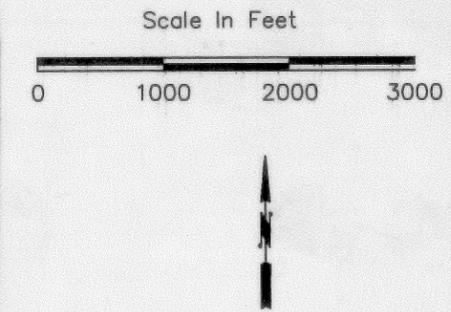
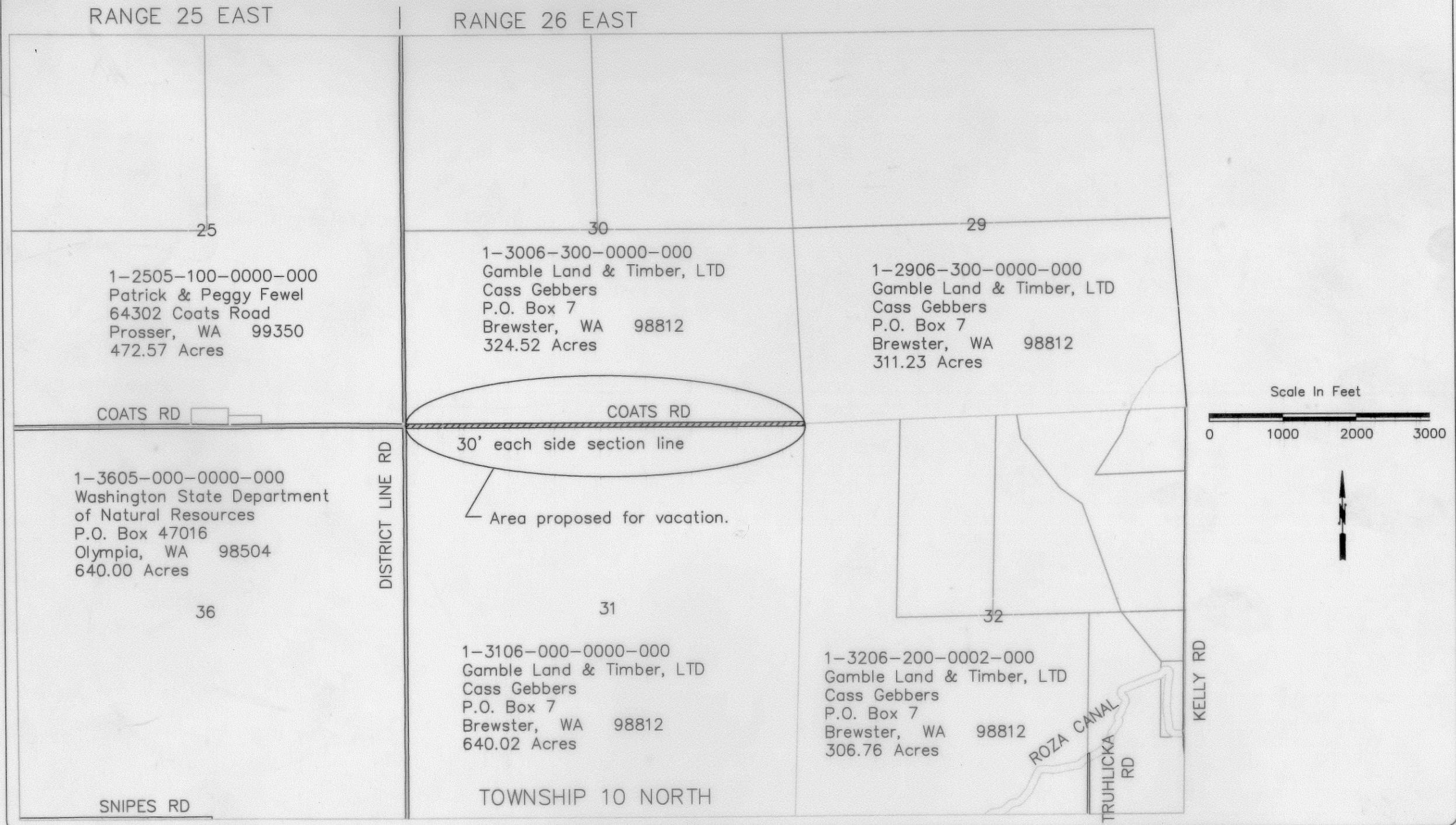


Sue Schuetze
Engineer II

Benton County Public Works: Steve Becken:Dan Ford:Sue Schuetze

NOTES:

- Proposed vacation shown with a hatch.
- Property lines are approximately only.
- The 60' wide right of way for Coats Road, lying easterly of District Line Road, was established under New Road No. 54 on July 5, 1904 and recorded Aug 24, 1904. The meetings, correspondence, and establishment are recorded in Commissioners Journal F on pages 9, 19, 127, 130, 153, 167, 185, and 274.



COATS ROAD
Proposed Right of Way
Vacation
Sections 30 & 31,
T. 10 N, R 26 E, W.M.

CE 1968 VAC

PREPARED UNDER
THE DIRECTION OF
& APPROVED BY:

DANIEL S. FORD
STATE OF WASHINGTON
PROFESSIONAL ENGINEER
67848

BENTON COUNTY
ENGINEER
DATE: 1/7/2013

CALL TWO WORKING DAYS
BEFORE YOU DIG
1-800-424-5555

ALL UNDERGROUND UTILITIES AND STRUCTURES
ARE NOT SHOWN. THE LOCATION OF THOSE
SHOWN ARE APPROXIMATE. THE CONTRACTOR
IS RESPONSIBLE TO FIELD VERIFY BOTH
UNDERGROUND & ABOVE GROUND EXISTING
CONDITIONS. NOTIFY ENGINEER FOR RESOLUTION
OF CONFLICTS.

DR'N:	LSS
DATE:	12/27/04
SCALE:	SEE BAR SCALE
REVISION:	

PLAN VIEW

SHEET 1 OF 1

<u>AGENDA ITEM</u>	<u>TYPE OF ACTION NEEDED</u>		
Meeting Date: <u>1-29-13</u>	Execute Contract	_____	Consent Agenda
Subject: Human Services Update	Pass Resolution	_____	Public Hearing
Prepared by: Ed Thornbrugh	Pass Ordinance	_____	1st Discussion
Reviewed by: _____	Pass Motion	_____	2nd Discussion
	Other	<u> x </u>	Other

BACKGROUND INFORMATION

2013 is starting with several key issues to resolve.

1. The advisory boards had met during the fall and discussed declining interest and attendance. The independent boards did vote to recommend to the Commissioners that the advisory boards be consolidated to a single human services advisory board. A draft of proposed by-laws is included for discussion. It is based upon Walla Walla County’s similar action and is pending legal review. Department recommendation: Consolidate advisory boards.

2. Development of Coordinated Entry for housing programs. A coordinated entry system will be a requirement of housing programs by the end of the current year. The intent of coordinated entry is to streamline access to key services to reduce homelessness. The Department recommendation is to develop the coordinated entry program within the Department Human Services. As housing and homeless prevention is becoming an increased focus within Human Services, it is recommended that I work with the County Administrators to reorganize department positions and evaluate the need for two additional positions to be funded by grants and contracts.

3. 2163 Homeless Housing steering committee recommendations for 2013. The steering committee has heard the proposals and made recommendations for use of 2163 funds this year. A number of projects have funding from both Benton County funds and Franklin County funds.

RECOMMENDATION

1. That Human Services be directed to consolidate the advisory boards and present by-laws to the commissioners for approval.
2. That Human Services be directed to develop a plan for coordinated entry. That Human Services work with County Administrators to develop any changes in staff levels.
3. That Commissioners direct Human Services to develop contracts consistent with decisions regarding 2163 funding.

<u>AGENDA ITEM</u>	<u>ACTION NEEDED</u>	<u>DISCUSSION TYPE</u>
Meeting Date: 05 Feb 2013 Subject: YRBWEP Memo Date: 29 Jan 2013 Prepared By: AJF Reviewed By:	Execute Contract Pass Resolution Pass Ordinance Pass Motion None	Consent Agenda Public Hearing 1st Discussion X 2nd Discussion Other

SUMMARY

Derek Sandison, Director of the Department of Ecology’s Office of Columbia River (OCR) has .requested a workshop with the Board to discuss the Yakima River Basin Watershed Enhancement Project (YRBWEP).

As of this memo, staff is aware that Mr. Sandison intends to work from a PowerPoint presentation of about 20-30 minutes. Staff will try to get that PowerPoint file in advance of the Board meeting so that Commissioners can review it on their own.

BACKGROUND

Mr. Sandison led a workshop discussion in Kennewick two years ago with regional director Tom Tebb. That session covered a variety of topics including YRBWEP, but this presentation will focus almost exclusively on YRBWEP (unless of course, Commissioners have other items they would like to discuss). Mr. Tebb and other staff will probably join Mr. Sandison for the presentation.

As noted, no other background materials have been provided as of this memo. As such, as a refresher, below is a brief summary of the entire YRBWEP life history as retrieved from the US Bureau of Reclamation website:

In 1979, Congress directed the Bureau of Reclamation to conduct a feasibility study of the Yakima River Basin Water Enhancement Project (YRBWEP). The Congressional objectives of the YRBWEP study were to develop a plan that would provide supplemental water for presently irrigated lands, water for new lands within the Yakama Indian Reservation, water for increased instream flows for aquatic life, and a comprehensive plan for efficient management of basin water supplies.

Early in the YRBWEP study process, fish passage problems were identified as needing immediate attention, and congressional legislation in 1984 authorized “YRBWEP Phase 1,” which primarily involved rebuilding fish ladders and constructing fish screens on river diversions.

The YRBWEP study proceeded through the 1980s but was not fully completed primarily due to issues and uncertainties associated with the adjudication of the basin surface waters that began in 1978. Consequently, Congress passed legislation in 1994 for what is generally referred to as “YRBWEP Phase 2.” This legislation provided for significant water conservation and acquisition activities, studies to define the long-term water needs of fish and current irrigators, improvements to the Wapato Irrigation Project, and development of an interim plan for management of basin water supplies.

Then, in 2003, Reclamation and the Washington Department of Ecology initiated the Yakima River Basin Water Storage Feasibility Study (Storage Study) to examine the feasibility and acceptability of storage augmentation in the Yakima River basin. Evaluation of the Black Rock Dam Alternative, along with other storage alternatives, was presented in Reclamation’s Final Planning Report/Environmental Impact Statement in December 2008.

Ecology began a separate evaluation in mid-2008 of solutions to the Yakima Basin's water supply problems including consideration of habitat and fish passage needs. This study was completed and a Final Environmental Impact Statement issued in June 2009.

With the reports and activities underway and produced under YRBWEP Phase 2, and completion of the Storage Study and Ecology's SEPA study, there has now been three decades of work and information produced by basin stakeholders, the Department of Ecology, and Reclamation toward identifying and resolving the water resources and related habitat needs of the Yakima Basin. Therefore, in April 2009, Reclamation and Ecology initiated the YRBWEP 2009 Workgroup (what some refer to as YRBWEP 3).

The Workgroup is composed of representatives of the Yakama Nation; federal, state, county, and city governments; environmental organizations; and irrigation districts. Representatives from congressional delegations have also been invited. The first meeting of the Workgroup was held in Yakima on June 30, 2009, and meetings continued every 2 weeks through 2009. The Workgroup used these 30+ years of studies and information to develop a Preliminary Integrated Water Resource Management Plan (IWRMP) for the Yakima River Basin. The Workgroup reached a consensus in December 2009 to move forward with finalizing the Preliminary IWRMP under the Yakima River Basin Study.

Staff has also attached the January 2013 "Project Activity Update", which presumably, Mr. Sandison will address in his presentation. This is the first edition of this report, and has just arrived in the past few days. The YRBWEP consultant (Anchor QEA) has stated that they will provide this report each month (minus all of the lengthy background) so that stakeholders can keep abreast of what is going on with the project.

FISCAL IMPACT

None. Discussion only.

*** AJF ***