

REVISED
SKAMANIA COUNTY BOARD OF COMMISSIONERS
240 NW Vancouver Ave.
Stevenson, WA 98648
Agenda for Tuesday, October 8th, 2024

Commissioner meetings are open to public attendance with limited available seating. If you would like to attend remotely, you may do so by using the following ZOOM login information:

To Join by Phone with Audio Only, Dial: 1 346 248 7799

Meeting ID: 889 0632 1210

Join Zoom Meeting with Audio and Video: <https://us02web.zoom.us/j/88906321210>

Written comments are accepted until noon on the day before the meeting. If you wish written comments to be listed on the posted agenda, they need to be submitted to the Clerk of the Board by noon on the Wednesday preceding the Tuesday/Wednesday meeting. If written comments are received after noon the day before the meeting, they will be held for the following meeting. Please email comments and public comment questions to the Clerk of the Board at sackos@co.skamania.wa.us.

Please note, when a holiday falls on Monday, the regular meeting is held on Wednesday of that week.

9:00 AM Staff Reports

9:30 AM Call to Order
Pledge of Allegiance
Public Comment (3 minutes)

Domestic Violence Awareness Month Proclamation & request to display banner on Courthouse lawn

Consent Agenda: Items will be considered and approved on a single motion. Any Commissioner may, by request, remove an item from the agenda prior to approval.

1. Minutes for meeting September 23rd & 24th, 2024.
2. Minutes for meeting October 1st & 3rd, 2024.
3. Set public hearing for public testimony and consider adopting Resolution 2024-16, Supplemental Budget #2.
4. Resolution 2024-13, Establishing a New Fund for Capital Match for Skamania County Senior Services.
5. Authorize Public Works Director to sell surplus vehicles.
6. Contract renewal with Back Country Plowing & Grooming for snow plowing services.
7. Agreement amendment with the City of North Bonneville for daily bed rate increase.
8. Contract with Naomi Raia, LICSWA for additional funding to provide Mental Health Crisis/On-Call services.

~~9. Contract amendment #18 with the Department of Health to add statements of work and amend prior statements of work.~~

Voucher Approval
Payroll Approval

Meeting Updates

Note: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed during the meeting, and may add and act on any item not included in the above agenda. If necessary, the Board may hold executive sessions on scheduled meeting days. Meeting minutes and audio recordings may be found at www.skamaniacounty.org.

- 10:00 AM Department Head Reports
- 10:30 AM Preliminary Budget Workshop – External Services
- 11:00 AM Workshop with Assessor Gabe Spencer to discuss the Community Economic Revitalization Board grant.
- Lunch
- 1:30 PM [Board of Health](#)
- 2:30 PM Columbia River Gorge Commission Report with Gorge Commissioner Laura Brennan Bissell
- 3:30 PM Preliminary Budget Workshop – Sheriff’s Office
- 4:30 PM Discussion regarding the Park Plaza Project

**PROCLAMATION
DOMESTIC VIOLENCE AWARENESS MONTH
OCTOBER 1ST 2024-OCTOBER 31ST 2024**

WHEREAS, domestic violence is defined by the Washington State Coalition Against Domestic Violence as “a pattern of behavior that one person in a relationship uses to gain power and control over the other. Abuse is not caused by anger, mental problems, alcohol or other drugs, or other common excuses. It is caused by one person’s belief that they have the right to control their partner.” Domestic violence is directed at a particular victim; however, it also victimizes children, families, strangers and the community.

WHEREAS, Skamania County Council on Domestic Violence and Sexual Assault (SCCDVSA) provided service to 275 individuals, responded to 3,301 hotline crisis calls and 202 after hours emergency calls during the 23-24 fiscal year. Furthermore, SCCDVSA provided 8,276 direct service hours of advocacy to clients, 302 motel bed nights and SCCDVSA’s Holly House provided 2,225 safe sheltered bed nights to women and children who were escaping domestic violence.

WHEREAS, SCCDVSA provides advocacy, safety and healing to victims of domestic violence in Skamania County through a wide range of services, such as, secure shelter services, legal advocacy, medical advocacy, information and referral, community education and awareness, therapy and general advocacy/case management.

WHEREAS, Skamania County is an important partner in SCCDVSA’s vision to end domestic violence in Skamania County so that individuals and families flourish in safe and healthy relationships.

NOW, THEREFORE, BE IT RESOLVED, We the Board of Commissioners of Skamania County, do hereby proclaim the month of October, as

DOMESTIC VIOLENCE AWARENESS MONTH

In Skamania County, and we ask all citizens to participate in efforts to recognize the serious impacts of domestic violence, provide safety and compassion for victims, accountability and counseling for perpetrators and continue to work toward eliminating domestic violence in all areas of our county.

Signed this _____ day of October 2024

Richard Mahar

Tom Lannen

Asa Leckie

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Skamania County Courthouse
240 NW Vancouver Ave. Lower Level, Room 18
Stevenson, WA 98648
Minutes for Meeting of September 23rd, 2024, & September 24th, 2024

The Board met for a special meeting to hold a preliminary budget analysis workshop and preliminary budget workshops at 1:01 p.m. on Monday, September 23rd, 2024, at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, WA with Commissioner T.W. Lannen, Commissioner Richard Mahar, and Commissioner Asa Leckie, Chair, present.

The Board met for a preliminary budget analysis workshop.

Commissioner Leckie left the meeting at 1:23 p.m. and returned at 1:26 p.m.

The meeting recessed at 2:12 p.m. and reconvened the same day at 2:19 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board continued the preliminary budget analysis workshop.

The meeting recessed at 3:19 p.m. and reconvened the same day at 3:25 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board continued the preliminary budget analysis workshop.

The meeting recessed at 3:40 p.m. and reconvened the same day at 3:45 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met in a preliminary budget workshop with Prosecutor Adam Kick and Office Administrator Char Hartley.

The Board met in a preliminary budget workshop with County Auditor Robert Waymire.

The Board met in a preliminary budget workshop with County Treasurer Vicke Clelland and Revenue Officer Audrey Fahrni.

The meeting recessed at 5:04 p.m.

The Board met for a staff meeting at 9:00 a.m. in the Commissioners' Meeting Room on Tuesday, August 27th, 2024. Commissioners T.W. Lannen and Richard Mahar were present. Commissioner Asa Leckie, Chair, was absent. Reports were provided by Senior Services Program Manager Sophie Miller, Financial Management Administrator Heidi Penner, Community Events and Recreation Manager Alex Hays, Clerk of the Board Lisa Sackos, Human Resources Administrator Sara Slack, and Probation Officer Chris Wood.

The meeting recessed at 9:19 a.m.

The Commissioners' business meeting was called to order at 9:30 a.m. on Tuesday, September 24th, 2024, at the Commissioners' meeting room located at 240 NW Vancouver Avenue in Stevenson, Washington with Commissioners T.W. Lannen and Richard Mahar present. Commissioner Asa Leckie, Chair, was absent.

The Pledge of the Allegiance was led by Matt Joy.

There was no public comment.

Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to approve the agenda for September 24th, 2024.

Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to approve the Consent Agenda as follows:

1. Minutes for meeting September 17th, 2024.
2. Special occasion liquor license application for Wind River Business Association.
3. Special occasion liquor license application for American Industrial Hygiene Association Pacific NW.
4. Letter of resignation of City Administrator Leana Kinley from the Mid-Columbia Economic Development District Board.
5. Re-appointment of Julie DeSmith to the Columbia Gorge Housing Authority as a Public representative.
6. Washington State Department Of Transportation (WSDOT) 2023 – 2024 Title VI Annual Accomplishments & Goals Report.
7. Agreement with Washington Department of Ecology to provide Washington Conservation Corps (WCC) members projects in Skamania County from 10/01/24 - 09/30/25.
8. Interagency agreement with Washington Department of Agriculture for garlic mustard control in Skamania County.
9. Interagency agreement with Washington Department of Agriculture for shiny geranium control in Skamania County.
10. Agreement with the City of Battle Ground for increase of daily bed rate for jail services.
11. Agreement with Southwest Washington Accountable Community of Health (SWACH) for Chronic Disease and Chronic Pain Self-Management Programs funding.
12. Veterans Advisory Board Request for Additional Funds to Assist Veteran.

Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to approve vouchers dated September 24th, 2024, totaling \$416,550.21 with the Current Expense amount of \$236,847.00, covering warrant numbers 200083 through 200153.

Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, to approve the restoration of the Nutrition Manager position from 80% full-time to 100% full-time, effective October 1st, 2024.

The Board met with Extension Director Hannah Brause for the Washington State University (WSU) Extension report.

The Board met for meeting updates.

The meeting recessed at 9:53 a.m. and reconvened the same day at 10:01 a.m. with Commissioners T.W. Lannen and Richard Mahar present. Commissioner Asa Leckie, Chair, was absent.

The Board met for Department Head reports:

- Public Works Director David Waymire reported on Engineering, County Road, Building Division, Community Development, ER&R, Solid Waste, Information Technology, Building and Grounds, and the Wind River Business Park.

- Tamara Cissell, Community Health Director, reported on Behavioral Health, Public Health, Developmental Disabilities, and Housing.

The meeting recessed at 10:24 a.m. and reconvened the same day at 10:30 a.m. with Commissioners T.W. Lannen and Richard Mahar present. Commissioner Asa Leckie, Chair, was absent.

The Board met with Human Resources Administrator Sara Slack for the Safety Committee report:

- Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to approve 2024-E-06 and agree with the Supervisor and Safety Committee that this was a preventable incident.
- Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to approve 24-1005 and agree with the Supervisor and Safety Committee that this was a preventable incident.
- Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to approve 24-1006 and agree with the Supervisor and Safety Committee that it was an unpreventable incident.

The meeting recessed at 10:35 a.m. and reconvened the same day at 10:45 a.m. with Commissioners T.W. Lannen and Richard Mahar present. Commissioner Asa Leckie, Chair, was absent.

The Board met in a workshop with the Financial Management Group, Elected Officials, Department Heads, & Managers to discuss County finances.

The meeting recessed at 11:07 a.m. and reconvened the same day at 11:15 a.m. with Commissioners T.W. Lannen and Richard Mahar present. Commissioner Asa Leckie, Chair, was absent.

The Board met with Department of Natural Resources District Manager Brian Poehlein and Region Manager Scott Sargent for updates.

Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to adjourn the Skamania County Board of Commissioners meeting for Tuesday, September 24th, 2024.

The meeting adjourned at 11:27 a.m.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Asa Leckie, Chair

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

T.W. Lannen, Commissioner

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Skamania County Courthouse
240 NW Vancouver Ave. Lower Level, Room 18
Stevenson, WA 98648
Minutes for Meeting of October 1st, 2024, & October 3rd, 2024

The Commissioners' business meeting was called to order at 9:32 a.m. on Tuesday, October 1st, 2024, at the Commissioners' meeting room located at 240 NW Vancouver Avenue in Stevenson, Washington with Commissioners Richard Mahar and Asa Leckie, Chair, present. Commissioner T.W. Lannen was absent.

The Pledge of the Allegiance was led by Human Resources Administrator Sara Slack.

There was no public comment.

Commissioner Mahar moved, Commissioner Leckie, Chair, stepped down and seconded, and the motion carried unanimously to approve vouchers dated October 1st, 2024, totaling \$191,134.44 with the Current Expense amount of \$82,689.18, covering warrant numbers 200242 through 200331.

Commissioner Mahar moved, Commissioner Leckie, Chair, stepped down and seconded, to approve the request for an early vacation withdrawal policy exception.

The Board met for meeting updates.

Commissioner Lannen joined the meeting at 9:52 a.m.

The meeting recessed at 9:55 a.m. and reconvened the same day at 10:00 a.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with County Clerk Grace Cross.

The Board met for a preliminary budget workshop with Probation Officer Chris Wood.

The meeting recessed at 10:33 a.m. and reconvened the same day at 10:34 a.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with Public Works and Community Development Director David Waymire and County Engineer Sadi' Stouder-Pettenger.

The meeting recessed at 11:59 a.m. and reconvened the same day at 12:01 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with Human Resources Administrator Sara Slack.

The meeting recessed at 12:12 p.m. and reconvened the same day at 1:33 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with Noxious Weed Program Coordinator Emily Stevenson.

The meeting recessed at 1:49 p.m. and reconvened the same day at 2:00 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with Senior Services Program Manager Sophie Miller.

The meeting recessed at 2:12 p.m. and reconvened the same day at 2:30 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with County Assessor Gabe Spencer.

The meeting recessed at 2:47 p.m. and reconvened the same day at 3:00 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop to discuss the Commissioners' budget.

The meeting recessed at 4:16 p.m. and reconvened the same day at 4:31 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board continued the preliminary budget workshop to discuss the Commissioners' budget.

The meeting recessed at 4:41 p.m. and reconvened on Thursday, October 3rd, 2024, at 10:02 a.m. in the Commissioners' meeting room located at 240 NW Vancouver Avenue in Stevenson, Washington with Commissioners T.W. Lannen and Asa Leckie, Chair, present. Commissioner Richard Mahar was absent.

The Board met for a preliminary budget workshop with Judge Ron Reynier and District Court Administrator Cess Wood.

Commissioner Mahar joined the meeting at 10:05 a.m.

The Board met for a preliminary budget workshop with Community Events and Recreation Manager Alex Hays.

Due to technical difficulties, the meeting recessed at 10:34 a.m. and reconvened the same day at 10:39 a.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board continued the preliminary budget workshop with Community Events and Recreation Manager Alex Hays.

The Board met for a preliminary budget workshop with Community Health Director Tamara Cissell and Community Health Data and Finance Manager Allen Esaacson.

The meeting recessed at 11:31 a.m. and reconvened the same day at 1:00 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

The Board met for a preliminary budget workshop with Superior Court Judge Randall Krog.

The Board met for a preliminary budget workshop with Judge Randall Krog and Juvenile Services Administrator Angie Hollis.

The meeting recessed at 1:21 p.m. and reconvened the same day at 1:30 p.m. with Commissioners T.W. Lannen, Richard Mahar, and Asa Leckie, Chair, present.

Commissioner Lannen reported on various meetings he attended.

Commissioner Lannen moved, Commissioner Mahar stepped down and seconded, and the motion carried unanimously to adjourn the Skamania County Board of Commissioners meeting for the week of October 1st, 2024.

The meeting adjourned at 1:54 p.m.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Asa Leckie, Chair

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

T.W. Lannen, Commissioner

RESOLUTION 2024-16
(Supplemental Budget #2 for 2024 budget for various funds)

WHEREAS, various funds and departments have unanticipated expenditures and revenues for 2024; and

WHEREAS, pursuant to RCW 36.40.100, 36.40.195 and Resolution 1999-31, the Board has the authority to transfer, revise or supplement its budget and to increase budgets with unanticipated funds; and

WHEREAS, pursuant to RCW 36.40.100, the Board has the authority to transfer funds; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby creates, transfers, revises, or supplements the 2024 budget as described in "Attachment A";

BE IT FINALLY RESOLVED that the Clerk of the Board is hereby directed to give due notice of a public hearing upon this resolution for adoption on the 29th of October 2024 at 5:30 o'clock p.m. or shortly thereafter.

PASSED IN REGULAR SESSION this 8th day of October 2024.

SKAMANIA COUNTY, WASHINGTON

Asa Leckie, Chairman

ATTEST:

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

T.W. Lannen, Commissioner

RESOLUTION NO. 2024-16 IS HEREBY APPROVED AND ADOPTED in regular session this 29th day of October 2024 upon public hearing having been held in accordance with the laws of the State of Washington.

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Asa Leckie, Chairman

ATTEST:

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

T.W. Lannen, Commissioner

APPROVED AS TO FORM ONLY:

Adam Kick, Prosecuting Attorney

For _____
Against _____
Abstain _____
Absent _____

DATE: **October 3rd, 2024**

TO: **The Skamania County Pioneer**
PO Box 250
Stevenson, WA 98648

FROM: **Skamania County Commissioners**
Clerk of the Board
PO Box 790
Stevenson, WA 98648

Please publish the following documents on the dates indicated:

Document: **Notice of public - Resolution 2024-16, Supplemental Budget #2 for 2024**
Publish as: **Legal Notice**
Publish on: **October 16th and October 23rd, 2024**
Send Bill to: **Commissioners**

NOTICE OF PUBLIC HEARING
Before the
Board of Skamania County Commissioners

PURPOSE: Skamania County Board of Commissioners hereby gives notice that a public hearing will be held to consider Resolution 2024-16 Supplemental Budget #2 for 2024 to supplement budgets for various funds due to unanticipated expenditures and revenues unknown at the time of approval of the 2024 Budget.

Oral and written testimony will be considered at the public hearing by the Board of Commissioners. Written testimony may be sent to Skamania County Board of Commissioners, Attn: Clerk of the Board, PO Box 790, Stevenson, WA 98648 or sackos@co.skamania.wa.us. Anyone interested may appear and be heard.

Copies of Supplemental Budget #2 are available to the public, after 1 p.m. on the Wednesday prior to the public hearing in the Commissioners' Office, Room 15, 240 NW Vancouver Avenue, Stevenson, WA.

DATE: Tuesday, October 29th, 2024
TIME: 5:30 p.m.
PLACE: Skamania County Courthouse, Room No. 18 (lower level)
240 NW Vancouver Avenue
Stevenson, WA.

Commissioner Meetings are open to public attendance via ZOOM or in person. ZOOM numbers are as follows:
To Join by Phone: 1 346 248 7799 US
Meeting ID: 889 0632 1210
[Join Zoom Meeting - http://us02web.zoom.us/j/88906321210](http://us02web.zoom.us/j/88906321210)


Skamania County Courthouse is accessible for persons with disabilities. Please let us know if you will need any special accommodation in order to attend the meeting: (509) 427-3700.

DATED this 8th day of October, 2024.

Lisa Sackos
Clerk of the Board

Publish: October 16th and October 23rd, 2024

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Senior Services Department	 Signature
<u>AGENDA DATE</u>	October 8, 2024	
<u>SUBJECT</u>	New Resolution	
<u>ACTION REQUESTED</u>	Approve creation of Resolution 3010.300	

SUMMARY/BACKGROUND

Following Washington State Auditors recommendations to create a separate fund not related to ERR for the purpose of dedicating specific funds as match for capital purchases.

FISCAL IMPACT

None

RECOMMENDATION

Approve Resolution 3010.300

LIST ATTACHMENTS

Resolution 3010.300

Resolution No. 2024-13

A Resolution Establishing a New Fund for Capital Match for Skamania County Senior Services

WHEREAS, Skamania County Senior Services provides essential services and support to the senior population within the county, including transportation, meal programs, and other critical assistance; and

WHEREAS, the County recognizes the importance of ensuring that these services are adequately funded to meet the growing needs of the senior community; and

WHEREAS, the County desires to establish a dedicated fund to provide financial resources for capital match opportunities that will enhance and expand the services provided by Skamania County Senior Services; and

WHEREAS, this fund will be used to provide grant match to secure financial assistance for capital improvements, and equipment purchases;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Skamania County that:

The County hereby establishes a new fund, to be known as the "Capital Improvement Fund Senior Services, Fund number 3010.300,

The Fund shall be used to provide matching funds for grants, that require a local financial contribution for capital projects, including but not limited to building improvements, vehicle purchases, and equipment necessary for the operations of Skamania County Senior Services.

PASSED IN REGULAR SESSION this ____ day of _____, 2024.

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Asa Leckie, Chair

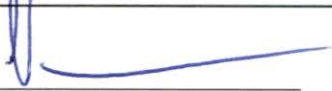
Richard Mahar, Commissioner

ATTEST:

Lisa Sackos, Clerk of the Board

T.W. Lannen, Commissioner

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	<u>Public Works</u> Department	 _____ Signature
<u>AGENDA DATE</u>	<u>10-8-2024</u>	
<u>SUBJECT</u>	<u>ER&R Vehicle Surplus List</u>	
<u>ACTION REQUESTED</u>	<u>Authorize the Public Works Director to sell the surplus vehicles</u>	

SUMMARY/BACKGROUND

Pursuant to Skamania County Code 2.56.030, the BOCC must authorize the disposal of surplus equipment with a value over \$2500. Attached is a list of surplus vehicles.

FISCAL IMPACT

Proceeds from the surplus vehicles will be returned to the ER&R fund of the department that paid for the vehicle.

RECOMMENDATION


I recommend the board move to approve this list and authorize the Public Works Directors to surplus the vehicles first offering these to other county departments and junior taxing districts.

LIST ATTACHMENTS

Vehicle List

Veh #	Vin	Year	Make	Model
313	1FV6JBB6VL750864	1997	Freightliner	FL80
311	1FV6JBBIVL750865	1997	Freightliner	FL80
216	1FV6JBB4VL750863	1997	Freightliner	FL80
734	1FM5K8AR0FGC16731	2015	Ford	Explorer
715	2FAHP71V59X132659	2009	Ford	Crown Vic
703	1FM5K8ARXHGA37342	2017	Ford	Explorer
9702	1FT7W2B68CEC70241	2012	Ford	F-250
208	1FD0X4HT0GED01376	2016	Ford	F-450
401	1FMCU9DG9BKB85469	2011	Ford	Escape
615	JTEEW41A092028414	2009	Toyota	Highlander
601	1D4GP24R96B558573	2006	Dodge	Caravan
614	1FMCU931X6KC74857	2006	Ford	Escape
9631	1GCEK14V17Z115921	2007	Chevrolet	Silverado

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	<u>PUBLIC WORKS</u> Department	 Signature
<u>AGENDA DATE</u>	<u>October 15, 2024</u>	
<u>SUBJECT</u>	<u>SNOW PLOWING SERVICE CONTRACT, FOREST SERVICE 90 & 25 ROADS RENEWAL</u>	
<u>ACTION REQUESTED</u>	<u>Renewal #1 Contract with Back Country Plowing & Grooming.</u>	

SUMMARY/BACKGROUND

The renewal of contract is for the plowing of the (1) Forest Service 90 Road from milepost 0.00 at the County Line, to Northwood's Fire Station (2) Forest Service 25 Road from milepost 42.96 to milepost 44.00. The Snow Plowing shall be between the months of November 2024 through March 2025. Due to the limited availability of County forces and equipment, this contract will assist the County in providing public and emergency access to residents and businesses along the FS 90 Road.

- The Board of County Commissioners did execute by motion action, October 17, 2023, Forest Service 90 & 25 Road Snow Plowing Service Contract with ***Back Country Plowing & Grooming***. The contract includes provisions that this contract may be extended for two additional winter seasons by written agreement between the Contracting Agency and the Contractor.
- This will be the 1st renewal of this contract.
- September 10, 2024, the Public Works Department received the formal offer to renew the contract with ***Back Country Plowing & Grooming*** for the Snow Plowing Service Contract 2024-2025.

FISCAL IMPACT

The Board of County Commissioners has allocated, in the 2024-25 Skamania County Budget \$16,298.37 in Funds, and PacifiCorp adding \$32,601.63 for snow plowing of the Forest Service 90 Road and 25 Road. ***Back Country Plowing & Grooming*** returned a renewal offer of \$48,900.00. The proposal from ***Back Country Plowing & Grooming*** is on an hourly contract based on estimated hours required for snow plowing operations. The contract shall not exceed approved funding without Commissioner approval.

RECOMMENDATION

That the Skamania County Board of Commissioners, by motion action, Renew the Snow Plowing Service Contract of Forest Service 90 and 25 Roads for the contract year November 1, 2024, to March 31, 2025, to ***Back Country Plowing & Grooming***

LIST ATTACHMENTS

- County Face Sheet
- Formal Offer of Contract Renewal #1

COUNTY FACE SHEET FOR CONTRACTS/LEASES/AGREEMENTS

1. Contract Number Snow Plowing Service Contract FS 90 & 25 Roads

2. Contract Status: (Check appropriate box) Original Renewal #1 Amendment

3. Contractor Information: Contractor: Columbia Pacific Construction
Contact Person: Travis Murtinck
Title: Owner
Address: PO Box 498
Address: Randel, WA. 98377
Phone: (253) 722-4123

4. Brief description of purpose of the contract and County's contracted duties:

Forest Service 90 and 25 Roads Snow Plowing Service Contract Renewal # 1 with Back Country Plowing & Grooming

5. Term of Contract: From: November 1, 2024, To: March 31, 2025

6. Contract Award Process: (Check appropriate box)

General Purchase of materials, equipment or supplies - RCW 36.32.245 & 39.04.190

- Exempt (Purchase is \$2,500 or less upon order of the Board of Commissioners)
 Informal Bid Process (Formal Quotes between \$2,500 and \$25,000)
 Formal Sealed Bid Process (Purchase is over \$25,000)
 Other Exempt (explain and provide RCW) _____

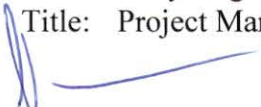
Public Works Construction & Improvements Projects – RCW 36.32.250 & 39.04.155 (Public Works, B&G, Capital Improvements Only)

- Small Works Roster (PW projects up to \$200,000)
 Exempt (PW projects less than \$10,000 upon order of the Board of Commissioners)

7. Budget Committed in Current Year: \$16,298.37
Amount Not Budgeted in Current Year: \$ Source: _____
Total Non-County Funds Committed: \$32,601.63 Source: PacifiCorp
Total County Funds Committed: \$16,289.37
TOTAL FUNDS COMMITTED: \$48,900.00.

8. County Contact Person: Name: Tony Hegewald
Title: Project Manager

9. Department Approval:



Department Head or Elected Official Signature

10. Special Comments: This Contract was rebid for the year (2023-24) and will carry the usual not to exceed \$48,900.00. We will also be able to renew for the next (2) years, per negotiations with the contractor

Renewal Proposal

Project Title **Snow Plowing Service Contract: Forest Service 90 & 25 Roads**

CRP # _____ FAS # _____

STA. _____ STA. _____

The undersigned hereby certifies that they examined the location of Skamania County Road, known as **2024 - 25 FS 90 & 25 Road Plowing Contract** project, limits Sta. _____ to Sta. **FS 90 Rd & 25 Road**, read and thoroughly understand the plans, specifications and contract governing the work embraced in the improvements, and the method by which payment will be made for said work, and hereby propose to undertake and complete the work embraced in this improvement, in accordance with the said plans, specifications and contract, and the following schedule of rates and prices.

Item No.	Unit	Approx. Quantity	Description	Unit Price	Amount
<u>PREPARATION</u>					
1.	LS	1	Mobilization, SPCC Plan, & Snow Check	<u>\$6,000.00</u>	<u>\$6,000.00</u>
2.	HR	80	Truck w/Plow	<u>\$175.00</u>	<u>\$14,000.00</u>
3.	HR	60	Grader	<u>\$250.00</u>	<u>\$15,000.00</u>
4.	HR	10	Front-End Loader	<u>\$250.00</u>	<u>\$2,500.00</u>
5.	HR	25	Snowblower	<u>\$400.00</u>	<u>\$10,000.00</u>
6.	HR	20	Labor	<u>\$70.00</u>	<u>\$1,400.00</u>
<u>OTHER ITEMS</u>					
7.	Calc.	1	Fuel Cost Adj.	<u>\$0.00</u>	<u>0.00</u>
8.	Calc.	1	Minor Change	<u>\$1.00</u>	<u>(\$1.00)</u>
Total of Project					<u>\$48,900.00</u>

Contractor: Back Country Plowing & Grooming

Date: 9.10.2024

PROPOSAL

A proposal guarantee in an amount of five percent (5%) of the total bid, based upon the approximate estimate of quantities at the above prices and in the form as indicated below, is attached hereto.

All such amounts are subject to forfeiture, in accordance with RCW 47.28.100, if successful bidder fails to enter into contract and bond. The parties agree that this amount reasonably reflects the amount that the County will be damaged if the bidder fails to execute the contract.

() Bid Bond

() Cashier's Check

In the amount of Two thousand four hundred forty five dollars (\$ 2,445.00), payable to Skamania County Treasurer. (Standard Format Bid bonds from surety are acceptable.)

* Receipt is hereby acknowledged of addendum(s) No.(s) _____ & _____ per Sec. 1-02.6 of the Standard Specifications.

Failure to acknowledge receipt of all addenda shall render the bid non-responsive and will not be considered further.

** Note: If the bidder is a corporation, this proposal must be executed by its duly authorized officials.


acting Member / owner
Signature of Authorized Official(s)

PO Box 498 (mailing)
Randle WA 98377
859 Rispus Rd Randle WA 98377
Address of bidder: (Principal place of business)

State of Washington Contractor's License Number
45-2874777

Federal Identification Number

**This Bid Package is for the Snow Plowing of the (1) Forest Service 90 Road from MP 0.00 to 16.33
(2) Forest Service 25 Road from MP 42.96 to 44.00. Renewal # 1 with Back Country Plowing &
Grooming**

**BOARD OF COUNTY COMMOSSONERS OF
SKAMANIA COUNTY, WASHINGTON**

(Chair of the Board) Asa Leckie

Commissioner

Commissioner

Date

ASSTEST:

Clerk of the Board

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	<u>Sheriff</u> Department	 Signature
<u>AGENDA DATE</u>	<u>October 8th, 2024</u>	
<u>SUBJECT</u>	<u>Amendment to Jail Services Agreement</u>	
<u>ACTION REQUESTED</u>	<u>Approval of Amendment</u>	

SUMMARY/BACKGROUND Amendment to Jail Services Agreement with The City of North Bonneville, WA to increase daily bed rate from \$60.00 at day to \$80.54 a day.

FISCAL IMPACT Will Increase Jail Revenue

RECOMMENDATION Approve Amendment with the City of North Bonneville, WA.

LIST ATTACHMENTS Copy of Amendment and Agreement with the City of North Bonneville, WA.

AMENDMENT TO THE JAIL SERVICES AGREEMENT

**THIS AMENDMENT TO THE AGREEMENT IS MADE BETWEEN
SKAMANIA COUNTY AND THE CITY OF NORTH BONNEVILLE, WA.**

**WHEREAS THE PURPOSE OF THIS AMENDMENT IS TO INCREASE THE
DAILY BED RATE FROM \$60.00 A DAY TO \$80.54 A DAY.**

THIS INCREASE IS TO TAKE EFFECT STARTING JANUARY 1ST 2025.

THESE CHANGES ARE THE ONLY CHANGES TO THE ORIGINAL CONTRACT.

**THE ENTIRE REMANDER OF THE ORIGINAL CONTRACT REMAINS IN FULL
FORCE.**


THE FOLLOWING PARTIES HAVE EXECUTED THIS AGREEMENT:

**SKAMANIA COUNTY
BOARD OF COMMISSIONERS**

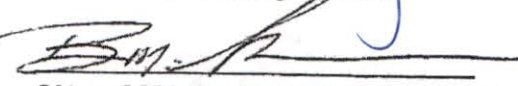
Chairman

Commissioner

Commissioner



Skamania County Sheriff



City of NORTH BONNEVILLE, WA

APPROVED AS TO FORM ONLY:

Prosecuting Attorney

ATTEST:

Clerk of the Board

DATED: _____

AMENDMENT TO THE JAIL SERVICES AGREEMENT

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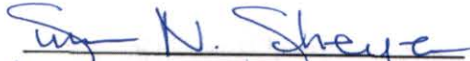
THE FOLLOWING PARTIES HAVE EXECUTED THIS AGREEMENT:

**SKAMANIA COUNTY
BOARD OF COMMISSIONERS**

Chairman

Commissioner

Commissioner



Skamania County Sheriff



City of NORTH BONNEVILLE, WA

APPROVED AS TO FORM ONLY:


Prosecuting Attorney

ATTEST:

Clerk of the Board

DATED: _____

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Community Health Department	Signature 
<u>AGENDA DATE</u>	BOCC, 10/08/2024	
<u>SUBJECT</u>	Naomi Raia, LICSWA - Professional Services Contract	
<u>ACTION REQUESTED</u>	Signature	

SUMMARY/BACKGROUND

Amends Contract with Mental Health Clinician for additional funding to provide Mental Health Crisis/On Call services.

FISCAL IMPACT

Additional \$7,500 up to \$15,000 maximum

Expenditure Contract

RECOMMENDATION

Sign

LIST ATTACHMENTS

- Face Sheet
- Contract
- Attachment A – Scope of Work,

**SKAMANIA COUNTY - PROFESSIONAL SERVICE CONTRACT
BETWEEN SKAMANIA COUNTY
AND NAOMI RAI, LICSWA
(2022-Ongoing) AMENDMENT #1**

THIS CONTRACT, by and between **SKAMANIA COUNTY**, a municipal corporation, hereinafter referred to as the "**COUNTY**", and **NAOMI RAI, LICSWA** hereinafter referred to as the "**CONTRACTOR**",

WITNESSETH THAT:

1. **AUTHORITY TO CONTRACT.**

- A. The **CONTRACTOR** covenants that the person whose signature appears as the representative of the **CONTRACTOR** on the signature page of this contract is the **CONTRACTOR'S** contracting officer and is authorized to sign on behalf of the **CONTRACTOR** and, in addition, to bind the **CONTRACTOR** in any subsequent dealings with regard to this contract, such as modifications, amendments, or change orders.
- B. The **CONTRACTOR** covenants that all licenses, tax I.D. Nos., bonds, industrial insurance accounts, or other matters required of the **CONTRACTOR** by federal, state or local governments in order to enable the **CONTRACTOR** to do the business contemplated by this agreement, have been acquired by the **CONTRACTOR** and are in full force and effect.
- C. The **COUNTY** represents that the services contracted for herein have been, or will be, appropriately budgeted for and that the **COUNTY** has the authority to contract for such services; that the contracting officer for the **COUNTY** is Tamara Cissell; provided that changes that require a change in the amount of the contract price, shall require the approval of the Skamania County Board of Commissioners.

2. **INDEPENDENT CONTRACTOR STATUS.**

- A. The parties intend the **CONTRACTOR** to be an independent contractor, responsible for its own employer/employee benefits such as Workman's Compensation, Social Security, Unemployment, and health and welfare insurance. The parties agree that the **CONTRACTOR'S** personal labor is not the essence of this contract; that the **CONTRACTOR** will own and supply its own equipment necessary to perform this contract; that the **CONTRACTOR** will employ its own employees; and that, except as to defining the work and setting the parameters of the work, the **CONTRACTOR** shall be free from control or direction of the **COUNTY** over the performance of such services.
- B. The **CONTRACTOR** represents that it is capable of providing the services

contracted for herein; that it is the usual business of the **CONTRACTOR** to provide such services.

3. SERVICES TO BE RENDERED.

- A. The work to be performed by the **CONTRACTOR** consists of those services that are fully described in the contract documents marked Attachment A, B, and C which have been initialed by the parties, attached hereto, and by this reference incorporated herein.
- B. Amendments, modifications, or change orders to this contract must be in writing and signed by the parties designated in this contract to be the contracting officers; provided that, change orders affecting the total contract price must be signed by the Board of Commissioners for the **COUNTY**.

4. TERMS OF CONTRACT

The contract shall begin on February 1, 2022 and be ongoing; PROVIDED that, in the event this contract is a personal services contract, not exempt under Chapter 39.29 of the Revised Code of Washington, this contract shall not be effective until the requirements of said statute have been met. The County may terminate this contract earlier upon seven (7) days written notice..

5. PAYMENTS FOR SERVICES.

- A. The consideration for the services to be performed by the **CONTRACTOR** shall not exceed ~~\$7,500~~ \$15,000, including Washington sales tax, and shall be paid as outlined below or in Attachment A.
- B. Payment on the account of the contracted services shall be made not more than monthly, based on submission by the **CONTRACTOR** to the **COUNTY'S** contracting officer of reports and invoices describing the services performed in sufficient detail to enable the **COUNTY'S** contracting officer to adequately determine the services for which payment is sought. Payment is due within thirty (30) days of submission of accepted detailed invoice.
- C. The **CONTRACTOR** agrees that funds received from the **COUNTY** can be expended for only public purposes and the **CONTRACTOR** will keep identifiable financial and performance books and records of all funds received pursuant to this contract from the **COUNTY** detailing the receipts and expenditures of such funds; that these detailed accounting records shall be made available at all reasonable times to any county, state, or federal auditor, whose duties include auditing these funds.

6. **INSURANCE**

The **CONTRACTOR** agrees to save the **COUNTY** harmless from any liability that might otherwise attach to the **COUNTY** arising out of any activities of the **CONTRACTOR** pursuant to this contract and caused by the **CONTRACTOR'S** negligence. The **CONTRACTOR** further agrees to provide the **COUNTY** with evidence of general liability insurance naming the **COUNTY, its elected and appointed official, agents, employees, and volunteers** as an additionally insured party in the amount of \$1,000,000.

7. **INDEMNIFICATION**

Contractor agrees to indemnify and hold harmless the County and its respective employees, agents, licensees and representatives, from and against any and all suits, claims, actions, losses, costs, penalties, damages, attorneys' fees and all other costs of defense of whatever kind or nature arising out of injuries of or death of any and all persons (including Subcontractors, agents, licensees or representatives, and any of their employees) or damage of or destruction of any property (including, without limitation, Owner's property, Contractor's property, or any Subcontractor's property) in any manner caused by, resulting from, incident to, connected with or arising out of Contractor's performance of its work, unless such injury, death or damage is caused by the sole negligence of the County.

In any situation where the damage, loss or injury is caused by the concurrent negligence of the Contractor or its agents and employees and the County or its agents or employees, then the Contractor expressly and specifically agrees to hold the County harmless to the extent of the Contractor or its agents' and employees' concurrent negligence.

The Contractor specifically waives its immunity as against Skamania County under Title 51 RCW (Industrial insurance statute), and acknowledges that this waiver of immunity was mutually and expressly negotiated by the parties, and expressly agrees that this promise to indemnify and hold harmless applies to all claims filed by and/or injuries to the Contractor's own employees against the County. This provision is not intended to benefit any third parties.

If a Subcontractor is used, then the Contractor shall ensure that all Subcontracts also provide that the Contractor or Subcontractor will waive its immunity under Title 51 RCW.

8. **GOVERNING LAW.**

The parties agree that this contract shall be governed by the laws of the State of Washington and that venue for any action pursuant to this contract, either interpreting the contract or enforcing a provision of the contract, or attempting to rescind or alter the contract, shall be brought in Skamania County, Washington; that the prevailing party shall be entitled to all costs, including reimbursement for attorney's fees at a reasonable rate.

9. **ASSIGNABILITY.**

The **CONTRACTOR** shall not assign nor transfer any interest in this contract.

10. **EQUAL EMPLOYMENT OPPORTUNITY.**

A. The **CONTRACTOR** shall not discriminate on the basis of race, color religion, sex, national origin, age, disability, marital or veteran status, political affiliation, or any other legally protected status in employment or the provision of services.

B. The **CONTRACTOR** shall not, on the grounds of race, color, sex, religion, national origin, creed, age or disability:

- (1) Deny an individual any services or other benefits provided under this agreement.
- (2) Provide any service(s) or other benefits to an individual which are different, or are provided in a different manner from those provided to others under this agreement.
- (3) Subject an individual to unlawful segregation, separate treatment, or discriminatory treatment in any manner related to the receipt of any service(s), and/or the use of the contractor's facilities, or other benefits provided under this agreement.
- (4) Deny any individual an opportunity to participate in any program provided by this agreement through the provision of services or otherwise, or afford an opportunity to do so which is different from that afforded others under this agreement. The **CONTRACTOR**, in determining (1) the types of services or other benefits to be provided or (2) the class of individuals to whom, or the situation in which, such services or other benefits will be provided or (3) the class of individuals to be afforded an opportunity to participate in any services or other benefits, will not utilize criteria or methods of administration which have the effect of subjecting individuals to discrimination because of their race, color, sex, religion, national origin, creed, age, or disability.

11. **NONCOMPLIANCE WITH NONDISCRIMINATION PLAN**

In the event of the **CONTRACTOR**'s noncompliance or refusal to comply with the above nondiscrimination plan, this contract may be rescinded, canceled or terminated in whole or in part, and the contractor may be declared ineligible for further contracts with the **COUNTY**. The **COUNTY** shall, however, give the **CONTRACTOR** reasonable time to cure this noncompliance. Any dispute may be resolved with the "Disputes" procedure set forth herein.

12. **DISPUTES**

Except as otherwise provided in this contract, when a genuine dispute arises over an issue related to the contract between the **COUNTY** and the **CONTRACTOR** and it cannot be resolved, either party may submit a request for a dispute resolution to the Board of County Commissioners. The parties agree that this resolution process shall precede any action in a judicial and quasi-judicial tribunal. A party's request for a dispute resolution must:

- a. be in writing; and
- b. state the disputed issues; and
- c. state the relative positions of the parties; and
- d. state the **CONTRACTOR'S** name, address, and the **COUNTY** department the contract is with; and
- e. be mailed to the Board of Commissioners, P.O. Box 369, Stevenson, Washington 98648, within thirty (30) calendar days after the party could reasonably be expected to have knowledge of the issue which he/she now disputes. This dispute resolution process constitutes the sole administrative remedy available under this contract.

13. **WAGE AND HOUR COMPLIANCE.**

The **CONTRACTOR** shall comply with all applicable federal and state provisions concerning wages and conditions of employment, fringe benefits, overtime, etc., as now exists or is hereafter enacted during the term of this contract, and shall save the County harmless from all actions, claims, demands, and expenses arising out of the **CONTRACTOR'S** failure to so comply.

14. **DEFAULT/TERMINATION/DAMAGES.**

- A. The parties hereto agree that **TIME IS OF THE ESSENCE** of this contract.
- B. If the **CONTRACTOR** shall fail to fulfill in a timely manner any of the covenants of this agreement, the **COUNTY** shall have the right to terminate this agreement by giving the **CONTRACTOR** seven (7) day's notice, in writing, of the **COUNTY'S** intent to terminate and the reasons for said termination. And in the event of any such termination the **CONTRACTOR** shall be liable for the difference between the original contract and the replacement or cover contract as well as all administrative costs directly related to the replacement contract; that in such event the **COUNTY** may withhold from any amounts due the **CONTRACTOR** for such work or completed services any balances due the Contractor, and said amounts shall be used to totally or partially offset the **COUNTY'S** damages as a result of the **CONTRACTOR'S** breach to the extent they are adequate.
- C. Either party may cancel the contract, without fault, by giving the other party 14 days written notice.

15. **OWNERSHIP OF WORK PRODUCTS.**

Upon completion of the project or termination for whatever reason, all finished and unfinished documents, data, studies, drawings, service maps, models, photographs and other work product resulting from this agreement shall become the COUNTY'S property.

IN WITNESS WHEREOF, the COUNTY has caused this Contract to be duly executed on its behalf, and thereafter the CONTRACTOR has caused the same to be duly executed on its behalf.

DATED: _____, 20____.

SKAMANIA COUNTY
BOARD OF COMMISSIONERS

NAOMI RALA, LICSWA

Chairman

Commissioner

Date

Commissioner

APPROVED AS TO FORM ONLY:

ATTEST:

Prosecuting Attorney

Clerk of the Board

Attachment A
SCOPE OF WORK FOR CONTRACT BETWEEN
SKAMANIA COUNTY and NAOMI RAI, LICSW

SCOPE OF WORK 2022-Ongoing Amendment #1

The purpose of this contract is to provide County Designated Crisis Responder (DCR) Crisis-on-call work for Skamania County Community Health.

Skamania County Community Health has been licensed by the State of Washington as a Behavioral Health Agency and is subject to the Revised Code of Washington, Washington Administrative Code, and the Protocols for Designated Mental Health Professionals as established by the State of Washington; Division of Behavioral Health and Recovery pertaining to Behavioral Health Agencies, and the clinician agrees to abide by all provisions of the above.

The Contract Clinician agrees to:

1. The Contractor shall provide on-call crisis services including provision of ITA (Involuntary Treatment Act) services on a rotation as scheduled, with adjustments as agreed upon by Clinical Supervisor. The Contractor shall submit: crisis response encounter and ITA investigation or detention paperwork with other required service activity paperwork the first working day following the service activity.
2. The Contractor shall abide by all Revised Codes of Washington, Washington Administrative Codes, the Health Insurance Portability and Accountability Act (HIPAA), and the clinician's licensing board for ethical codes with regard to confidentiality and nondiscrimination.
3. The Contractor shall consult with social service agencies, such as DSHS, Physicians, Sheriff's Department, deputies, or other agencies as needed when confidentiality releases are signed by clients and there is a need for consultation, except in those cases where there is a danger to self or others, and no release is necessary.
4. The Contractor shall consult with Skamania County Community Health staff on referrals from ITA investigation work as necessary.
5. The contractor shall staff all cases with Clinical Supervisor or Director prior to release or detention.

6. The Contractor is recognized to be an independent contractor, not under the direct supervision of the Community Health Director, and not an employee of Skamania County, but providing crisis services as part of a private practice. As an independent contractor, the contractor is responsible to maintain professional liability insurance, with Skamania County Community Health listed as additional insured, and maintain active credentials with the State of Washington Department of Health at all times which requires the Contractor to complete all required continuing education including safety training, crisis intervention, and suicide risk assessment.

7. The Contractor's schedule and number of on-call hours provided to Skamania County residents will be coordinated with Skamania County Community Health Director or Clinical Supervisor. It is understood and agreed that the amount of service hours provided is dependent on the availability of State or Federal funding for the services. This contract shall remain open to allow for referrals to contractor for specialized mental health services as needed.


8. Payment for Services: The Contractor shall be paid for service hours at the rate of \$350.00 per seven-day shift of on-call standby service (\$200.00 for four day shift, \$150.00 for three day shift, \$50 per night), and \$65.00 per hour for actual ITA (Involuntary Treatment Act) face-to-face crisis investigation or detention direct services.

9. Contract amount will not exceed ~~\$7,500.00~~ **\$15,000** in this contract period.

10. Invoices for services shall be submitted by the 10th of the month following the month when services were provided.

Contractor

Date



County



Date

**SKAMANIA COUNTY
COMMISSIONER'S AGENDA ITEM COMMENTARY**

<u>SUBMITTED BY :</u>	ASSESSOR'S OFFICE	
	Department	Signature
<u>AGENDA DATE:</u>	10/08/2024	
<u>SUBJECT:</u>	CERB grant	
<u>ACTION REQUESTED:</u>	Signature to finalize authorization of grant	

SUMMARY/BACKGROUND:

CERB awarded the County \$60,000 pre-development grant. Looking to discuss next steps in the process

FISCAL IMPACT:

\$15,000 in County matched funds for a total of \$75,000 towards the project.

RECOMMENDATION:

Approve documents for signature with the CERB board

LIST ATTACHMENTS:

Pertinent forms

Washington State
Community Economic Revitalization Board

Initial Offer of Financial Aid

Skamania County
Federal Tax Number: 91-6001363
Offer Date: **September 19, 2024**

The Community Economic Revitalization Board (CERB) is authorized by chapter 43.160 RCW to provide funds to political subdivisions to assist in financing the cost of certain public facilities. This Initial Offer of Financial Aid is contingent upon the availability of CERB funds. CERB hereby offers to make funds available to the **Skamania County**, hereafter referred to as the "Contractor," in order to aid in financing the cost of the **District 2 Shops Redevelopment Plan**, as described in the application (hereafter collectively referred to as the "Project").

Funds provided shall be in the form of a grant in the maximum principal amount of **\$60,000**, which must have a local cash match in the amount of at least **\$15,000**. Local cash match amounts and sources are identified as:

\$15,000 **Skamania County** **Cash**

This offer is subject to completion of pre-contract conditions, as described in Attachment A.

A final contract shall be developed by CERB prior to disbursement of funds. No project costs incurred prior to date of this offer will be reimbursed by CERB. In the event a final contract is not executed, no CERB funds will be disbursed.

If accepted, this Initial Offer of Financial Aid must be signed and returned to CERB by **November 7, 2024**.

ACCEPTANCE

FOR THE CONTRACTOR

FOR CERB

Asa Leckie, Chair, Board of Commissioners
Skamania County

Michael Echanove, Chair
Community Economic Revitalization Board

Date: _____

Date: _____



INVESTING IN WASHINGTON'S ECONOMIC FUTURE

Community Economic Revitalization Board

1011 Plum St SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 764-9820

September 23, 2024

Mr. Gabriel Spencer
Assessor
Skamania County
240 NE Vancouver AVE
Stevenson, WA 98648

Dear Mr. Spencer,

Congratulations! The Community Economic Revitalization Board (CERB) has awarded funding to your planning project. Enclosed is a list of pre-contract conditions which must be satisfied no later than **January 16, 2025**, in order to execute a final contract with CERB.

Once the conditions have been met, a final contract will be developed by CERB prior to disbursement of funds. Please note that no project costs incurred prior to the Initial Offer of Financial Aid date will be reimbursed by CERB. After contract execution, a signed copy will be forwarded for Skamania County's records. The execution date of the final contract will be based on the date of the CERB Chair's final signature. A sample of the contract document is enclosed for your records.

I will be your primary contact during this contracting process. If you have any questions, please don't hesitate to contact me at (360) 764-9820, or Barbara.Smith@commerce.wa.gov.

Sincerely,

Barbara Smith
CERB Contract Manager

Enclosures:

- Attachment A – Pre Contract Requirements
- Initial Offer of Financial Aid (IOFA) *(via DocuSign)*
- Planning study minimum requirements
- Sample Contract

CERB Pre-Contract Requirements

Initial Offer of Financial Aid

If you wish to accept CERB's offer, please sign and return the Initial Offer of Financial Aid by **November 7, 2024**. A copy of the executed Initial Offer will be forwarded for the County's records.

If the terms and conditions of this offer are not acceptable, you may request in writing that CERB reconsider, amend or modify its offer.

Pre-Contract Requirements

Please complete the requirements below and submit the appropriate documentation to CERB.

If all requirements are not completed by **January 16, 2025**, you have the option to request an extension from the Board. If the Board does not approve an extension of the initial offer, the offer will expire.

1. **Finalized scope of work, encompassing total project (CERB + Match).**
(For example, the contract, a list of tasks to be completed by the consultant, etc.)
2. **Evidence that consultant services have been selected to complete the study.**
(For example, the contract, or the award letter/email)
3. **Evidence that the \$15,000 cash match is in place, from the following or alternate sources:**
(A letter on your letterhead (or funding source), stating the listed amount is being held in reserve for the project)
 - a. Skamania County \$15,000 cash

Please note that CERB requires feasibility studies/planning documents to be completed within 24 months of the executed contract date.