

# A G E N D A

## WALLA WALLA COUNTY BOARD OF COMMISSIONERS

TUESDAY, FEBRUARY 16, 2021

**Pursuant to the Governor's proclamation dated March 23, 2020 the Commissioner Meeting will be held via phone and internet. Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us [wwcocommissioners@co.walla-walla.wa.us](mailto:wwcocommissioners@co.walla-walla.wa.us)**

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

**The agenda will include only necessary action items until further notice.**

**PLEASE NOTE: All times are tentative and at the discretion of the Chairman with the exception of advertised bid openings and public hearings.**

**10:00 COUNTY COMMISSIONERS**

**Chairman Tompkins**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) Public comment period (time limitations may be imposed)
- e) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
  - 2) Review vouchers/warrants/electronic payments
- f) **Consent Agenda Items:**
  - 1) Resolution - Minutes of County Commissioners' proceedings for February 8 and 9, 2021
  - 2) Payroll action and other forms requiring Board approval
- g) **Action Items:**
  - 1) County vouchers/warrants/electronic payments as follows: 4226762 through 4226842 totaling \$577,842.93; and 4226844 in the amount of \$434.92 (special run) and 4226843 in the amount of \$23,379.07 (draw taxes)
  - 2) Proposal 2021 02-16 AUD Approval of Teresa D Johnson, CPA Inc. to complete Walla Walla County Annual Report
  - 3) Proposal 2021 02-16 CORR Approval to apply for the Community Litter Cleanup Program (CLCP) for the 2021-23 Biennium
- h) Miscellaneous business to come before the Board
- i) Review reports and correspondence; hear committee and meeting reports
- j) Review of constituent concerns/possible updates re: past concerns

a) **Consent Agenda Items:**

- 1) Resolution – Transferring vehicles from the Fairgrounds to the Equipment Rental and Revolving Fund (ER&R)

b) Department update and miscellaneous

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

IN THE MATTER OF  
TRANSFERRING VEHICLES FROM  
THE FAIRGROUNDS TO THE  
EQUIPMENT RENTAL AND  
REVOLVING FUND (ER&R)



RESOLUTION NO. **21**

**WHEREAS**, the Fairgrounds owns several pieces of equipment they would like to transfer to the Equipment Rental and Revolving Fund (ER&R); and

**WHEREAS**, Pursuant to Resolution No. 21 004 the 2016 John Deere Gator will be transferred back to the Fairgrounds because said piece of equipment is a sponsor vehicle and cannot be owned by (ER&R); and

**WHEREAS**, the Public Works would like to transfer two pickups from (ER&R) and assign said pickups to the Fairgrounds; and

**WHEREAS**, due to the changes, February monthly rental rate will include January and February resulting in a charge of \$5,559.70. After February, the monthly rental rate will be \$2,779.85 for usage of all vehicles and equipment to provide future replacement and all operating costs of vehicles, the rate does not include fuel; and

**WHEREAS**, the County Engineer will continue to monitor the equipment rental rates and will recommend revisions as appropriate; now therefore

**BE IT HEREBY RESOLVED**, by this Board of Walla Walla County Commissioners, that said vehicles and equipment as listed on "Attachment A" be transferred and removed to the ER&R Fund effective March 1, 2021.

*Passed this 16<sup>th</sup> day of **February 2021** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

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

\_\_\_\_\_  
Gregory A. Tompkins, Chairman, District 3

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

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

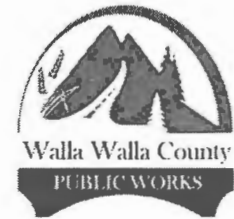
\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**Attachment "A"**

**Fairgrounds Equipment**

<b>YEAR</b>	<b>MAKE</b>	<b>DESCRIPTION</b>	<b>Vehicle Identification Number (VIN)</b>
2016	825E	John Deere Gator <b>(REMOVE)</b>	1M0825GELGM113230
	MX 10	John Deere Brush Hog <b>(ADD)</b>	
		Black Widow Arenavator <b>(ADD)</b>	
2006	Ford	F250, Pickup #1280 <b>(ADD)</b>	1FTSX21Y16ED89621
2006	Ford	F250, Pickup #1281 <b>(ADD)</b>	1FTSX21Y76ED89624

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



To: Board of County Commissioners

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

Date: 9 February 2021

Re: Director's Report for the Week of 8 February 2021

**Board Action: 16 February 2021**

**Resolutions:**

**In the Matter of Transferring Vehicles from the Fairgrounds to the Equipment Rental and Revolving Fund (ER&R)**

**ENGINEERING:**

- Mill Creek Road MP 1.1 to MP 3.96: Working on right of way acquisition.
- Middle Waitsburg Road MP 6.1 to MP 7.92: Working on right of way acquisition.
- Arch Bridge: Working on bridge design and environmental documents.
- Seven Mile Bridge: Finishing up survey and working on geotechnical report.
- Wallula Ave./Gose Street Roundabout: Working on project design and ROW plans.
- Peppers Bridge Road: Preparing right of way documents.
- Countywide Guideposts: Working on layout and plan sheets.

**MAINTENANCE/FLEET MANAGEMENT:**

- Crews working on routine maintenance.
- Responding to inclement weather as needed.
- Garage working on routine maintenance.

**ADMINISTRATION:**

- Conducted staff meeting with management.
- Attended a meeting with the Corps of Engineers to get an update on the Mill Creek GI Study.
- Finalizing the 2020 Stormwater Annual Report due to Ecology by 31 March.
- Held weekly meetings with Engineering and Road Operations.
- We continue to provide some assistance, when possible/as needed, with Contact Tracing/Case Tracking and Traffic Control during Vaccine Clinics at the Fairgrounds
  - Joy Bader and Kelly McDonough are helping with Contact Tracing/Case Tracking.
  - Robert McAndrews and Tom White have assisted with Traffic Control at Vaccine Clinics.

- a) Department update and miscellaneous



# Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

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To: Board of County Commissioners  
From: Lauren Prentice, Director  
Agenda Date: February 16, 2021  
RE: Department Update

## ***Building Permits***

Approximately 62 building permit applications are currently open: this includes those actively under review as well as those on hold pending re-submittals by the applicant, and those under second review.

A total of 32 building and fire permits have been approved in February. Revised plans for Dollar General store were approved on February 9, 2021. Once fees are paid (\$12,099), this permit can be issued (B20-0485).

## ***Code Enforcement***

A total of 4 CodeTRAK cases were closed by Code Compliance Officer Karey Reisdorph in the last ten days and 58 cases are currently open.

We issued a Civil Enforcement Penalties Assessment and Invoice for Sunshine Landscaping (1311 Magnolia Drive) on February 8 for the prior 32 days of violations (\$8,000 total).

## ***Land Use Decisions Issued***

- ADU20-018: Caulk. Type 1 Decision approving 840sf detached ADU on South Fork Coppei Creek; approved 2/5/2021.
- ADU20-019: Busby. Type 1 Decision approving 1037sf attached ADU on Primrose Lane; approved on 2/5/2021.
- BLA20-020: Sanchez. Type 1 Decision approving boundary line adjustment on Ice Harbor Drive; approved on 2/5/2021.
- BLA20-021: Blakeslee. Type 1 Decision approving boundary line adjustment on Second Street in Dixie; approved on 2/5/2021.
- WP20-007: Deux Soldats. Type 1 Decision for Type 1 Winery on Whiteley Road; approved on 2/5/2021.
- SEPA20-021: Packaging Corporation of America. SEPA Determination of Non-Significance with comment period for Woodyard Automation Project; issued date is 2/11/2021.

## ***Public Notices Published (with open comment periods)***

- SEPA20-019 – Tyson Fresh Meats. Notice of Application ODNS issued with comment period ending on February 25 for Domestic Wastewater System Improvements.
- SUB20-010 – Whisper Rock Subdivision. A Notice of Revised Application ODNS issued with a comment period ending on February 24. This preliminary plat is for a cluster subdivision west of Beet Road and south of Frog Hollow Road. Originally 5 lots were proposed but the applicant

submitted a revised application proposing to increase the plat to 9 lots which necessitated additional public notice.

***Preapplication/TRC Meetings***

- PRE21-003 – KAL Farms Irrigation Intake – Planning staff only met to discuss an irrigation replacement project on the Snake River (~RM 7) at the end of Emerald Rd.
- PRE21-004 – Brian Thonney – roundtable meeting to discuss a short plat that would result in two lots on Plaza Way.

***Miscellaneous Updates and Meetings***

- Planning Commission met on Wednesday, February 3: election of officers, Burbank residential density workshop, ZCA18-002 Dressler preliminary docket public hearing. The new Chair is Jon Hooper and the new Vice Chair is RL McFarland. We will be doing Webex training for them on February 18.
- I attended the February 2 Channel Migration Zone (CMZ) kick-off meeting with Ecology, Corps, WDFW participation. Grant money may not allow for study of entire Mill Creek and Walla Walla River, group decided to prioritize upper sections, where higher development potential exists.
- Associate Planner Don Sims attended an update meeting on the Voluntary Stewardship Program (VSP) on February 7.
- Planning Technician Tamara Carolfi started on February 16. We completed two office moves in order to accommodate her workspace.



a) **Action Agenda Items:**

- 1) Proposal 2021 02-16 Fair Approval of various contracts with regards to the 2021 Walla Walla Fair and Frontier Days

b) Department update and miscellaneous

# Walla Walla County Fairgrounds

September 1-5, 2021

Greg Lybeck, CFE  
General Manager



## Walla Walla Board of County Commissioners

### Department Head Report

February 16, 2021

#### A. Fairgrounds Department Staffing

1. Since last spring, the Fairgrounds has run with minimal staff. Need to address needs and timeline.
2. Working on comp time with one employee to bring down to amount of allowed hours.
3. When staffing levels are back up, planning on weekly staff meetings.

#### B. Expand Fairgrounds Facility Usage:

##### 1. Event Reports:

- Fairgrounds rentals lost 2019: \$177,425.00. Fairgrounds projected lost rentals Jan-April 2021: \$80,980.00 See attached.
- Fairgrounds event rental income to date 2021: \$3,902
- Due to schools being allowed to resume, WWCC Rodeo Team has contracted the Expo for practice through March.
- The Community Center and 1866 VIP Clubhouse have been in use by WW County Superior Court, will be extending use through end of March.
- The Pavilion is being used by WW County Health Department for vaccinations, through end of April.
- BMAC food truck is on grounds weekly for food giveaway.
- Grounds access and parking has been going fairly good, there have been a lot of last minute changes but overall running smoothly by events/volunteers.

##### 2. Future Events:

- Working on a plan with Commissioners and PA Nolte to move forward on Expo riding and events.
- Still receiving applications for event rentals, agreements on file through 2022.

##### 2. Grounds

- Reviewing county policies and procedures
- Moving forward on Reader Board sign for 9<sup>th</sup> St.
- Budget

#### C. Walla Walla Fair 2021:

1. Press release sent out that we are moving forward with plans for 2021. A committee is being selected to work on all plans as stated in press release.
2. Sponsorships are being worked on by myself, Fairboard and Foundation board.
3. Since press release have had almost daily sales for concert, rodeo, demo & fair. 2021 ticket sales revenue to date: \$3,588.00
4. Reviewing contracts: Chicago (updated contract, working with PA Nolte and Romeo Entertainment), carnival,

entertainment, ticketing, grounds acts, security, advertising, professional services, seasonal staffing, etc.

D. Fairgrounds Physical Plant Improvement and Maintenance

1. Water line project: restoring water to south end of grounds from Gate 6 to directors campground. Done by Maintenance Larry Elsey, Dick Moeller, Terry Atchison and other volunteers in 2019.
2. Working with Robert Henry, County Facility Maintenance, on capital needs.
3. Have supplies to replace flooring and toilets in main office restrooms.
4. Shuttered venue grant: see attached.

F. Fair Board:

1. Have reached out to all to come by for a meeting. Have met with several. Monthly meetings continue via conference calls.



Events Canceled 2020 Due to COVID19

Event	Original Date	Rental	Not Rescheduling This Year	Expeceted Revune	2020 Lost Revenue
WWCC Rodeo	March 13-15	Expo/CC/Ex Office	X		\$3,420.00
Elkhorn Media Home & Outdoor Show	March 13-15	Pavilion	X		\$5,600.00
Walla Walla Public Schools K-12 Resourse Fair	April 1st	CC	X		\$950.00
WA Virtual Academy Testing Fair	May 4-6	1866 VIP Clubhouse	X		\$1,200.00
WW FFA Alumni Banquet	March 21st	CC	X		\$1,267.00
College Place Booster Banquet	March 21st	Pavilion	X		\$1,550.00
Team Penners	March 21st	Expo	X		\$3,055.00
Best of Barrels	March 22nd	Expo	X		\$1,030.00
Rocky Mountain Elk Foundation Banquet	March 28th	CC	X		\$1,365.00
Team Penners	March 28th	Expo	X		\$500.00
Pedrosa - Wedding	March 28th	Pavilion	X		\$1,100.00
NWQHA Barrel Race	29-Mar	Expo	X		\$565.00
Blue Dog RV Sale	March 25-31	Lot 5	X		\$1,500.00
WW GOP	April 4th	Pavilion	X		\$1,150.00
Gomez - Birthday	April 4th	CC	X		\$1,018.00
Byrnes - Wedding Reception	April 4th	1866 VIP Clubhouse	X		\$450.00
Team Penners	April 4th	Expo	X		\$500.00
Barrel Clinic	April 7th	Expo	X		\$500.00
VGBRA Barrel Daze	April 8-12	Expo/CC/Ex Office/Stalls/Camping	X		\$24,795.00
Rainier Amusement Carnival	April 13-19	Lot 5	X		\$1,800.00
Washington State High School Rodeo	April 17-19	Expo/Stalls/Camping	X		\$5,920.00
WW Valley Cowboy Church	April 18th	CC	X		\$500.00
Baby Expo	April 19th	CC	X		\$500.00
Morales - Birthday Party	April 25th	CC	X		\$500.00
Moreno - Birthday Party	April 25th	Pavilion	X		\$1,300.00
Friends of NRA Banquet	23-May	CC	X		\$1,180.00
Cross Trail Outfitters	May 3rd	Pavilion	X		\$2,485.00
Hernandez - Birthday Party	May 3rd	CC	X		\$1,000.00
Love Heals Clinic	May 7-9	Pavilion/Flower Bldg.	X		\$4,649.00
Mexican Fiesta	31-May	Main Lawn	X		\$900.00
Love of Junk	June 11-14	Pavilion, Mail Lawn	X		\$4,825.00
WW Orthodontics	6-Aug	Main Lawn	X		\$575.00
Sylvia Schaefer	20-Jun	Pavilion	X		\$1,000.00
Summer Smash Demo	30-May	Arena	X		\$293.00
Tri State Steelheaders Crab Feed	14-May	CC	X		\$1,155.00
Leticia Rodriguez	16-May	CC	X		\$1,140.00
Big Blue Boosters - Morgan Blackburn	16-May	Pavilion	X		\$2,050.00
Vanessa Shivell	23-May	Pavilion	X		\$1,300.00
Midget Wrestling	6-Jun	Pavilion	X		\$800.00
Mirana Badillo	11-Jul	Pavilion	X		\$1,000.00
Kay Cosgrove	30-May	CC	X		\$500.00
Boer Goat Sale - Terry Brown	July 23-25	Livestock Barn 1	X		\$1,250.00
Jordan World Circus	9-Jun	Rodeo Arena/Grandstands	X		\$2,500.00
WA State Grange	June 22-27	Pavilion/CC/Flower b.	X		\$6,930.00
Maria Martinez	13-Jun	CC	X		\$1,000.00
Martha Jaimes	20-Jun	CC	X		\$1,000.00
JTI	24-Jun	CC	X		\$500.00
WW Valley Farmers Market	18-Jul	CC	X		\$1,025.00
Veronica Rodriguez	24-Oct	Pavilion	X		\$1,450.00
Ricardo Montalvo	8-Aug	CC	X		\$800.00
Itsel Corona	11-Jul	CC	X		\$800.00
Jamie Pedroza	4-Jul	Pavilion	X		\$1,220.00
Pink Ribbon Classic	July 17-19	Expo/Stalls/Camping	X		\$3,993.00
Riley Gannon	July 17-18	Pavilion	X		\$1,350.00
Dick Moeller	July 24 & 25	Education Building	X		\$400.00
Sandra Ruiz	25-Jul	CC	X		\$1,000.00
Yolanda Retamoza	25-Jul	Pavilion	X		\$800.00
Lifeline Screening	29-Jul	CC	X		\$900.00
Erardeni Trevino	July 31-Aug1	Pavilion	X		\$1,000.00
Margarita Flores	1-Aug	CC	X		\$800.00
Elia Preciado	8-Aug	CC	X		\$1,200.00
Ramona Moreno	15-Aug	Pavilion	X		\$1,300.00
Best of Barrels	8-Aug	Rodeo Arena	X		\$700.00
Gem & Mineral Show	Sept. 11-13	CC	X		\$2,085.00
Wheelin Weekend	11-Sep	Pavilion	X		\$1,100.00
WW Valley Quilt Festival	Sept 17-20	CC	X		\$2,825.00
MacMurdo Horse Show	Sept 18-20	Expo/Stalls/Camping	X		\$3,755.00
Friends of Children Concert	Sept. 27	Pepsi Stage/Main Lawn	X		\$1,000.00
Vets Stand Down	3-Oct	Pavilion	X		\$2,050.00
Autumn Daze Barrel Race	3-Oct	Expo/Stalls/Camping	X		\$2,505.00

Crash Mania Demo	3-Oct	Rodeo Arena/Grandstands	X	\$2,510.00
Trails West Barrel Race	4-Oct	Expo	X	\$500.00
Nancy Olmos	10-Oct	Pavilion	X	\$1,450.00
Brenda Sanchez	10-Oct	CC	X	\$800.00
Young Life	11-Oct	Pavilion	X	\$800.00
BMHS Furr Ball	Oct 14-17	Pavilion	X	\$3,462.00
Winter Rage (Remote car races)	Oct 14-18	Expo/CC	X	\$4,300.00
Providence St. Marys	Oct 21 & 22	Pavilion	X	\$1,410.00
Angelecia Ureta	24-Oct	CC	X	\$600.00
Team Penners	Oct 31 & Nov 1	Expo/Stalls/Camping	X	\$1,400.00
Shakespeare Uncorked	1-Nov	Pavilion	X	\$1,000.00
Junque Jingle	Nov 6-7	Pavilion	X	\$1,300.00
VGBRA Banquet	14-Nov	CC	X	\$525.00
Best of Barrels	14-Nov	Expo	X	\$800.00
4-H Achievement Night	15-Nov	CC	X	\$870.00
Team Roping	15-Nov	Expo	X	\$500.00
Enchanted Market	Nov 27-28	Pavilion	X	\$1,350.00
November Expo Riders/WWCC	Contract Riding	Expo	X	\$6,676.00
CHS Primeland	12-Nov	CC	X	\$525.00
City of WW Employee Appreciation	19-Nov	CC	X	\$500.00
Chirstmas Trio	Nov 1-21	CC/Camping	X	\$2,125.00
Team Roping	22-Nov	Expo	X	\$500.00
Dustys Ski Swap	Dec 4-6	CC	X	\$1,200.00
Wa-Hi Prom	12-Dec	Pavilion	X	\$2,200.00
Nelson Construction Corp	17-Dec	CC	X	\$500.00
Home Depot	20-Dec	CC	X	\$500.00
Buckin Bash Rodeo	31-Dec	Expo/Stalls/Camping	X	\$1,974.00
December Expo Riders/WWCC	Contract Riding	Expo	X	\$6,443.00

\$0.00      \$177,425.00



Events 2021 Jan. through April

Event	Original Date	Rental	Not Rescheduling This Year	Expeceted Revune	2021 Lost Revenue
Cattlemen's Banquet	16-Jan	CC			\$1,395.00
Friends of NRA	13-Feb	CC			\$1,185.00
Pheasants Forever	27-Feb	CC			\$1,215.00
WW FFA Alumni	20-Mar	CC			\$1,267.00
Rocky Mt. Elk Foundation	27-Mar	CC			\$1,365.00
WW Valley Cowboy Church	17-Apr	CC			\$500.00
Romana Moreno	24-Apr	CC			\$1,300.00
CHS Primeland	Jan 6-7	CC			\$1,100.00
Alejandra Gomez	3-Apr	CC			\$1,018.00
Lions Club Crab Feed	Feb 19-20	CC			<del>\$1,655.00</del>
				CC	\$12,001.00
Team Penning	2-Jan	Expo			\$500.00
Team Penning	16-Jan	Expo			\$500.00
Team Roping	31-Jan	Expo			\$500.00
Team Penning	13-Feb	Expo			\$500.00
Team Roping	21-Feb	Expo			\$500.00
Team Penning	27-Mar	Expo			\$500.00
Team Penning	3-Apr	Expo			\$500.00
Barrel Clinic Bobo McMillan	6-Apr	Expo			\$500.00
January Expo Riders and WWCC	Contracted Riders	Expo			\$5,500.00
February Expo Riders and WWCC	Contracted Riders	Expo			\$3,900.00
March Expo Riders and WWCC	Contracted Riders	Expo			\$4,100.00
Winter Rage	Feb 3-7	Expo/CC			\$4,300.00
VGBRA Barrel Daze	April 7-11	Expo/CC/Ex Office/Stalls/Camping	X		\$24,795.00
WWCC Rodeo	March 10-14	Expo/CC/Ex. Office/Stalls/Camping			\$3,420.00
Best of Barrels	20-Feb	Expo/Stalls			\$900.00
Best of Barrels	6-Mar	Expo/Stalls			\$900.00
Team Penning	March 19-20	Expo/Stalls			\$800.00
NWQHA Barrie Race	28-Mar	Expo/Stalls/Camping			\$850.00
WSHRA	April 16-18	Expo/Stalls/Camping			<del>\$5,200.00</del>
				EXPO	\$58,665.00
Jamie Pedroza	27-Mar	Pavilion			\$1,220.00
Home Show	March 11-14	Pavilion			\$5,600.00
CP Boosters	March 19-20	Pavilion			\$1,550.00
JUGS	March 5-6	Pavilion			<del>\$1,944.00</del>
				Pavilion	\$10,314.00
TOTAL					\$80,980.00

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02/09/21

Cash Basis

### Walla Walla Fairgrounds Transaction Detail By Account

January 1 through February 9, 2021

Type	Date	Num	Name	Memo	Class	Clr	Split	Original Amount	Paid Amount	Balance
<b>Rental income</b>										
Sales Receipt	01/05/2021	3851	New Beginnings Chapel	Tietan Lot Rental Use - 2021	Event ren...		Undeposited F...	100.00	100.00	100.00
Sales Receipt	02/02/2021	3867	WWCC Rodeo	February Expo Contract Payment	Event ren...		Undeposited F..	3,802.00	3,802.00	3,902.00
<b>Total Rental income</b>									<u>3,902.00</u>	<u>3,902.00</u>
<b>TOTAL</b>									<u><u>3,902.00</u></u>	<u><u>3,902.00</u></u>

# Sales Report

Created By: Koren

Created On: 2/9/2021 10:54:17 AM

## By Product

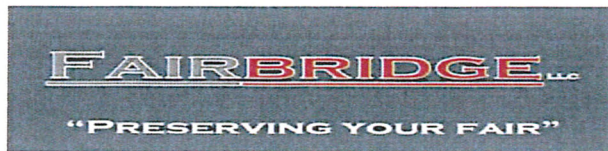
### Active Filters

**Date:** 1/1/2021 - 2/9/2021 EOD

**Mode:** Sales

	# Items	Redemptions	Revenue	Taxes	Fees	Total Revenue
2021 Fair	68	0	\$3,214.00	\$0.00	\$374.00	\$3,588.00
9/1 Concert	42	0	\$2,700.00	\$0.00	\$306.00	\$3,006.00
9/2 Demo Derby	8	0	\$174.00	\$0.00	\$24.00	\$198.00
9/3 Rodeo Friday	6	0	\$117.36	\$0.00	\$16.00	\$133.36
9/4 Rodeo Saturday	4	0	\$77.32	\$0.00	\$8.00	\$85.32
9/5 Rodeo Sunday	8	0	\$145.32	\$0.00	\$20.00	\$165.32
Card	68	0	\$3,214.00	\$0.00	\$374.00	\$3,588.00
<b>Total</b>	68	0	\$3,214.00	\$0.00	\$374.00	<b>\$3,588.00</b>





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## GRANT WRITING SERVICES FOR FAIRS, FESTIVALS, & EVENTS

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FairBridge, LLC is a company formed to assist fairs and festivals during these hard business times caused by COVID-19. Our partners have decades of experience in the fair and event business. We offer an array of services to help events manage when they have limited resources, staff, and support. One of the services we offer is working with fairs and festivals to obtain grants to support their operations.

Successful grant writing is a unique skill that can potentially yield funding that is an essential during the COVID-19 pandemic. There are several opportunities for grants related to the COVID-19 pandemic for which the fair is eligible; but we must strike while the iron is hot. FairBridge, LLC has contracted with a professional grant writer, Deb Wheelbarger, to write grants for fairs and festivals who are in need of funding. She has experience in writing and managing grants for Oregon Museum of Science and Industry (OMSI) and the Oregon Zoo in Portland. Our plan is to develop boiler plate applications for various grants, then drop information into the application that makes your request and information unique to your fair. For this service, FairBridge is willing to negotiate a contract amount with each fair based on their resources and need. Nothing is owed to FairBridge unless the grant application is approved. Most grants require the recipient to keep accurate records of how the money was spent for a certain number of years. Each grant may have different requirements that the receiving organization will be responsible for compliance. Currently we are looking at grants from Small Business Administration and Shuttered Venue Operators programs that pertain to COVID-19 closures. The Shuttered Venue Operator grant programs totals \$15 billion in granting capacity.

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**What items will grants possibly pay for?** Funds may be used for specific expenses, depending upon the grant, these may include:

- Payroll costs
- Rent payments!
- Utility payments
- Scheduled mortgage payments (*not including prepayment of principal*)
- Scheduled debt payments (*not including prepayment of principal*) on any indebtedness incurred in the ordinary course of business prior to 02-15-20)
- Worker protection expenditures
- Payments to independent contractors (*not to exceed \$100K in annual compensation per contractor*)
- Other ordinary and necessary business expenses, including maintenance costs
- Administrative costs (*incl. fees and licensing*)
- State and local taxes and fees
- Operating leases in effect as of 02-15-20
- Insurance payments
- Advertising, production transportation, and capital expenditures related to producing a theatrical or live performing arts production. (*May not be primary use of funds.*)

**If you are interested, FairBridge will need the following information to complete your grant application:**

1. Signed contract which allows FairBridge to collect information and develop your fair's application for various grants. Contact FairBridge at [fairbridge21@gmail.com](mailto:fairbridge21@gmail.com) to receive a copy of the contract and instructions for its return to FairBridge, LLC. It also notifies you that:

- 10% of all monies from approved grants, written by FairBridge, to be paid to FairBridge upon receipt of the grant monies by the fair or county within 30 days of receipt.
  - Designates the fair/county as the responsible party for all required record keeping, storage of those records for the required time; and to make available to the granting authority any and all records pertaining to the grant for which the granting authority is requesting.
2. Time is of the essence. We want your application to hit their desk at the start of the application process. For FairBridge to start your grant application process, we will need the following information filled out in the form attached to this email:
- a) Name, address of County Fair
  - b) Contact person's name, phone number, email address
  - c) Are you a part/department of county government?
  - d) Longevity? How long has your fair been in existence?
  - e) Total gross revenue by month for all of 2019 and 2020. Breakout revenue information by fair and non-fair rental events.
  - f) Expenses by month for 2019 and 2020. If possible, break out expenses by fair and non-fair rental events.
  - g) Have you applied for other grants? If so, please list the grant, amount and whether you received the grant.
  - h) Fair attendance (paid only)
  - i) Describe the community involvement in the production of your fair.
  - j) How many 4-H and FFA kids participate in your fair?
  - k) How many fair contractors provide product and services during your fair? Approximately how much did your fair pay out for products and services.
  - l) How many non-fair events occur at your fairgrounds? Provide the approximate total attendance.
  - m) Demographics of the population that attends your fair and other events at your fairgrounds.
  - n) What is unique about your fair? Describe those things that make you different from other fairs or festivals.
  - o) What charitable activities occurred at your fairgrounds in 2019 (wildfire assistance/evacuation, COVID-19 response, temporary housing for the homeless, blood drives, etc.)
  - p) **MORE INFORMATION IS BETTER THAN LESS.** We will select the information based on the requirements of the grant application.

Depending upon the grant, additional information may be required. If so, you will be contacted with request for the information. For most grant applications, there is a requirement to disclose how the money will be utilized. FairBridge will contact you to determine how the money will be best used; and state that in the application.

Please contact soon if you are interested in FairBridge assisting you in submitting your grant. Application. I can be reached at 503-559-6901 or [fairbridge21@gmail.com](mailto:fairbridge21@gmail.com)

Sincerely,

Katie Cannon  
FairBridge LLC

a) **Action Agenda Items:**

- 1) Proposal 2021 02-16 Gain approval to offer Administrative Director above mid-range salary
- 2) Resolution - Setting a date of public hearing to hear final project performance on 19-62210-014 funded by the Community Development Block Grant

b) COVID-19 update and miscellaneous

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

IN THE MATTER OF SETTING A DATE OF  
PUBLIC HEARING TO HEAR FINAL  
PROJECT PERFORMANCE ON 19-62210-  
014 FUNDED BY THE COMMUNITY  
DEVELOPMENT BLOCK GRANT



**RESOLUTION NO. 21**

**WHEREAS**, the Washington State Department of Commerce has made contracted Community Development Block Grant funds available to Walla Walla County for Public Service activities; and

**WHEREAS**, the purpose of this required public hearing is to review the final project performance on 19-62210-014 Public Services through Blue Mountain Action Council to low- and moderate-income persons in Walla Walla, Columbia and Garfield Counties funded by the state Community Development Block Grant (CDBG).

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that a public hearing will be held March 8, 2021 at the hour of 11:15 a.m., or as close thereto as possible, to consider public comments.

Those participating at said hearing may testify for or against the proposed application. Remote public participation and testimony will be allowed via Webex and telephone. Limited participation and testimony at a remote location is available for those who are unable to testify by Webex or Telephone by contacting the Clerk of the Board at 509-524-2505 in advance of the hearing. Written testimony, which will be made a part of the record, may be sent to: Walla Walla County Commissioners, P.O. Box 1506, Walla Walla, WA 99362.

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

**BE IT FURTHER RESOLVED** that the Clerk of the Board of County Commissioners is hereby instructed to proceed with advertising as necessary.

*Passed this 16<sup>th</sup> day of **February, 2021** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

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

\_\_\_\_\_  
Gregory A. Tompkins, Chairman, District 3

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

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

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

## NOTICE OF PUBLIC HEARING

Notice is hereby given by the Board of Walla Walla County Commissioners that, in compliance with grant conditions, a public hearing will be held Monday, March 8, 2021 at the hour of 11:15 a.m. or as close thereto as possible. in Commissioners' Chambers, County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington, to review the final project performance on 19-62210-014 Public Services through Blue Mountain Action Council to low- and moderate-income persons in Walla Walla, Columbia and Garfield Counties funded by the state Community Development Block Grant (CDBG). Comments on the county's and Blue Mountain Action Council's past performance and use of the 2020 CDBG Public Services Grant award will to review the final project performance on 19-62210-014 Public Services through Blue Mountain Action Council to low- and moderate-income persons in Walla Walla, Columbia and Garfield Counties funded by the state Community Development Block Grant (CDBG).be received. Additional information can be obtained from the Department of Community Health by calling (509) 524-2650 or TDD (509) 527-3244, or mail questions to P. O. Box 1753, Walla Walla, WA 99362.

Those participating at said hearing may testify for or against the proposed application. Remote public participation and testimony will be allowed via Webex and telephone. Limited participation and testimony at a remote location is available for those who are unable to testify by Webex or Telephone by contacting the Clerk of the Board at 509-524-2505 in advance of the hearing. Written testimony, which will be made a part of the record, may be sent to: Walla Walla County Commissioners, P.O. Box 1506, Walla Walla, WA 99362.

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Walla Walla County Commissioners' Chambers are handicap accessible. Arrangements to reasonably accommodate the needs of special classes of citizens, including handicap accessibility or interpreter, will be made upon receiving twenty-four (24) hour advance notice. Contact Diane Harris, Clerk of the Board of County Commissioners, County Public Health and Legislative Building, 314 West Main, Room 203, Walla Walla, WA, or by calling 509/524-2505.

Dated this 16th day of February, 2021

Board of County Commissioners  
Walla Walla County, Washington

By: Diane L. Harris, Clerk of the Board

Please publish in Walla Walla Union Bulletin, February 18, 2021.

Please send the billing to:

**Walla Walla County**  
**Department of Community Health**  
**P. O. Box 1753**  
**Walla Walla, WA 99362**

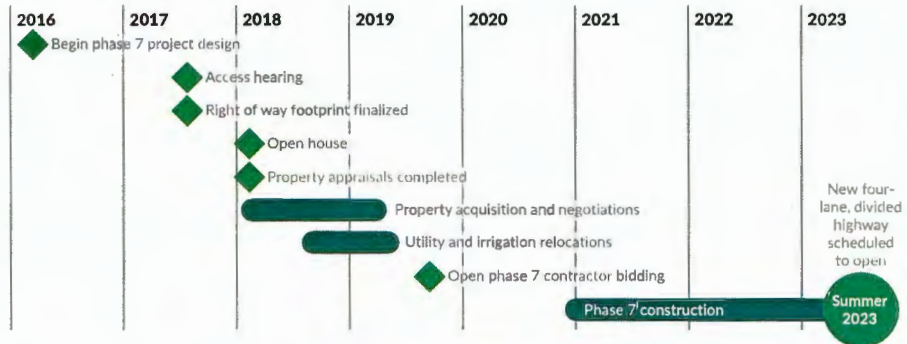
Thank you!

**11:15 COUNTY COMMISSIONERS**

- a) Project Update of US 12 – Nine Mile to Frenchtown Improvements by Matt Rugh, Construction Manager for Guy F. Atkinson Construction
- b) Miscellaneous or unfinished business to come before the Board

**11:30 RECESS**

## What's next?



We are preparing for a winter 2021 construction start which will largely happen off the main road with no impacts to drivers. Later in the process, we will remove or relocate some of the existing US 12 access points in the area.

You can expect to see crews and signs posted in the project area. Travel is not expected to be disrupted. WSDOT will keep people informed throughout project construction.



Contractor crews use a bulldozer and scrapers to excavate the ground to relocate an existing irrigation pipe. Relocating the existing pipe makes room for the new US 12 roadway.

### Stay informed

Visit the project website for more information and to sign up for email updates:  
[wsdot.wa.gov/projects/us12/ninemilehilltofrenchtown](http://wsdot.wa.gov/projects/us12/ninemilehilltofrenchtown)

Questions? contact:  
 Meagan Lott, WSDOT Communications Lead  
[mlott@wsdot.gov](mailto:mlott@wsdot.gov)  
 506-577-1618

**Title VI Statement to Public:** WSDOT ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person on the basis of race, color, national origin or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding WSDOT's Title VI Program, you may contact the Department's Title VI Coordinator at 360-705-7098.

**Americans with Disabilities Act (ADA) Information:** Individuals requiring reasonable accommodations may request written materials in alternate formats, sign language interpreters, physical accessibility accommodations, or other reasonable accommodation by contacting Doug Adamson, 360-357-2716, two weeks prior to the meeting. Persons who are deaf or hard of hearing may call the Washington State Telecommunications Relay Service at 711 and ask to be connected to the event sponsor's phone number.

## Project Update US 12—Nine Mile Hill to Frenchtown Improvements

### Project background

This project is part of a decades long effort to widen US 12 from two to four lanes between Snake River (near Burbank) and Walla Walla. Widening will improve traffic flow and reduce crashes along the 11 mile corridor. The portion of US 12 between Touchet and Walla Walla includes construction of two full interchanges at Nine Mile Hill and Lower Dry Creek.



WSDOT will construct a new section of US 12 north of Touchet and Lowden.

### Project benefits

- **Increased safety:** The proposed four-lane highway will increase safety by decreasing the number of intersections on US 12 and separating opposing traffic with a median. Interchanges with local roads will allow safe access to and from the new roadway.
- **Freight mobility:** Building a four-lane highway will ease conflicts between slow moving trucks and passenger vehicles.
- **Economic vitality:** The proposed four-lane highway will improve access for agricultural, viticultural, and other freight traffic critical to Eastern Washington's economy.

### Community survey results

We realize these changes will affect people who live and work in or near Touchet. To better understand these effects, WSDOT asked the community to complete a survey. The survey was open for about one month from November 9 to December 13, 2020. WSDOT received 59 complete responses and survey respondents provided 33 open-ended comments.

### What we heard

More than half of respondents believe the new interchanges will make the highway near Touchet a little or a lot safer. Almost half identify convenience for entering and exiting Touchet as their top priority for work on US 12, and that same amount believe the new interchange near Touchet will make local travel a lot more inconvenient.

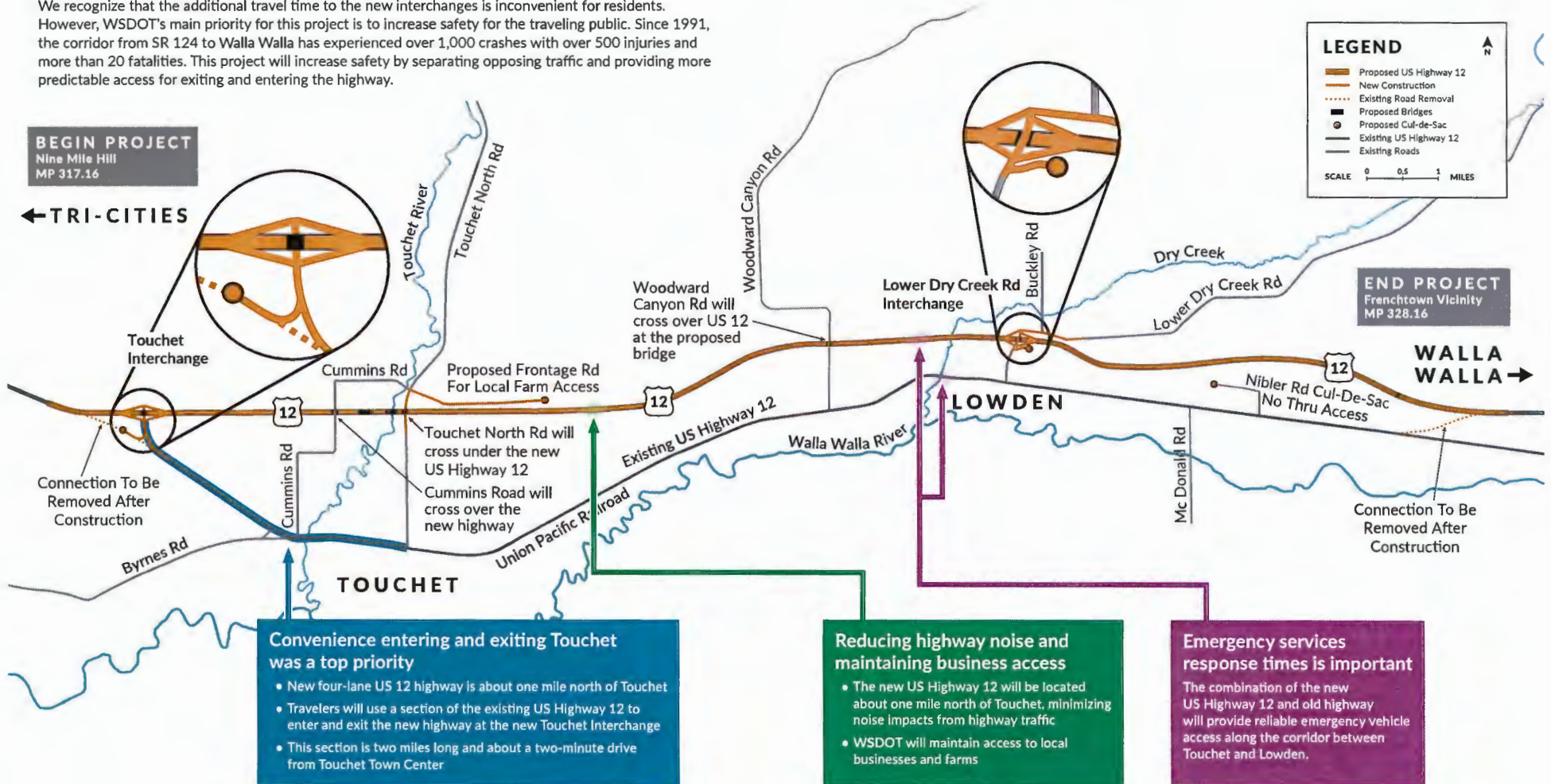
### Survey respondent priorities for work on US 12 (number indicate responses received)



## Project Design Balances Safety and Access

### Safety is important to WSDOT and the community

We recognize that the additional travel time to the new interchanges is inconvenient for residents. However, WSDOT's main priority for this project is to increase safety for the traveling public. Since 1991, the corridor from SR 124 to Walla Walla has experienced over 1,000 crashes with over 500 injuries and more than 20 fatalities. This project will increase safety by separating opposing traffic and providing more predictable access for exiting and entering the highway.





a) Department update and miscellaneous

b) **Active Agenda Items:**

1) Possible discussion/decision re: any pending claims against the County

c) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)) and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

- a) Miscellaneous business for the Board
- b) Possible executive session re: litigation or potential litigation (pursuant to RCW 42.30.110(i))

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

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

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