

WEEKLY REVIEW

BENTON COUNTY BOARD OF COMMISSIONERS
October 6, 2020



This document is a weekly review of the Board of County Commissioners meeting, Tuesday, October 6, 2020. Information related to agenda changes, Consent Agenda, and Public Comment are on the [County website](#).

Scheduled Business

Second Administrative Agreement w/TRIDEC for CARES Act – Adam Fyall, Sustainable Dev. Manager

Adam Fyall presented the agreement with TRIDEC for assistance in implementing the County's grant program for CARES Act funds. This is the second round of CARES Act money to become available and the second agreement is needed so TRIDEC can help administer the grant program and provide CARES Act funds to the local business community. **The Board moved and seconded to approve the Second Standard Service Agreement with Tri-City Development Council for assistance with implementing Benton County's CARES Act Community Support Grant Program as presented. Upon vote, the motion carried unanimously.**

Change Order No. 1 with V K Powell Construction – Courthouse Upgrades Project – Robert Blain – Operations/Capital Projects

Benton County executed a contract with V K Powell Construction LLC for the Courthouse Upgrades Project in the amount of \$1,435,000 + WSST. After execution of the contract, staff evaluated the project considering new budget information, and recommended removal of the façade installation on the southern building and removal of the Storage Building Remodel from the Scope of Work, for a total deduct in the amount of \$542,666.00 + WSST. **The Board moved and seconded to approve the Resolution authorizing the Chairman to sign Change Order No. 1 with V K Powell Construction, LLC for the Courthouse Upgrades project, decreasing the contract by \$542,666.00 + WSST for a new contract amount not to exceed \$892,334.00 + WSST, as presented. Upon vote, the motion carried unanimously.**

Position Request to Be Filled – Office Assistant III – Treasurer's Office – Ken Spencer, Treasurer, Kirsten Yniguez, Deputy Treasurer

The Board previously approved Resolution 2020-602 requiring Board approval prior to posting and filling vacant positions. The Treasurer's Office had an unexpected resignation of an Office Assistant III, and with tax season approaching, would like to have time to hire and train a new staff member to conduct this vital function. **The Board moved and seconded to approve position 1506 – Office Assistant III to be posted and filled. Upon vote, the motion carried unanimously.**

Request to go to Public Hearing – Budget Supplements – Linda Ivey, Finance Manager

Benton County received an additional \$4,036,000 in CARES Act funds and this award was received after the completion of the 2019-2020 budget process. A budget supplement is requested and must be approved at a public hearing. **The Board moved and seconded to approve going to public hearing on October 27, 2020 for the potential approval of the request for a budget adjustment for Current Expense, CARES Act, Dept. 139 in the amount of \$4,036,000. Upon vote, the motion carried unanimously.**

Benton County previously closed the VIT Impact Fund per Resolution 2019-279. This resolution authorized the transfer of the remaining cash in the VIT Impact Fund 0153-101 to the Capital Projects Fund 0305-101. A budget supplement is requested and must be approved at a public hearing and is needed to appropriate budget so the Auditor's Office can make the proper journal entries. **The Board moved and seconded to approve going to public hearing on October 27, 2020 for the potential approval of the request for a budget adjustment for the VIT Impact Fund 0153-101 in the amount of \$5,563,630.**

2021/2022 Budget Discussion – Linda Ivey, Finance Manager; Brenda Chilton, Auditor

Auditor Brenda Chilton discussed the budget process, including call letter, submittal of requests and revenue projections, and formal submittal of the budget to the Board of Commissioners. Additionally, she discussed the impressive collaborative effort of the Finance Department and the Auditor's Office in putting together the budget. Ms. Ivey recapped the preliminary budget for Current Expense, stating it was now down to \$4.5 million in expenses over revenues (from \$5.2 million two weeks prior) for baseline budget. New requests totaled \$3.2 million. Public Safety Tax Budget was \$6.6 million in expenditures over revenue for baseline, and \$1.1 million additional requests. Budget Workshops were scheduled for October 21 and 22, with presentation of the proposed budget on October 27, to go to public hearing on November 17, 2020.

Child-Care Providers Grant Program – Matt Rasmussen, Deputy County Administrator

Mr. Rasmussen said the County received an additional allocation of CARES Act funds from Washington State Department of Commerce of just over \$4 million. He said they worked with regional partners (TRIDEC, Visit Tri-Cities, Tri-City Regional Chamber of Commerce and other area representatives) to identify needs in the community to get residents back to work and identified a need for child-care providers. Providers were currently working under the Safe Start Washington guidelines and some were at risk of closing their doors. If Benton County does not have adequate child-care, people cannot go back to work. He indicated they put together a draft program, with final details to be worked out, for a total amount of \$1.3 million in grants, utilizing CARES Act funds. It would be implemented similar to the small business grant program, but they would not be asking TRIDEC to manage this program. There were 127 individual child-care agencies identified in Benton County, although not all would apply or receive funding. It would be first-come first-served, based on a tiered system and he was looking for consensus to approve the program and bring it back for final approval, possibly next week. **The Board agreed to have Mr. Rasmussen move forward with the program and bring it back to the Board for final approval.**

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Contact: Cami McKenzie, Clerk of the Board
Cami.Mckenzie@co.benton.wa.us | 509-222-3712