

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

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

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

Public Hearing: Adoption of 2014 Budget

- 2014 Annual Construction and Major Equipment Purchases
- Resolution setting 2014 levy amount for Franklin County
- Resolution setting 2014 levy amount for Franklin County Road Department
- Letter to Assessor setting 2014 Veteran's Assistance Fund Property Tax Levy
- Letter to Assessor stating there will be no shift from County Road Department to County Current Expense for 2014

Public Hearing convened at 9:00 am. Those present in the audience included: Auditor Matt Beaton, Tom Westerman, Jeff Burckhard, Robin Stanco, Geoff Folsom, Andrew Hicks, Treasurer Josie Koelzer, County Clerk Mike Killian, Tim Anderson, Superior Court Judge Bruce Spanner, Superior Court Judge Robert Swisher, Pat Austin, Jennifer Bowe, Darryl Banks, Ed Thornbrugh, Bill Davis, Coroner Dan Blasdel, and Chuck and Julie Harrison.

Matt Mahoney and Matthew Rasmussen met with the Board.

2014 Annual Construction and Major Equipment Purchases

Public Works Director Matt Mahoney and County Engineer Matthew Rasmussen met with the Board.

The road projects and equipment purchases were briefly reviewed.

Motion – Mr. Koch: Mr. Chairman, I move for approval of 2014 Annual Construction Program and Major Equipment Purchases. Second by Mr. Peck. After discussion, the vote was 3:0 in favor. Resolution 2013-412 was approved.

Current Expense and Miscellaneous 2014 Budgets

Auditor Matt Beaton and Director of Accounting Tom Westerman met with the Board. A summary of the proposed 2014 budget was reviewed (Exhibit 1). Mr. Westerman requested that

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

the Board make some decisions so that the final budget can be prepared and requested that the budget hearing be continued to Wednesday, December 11, 2013, for final adoption.

Mr. Miller asked if anyone would like to make any comments.

Superior Court Administrator Pat Austin renewed her budget requests that had been presented in budget workshops but not yet funded. Jennifer Bowe answered questions about budget figures for the Juvenile Justice Center (JJC) related to the Superior Court requests.

Human Services Administrator Ed Thornbrugh renewed his budget request that had been presented in budget workshops but not yet funded.

County Clerk Mike Killian renewed his request for a full-time position to be paid out of Current Expense, noting that the position has been approved at half-time.

Coroner Dan Blasdel explained his budget request.

Mr. Miller asked if anyone else would like to speak. There was no response.

The Board had discussion about the budget.

Mr. Miller asked if anyone in the audience would like to comment on the four items listed in the next paragraph. There was no response. Board had consensus agreement to approve the following four items:

1. Resolution setting 2014 levy amount for Franklin County.

Resolution 2013-413 was approved.

2. Resolution setting 2014 levy amount for Franklin County Road Department.

Resolution 2013-414 was approved.

3. Letter to Assessor setting 2014 Veteran's Assistance Fund Property Tax Levy. (Exhibit 2)

4. Letter to Assessor stating there will be no shift from County Road Department to County Current Expense for 2014. (Exhibit 3)

The Public Hearing for adoption of the Franklin County 2014 Current Expense and Miscellaneous Budgets will be continued to December 11, 2013.

Recessed at 10:25 am.

Reconvened at 10:30 am.

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

PROSECUTOR

Deputy Prosecutor Ryan Verhulp and Attorney Bill Davis met with the Board.

Executive Session at 10:30 am pursuant to RCW 42.30.110(1)(c) regarding the potential sale of real estate and/or RCW 42.30.110(1)(i) regarding legal risks of a proposed action, expected to last 15 minutes.

Open Session at 10:47 am.

PUBLIC WORKS

Public Works Director Matt Mahoney met with the Board. Present in audience: Geoff Folsom, Chuck and Julie Harrison, Ed Thornbrugh, Mike Killian, Jerrod MacPherson and Greg Wendt.

Petition for vacation of portion of Rivershore Road

Motion – Mr. Peck moved for approval of Resolution 2013-414 to consider a petition to vacate a portion of Rivershore Road south of Ridgeview Drive and ordering the county engineer to report thereon. Second by Mr. Koch. 3:0 vote in favor.

HUMAN SERVICES (HS)

Present in audience: Geoff Folsom, Chuck and Julie Harrison, Ed Thornbrugh, Mike Killian, Jerrod MacPherson, Greg Wendt, Matt Mahoney and Matthew Rasmussen.

Motion – Mr. Koch: Mr. Chairman, I move for approval to create the line items and the appropriate transfers of funds within Ending Homelessness Fund Number 188 for Department of Human Services. Second by Mr. Peck. 3:0 vote in favor. Resolution 2013-416 was approved.

PLANNING AND BUILDING DEPARTMENT (11:01 am)

Planning Director Jerrod MacPherson and Assistant Director Greg Wendt met with the Board. Present in audience: Mike Killian, Matt Mahoney, Matthew Rasmussen, Geoff Folsom, and Chuck and Julie Harrison.

Public Meeting: Subdivision SUB 2013-01 an application to subdivide approximately 10.51 acres into 16 single family residential lots. The land is zoned Residential Suburban 20,000 (RS-20) and is located within the City of Pasco Urban Growth Area. The property is generally located north of Court Street along the east side of Road 68, along the west side of Road 64 and at the south end of Road 67 near site address 1809 Road 68 (County Parcel Number 118-601-013).

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

Public Meeting convened at 11:01 am. Present: Commissioners Miller, Koch and Peck; County Administrator Fred Bowen; Planning and Building Director Jerrod MacPherson; Assistant Director Greg Wendt; and Clerk to the Board Mary Withers. Present in audience: Mike Killian, Matt Mahoney, Matthew Rasmussen, Geoff Folsom, and Chuck and Julie Harrison

The Board reviewed the Agenda Summary Report (Exhibit 4). Mr. MacPherson showed an aerial photograph of the property on the screen. Mr. Harrison answered questions from the Board. Public Meeting was closed.

Motion – Mr. Peck: I move for approval of SUB 2013-01 subject to the six findings of fact and nine conditions of approval contained in the Agenda Summary Report. Second by Mr. Koch. 3:0 vote in favor. Resolution 2013-417 was approved.

OFFICE BUSINESS

There were people present in the audience.

Vouchers

Motion – Mr. Peck moved for approval of vouchers for County Road and Motor Vehicle totaling \$105,986.19, together with Salary Clearing payroll, Emergency Management payroll and Irrigation payroll in the total amount for those three of \$801,448.33, as signed by Mr. Beaton and Mr. Burckhard, the chief and deputy respectively for the Auditor's Office. Second by Mr. Koch. 3:0 vote in favor.

Exhibit 5:

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
County Road		
Payroll	89999-90018	21,921.88
Direct Deposit		34,352.90
		<u>56,274.78</u>
Benefits	90019-90028	32,963.58
	Total	<u>\$ 89,238.36</u>
 Motor Vehicle		
Payroll	89971-89988	\$ 5,098.40
Direct Deposit		5,293.79
		<u>\$ 10,392.19</u>
Benefits	89989-89998	6,355.64
	Total	<u>\$ 16,747.83</u>
	<u>Grand Total All Payrolls</u>	<u>\$105,986.19</u>

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

Exhibit 6:

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
Salary Clearing Payroll:		
Payroll	59565-59653	189,647.97
Direct Deposit		331,895.25
		<u>521,543.22</u>
Benefits	59654-59669	250,225.04
	Total	<u>\$771,768.26</u>
Emergency Mgmt Payroll:		
Payroll	90106-90115	\$3,081.71
Direct Deposit		6,671.24
		<u>9,752.95</u>
Benefits	90116-90124	4,753.88
	Total	<u>\$14,506.83</u>
Irrigation Payroll:		
Payroll	90126-90134	\$5,040.08
Direct Deposit		4,102.40
		<u>9,142.48</u>
Benefits	90135-90142	6,030.76
	Total	<u>\$15,173.24</u>
Grand Total All Payrolls		<u>\$801,448.33</u>

Motion – Mr. Peck: I move for approval of fund expenditures in the total amount of \$315,083.87. Second by Mr. Koch. The vouchers have been reviewed by Mr. Bowen. Mr. Peck noted they have been signed by Mr. Beaton, the auditor. 3:0 vote in favor.

Exhibit 7:

<u>Fund Expenditures</u>	<u>Warrants</u>		<u>Amount Issued</u>
Landfill Closure Trust Fund	90125	-	\$1,160.41
Current Expense	90143	90167	\$125,367.71
Current Expense	90168	90226	\$71,179.45
Current Expense	90227	90258	\$12,455.74
Current Expense	90259	90275	\$9,602.31
Boating Safety Fund	90276	90278	\$1,378.08
Enhanced 911	90279	90283	\$2,700.34
Election Equipment Revolving	90284	90285	\$274.04
Treasurer O & M	90286	90287	\$306.62
Crime Victims/Witness Assist	90288	90290	\$6,888.71
Jail Commissary	90291	90295	\$1,733.83
Law Library	90296	90299	9153.17

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

Ending Homelessness Fund	90300	90304	\$1,622.00
County Roads	90305	90310	\$40,845.73
Solid Waste	90311	90313	\$526.89
Motor Vehicle/Public Works	90314	90323	\$29,627.99
Current Expense	90324	-	<u>\$260.85</u>
Grand Total:			\$315,083.87

Consent Agenda

Motion – Mr. Peck: I move for approval of the consent agenda, items 1 through 3, noting that we pulled Item 4 at the request of the Public Works Director. Second by Mr. Koch. 3:0 vote in favor.

1. Approval of Resolution 2013-418, appointing Jessie Stark as a County-designated Mental Health Professional (CDMHP) and limiting appointments of CDMHPs to the period during which they are employed by the Crisis Response Unit of Benton and Franklin Counties
2. Approval of Resolution 2013-419, approving the intergovernmental user agreement, OSOS IG-4504, between the State of Washington, Office of the Secretary of State, Elections Division, and the Franklin County Auditor, to provide a reviewer for translated Spanish-Language materials for the Spanish General Election Voters' Pamphlet, June 1, 2013 through December 31, 2018
3. Approval of Franklin County Commissioner Proceedings for November 18, 2013.

(Clerk's Note: Item #4 was removed from the consent agenda because the original contract had not been received.)

4. Approval of Resolution 2013-_____, contract between Franklin County and Anchor Construction Contractors, LLC, for CRP 604/R-170 #608-2.35 Bridge Replacement

COUNTY CLERK

County Clerk Mike Killian met with the Board. Present in audience: Geoff Folsom, Matt Mahoney and Matthew Rasmussen.

Requesting \$15,000 transfer for jury fees

Motion – Mr. Koch: Mr. Chairman, I move for approval in the matter of requesting an inter-budget transfer of \$15,000 from the Current Expense Budget 001-000-700, contingency, to County Clerk's Budget 001-000-160, jury fees. Second by Mr. Peck. 3:0 vote in favor. Resolution 2013-420 was approved.

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

PROSECUTOR

Deputy Prosecutor Janet Taylor met with the Board. Present in audience: Geoff Folsom, Matt Mahoney, Matthew Rasmussen and Mike Killian.

Delta Dental Insurance

Motion – Mr. Peck: I move for approval of chairman's signature on the Delta Dental of Washington application for Delta Dental insurance as presented by Ms. Taylor. Second by Mr. Koch. 3:0 vote in favor.

Executive Session at 11:24 am pursuant to RCW 42.30.110(1)(g) to evaluate performance of a public employee expected to last up to 15 minutes. Geoff Folsom, Matt Mahoney, Matthew Rasmussen and Mike Killian left the audience.

Open Session at 11:44 am. Present in audience: Mike Killian, Matt Mahoney, Matthew Rasmussen and Gordon Hanscom.

Resolution: Inter-budget Transfer from 2013 Franklin County Capital Projects Fund budget related to Treasurer's Office

Motion – Mr. Peck: I move for approval of the Inter-Budget Transfer of \$4162.98 from 2013 FC Capital Projects Fund Budget #300-000-001, financial software, to Treasurer's Budget #001-000-650, salaries and wages – administrative accountant, re partial vacation payout of Becky Mulkey. Second by Mr. Koch. 3:0 vote in favor. Resolution 2014-421 was approved.

Executive Session at 11:48 am pursuant to RCW 42.30.140(4) to discuss labor contract negotiations expected to last 10 minutes.

Open Session at 12:01 pm.

COUNTY ADMINISTRATOR

County Administrator Fred Bowen met with the Board. Present in audience: Mike Killian, Matt Mahoney, Matthew Rasmussen and Gordon Hanscom.

Courthouse Grant application

A grant application has been prepared for doing some restoration work on the courthouse. If the grant is awarded, Franklin County's minimum share of the cost would be \$27,500. Mr. Bowen recommended that the county offer a 50% match of approximately \$55,000, hoping to score higher for the funds. In the application, the \$55,000 amount is now earmarked out of

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

contingency funds. The project would need to be completed by April 2015 so it would be included in the 2015 budget.

Motion – Mr. Peck: I move for approval of historic county grant application to be signed by all three commissioners and to incorporate an offer from Franklin County to cover up to 50% of the cost and also authorize the chairman to sign the grant application on behalf of the county.

Second by Mr. Koch. 3:0 vote in favor. (Exhibit 8)

Executive Session at 12:13 pm pursuant to RCW 42.30.110(1)(i) to discuss a matter relating to agency enforcement actions; litigation or potential litigation expected to last five minutes.

Mr. Mahoney and Mr. Rasmussen remained in the meeting. Mr. Killian and Mr. Hanscom left the audience.

Open Session at 12:19 am.

OTHER BUSINESS

County Clerk Mike Killian met with the Board.

2014 Budget Request

Mr. Killian renewed his request for a full-time position to be added to the 2014 County Clerk Budget instead of only a part-time position.

ADJOURNMENT

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

Adjourned at 12:24 pm.

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for November 25, 2013

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until December 4, 2013.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON



Rick Miller, Chairman



Robert E. Koch, Chairman Pro Tem



Brad Peck, Member

Attest:



Clerk to the Board

Approved and signed December 4, 2013.

2014 Current Expense Budget Summary - Current Status 11/25/2013

Preliminary Budget

	Total Budget
Revenues - net of .3% Criminal Justice Sales Taxes	\$ 24,147,630
Add: .3% Criminal Justice Funding - Juvenile Baseline	104,755
Subtotal Preliminary Revenues	<u>24,252,385</u>
Expenditures	(24,692,524)
Preliminary Budget Beginning Deficit	<u>(440,139)</u>

Revenue Increases/(Decreases)

Miscellaneous	\$ 226,611
Property Taxes	(196,768)
Sales Taxes	25,000
3% Criminal Justice Sales Taxes (\$448,775 Used in 2013)	698,501
Beginning Fund Balance - To \$1,800,000	550,000
Total Revenue Increases	<u>1,303,344</u>

Expenditure Increases/(Decreases)

Expenditure Increases - Non .3% CJ Sales Tax Funded

New/Eliminated Positions

	Dept	FTE	Total Cost
Recording/Auto License Deputy	Auditor	1.0	42,488
Civil Deputy	PA	1.0	82,215
Records Deputy - \$10K Funded CH Facil	Clerk	0.5	25,606
Seasonal Custodian	Facilities	0.5	11,456
Clerk II	District Ct	(1.0)	(51,952)
Subtotal		<u>2.0</u>	<u>109,813</u>

Other Than Personal Services (OTPS)

Miscellaneous	68,043
Superior Court/Drug Court - Baseline	21,999
Juvenile - Baseline	120,159
Capital Outlay - Misc	25,812
Ending Fund Balance & Reserves to \$1,600,000	100,000
Subtotal Other Than Personal Services (OTPS)	<u>336,013</u>

Subtotal Increases/(Decreases) Non-.3% CJ Funded	<u>445,826</u>	<u>445,826</u>
---	----------------	----------------

Expenditure Increases Funded By .3% Criminal Justice Sales Taxes

.3% Criminal Justice Funded Positions

	Dept	FTE	Total Cost
Corrections Officers (4/1 Hire) 3% CJ Funded	Jail	4.0	168,181
Custodian	Facilities	1.0	44,061
Salary & Benefits	Jail	-	36,892
Subtotal - Salaries & Benefits		<u>5.0</u>	<u>249,134</u>

Criminal Justice - Other Than Personnel Svcs

Jail	10,000	
Franklin County Justice Center	68,000	
Capital Outlay - Computer Equipment	83,000	
Juvenile - Baseline increase on \$104,755	7,245	
Subtotal - OTPS	168,245	417,379

Total Expenditure Increases	<u>863,205</u>
------------------------------------	----------------

Adjusted Revenues	\$ 25,555,729
Adjusted Expenditures	25,555,729
Final Budget Deficit	<u>\$ -</u>

**Summary of .3% Criminal Justice Funding
2014 Budget**

.3% Criminal Justice Expenditures	Currently in Expenditure Budget	Increase (Decrease) to Expenditure Budget	Subtotal	Total
<u>Current Expense - Old Jail, New Jail and Justice Center Operations Funding</u>				
4 Corrections Deputies - Start 4/1/14	-	168,181	168,181	168,181
Maintenance Services for Old Jail, New Jail and Justice Center				
Maintenance Tech (100%)	59,086	-	59,086	
Custodian/Admin (10.67%)	5,813	-	5,813	
Groundskeeper (2.67%)	1,223	-	1,223	
Custodian - Start 3/1/14	-	44,061	44,061	110,183
Other Maintenance				
Old and New Jail - Supplies, Materials, Etc.	65,000	-	65,000	
Justice Center O & M (Contracted Maintenance)	-	28,000	28,000	93,000
Utilities				
Old and New Jail	150,000	(12,000)	138,000	
Justice Center	-	40,000	40,000	178,000
Insurance New Jail and Justice Center	-	22,000	22,000	22,000
Salary and Benefits - Corrections/General		36,892	36,892	36,892
Total Old Jail, New Jail and Justice Center Operations Funding				608,256
<u>Other Items - Current Expense</u>				
Project Management - County Administrator	50,000	-	50,000	50,000
CJ Computer Equipment - Included in Penciled In Changes	-	83,000	83,000	83,000
Committed to Juvenile - Equal to 2013 Funding	104,755	-	104,755	
7% Increase based on Juvenile Baseline Increase	-	7,245	7,245	112,000
Total - Current Expense	435,877	417,379	853,256	853,256
<u>Other Items - In CJ Capital Projects Fund #355</u>				
Project Mgt - Paid to the CJ Capital Proj Fund from .3% D/S Fund	107,000	-	107,000	107,000
Total 2014 Expenditures Funded by .3% CJ Funds	542,877	417,379	960,256	960,256

.3% Criminal Justice Revenues	Currently in Revenue Budget	Increase (Decrease) to Revenue Budget	Subtotal	Total
<u>Current Expense</u>				
Old Jail, New Jail and Justice Center Operations Funding	-	608,256	608,256	608,256
Project Management - County Administrator	50,000	-	50,000	50,000
Committed to Juvenile - Equal to 2013 Funding	104,755	-	104,755	
7% Increase based on Juvenile Baseline Increase	-	7,245	7,245	112,000
CJ Computer Equipment - Included in Penciled In Changes	-	83,000	83,000	83,000
Total - Current Expense	154,755	698,501	853,256	853,256
<u>CJ Capital Projects Fund - #355</u>				
Project Mgt - Paid to the CJ Capital Proj Fund from .3% D/S Fund	107,000	-	107,000	107,000
Total 2014 .3% CJ Revenue Used for Non-Debt Exp	261,755	698,501	960,256	960,256



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

November 25, 2013

Mr. Steve Marks
FRANKLIN COUNTY ASSESSOR
1016 North 4th Avenue
Pasco, WA 99301

RE: 2014 VETERAN'S ASSISTANCE FUND PROPERTY TAX LEVY

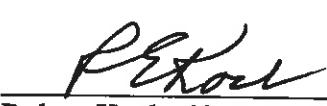
Dear Steve:

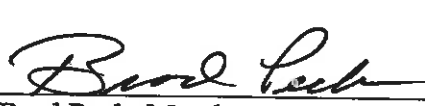
The Franklin County Board of Commissioners gives the County Assessor the authority to levy Sixty-Four Thousand, Two Hundred Ninety-One Dollars (\$64,291) generated from the property tax assessment for the Veteran's Assistance Fund (commonly referred to as Soldiers and Sailors Fund) for the 2014 budget year.

Sincerely,

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


Rick Miller, Chair


Robert Koch, Chair Pro Tem


Brad Peck, Member

cc: Auditor
Treasurer
File/LB



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

November 25, 2013

Mr. Steve Marks
FRANKLIN COUNTY ASSESSOR
1016 North 4th Avenue
Pasco, WA 99301

RE: 2014 ROAD DEPARTMENT TAX LEVY

Dear Steve:

The Franklin County Board of Commissioners hereby notifies the County Assessor there will be no shift (\$0.00) from the County Road Department to the County Current Expense levy for the year 2014.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

A handwritten signature in black ink, appearing to read "Rick Miller", written over a horizontal line.

Rick Miller, Chair

A handwritten signature in black ink, appearing to read "R. Koch", written over a horizontal line.

Robert Koch, Chair Pro Tem

A handwritten signature in black ink, appearing to read "Brad Peck", written over a horizontal line.

Brad Peck, Member

cc: Auditor
County Engineer
Treasurer
File/LB

Franklin County
Board of Commissioners
Agenda Summary Report

DATE: November 18, 2013**PRESENTED BY:** Jerrod MacPherson

ITEM: (Select One) ☐ Consent Agenda.
☒ To Be Brought Before the Board. Date: November 25, 2013
Time needed: 15 minutes

SUBJECT / ISSUE: SUB 2013-01, a subdivision (SUB) application to subdivide approximately 10.51 acres into 16 single-family residential lots.

ACTION(S) REQUESTED:

Review the Planning Commission Recommendation in a Public Meeting; Pass a motion; and Pass a Resolution.

BACKGROUND:

The applicant has submitted a preliminary plat, known as Canter Club Estates, to subdivide approximately 10.51 acres into 16 single-family residential lots. The average lot size in the development is approximately 23,862 square feet in size.

The land is zoned Residential Suburban 20,000 (RS-20) and is located within the City of Pasco Urban Growth Area. This area allows for residential uses on parcels of land with a minimum lot size of approximately ½ acre.

If approved, Preliminary Plat Approval will allow the applicant 5 years to complete and record the final subdivision plat.

The property is generally located north of Court Street along the east side of Road 68, along the west side of Road 64 and at the south end of Road 67 near site address 1809 Road 68 (County Tax Parcel 118-601-013).

Public Testimony and Discussions:

Phone and/or In-Office Discussions: Planning Staff did not receive any phone calls or in office inquiries regarding this application.

Open Record Hearing Testimony:

-In support of application: 2 people (applicant/representative) spoke in support of the application.

-Not in support of application: No public spoke against the application.

- Clarification only: None.

-Planning Commission Voting/Discussion. Positive recommendation with 5 in favor; 0 against.

Summary: At the regularly scheduled Planning Commission hearing on November 5, 2013 the Franklin County Planning Commission voted to forward a positive recommendation with following 6 findings of fact and nine (9) conditions of approval:

Findings of Fact:

1. Adequate provisions **have** been made for the public health, safety and general welfare and for open spaces, drainage ways, roads, alleys, or other public ways, water supplies, sanitary wastes, parks, playgrounds and other public needs;
 - a. Comprehensive Plan:
 - i. The property is zoned Residential Suburban 20,000 (RS-20).

ii. The Comprehensive Plan designation for the property is Low Density Residential Development (2-5 dwelling units per acre).

iii. The property is located in the City of Pasco Urban Growth Area.

b. Health:

The development shall comply with all local Health Department Standards.

c. Water Supplies:

As proposed, the lots will be connected to the City of Pasco municipal water supply.

d. Roads/Access:

Each lot will be provided access via a new County road. Access to the development will be provided by Road 67 and Road 64.

e. Septic System:

The applicant is required to comply with local Health Department standards as it relates to the sanitary wastes (i.e. septic systems) for proposed uses.

f. School/School grounds:

The developer has met with the School District and has satisfied the school districts concerns regarding the development.

g. Storm water:

Drainage swales are required in the public right of way which will assist in compliance with storm water standards/requirements.

h. Parks:

New homes are proposed for this development. Park dedication fees (Subdivision Ordinance #2-2008, Chapter 13 Dedication for Parks) are required.

i. Irrigation:

The source for irrigation water is the Franklin County Irrigation District.

j. Fire Protection:

The property is located within Fire District #3. The developer is to comply with the Adoption of the 2012 International Fire Codes for placement of fire hydrants within this proposed subdivision. The property is located within Fire District #3.

2. The proposed subdivision **does** contribute to the orderly development and land use patterns in the area;

- a. The development is consistent with the land use patterns in the area. The Urban Area Comprehensive Plan designates this area for low density residential development (2-5 dwelling units per acre) which typically consists of residential properties zoned Residential Suburban 20,000 (RS-20).

- b. The site is bordered to the north by single family residential properties and the properties to the west and east are designated for residential development in the Urban Area Comprehensive Plan. The properties to the south are currently zoned Retail Business (C-1).
- 3. The public use and interest **will** be served by permitting the proposed subdivision;
 - a. The development complies with the County Development Regulations and furthers the implementation of the Pasco Urban Area Comprehensive Plan.
 - b. Completion of public improvements, such as roads and municipal water extension, and the payment of park dedication fees (for urban area parks) all benefit the public use and interest of this area.
- 4. The proposed subdivision **does** conform to the general purposes of any applicable policies or plans which have been adopted by the Board of County Commissioners;
 - a. The proposed subdivision conforms to the minimum lot size requirements of the Franklin County Zoning Ordinance.
 - b. The proposed subdivision conforms to the requirements of the Franklin County Subdivision Ordinance.
 - i. The proposed lots comply with the minimum lot dimensions, lot requirements, and width/depth standards established in the subdivision code.
 - ii. The development's road layout, with connections to Road 64 and Road 67, complies with the County standards.
 - c. The proposed subdivision conforms to the general purposes of and the applicable policies of the County Comprehensive Plan and the Pasco Urban Area Comprehensive Plan.
- 5. The proposed subdivision **does** conform to the comprehensive plan and zoning requirements;
 - a. The Pasco Urban Area Comprehensive Plan designates this area for Low Density Residential Development (2-5 dwelling units per acre).
 - b. The average lot size in the new development is approximately 23,862 square feet in size. The new lots comply with the minimum lot size requirement of the zoning district.
 - c. The development conforms to both the current zoning designation and the Pasco Urban Area Comprehensive Plan.
- 6. The proposed subdivision **does** conform to the general purposes of the Subdivision Ordinance.
 - a. This development does comply with the purpose of the subdivision code. The purpose of the code is to regulate the division of land within unincorporated Franklin County. This ordinance is to also further the purpose of promoting the health, safety, convenience, comfort, prosperity and general welfare of the present and future inhabitants of Franklin County, and to:
 - i. Prevent the overcrowding of land;

The average lot size in the development is 23,862 square feet which complies with the Zoning Ordinance and Urban Area Comprehensive Plan.
 - ii. Lessen congestion and promote safe and convenient travel by the public on roads and highways;

The development is designed to utilize Road 64 and Road 67 for access to the new lots.

- iii. Promote the effective use of land;

The development utilizes the existing landscape and fulfills the intent of the County Zoning Ordinance.

- iv. Provide for adequate light and air;

The development's minimum lot size is of a size to provide adequate light and air to new homes and the surrounding lands.

- v. Facilitate adequate provision for water, sewerage, drainage, parks and recreational areas, and other public requirements;

The development shall comply with all local Health Department Standards. The land is located in an area designated by the Comprehensive Plan as an area for Low Density Residential Development. The development will involve lots that are less than 1 acre in size. Landowners are required to connect to City of Pasco water service for domestic water. Each lot will be provided access via a new County road with access to Road 67 and Road 64. The access roads for this development will be constructed to County Standards. The applicant is required to comply with local Health Department standards as it relates to the sanitary wastes (i.e. septic systems). Landscaped drainage swales are required in the public right of way which will assist in compliance with storm water standards/requirements. Park dedication fees are required for each new lot to assist in providing parks, playgrounds and other public needs in the Urban Area. If approved, irrigation water will be provided to each lot. The source for the water will be the Franklin County Irrigation District. The site is located within the Pasco School District.

- vi. Provide for proper ingress and egress;

The proposed subdivision will be accessed from Road 67 and Road 64. No major impacts resulting from this development regarding an increase in traffic is projected based upon traffic volumes.

- vii. Provide for the expeditious review and approval of proposed land divisions which comply with this Ordinance, the Franklin County Zoning Standards, other County Plans, policies and land use controls, and Chapter 58.17 R.C.W.;

The land development process for this project complies with all applicable County Ordinances, R.C.W.'s, and associated timelines for development review.

- viii. Adequately provide for the housing, commercial and industrial needs of the citizens of the State and County;

This 16 lot development is located in an area zoned Residential Suburban 20,000 (RS-20) which has a residential neighborhood focus.

- ix. Require uniform monumenting of land divisions and conveyance by accurate legal descriptions;

The development shall comply with the provisions of the County Subdivision Ordinance as it relates to monumenting and legal description development.

- x. Implement the goals, objectives and policies of the Comprehensive Plan;

The Pasco Urban Area Comprehensive Plan designates this area for residential development with a designation of Low Density Residential (2-5 dwelling units per acre). The new lots comply with the minimum lot size requirement of the zoning district. The development conforms to both the current zoning designation and the Comprehensive Plan.

Conditions of Approval:

1. A Preliminary Plat application to subdivide approximately 10.51 acres into 16 single-family residential lots. The average lot size in the development is approximately 23,862 square feet in size.

The land is zoned Residential Suburban 20,000 (RS-20) and is located within the City of Pasco Urban Growth Area. This area allows for residential uses on parcels of land with a minimum lot size of approximately ½ acre.

2. Applicant shall comply with the **County Public Works Department** requirements including:
 - a. Submit closure notes of the subdivision boundary and all lots.
 - b. State Plane Coordinates conforming to Franklin County Subdivision Ordinance Section 7.10 (C) and as set forth by state statutes for recording coordinates as described in RCW 58.20.180 were not submitted.
 - c. On Street parking is not permitted within this subdivision unless all roads are constructed to a minimum paved width of 36 feet.
 - d. The right of way for the existing roads constructed with Short Plat 2013-08 should be consistent with the limits required per the approved construction drawings.
 - e. The temporary turn around easements need to be shown as vacated after Phase II is complete. This can be done on the final plat.
 - f. Road 64 has an existing paved width of 24 feet. The County minimum standard width is 28 feet. The additional 4 feet of paving would typically be split between the east and west sides of the road. Since it is not practical to pave a strip only 2 feet wide along the road edge; when water lines are extended in Road 64 the pavement will be widened to the County minimum half width of 14 feet on the side of the road the water line is installed in.
 - g. All internal streets shall be constructed to a minimum width of 28 feet. The pavement section shall be 2 inches of HMA (PG64-28) over 4 inches of 5/8 Minus Crushed surfacing top course. Final placement and configuration of the roads shall be determined by the County Engineer on submittal of Engineered construction drawings.
 - h. All utilities serving the subdivision must be installed underground, per Franklin County Code Chapter 7, Section 7.9A.
 - i. Prior to the issuance of a building permit for any lot within this subdivision all road improvements must be completed to County Standards.
 - j. All new approaches to County Roads will require an approach permit at the time of building permit application.
3. **Benton-Franklin Health District:** Applicant shall meet and comply with the standards of the Benton-Franklin Health Department. The BFHD has finished its review of the proposed Canter Club Estates in accordance with our current land development policies and requirements for new subdivisions. In accordance with Benton Franklin District Board of Health Rules and Regulations #2 this plat generally meets our requirements for plats utilizing on-site sewage disposal systems and City of Pasco domestic water provided:

The following statements shall be placed on the final plat:

"This plat appears to have suitable conditions for the use of on-site sewage disposal systems. However, because of the nature of the testing methods used, we have no way of determining whether each lot can comply with Benton-Franklin District Board of Health Rules and Regulations at the time of permit issuance.

Further be advised this department's approval of any lot within this plat for the use of on-site sewage disposal systems may be contingent upon that lot passing additional soil inspections/percolation tests, and/or other requirements at a later date."

"On-site sewage disposal systems installed within this plat will require systems meeting a minimum of Treatment Level C in accordance with Benton Franklin District Board of Health Rules and Regulations No. 2. Contact BFHD for more information."

4. **Franklin PUD:** Applicant shall meet and comply with standards of the Franklin PUD.
5. **Franklin County Irrigation District:** Applicant shall meet and comply with standards of the Franklin County Irrigation District.
6. **Franklin County Assessor's Office:** Prior to final review and approval the applicant shall submit a copy of the Final Plat to the Assessor's Office for Cartographer review of the Final Plat Survey. The Plat shall be reviewed for legal descriptions, signature blocks, dedications, etc.
7. **Extension of City Water:** Applicant shall contact the City of Pasco Engineering Department for specifications and requirements for the extension of city water service to the proposed plat. **Prior to final plat approval** by the County Commissioners, the applicant shall provide an approval or acceptance letter from the **City of Pasco** as it relates to the required city water service improvements. This letter shall be submitted to the County Planning and Building Department.
8. **Fire District #3:** FD #3 has been in communication with the developer and he understands the need for fire hydrants spaced within 600 feet of one another. Applicant shall coordinate with Fire District #3 and the City of Pasco regarding hydrant locations.
9. **County Planning and Building Department:** The County Planning Department has determined the following for this application:
 - a. The land to be subdivided is zoned RS-20.
 - b. All lots comply with the required width/depth standards for new lots within the Urban Growth Area Boundary.
 - c. The land is located within the City of Pasco's Urban Growth Area Boundary.
 - d. **Boundary Line Adjustment:** The proposed boundary line adjustment between proposed Lot #2 and an adjoining parcel near the southeast corner of the development shall be completed prior to final plat approval.
 - e. **SP 2013-08:** Planning Case-file Short Plat 2013-08 will need to be completed and recorded prior to final plat approval for this subdivision application.
 - f. The developer is proposing that each lot will be eligible for a municipal water system connection and a sewage disposal system.
 - g. **The following language shall be specifically listed on the final plat under Notes:**
 - i. During construction on each property, all construction debris shall be maintained on-site and properly disposed of. Dust control measures including an adequate water supply shall be provided.

- ii. All lot owners shall provide landscaping within the unimproved portion of the right-of-way between the property line and the edge of pavement and/or curb. This shall consist of grass/lawn, river rock, basalt rock, gravel or other traditional residential landscaping material. Maintenance of the landscaping is the requirement of each individual lot owner. This standard does not apply to lot frontage along Road 64. **(This statement shall be placed on the Final Plat).**
- iii. All lots in the development are subject to **Park Dedication Fees** (\$300.00 per new lot/expected new dwelling unit). These fees may be paid prior to recording the final subdivision plat or at the time when a building permit is to be issued for the applicable lot(s). If the applicant chooses to not pay the fees prior to recording, then **a statement shall be placed on the final plat** stating that Park Dedication Fees apply to all lots in the development and shall be paid prior to building permit issuance for a new home on each applicable lot.
- h. All of the statements that are required to be on the face of the plat shall be either: **1)** recorded as a restrictive covenant on each applicable parcel with the County Auditor **OR 2)** described in detail in the developer's covenants that is recorded and provided to each lot owner, prospective landowner, and the Planning Department at the time of final plat approval and recording.
- i. **Addressing:** The applicant shall coordinate with the Planning and Building Department for the creation of addresses for the lots in the development. The addresses shall be shown on the final plat. *(No approach permits/access to Road 64 allowed).*
- j. **Road Names:** Road names for the new roadways shall be shown on the final plat. Coordination with the County for the new road names is required.
- k. The land shall be in compliance with the County Fire and Nuisance codes at all times.
- l. Preliminary plat approval is valid for a **five (5) year period** following approval by the Board of County Commissioners.
- m. Prior to obtaining the County Treasurer's Signature on the final plat mylar, the applicant shall visit the County **Assessor's Office** to receive a Treasurer's Verification Form for the property. Further, the applicant is encouraged to contact the **Assessor's Office and/or Treasurer's Office** to discuss potential property tax implications of the platting process. Items such as the removal of an open space designation and/or an advanced tax payment requirement for the property may be applicable.
- n. **SEPA:** A State Environmental Policy Act (SEPA) review has been completed for this project. A Determination of Non-Significance (DNS) was issued on September 5, 2013. Interested public and agencies were allowed to submit comments up to 5:00 pm on Thursday September 26, 2013.
- o. The Final Plat:
 - i. The Final Plat shall be developed by a licensed Surveyor.
 - ii. The Final Plat shall be developed in accordance with the County Subdivision Ordinance. See Chapter 6 of Ordinance 2-2008 for specifications. The Planning and Building Department may be contacted at (509) 545-3521. The County Subdivision Ordinance may be found on-line at: http://www.co.franklin.wa.us/planning/subdivision_ordinance.html.
 - iii. The Final Plat Signature Blocks shall be provided for the following: Franklin PUD; Chair, Franklin County Planning Commission; Chair, Board of County Commissioners; Franklin County Irrigation District, Benton Franklin Health Department; County Engineer; County Treasurer; County Assessor; and County Auditor.
 - iv. The final five (5) signatures (for final plat approval) to be obtained by the applicant are: #5 County Assessor; #4 County Treasurer (Ensure taxes are paid accordingly; Also see RCW 58.05.040; #3 County Planning Commission Chair (See Planning and Building Department for assistance in obtaining signature); #2 Chairman of Board of County Commissioners (County Commissioners typically sign final approval resolutions during a regularly scheduled public meeting date); #1 County Auditor's Office (Recording of the final plat).

- p. After final plat recording, one (1) paper copy and one (1) electronic copy (disk, cd, or e-mail-pdf) of the recorded plat shall be distributed to the Planning Director and one (1) paper copy to the County Assessor.
- q. **Fencing:** To mitigate double frontage lots, the fence to be located along Road 64 (west side of Road 64 along the **east side of Lot 1**) shall be an estate type fence (block wall type construction, as proposed by the applicant). This fence shall be constructed and approved by the Planning Department prior to final short plat approval.
- r. **Fire Hydrants:** The developer is to comply with the Adoption of the 2012 International Fire Codes, FD#3, and the City of Pasco standards for placement/installation of fire hydrants within this proposed subdivision.

COORDINATION:

N/A

RECOMMENDATION:

The County Planning Commission recommends the Board of County Commissioners approve SUB 2013-01 with the following motion:

Motion:

Grant approval of SUB-2013-01, subject to the six (6) findings of fact and nine (9) conditions of approval.

HANDLING / ROUTING:

N/A

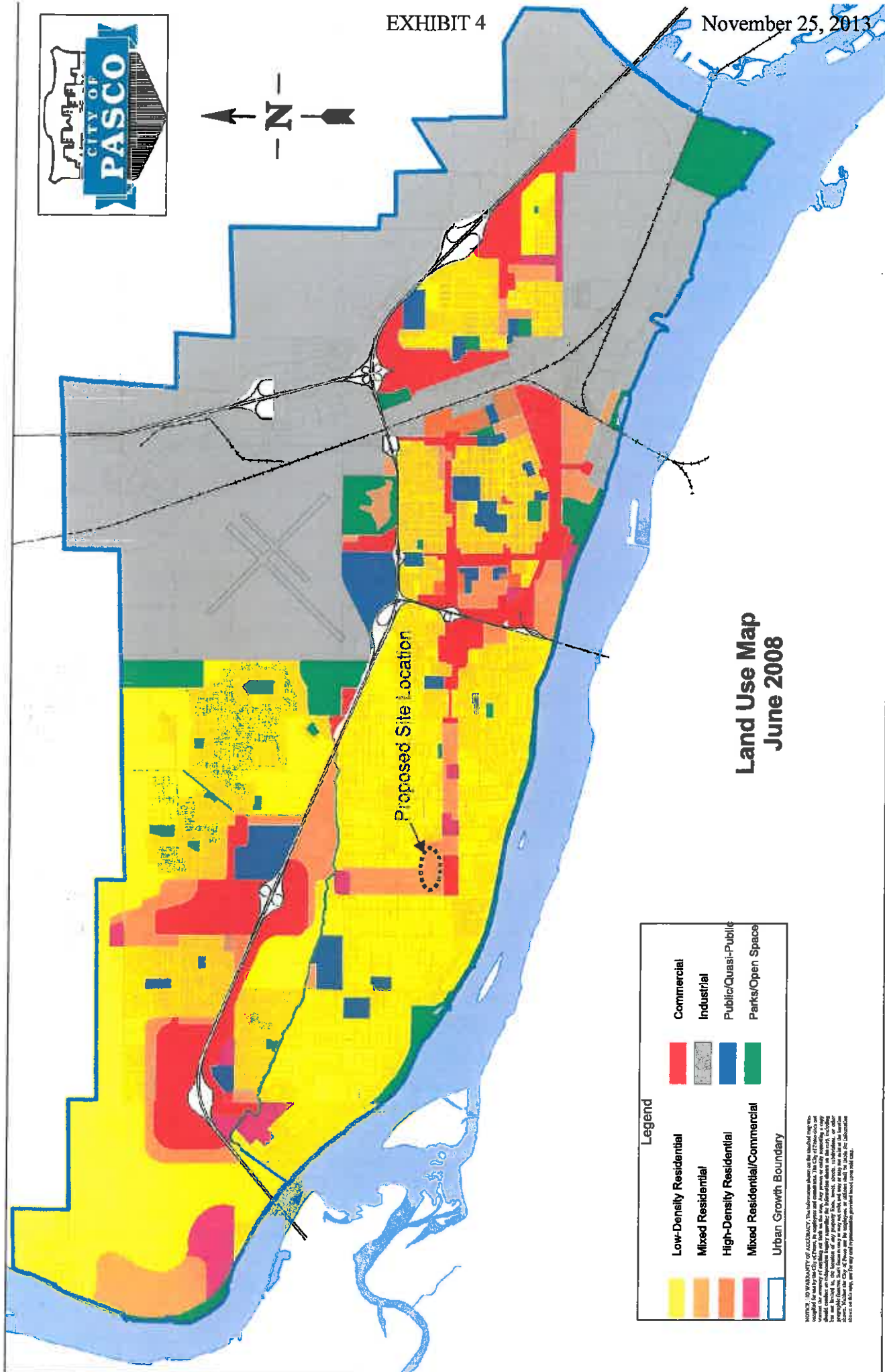
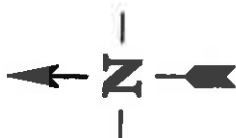
ATTACHMENTS:

Three (3) exhibits are attached for consideration: 1) A copy of the City of Pasco's Comprehensive Land Use Map; 2) An aerial and parcel overlay map of the property in question; and 3) A copy of the preliminary plat with proposed fire hydrant locations identified.

I certify the above information is accurate and complete.



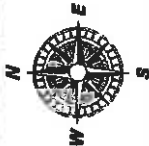
Jerrod MacPherson – Director of Planning and Building



**Land Use Map
June 2008**

Legend	
	Low-Density Residential
	Mixed Residential
	High-Density Residential
	Mixed Residential/Commercial
	Commercial
	Industrial
	Public/Quasi-Public
	Parks/Open Space
	Urban Growth Boundary

NOTICE: NO WARRANTY OF ACCURACY. The information shown on this map was prepared by the City of Pasco and is based on the best available information. The City of Pasco does not warrant the accuracy of the information shown on this map. The City of Pasco is not responsible for any errors or omissions in the information shown on this map. The City of Pasco is not responsible for any damages or losses resulting from the use of this map. The City of Pasco is not responsible for any claims or lawsuits filed against the City of Pasco or its employees, officers, or agents, in connection with the use of this map. The City of Pasco is not responsible for any claims or lawsuits filed against the City of Pasco or its employees, officers, or agents, in connection with the use of this map.



SUB 2013-01 - Harrison

October 4, 2013
<http://gis.co.franklin.wa.us>
gis@co.franklin.wa.us

Franklin County Regional Information System
3046 North 4th Avenue
Pasco, Washington 99301
Telephone: (509)545-3585 Fax: (509)546-5871

DISCLAIMER AND TERMS OF USE:

All information depicted herein is provided as-is, with no warranty, expressed or implied. No guarantee of information usability, accuracy or suitability is inferred, implied, or expressed. Neither Franklin County Regional Information System (FRIS), nor any member agency, shall be liable for any error or errors within, or implied by, the provided information. FRIS and its member agencies shall be held harmless for any loss, direct or indirect, immediate or subsequent, related to the use of this information or any information derived from this information. *This presentation is Copyright 2002, FRIS. All Rights Reserved.*



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

November 25, 2013

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, November 25, 2013 *Ben Park*
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Road		
Payroll	89999-90018	21,921.88
Direct Deposit		34,352.90
		<u>56,274.78</u>
Benefits	90019-90028	32,963.58
	Total	<u>\$89,238.36</u>
 Motor Vehicle		
Payroll	89971-89988	\$5,098.40
Direct Deposit		5,293.79
		<u>\$10,392.19</u>
Benefits	89989-89998	6,355.64
	Total	<u>\$16,747.83</u>
 Grand Total All Payrolls		 <u>\$105,986.19</u>

In the total amount of **\$105,986.19** (\$89,238.36+16,747.83)

The motion was seconded by *PEKod* and passed by a vote of 3 to 0

J. B. A. Buchholz
The attached payroll has been approved by Auditor or Deputy

Kenneth Baherick
Payroll Prepared By



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

November 25, 2013

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, November 25, 2013 *Beaton*
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Payroll	59565-59653	189,647.97
Direct Deposit		331,895.25
		521,543.22
Benefits	59654-59669	250,225.04
	Total	\$771,768.26
Emergency Mgmt Payroll:		
Payroll	90106-90115	\$3,081.71
Direct Deposit		6,671.24
		9,752.95
Benefits	90116-90124	4,753.88
	Total	\$14,506.83
Irrigation Payroll:		
Payroll	90126-90134	\$5,040.08
Direct Deposit		4,102.40
		9,142.48
Benefits	90135-90142	6,030.76
	Total	\$15,173.24
Grand Total All Payrolls		\$801,448.33

In the total amount of **\$801,448.33** (\$771,768.26+\$14,506.83+\$15,173.24)

The motion was seconded by *Beaton* and passed by a vote of 3 to 0.

The attached payroll has been approved by Auditor or Deputy

Prepared by *Kenneth Beaton*



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

11/25/2013

Franklin County Commissioners:

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

Action: As of this date, 11/25/2013

Move that the following warrants be approved for payment:

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

<u>FUND Expenditures</u>	<u>WARRANTS</u>		<u>AMOUNT ISSUED</u>
Landfill Closure Trust Fund	90125		\$1,160.41
Current Expense	90143	90167	\$125,367.71
Current Expense	90168	90226	\$71,179.45
Current Expense	90227	90258	\$12,455.74
Current Expense	90259	90275	\$9,602.31
Boating Safety Fund	90276	90278	\$1,378.08
Enhanced 911	90279	90283	\$2,700.34
Election Equipment Revolving	90284	90285	\$274.04
Treasurer O & M	90286	90287	\$306.62
Crime Victims/Witness Assist	90288	90290	\$6,888.71
Jail Commissary	90291	90295	\$1,733.83
Law Library	90296	90299	9153.17
Ending Homelessness Fund	90300	90304	\$1,622.00
County Roads	90305	90310	\$40,845.73
Solid Waste	90311	90313	\$526.89
Motor Vehicle/Public Works	90314	90323	\$29,627.99
Current Expense	90324		\$260.85

In the amount of

\$315,083.87

The motion was seconded by

And passed by a vote of 3 to 0

The attached vouchers have been approved by Auditor or Deputy

Vouchers Audited By: Julie Jordan



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

Fred H. Bowen
County Administrator

Rosie H. Rumsey
Human Resources Director

November 25, 2013

WASHINGTON TRUST FOR HISTORIC PRESERVATION
1204 Minor Avenue
Seattle, WA 98101

RE: HISTORIC COUNTY COURTHOUSE REHABILITATION GRANT PROGRAM

Esteemed Council:

Franklin County is honored to be considered for your assistance in providing matching funds in order to afford us the opportunity to obtain the maintenance necessary to preserve the aesthetics, functionality and integrity of our historic courthouse.

Our taxpayers have demonstrated their support by approving our Historic Courthouse Restoration project in 2006 and it is our commitment to maintain the building in its best possible condition.

With your assistance through the subject grant, Franklin County would have the opportunity to restore the window casings and guards to their historic appearance with a durable finish provided by current products that will withstand our extreme temperatures (below zero degrees to well over 100 degrees).

The Board of Commissioners is fully dedicated to completing this much needed restoration as is demonstrated by the matching funds committed in our grant application.

Respectfully,

FRANKLIN COUNTY COMMISSIONERS

A handwritten signature in black ink, appearing to read "Rick Miller".

Rick Miller, Chairman

A handwritten signature in black ink, appearing to read "Robert Koch".

Robert Koch, Chair Pro Tem

A handwritten signature in black ink, appearing to read "Brad Peck".

Brad Peck, Member

c: Fred Bowen, Franklin County Administrator