

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

*This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.*

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Brad Peck, Chairman; Rick Miller, Chair Pro Tem; and Robert E. Koch, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am.

#### **ASSESSOR**

Assessor Steve Marks met with the Board. Present in audience: Jim Follansbee, Piper Mitchell, Peter McEnderfer, Ed Thornbrugh and Al Yenney.

Request for additional funds of up to \$14,000 to cover personnel costs for new hire replacing retiring employee

Mr. Marks requested additional funds to cover personnel costs for a new hire to replace a retiring employee. He would prefer to hire someone with experience.

The Commissioners had **consensus agreement** for the Assessor to hire a new employee with funding coordination to come later through the County Administrator. Mr. Peck indicated because the Assessor has supported the budget and been frugal through the years, he will be allowed to fill the position at a salary level of his discretion and it will be funded by the Commissioners accordingly.

#### **Revaluation Notices**

Revaluation notices were mailed for about 10,000 parcels, of which about 4,000 are within the city limits of Pasco. In addition, all farm land, both irrigation and dryland, were revalued and increased about 18%.

#### **HUMAN SERVICES (HS) (9:08 am)**

HS Administrator Ed Thornbrugh met with the Board. Present in audience: Jim Follansbee, Al Yenney, Toni Fulton and Felix Vargas.

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

Presentation of Steering Committee recommendations for Affordable Housing Fund

The Affordable Housing Fund is commonly referred to as 2060 funds. The Steering Committee has reviewed applications for use of the funds. Mr. Thornbrugh presented the Steering Committee recommendations (Exhibit 1), which include recommendations for award of funds totaling \$150,000 to: Domestic Violence Services, Safe Harbor Crisis Nursery/My Friend's Place, Lourdes Counseling Center, Pasco Housing Authority, Habitat for Humanity and Therapeutic Innovations in Recovery. It is the first time the funds will be used. If the \$150,000 is spent, approximately \$210,000 would remain in the fund. The fund accumulates at approximately \$60,000 a year. The Steering Committee has recommended that applications be accepted every other year.

Mr. Peck said he will be visiting the facilities that have requested funding. Mr. Miller would also like to make visits. Mr. Thornbrugh will ask for Board approval to begin developing contracts after that review.

Mr. Thornbrugh will obtain information about median income rates as requested by Mr. Peck. He said staffing costs can be part of the costs paid for from the fund.

Mr. Koch asked if the Housing Authority has funds available from other sources. Mr. Thornbrugh will provide some information regarding each applicants' financial resources including operations and maintenance budgets and any reserves they may have.

Mr. Thornbrugh said payment of the funds is done on a reimbursement basis based on actual costs. HS will define allowable expenses.

Use of the funds to help re-open and operate the Wilson House was discussed briefly.

Al Yenny expressed his concerns. His main concern is having Franklin County funds be used in Benton County. He expressed other concerns including spending only \$150,000 with an additional \$210,000 remaining in the fund and talked about the need to upgrade an entire trailer park, not just the trailers that Lourdes is using. He asked whether it is appropriate to use the funds for the Lourdes mental health program.

Mr. Thornbrugh said Franklin County does not have its own facilities for some of the programs so facilities located in Benton County are used by Franklin County residents. He noted that Benton County funds are expected to also support some Franklin County needs. He

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

explained that one goal of the transitional housing program operated by the Lourdes mental health program is to hopefully move people into more permanent housing and said there has been some success in that work. The funding would support some rehabilitation work on properties used by Lourdes for that purpose.

Felix Vargas expressed the need for an assessment to determine how widespread the homelessness problem is and mentioned groups that may be affected including veterans and homeless youth and schools. He feels the total amount of about \$350,000 is probably low and may be need to be supplemented. Mr. Thornbrugh briefly explained the Point in Time count that is done yearly and how the Continuum of Care committee operates. The committee proposes a 10-year plan. The plan is about six years old now and is currently being reviewed based on current information. He said we do have a plan available for review, have an active process, and have a current study for homelessness.

**OFFICE BUSINESS**

Administrative Assistant Toni Fulton met with the Board. Present in audience: Al Yenney, Jim Follansbee and Felix Vargas.

Vouchers

**Motion** – Mr. Koch moved for approval of vouchers. Second by Mr. Miller. 3:0 vote in favor.  
(Exhibit 2)

<b>Fund Expenditures</b>	<b><u>Warrants</u></b>		<b>Amount Issued</b>
TRAC Operations Fund	70266	70283	\$14,576.61
Franklin County RV Facility	70284	70286	\$1,142.62
Current Expense	70287	70296	\$3,176.26
Auditor O & M	70297	-	\$42.94
Ending Homelessness Fund	70298	-	\$2,108.00
Current Expense	70299	70349	\$36,147.81
Current Expense	70350	70382	\$20,434.43
County Roads	70383	70428	\$301,797.28
Solid Waste	70429	70435	\$1,946.56
Motor Vehicle/Public Works	70436	70467	\$114,338.64
Current Expense	70468	-	\$390.00

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

Treasurer O & M	70469	70470	\$627.52
Crime Victims/Witness Assist	70471	-	\$2,947.69
Jail Commissary	70472	70476	\$1,781.28
Enhanced 911	70477	70479	\$839.29
Veteran's Assistance	70480	-	\$2,219.69

Minutes

**Motion** – Mr. Koch: I move for approval of Commissioners Proceedings for August 16, 2012.

Second by Mr. Miller. 3:0 vote in favor.

Consent Agenda

**Motion** - Mr. Miller: I move for approval of the consent agenda numbers 1 through 6, omitting number 7. Second by Mr. Koch. 3:0 vote in favor.

1. Approval of Resolution 2012-268, Washington State Military Department Contract Amendment A-Revised to Contract Number E12-126 for State Enhanced 911 funds, amending Franklin County Resolution Number 2011-289
2. Approval of Resolution 2012-269, approval of insurance renewal for Environmental Liability Coverage through Conover Insurance as required by U.S. Cellular Tower Space License Agreement. Insurance was previously approved by Resolution 2011-303
3. Approval of Resolution 2012-270, Local Agency Agreement Supplement #1, Agreement #LA-7475, between Franklin County and Washington State Department of Transportation
4. Approval and signature of letters to the City of Mesa and to the City of Kahlotus regarding aquifer protection areas (Exhibit 3)
5. Approval and signature of Certificate of Appreciation to Gary Hammond for his 35 years of service as a Franklin County employee (Exhibit 4)
6. Approval of Franklin County Commissioner Proceedings for August 8, 2012  
  
(Clerk's Note: Item 7 was pulled from the consent agenda.)
7. Approval of Resolution 2012-\_\_\_\_\_, terminating Professional Services Agreement #BFJC1112KH001 with attorney Keith Hilde for juvenile public defense services

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

**COUNTY ADMINISTRATOR (9:50 am)**

County Administrator Fred Bowen met with the Board. Present in audience: Toni Fulton, Jim Follansbee, Al Yenney and Felix Vargas.

Administrative Assistant position Vacancy – Update

Deputy County Administrator position discussion

Mr. Bowen asked for direction on filling the administrative assistant position vacancy. Mr. Miller thinks we may need to hire two staff members. Mr. Peck disagreed. Mr. Miller expressed his disagreement with a decision made by the other Board members about a deputy county administrator position when he was absent on county business. There was extensive discussion.

Mr. Miller would like to be involved in the selection and interview process for the administrative assistant position.

Mr. Peck wants the County Administrator to come to the Board with his recommended hire and have a backup or two in case we don't find that person suitable for some reason.

Mr. Koch agreed with Mr. Peck. Mr. Miller dissented on the decision.

**OTHER BUSINESS**

TRAC (10:05 am)

Mr. Miller would like to withdraw the offer by the county to sell TRAC. He feels there is a mismatch in numbers between Mr. Peck and himself regarding the TRAC losses and revenues.

Mr. Miller would like to send a letter to the City of Pasco now asking what their plans are for 2014, asking whether or not they are going to continue to work with the county on TRAC.

Mr. Bowen said the city verbally has said they intend to pull out of TRAC operations in 2014.

Mr. Miller would like it in writing. Mr. Peck asked Mr. Bowen to ask the City of Pasco to give us something in writing about their intentions in 2014.

There was discussion about TRAC losses and revenue including use of car rental and RV park revenues.

Mr. Peck said we've notified the Public Facility District (s) [PFD(s)]. If they choose not to respond, it's status quo. He asked Mr. Miller what action are you looking for the Board to take, other than your suggestion that we contact them and say we're no longer interested in an

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
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ownership interest change at TRAC? Mr. Miller said I am willing to keep TRAC with Franklin County and not sell it at this point. I will make that a motion. The other Board members asked for the motion to be restated. Mr. Miller said he would like the public to know that TRAC is not for sale and that the county is going to continue to operate at this time. Mr. Peck said the Board has made a decision that it is for sale.

**Motion** – Mr. Miller: The motion I'm going to make is that we do not sell Franklin County TRAC and that we continue to operate it at this point. Second by Mr. Koch, saying "at this point."

Mr. Peck said it's been moved and seconded that we cease efforts to seek a change in ownership in TRAC. Is that a fair representation of your motion? Mr. Miller said, yes, I believe "at this point" is an important word in there.

Mr. Peck noted it's been moved and seconded for ceasing efforts to seek a transfer of ownership of TRAC at this time, which he thinks is inherent because the Board always reserves the right to take other action in the future. He commented that one of the responsibilities of government is to prioritize our spending and mentioned other needs in the county. He said TRAC loses hundreds of thousands of dollars a year. It provides valuable services to the community. He feels if another owner/operator can own and operate that facility, it would free up literally hundreds of thousands of dollars a year that can go to other important needs that are currently unmet. He said we have an opportunity in a transfer to set some guidelines as to how TRAC would or wouldn't be used in the future. He said all businesses that surround TRAC benefit from its existence and all of those tax benefits accrue to the City of Pasco. TRAC is sitting in the middle with the county operating it and reaping all the economic losses. He feels if we can find another owner who can provide those same services and unburden us from the costs, it just seems like smart business.

Mr. Miller said even though the city gets taxes, the county gets a portion. He is trying to research how much tax that is. He said I still think people voted this in and we need to live up to it and manage TRAC like a business and find ways to cut that amount. It is known that these kinds of entities don't make a profit, they bring businesses such as tourism and agriculture.

COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

Mr. Peck noted he has never advocated getting rid of TRAC. He has advocated a change of ownership so that the economic benefits and burdens are more closely aligned so that we aren't holding the costs without the benefits.

**Vote: 2:1 vote in favor. Yeas: Miller and Koch. Nay: Peck.**

**ADJOURNMENT**


**Motion** – Mr. Koch: I move for adjournment. Second by Mr. Miller. 3:0 vote in favor.

**Adjourned** at 10:18 am.


COMMISSIONERS RECORD 51  
FRANKLIN COUNTY  
Commissioners' Proceedings for August 22, 2012

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until August 29, 2012.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

  
Brad Peck, Chairman

  
Rick Miller, Chairman Pro Tem

  
Robert E. Koch, Member

Attest:

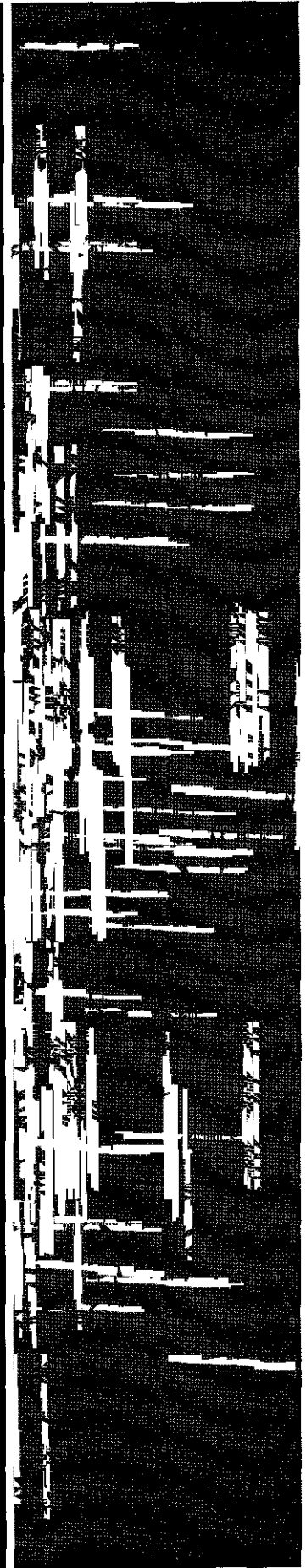
  
Clerk to the Board

Approved and signed September 12, 2012.



Franklin County Affordable Housing Fund

# Steering Committee Recommendations 2012



# Source of Funds

- Retained funding from surcharge on document filing fees
- Current Fund balance approximately:
  - \$360,000
- No previous releases for this fund

# Allowable Uses

**Acquisition, construction, or rehabilitation of housing projects** or units within housing projects that are affordable to very low-income households with incomes at or below fifty percent of the area median income, including units for homeownership, rental units, seasonal and permanent farmworker housing units, units reserved for victims of human trafficking and their families, and single room occupancy units;

**Supporting building operation and maintenance costs** of housing projects or units within housing projects eligible to receive housing trust funds, that are affordable to very low-income households with incomes at or below fifty percent of the area median income, and that require a supplement to rent income to cover ongoing operating expenses;

**Rental assistance vouchers** for housing units that are affordable to very low-income households with incomes at or below fifty percent of the area median income, including rental housing vouchers for victims of human trafficking and their families, to be administered by a local public housing authority or other local organization that has an existing rental assistance voucher program, consistent with or similar to the United States department of housing and urban development's section 8 rental assistance voucher program standards; and

**Operating costs for emergency shelters and licensed overnight youth shelters.**

# Process

- Published notice of available funds on May 6<sup>th</sup>
- Applications were available on May 15<sup>th</sup>
- Letters of intent were due May 18<sup>th</sup>
- Technical Assistance workshop held on May 29<sup>th</sup>
- Applications were due June 28<sup>th</sup>
- Steering Committee presentations held July 17<sup>th</sup>
- Committee reconvened to clarify decision not to recommend funding for staff positions

# Steering Committee Recommendations 2012

- Some projects recommended at level lower than their application
- Some project awards contingent upon additional funds

# Domestic Violence Services

- Replace or repair transitional housing units kitchen cabinets and counter tops.
- Recommended award \$8,939
  - Allowable Use: Rehabilitation

# Safe Harbor Crisis Nursery/ My Friend's Place

- Replace flooring and toilets within the youth shelter facility
- Recommended Award \$18,058
- Allowable use: Rehabilitation

Youth Shelter is only 2/3 of the facility. May require 30% match if project is focused on entire facility.

# Lourdes Counseling Center

- Repair dry rot and siding on ten trailer units which provide transitional housing for low income, mentally ill persons.
- Recommended Award \$21,025
  - Allowable Uses: Rehabilitation



# Pasco Housing Authority

- Painting of eleven four-plexes that provide low income housing in Franklin County
- Recommended Award \$51,507
  - Allowable Use: Rehabilitation

# Habitat for Humanity

- Purchase building supplies to rehabilitate at least four housing units for senior adults in Franklin County

- Recommended Award \$20,000

- Allowable Uses: operations and maintenance

# Therapeutic Innovations in Recovery

- Provide rental assistance to serve Franklin County Homeless/ Low income individuals, over fifty or with multiple housing barriers
- Recommended Award \$30,471
  - Allowable Use:
    - Rental Vouchers: \$26,271
    - Operations: \$4,200

## Total of Current Recommendations

- Current recommendations total \$150,000
- Fund balance to carry forward for next funding cycle \$210,000



**FRANKLIN COUNTY AUDITOR**

*Matt Beaton, Auditor*

8/22/2012

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 8/22/2012

Move that the following warrants be approved for payment:

certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

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Enhanced 911	70477	70479	\$839.29
Veteran's Assistance	70480	-	\$2,219.69

In the amount of

\$504,516.62

The motion was seconded by

And passed by a vote of 3 to 0

The attached vouchers have been approved by Auditor or Deputy

Vouchers Audited By



# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

**BRAD PECK**  
DISTRICT 1

**ROBERT E. KOCH**  
DISTRICT 2

**RICK MILLER**  
DISTRICT 3

Fred H. Bowen  
County Administrator

Rosie H. Rumsey  
Human Resources Director

August 22, 2012

David M. Ferguson, Mayor  
City of Mesa  
PO Box 146  
Mesa, WA 99343

**Re: Aquifer Protection Area**

Dear Mr. Ferguson:

Thank you for your letter of April 24, 2012 asking the Board of Commissioners to place a measure on the November 2012 ballot regarding possible establishment of a Franklin County Aquifer Protection Area.

In an effort to find a way to support your request, we researched the legality of creating an APA for select areas of the county excluding areas that did not need to participate. Regrettably, our legal counsel advises that such a measure would be unlawful. The basis for that analysis is that the geographic areas to be charged an APA fee must be precisely the same as the area to be benefitted by the tax or fee. Given that the aquifer does not follow or even closely resemble county precinct boundaries an APA fee based on precincts would be unlawful.

Notably, several cities in the three other counties participating in the Groundwater Management Association (Lincoln, Adams and Grant) have also declined to create APAs for legal reasons.

We share your concerns over the quality and availability of groundwater, especially in the central and northern parts of the county. We are eager to support any lawful opportunities that will help ensure continued access to adequate groundwater resources.

Most sincerely,

**BOARD OF COUNTY COMMISSIONERS**  
**FRANKLIN COUNTY, WASHINGTON**

Brad Peck, Chair

Rick Miller, Chair Pro-Tem

Robert E. Koch, Member



# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

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DISTRICT 1

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DISTRICT 2

**RICK MILLER**  
DISTRICT 3

Fred H. Bowen  
County Administrator

Rosie H. Rumsey  
Human Resources Director

August 22, 2012

Patti A. Hamilton, Mayor  
City of Kahlotus  
PO Box 100  
Kahlotus, WA 99335

**Re: Aquifer Protection Area**

Dear Ms. Hamilton:

Thank you for your letter of June 26, 2012 asking the Board of Commissioners to place a measure on the November 2012 ballot regarding possible establishment of a Franklin County Aquifer Protection Area.

In an effort to find a way to support your request, we researched the legality of creating an APA for select areas of the county excluding areas that did not need to participate. Regrettably, our legal counsel advises that such a measure would be unlawful. The basis for that analysis is that the geographic areas to be charged an APA fee must be precisely the same as the area to be benefitted by the tax or fee. Given that the aquifer does not follow or even closely resemble county precinct boundaries an APA fee based on precincts would be unlawful.

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Most sincerely,

**BOARD OF COUNTY COMMISSIONERS**  
**FRANKLIN COUNTY, WASHINGTON**

  
Brad Peck, Chair

  
Rick Miller, Chair Pro-Tem

  
Robert E. Koch, Member



# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

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DISTRICT 2

**RICK MILLER**  
DISTRICT 3

Fred H. Bowen  
County Administrator

Rosie H. Rumsey  
Human Resources Director

August 22, 2012

Mr. Gary Hammond  
Franklin County Assessor's Office  
1016 North 4<sup>th</sup>  
Pasco WA 99301

Dear Gary:

Please accept our deepest gratitude for the thirty-five continuous years of dedicated service you have given to Franklin County as an appraiser.

Your expertise and dedication to the County and professionalism is very much appreciated. We wish you the best in your retirement.

Enclosed please find a certificate of appreciation as a token of our gratitude.

Sincerely,

**BOARD OF COUNTY COMMISSIONERS**  
**FRANKLIN COUNTY, WASHINGTON**

  
Brad Peck, Chairman

  
Rick Miller, Chair Pro-Tem

  
Robert E. Koch, Member

Enclosure



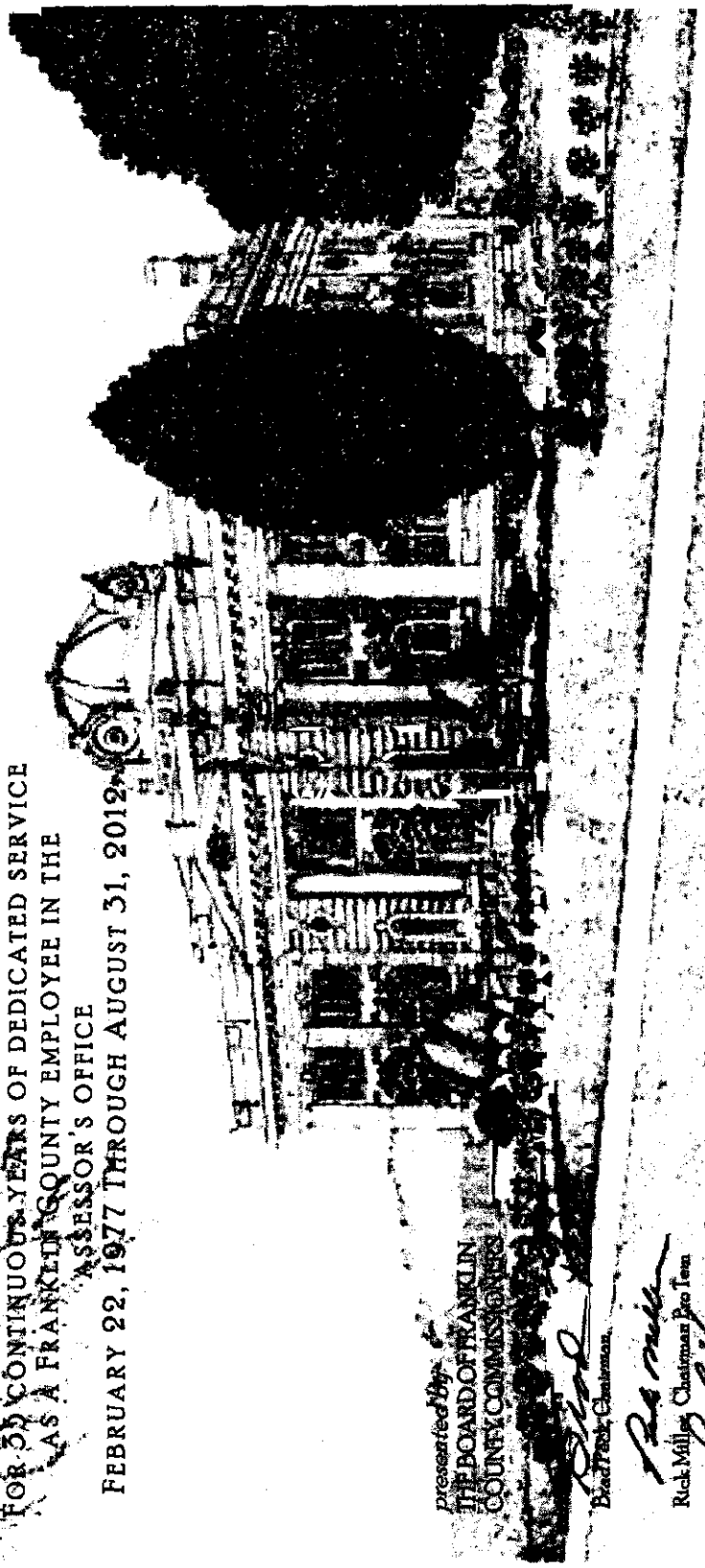
# CERTIFICATE OF APPRECIATION

awarded to:

## GARY HAMMOND

FOR 35 CONTINUOUS YEARS OF DEDICATED SERVICE  
AS A FRANKLIN COUNTY EMPLOYEE IN THE  
ASSESSOR'S OFFICE

FEBRUARY 22, 1977 THROUGH AUGUST 31, 2012



presented by  
THE BOARD OF FRANKLIN  
COUNTY COMMISSIONERS

*Bob*  
Board President, Chairman

*Rick Miller*  
Rick Miller, Chairman Pro Tem

*Robert E. Koch*  
Robert E. Koch, Member

*5/10/12*