

AGENDA

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, NOVEMBER 2, 2015

8:30 a.m. – 9:00 a.m. Elected Official Roundtable Meeting

9:00 a.m. – 9:20 a.m. J Strickler, ASC Update and Misc. BOCC Action

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc.
2. **Anticipating:** Stationary Guard Agreement between Grant County and Moon Security Services for the provision of guard service at portions of the Grant County Courthouse premises, 35 C St. NW in Ephrata, or as more specifically directed within the Grant County Courthouse by the County. Term is December 31, 2015 through December 31, 2017.
3. **Anticipating:** Professional Service/Consultant Agreement between Grant County and Century West Engineering for engineering services on the County's Department of Commerce Community Development Block Grant (CDBG) General Purpose Grant *Royal Water District Rehabilitation Project*. Engineering services will encompass design, construction inspection, and management of the project. Term is from effective date of signature to December 31, 2016 in the amount of \$148,200 with an additional \$5,000 available for environmental review costs.
4. **Anticipating:** Rental Agreement (Residential Premises) Grant County, Grant Integrated Services' New Hope Domestic Violence and Sexual Assault Services (Emergency Shelter Renewal).
5. 2016 Grant County Sheriff Towing Contract between Grant County, by and through the Sheriff's Office, and DJ's Auto Wrecking. Term is January 1, 2016 through December 31, 2016.
6. Vendor Agreement between Grant County, by and through Grant Integrated Services' Developmental Disabilities department and Moses Lake Community Health for education and information services and Birth to Three Child Development Services. Term is July 1, 2015 through June 30, 2016.
7. Request for County purchasing to incorporate Purchasing Cooperatives, such as U.S. Communities, National Joint Powers Alliance (NJPA), NASPO National Association of State Procurement Officials (NASPO), and the Government Services Administration (GSA) and adoption of *Grant County Purchasing, Bidding Guidelines*, a working Excel document.

10:00 a.m. – 10:15 a.m. Commissioners Office Safety Meeting

10:30 a.m. – 10:45 a.m. Citizen Public Comment Period

11:00 a.m. – 11:20 a.m. T Gaines, Central Services Update

12:00 p.m. – 1:00 p.m. Elected Official and Department Head Monthly Luncheon

1:15 p.m. – 1:55 p.m. B Warren, Grant Integrated Services Update

2:00 p.m. – 2:50 p.m. K Eslinger, Human Resources Update

3:00 p.m. – 3:20 p.m. D Hooper, Planning Update

3:30 p.m. – 4:20 p.m. J Gingrich, Fairgrounds Transition Meeting

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD MAY ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, MAY BE ACTED UPON BY THE BOARD.

**Grant County Commissioners Agenda
Week of November 2, 2015**

TUESDAY, NOVEMBER 3, 2015

- 10:00 a.m. – 10:20 a.m. G Goodwin, Discussion on Chelan/Douglas/Grant County Behavioral Health Organization – Conference Call
- 10:30 a.m. – 10:50 a.m. L Stoltman, Conservation District Update
- 11:00 a.m. – 11:50 a.m. Senator Parlette Legislative Update Conference Call
- 12:00 p.m. – 1:30 p.m. C Carter at North Central Workforce Development Council Meeting for Grant/Adams Counties (WorkSource Building, Moses Lake)
- 1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update
1. Right of Way Procedures: Adopting of Procedures to acquire Real Property with Grant County Public Works Department being responsible for real property acquisition and relocation activities on projects administered by the Agency (Grant County Board of County Commissioners).
- 2:30 p.m. – 2:50 p.m. G Dano, Prosecuting Attorney's Office Update
- 3:00 p.m. – 3:15 p.m. Consent Agenda (Items 1 through 10)

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers for approval.
2. Commissioners October 19, 2015 Minutes for approval.
3. Letters of re-appointment for Beverly Shuford, Tim Alling, Debbie Doran-Martinez, Kevin Danby, and Marilyn Meseberg to the Grant County Lodging Tax Advisory Committee.
4. Petition and request received from Gene Reed requesting the Commissioners pass an ordinance that would allow the use of off-road (ORV) vehicles on certain county roads, per HB1632

TREASURER'S OFFICE

5. Request to declare property surplus: Grant County owned Parcel No. 110029000 located in Moses Lake within S 21, T 19, R 28 (Old Canal R/W) request. The Treasurer received a letter of interest to purchase this land from Hayden-Homes. If approved, the Treasurer will begin the process of selling the property via public auction or silent bid.

CENTRAL SERVICES

6. Recommendation to approve and move forward with the Department of Enterprise Services / McKinstry Grant County Courthouse Complex building renewal and historic preservation project, in the amount of \$8,707,143.00.

Grant County Commissioners Agenda

Week of November 2, 2015

7. Request to have a full Grant County Facilities Assessment conducted that would allow for planning of accurate long range facilities goals. The assessment would be performed by EMG Field Services, a partner of Facility Dude, for the amount of \$15,657.00.

HUMAN RESOURCES

8. Recommendation Memorandum regarding a request from Grant Integrated Services for a Compensation Review of their Medical Records Assistant Position. The Director recommends approval of creation of a tiered job family: Medical Records Assistant I (at band 4) and Medical Records Assistant II (at band 6).
9. Recommendation Memorandum regarding a request from Grant Integrated Services for a Compensation Review of their Parent Child Assistance Program Case Manager Position. The Director recommends approval of re-banding to band 10.

AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT

10. Request to create a new Accounting/Budgeting, Special Revenue Fund #118 titled "INET Criminal Charges". This fund would be administered by the Sheriff's Office in accordance with RCW 10.01.220 and be used exclusively to track the resources collected and expenditures allowed for the operations of INET.

WEDNESDAY, NOVEMBER 4, 2015

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| 1:30 p.m. – 2:00 p.m. | Adoption of the 2016 Grant County Preliminary Budget |
| 2:30 p.m. – 3:30 p.m. | Sheriff's Office and Jail Budget Meeting |
| 3:30 p.m. – 4:00 p.m. | Treasurer's Office Budget Meeting |
| 4:00 p.m. – 5:00 p.m. | 2016 Budget Discussion |

THURSDAY, NOVEMBER 5, 2015

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| 7:00 a.m. – 8:00 a.m. | C Swartz at Moses Lake Chamber Response Team Meeting (Moses Lake Chamber Office) |
| 9:00 a.m. – 9:30 a.m. | Tourism Commission Budget Meeting |

**Grant County Commissioners Agenda
Week of November 2, 2015**

9:30 a.m. – 10:00 a.m.	Building Department and Fire Marshal's Office Budget Meeting
10:30 a.m. – 11:00 a.m.	Public Defense and Law Library Budget Meeting
11:00 a.m. – 11:30 a.m.	Juvenile Court and Youth Services Budget Meeting
1:30 p.m. – 2:00 p.m.	Clerk's Office Budget Meeting
2:30 p.m. – 3:00 p.m.	Public Records Budget Meeting
3:00 p.m. – 3:30 p.m.	Facilities and Maintenance Budget Meeting
3:30 p.m. – 4:00 p.m.	Fairgrounds Budget Meeting
4:00 p.m. – 5:00 p.m.	2016 Budget Discussion

FRIDAY, NOVEMBER 6, 2015

9:00 a.m. – 11:00 a.m.	R Stevens at WRCIP Renewal Committee and All Board Sit Down Meeting (Clear Risk Solutions, Ephrata)
9:00 a.m. – 9:30 a.m.	WSU Cooperative Extension Budget Meeting
9:30 a.m. – 10:00 a.m.	Auditor's Office Budget Meeting
10:00 a.m. – 10:30 a.m.	Technology Services Budget Meeting
10:30 a.m. – 11:00 a.m.	Coroner's Office Budget Meeting
11:00 a.m. – 11:30 a.m.	District Court Budget Meeting
1:00 p.m. – 4:00 p.m.	2016 Budget Discussion