

BOARD OF MASON COUNTY COMMISSIONERS
DRAFT MEETING AGENDA
Commission Chambers – 9:00 a.m.
411 North Fifth Street, Shelton WA 98584
TUESDAY, MARCH 11, 2014

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.2 Staff Recognition for Sheriff's Office. Sheriff Salisbury
 - 4.3 Students Against Destructive Decisions (S.A.D.D.) – Gerry Apple
 - 4.4 Staff Recognition for Public Works. Presenter: Brian Matthews/Melissa McFadden
 - 4.5 Staff Recognition for Public Health. Presenter: Vicki Kirkpatrick
 - 4.6 Announcement that S & B Incorporated has been selected to complete the upgrade to the North Bay Case Inlet Communication and Control system. Staff: Tom Moore
5. Open Forum for Citizen Input (5 minutes per person, 15 minutes time limit)
If you wish to address the Commission, raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Mason County Commission is committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the Board at a later time on the agenda by contacting the Clerk of the Board at least 24 hours prior to the meeting.)
6. Adoption of Agenda
Items appearing on the agenda after "Item 9. Public Hearings", may be acted upon before 9:30 a.m.
7. Approval of Minutes – Approval of the March 4, 2014 regular meeting minutes.
8. Approval of Action Agenda: All items listed under the "Action Agenda" may be enacted by one motion unless a Commissioner or citizen requests an item be removed from the Action Agenda and considered as a separate item.
 - 8.1 Approval for the chair to sign an agreement with Mendosa's Texas Style Food to provide concession services at a Mason County Recreation Area (MCRA) during the 2014 season.
 - 8.2 Approval to set a public hearing on Tuesday, April 1, 2014 at 9:30 a.m. to consider the 2012 applications for the Current Use Open Space and Timberland taxation program
 - 8.3 Approval of the Mason County Veterans' Advisory Board Operating Policy.
 - 8.4 Approval of the Veterans Assistance Fund applications for: Food \$150.00; Utilities \$1096.90; and Housing \$980.00 for a total of \$2226.90, as recommended by the Veterans Assistance Committee.

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time – There are no public hearings.

Last printed on 03/06/14 9:28 AM

If special accommodations are needed, contact the Commissioners' office at ext. 419, Shelton #360-427-9670; Belfair #275-4467, Elma #482-5269.

MASON COUNTY COMMISSIONERS' MEETING AGENDA
March 11, 2014 – PAGE 2

10. Other Business (Department Heads and Elected Officials)
11. Board's Reports and Calendar
12. Adjournment

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: J. Almanzor	Ext. 589
DEPARTMENT: Central Operations	Action Agenda
DATE: March 11, 2014	No. 4.1

ITEM: Correspondence

- 4.1.1 James Sims submitted a letter of resignation from the Mason County Planning and Advisory Commission.
- 4.1.2 The United States Department of the Interior/Fish and Wildlife Office submitted a letter soliciting comments regarding the removal of the gray wolf from the Endangered and Threatened Wildlife list.
- 4.1.3 Capitol Land Trust sent notification staff changes.
- 4.1.4 Hood Canal Communications sent notification of rate increase.

Background: Correspondence received in the Commissioners' office.

Recommended Action: None

Attachments: Originals on file with the Clerk of the Board.

James M. SIMS

Home

March 2, 2014

Mason County Commissioners
Terri Jeffreys
Randy Neatherlin
Tim Sheldon

Dear ~~Commissioners~~;

It is with sincere regret that I submit my resignation as a member and current Chair of the Mason County Planning Advisory Commission. Because of other demanding commitments, I am not able to devote the time required to be an effective member of the Planning Advisory Commission.

It has been an honor and privilege to serve on the Planning Advisory Commission with such exceptional volunteer Commissioners. The superior support of the Planning Advisory Commission by the County's Department of Community Development, particularly Director Barbara Adkins, has been invaluable to the Commission in achieving its goals of serving the citizens of Mason County.

Thank you for the opportunity to serve. I regret that I cannot continue working with you as a member of the Planning Advisory Commission.

Sincerely,



James M Sims

Clerk ✓



United States Department of the Interior

FISH AND WILDLIFE SERVICE

Washington Fish and Wildlife Office
510 Desmond Dr. SE, Suite 102
Lacey, Washington 98503



FEB 24 2014

Mason County Commissioners' Office
Attention: Shannon Goudy
411 N. 5th St.
Shelton, Washington 98584

RECEIVED
FEB 28 2014
MASON COUNTY
COMMISSIONERS

Dear County Commissioner:

On Thursday, June 13, 2013, the U.S. Fish and Wildlife Service (Service) published a proposed rule in the Federal Register to remove the gray wolf (*Canis lupus*) from the List of Endangered and Threatened Wildlife (List), but to maintain endangered status for the Mexican wolf by listing it as a subspecies (*C. l. baileyi*) under the Endangered Species Act. The gray wolf proposal would affect the State of Washington.

Following receipt of an independent scientific peer review, the Service reopened the comment period on this proposed rule on February 10, 2014. The proposed rule and scientific peer review report are available for public review and comment. Interested stakeholders have an additional 45 days to provide information that may be helpful to the Service in making a final determination on the proposal. Comments previously submitted need not be resubmitted and will be fully considered in preparation of the final rule. The public comment period is scheduled to close at midnight March 27, 2014.

The proposed rule can be accessed at the following web address:
<http://www.gpo.gov/fdsys/pkg/FR-2013-06-13/pdf/2013-13982.pdf>.

If you would like to submit formal comments on the proposal please use one of the following methods:

- (1) *Electronically*: Go to the Federal eRulemaking Portal: <http://www.regulations.gov>. In the Search box, enter FWS-HQ-ES-2013-0073, which is the docket number for this rulemaking.
- (2) *By hard copy*: Submit by U.S. mail or hand-delivery to: Public Comments Processing, Attn: FWS-HQ-ES-2013-0073; Division of Policy and Directives Management; U.S. Fish and Wildlife Service; 4401 N. Fairfax Drive, MS 2042-PDM; Arlington, VA 22203.

*Furthering collaborative and strategic conservation of southwest
Washington's essential natural areas and working lands*



RECEIVED
MAR - 3 2014
MASON COUNTY
COMMISSIONERS

February 28, 2014

Dear Friends,

Serving as Capitol Land Trust's first executive director, I've been honored to lead such a great organization for so long. For nearly fourteen years, I've had the most rewarding job imaginable. However, overseeing the Trust's complex day-to-day operations has increasingly limited the time I once had to work directly with everyone who has made Capitol Land Trust the amazing organization it is today.

So after more than a year of planning, the board, staff and I are very excited to announce that I will be transitioning out of the Executive Director position into a new role with Capitol Land Trust. In this new role, I'll focus on strengthening the relationships, financial support and strategic vision needed to fulfill our mission going forward.

Capitol Land Trust's board of directors will begin the process of identifying and hiring a new executive director in the coming months. Caitlin Guthrie will serve as the interim director throughout this transition. Caitlin recently managed Capitol Land Trust's successful effort to become accredited through the Land Trust Accreditation Commission.

Guided by an amazingly dedicated staff and board of directors, and with support from hundreds of volunteers—and from you—Capitol Land Trust has never been stronger. The exciting changes ahead will enable us to be even more creative, to engage many more partners, and to ensure our entire community understands that supporting conservation of our essential natural areas and working lands is a tangible and lasting investment in our future.

Thank you for your sustained encouragement and support over the years. I am very much looking forward to discovering all we can accomplish moving forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Erler".

Eric Erler
Executive Director

cc: CMMRS Neatherlin, Sheldon & Jeffreys
Clerk



HoodCanal
COMMUNICATIONS

Cable TV - Voice - Broadband - Computer Repair

February 26, 2014

RECEIVED
MAR - 4 2014
MASON COUNTY
COMMISSIONERS

Board of County Commissioners
Mason County, Washington
411 N 5th St.
Shelton, WA 98584

To Whom It May Concern:

We are notifying all of our cable TV subscribers on their March 1, 2014 billing statements that a rate increase will go into effect for them on April 1st. The new rate for basic cable TV will be \$51.95 a month. If you have any questions regarding this notification or the rate increase itself, please call me at (360) 898-2481.

Thank you,

Kelle Oblizalo
Customer Service Manager
Hood Canal Communications

March 11, 2014

Item 4.2

Sheriff Staff Recognition

Frank Pinter

Tom Haugen, 30 years of service

Cindy Bremeyer, 25 years of service

Randy Newel, 20 years of service

Danny Owens, 20 years of service

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Brian Matthews/Commissioners	Ext. 450
DEPARTMENT: Public Works	Correspondence and Organizational Business
DATE: March 11, 2014	4.4

ITEM: Green Star Awards

- Green Stars: Melissa McFadden, Allan Eaton and Ken Howard (Schafer State Park assistance w/design, procurement and placement of new signs) Letter from Gregory Johnson & Team.
- Green Stars: Larry Forsman, Greg Brown, Ron Enger and Gary Corey (Westward Way road repair work) Letter from Jack Janda and Dan Bolendar.

Attachments: Letters

C. PW



RECEIVED
FEB 7 2014
Mason County
Commissioners

February 5th, 2014

Subject: Grant "Thank You"

Dear Mason County Commissioners,
411 N 5th St
Shelton, WA 98584

Schafer State Park was placed on the National Historic Register in 2010. FOSLS, the Washington State Parks Foundation, and the WA State Park & Recreation Commission have been working to establish Schafer as an Interpretive Center with the goal of increasing tourism to the park. Financial support for the plan has also been provided by Green Diamond, Simpson and the Mason County Historical Commission. Mason County has also provided valuable financial and other assistance with this project.

In 2012 Mason county awarded the Friends of Schafer and Lake Sylvania (FOSLS) \$2400 from lodging tax funds for purchase of highway signs. We anticipated using \$1600 for signs along Highway 12 (Brady, WA). However, the Washington State Department of Transportation wanted somewhere between \$6,200 and \$9,000 to upgrade the signs! Nikki Fields (WSPRC) arranged for the signs to be upgraded at no cost when the current signs reach the end of their usable life. This has allowed us to use just \$839.10 of the lodging tax award for highway signs in Mason County. A huge savings!

Melissa McFadden of Masson Co. Public Works and her staff, especially Alan Eaton and Ken Howard, worked with us on design, procurement and placement of the signs. We really appreciate their initiative and help.

Thank you for working with us to improve Schafer State Park as a tourist destination in Mason County.

Regards,

Gregory Johnson & Team

Friends of Schafer & Lake Sylvania (FOSLS)

President's Office, Nonprofit Showroom
200 West Market Street, Suite 101
Aberdeen, WA 98520-6219



☎ Phone: (360) 612-3479

✉ WeLuvLakeSylvia@hotmail.com

February 10, 2014

Brian Matthews, Director
Mason County Public Works
100 W. Public Works Drive
Shelton, WA 98584

RECEIVED
FEB 11 2014
MASON COUNTY PUBLIC WORKS

Dear Brian,

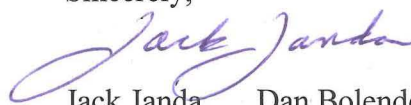

We wish to express our appreciation for the repair work recently performed in our community by Mason County employees under the supervision of Larry Forsman.

On or about January 29, 2014, Jack Janda, a member of the Star White Mutual Development, near Restwhile Park, contacted Mr. Forsman regarding an unsafe road situation at the junction of N. Westward Way and Vi-Ken Lane. This situation consisted of a continued expansion in an open space between two culverts which carried water in the ditch to the immediate edge of N. Westward. While this situation had existed for many years, the edge of the bank alongside of the county road had continued to erode causing the hole to continue to enlarge. While community members had made repeated attempts to add large rocks to shore up the edge of the road and had previously placed caution cones alongside the roadway, the situation continued to deteriorate. Recently a visitor to a residence in the community drove into the hole, requiring a tow truck to be summoned to extricate the vehicle from the hole and the owner to incur expensive repairs to be performed on her vehicle as a result of driving into the deep hole.

On January 30, 2014, Mr. Forsman met with community member Dan Bolender to survey the situation and discuss possible solutions. On February 5, a county road crew under Mr. Forsman's direction connected the two culverts and covered the entire surface above the culverts with crushed rock to create a safe shoulder along the county road. In addition, the road crew installed a transition marker at the site to caution drivers as they turned from the county road onto Vi-Ken Lane.

We believe our public employees deserve to be recognized for the good work they perform on a daily basis. In the case referenced above, the timely responses of Mr. Forsman and the attention to detail in mitigating an unsafe situation is commendable. We offer our heartfelt appreciation and thanks for the dedication and exemplary performance of Mr. Forsman and his road crew.

Sincerely,

Jack Janda Dan Bolender

Cc Tim Sheldon
 Terri Jeffreys
 Randy Neatherlin

Tuesday, March 11, 2014

Item 4.5

Green Star to Debbie Riley

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Tom Moore	Ext. 450
DEPARTMENT: Public Works Utilities & Waste Management	Correspondence and Organizational Business
DATE: March 11, 2014	No. 4.6

ITEM: FYI- S&B Incorporated has been selected to upgrade the North Bay Case Inlet Communication and Control system

Background: On October 1 2013, the Board authorized Public Works to advertise a Request for Proposals and select a consultant to upgrade the communication and controls for the North Bay Case Inlet Water Reclamation Facility and collection system pump stations.

The system integrator that built the control systems back in 2002, is no longer available and some elements of the equipment and software is outdated and difficult to replace. Developing a new system that is current to today's software capabilities, communication methods and technology is the most cost-effective approach for the County.

Pubic Works has selected S&B Incorporated out of Bellevue, Washington, with their proposal at \$76,906.56 (including tax) with a \$10,958.50 (including tax) option for autonomous operations of the remote pumping stations.

Recommended Action: None

Attachments: None

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Julie Almanzor	Ext. 589
DEPARTMENT: Support Services	Monday Briefing: _____ Action Agenda: __x__
DATE: March 11, 2014	No. 7

ITEM: – March 4, 2014 regular meeting minutes.

Recommended Action: I move to approve the March 4, 2014 regular meeting minutes.

Attachment: Minutes

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

March 4, 2014

1. Call to Order – The Chairperson called the regular meeting to order at 9:02 a.m.
2. Pledge of Allegiance – Nancy Triplett led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Randy Neatherlin; Commissioner District 2 – Tim Sheldon attended via teleconference; Commissioner District 3 – Terri Jeffreys.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 Washington State liquor Control Board submitted a liquor license application for Stephanie Shumaker.
 - 4.1.2 Sylvia M. Florez-Milson submitted an application for Law Enforcement and Firefighter Disability Board (LEOFF).
 - 4.1.3 Dr. T. Lincoln Truschel submitted a letter regarding Behavioral Health Resources (BHR) and Regional Support Networks (RSN) in Thurston and Mason Counties.
 - 4.1.4 Washington State Liquor Control Board submitted a marijuana license application for Lost Lake Gardens.
 - 4.2 Selection of Commission Vice-Chair: Cmmr. Neatherlin nominated Cmmr. Sheldon for Vice-Vice-Chair. Cmmr Jeffreys seconded the nomination. Nomination carried.
 - 4.3 Cheryl Heywood presented the Timberland Regional Library's Annual report.
 - 4.4 News Release – Public Safety and Criminal Justice Citizen's Task force. Chair Jeffreys (Item 4.4 will be addressed in Item 10)
5. Open Forum for Citizen Input – There was no citizen input.
6. Adoption of Agenda - **Cmmr. Neatherlin/Sheldon moved and seconded to adopt the agenda as published with the exception to move item 4.4 to 10. Motion carried unanimously. N-aye; S-aye; J-aye.**
7. Approval of Minutes – February 24 briefing meeting minutes; February 11 Skokomish Flood Control Zone District Board meeting minutes; and February 25, 2014 regular meeting minutes. **Cmmr. Sheldon/Neatherlin moved and seconded to approve the February 24 briefing meeting minutes; February 11 Skokomish Flood Control Zone District Board meeting minutes; and February 25, 2014 regular meeting minutes. Motion carried unanimously. N-aye; S-aye; J-aye.**
8. Approval of Action Agenda:
 - 8.1 Approval to authorize the chair to execute the local agency haul road/detour with the Washington State Department of Transportation for use of the N.E. Clifton Road as a detour route during the State Route 3 widening project.
 - 8.2 Approval to authorize the Director of Public Works to sign an amendment to the contract with KBA Inc. for an amount not to exceed \$22,600.00. This amended contract will be used to cover costs associated with Belfair Water Reclamation Facility and the storage pond closeout.
 - 8.3 Approval to approve the Veterans Assistance Fund applications for: Food \$450.00; Housing \$150.00 for a total of \$600.00 as recommended by the Veterans Service office.
 - 8.4 Approval to appoint LouAnn Davis to the Mason County Civil Service Commission for an unexpired six year term ending December 31, 2018.
 - 8.5 Approval of the resolution appointing the Mason County representatives to Washington Counties Risk Pool. Commissioner Tim Sheldon as the county's representative and Commissioners Neatherlin and Jeffreys as the alternate representatives.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
DATE - PAGE 2**

- 8.6 Approval of Warrants:
- | | | | |
|----------------------|------------|-----------------|----------------|
| Claims Clearing Fund | Warrant#s | 8001617-8001915 | \$ 861,614.25 |
| Salary Clearing Fund | Warrants#s | 7000001-7000032 | \$ 729,091.36 |
| Salary Clearing Fund | Warrants#s | 7000055-7000109 | \$1,155,661.07 |
| Direct Deposit Fund | Warrant#s | 100001-111468 | \$2,267,656.17 |
- 8.7 Approval of the contract extension with ECS Control Systems to March 28, 2014 to assist Mason County Facilities, Parks and Trails Department with renovation of the control system in the Mason County Jail.
- 8.8 Approval for the chair to execute an extension of the agreement between the Hood Canal Coordinating Council and the Mason County Department of Community Development for program support work in the In Lieu Fee Mitigation program.
- 8.9 Approval to set a public hearing on March 18, 2014 at 9:30 a.m. to consider amendments to Mason County Code Title 17 (Section 17.06) revising the definition of "structure" in accordance with RCW 36.70A.70.
- 8.10 Approval of the resolution establishing a Citizen's Task Force on Public Safety and Criminal Justice to evaluate the law and justice service needs of Mason County and issue a news release soliciting for citizens to serve on the task force.

Cmmr. Neatherlin/Sheldon moved and seconded to approve action items 8.1 through 8.10 with the exception of 8.2 and 8.10. Motion carried unanimously. N-aye; S-aye; J-aye.

Item 8.2 Amendment to KBA Contract: Tom Moore explained the importance of the approval of 8.2 in order to train staff and close out this project. Tom Davis commented that he agrees the public should know how the money is being spent. **Cmmr. Neatherlin/Sheldon moved and seconded the approval of item 8.2. Motion carried unanimously. N-aye; S-aye; J-aye.**

Item 8.10 Resolution to establish Public Safety and Criminal Justice Task Force: Tom Davis expressed that he supports task force but would like the wording changed regarding selection & approval of Task Force and wording deleted regarding assessing mental health & substance abuse. Commissioners agree to modify the wording. **Cmmr. Neatherlin/Sheldon moved and seconded approval of item 8.10. Motion carried unanimously. N-aye; S-aye; J-aye.**

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time – No public hearings
10. Other Business (Department Heads and Elected Officials) –
- 10.1 Brian Matthews commented on the Skokomish general investigation and announced a meeting tonight at the Skokomish Valley grange at 5 p.m.
 - 10.2 Commissioner Jeffreys read the news release for the Mason County Criminal Justice Citizen's Task Force.
11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.
12. Adjournment – The meeting adjourned at 9:55 a.m.

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
DATE - PAGE 3

Terry Jeffreys, Chair

ATTEST:

Tim Sheldon, Commissioner

J. Almanzor, Clerk of the Board

Randy Neatherlin, Commissioner

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Julie Almanzor	Ext. 589
DEPARTMENT: Central Operations	Action Agenda_X__
DATE: March 11, 2014	No. 8.

ITEM: Approval of Action Agenda:

- 8.1 Approval for the chair to sign an agreement with Mendosa's Texas Style Food to provide concession services at Mason County recreation area during the 2014 season.
- 8.2 Approval to set a public hearing on Tuesday, April 1, 2014 at 9:30 a.m. to consider the 2012 applications for the current use open space and Timberland taxation program.
- 8.3 Approval of the Mason County Veterans' Advisory Board Operating Policy.
- 8.4 Approval of Veterans Assistance Fund applications for: Food \$150.00; Utilities \$1096.90; and Housing \$980.00 for a total of \$2226.90 as recommended by the Veterans Assistance Committee.

Recommended Action: I move to approve the Action Agenda Items 8.1 through 8.4

MASON COUNTY PARKS AND TRAILS DEPARTMENT

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: John Keates	Ext. 669
DEPARTMENT: Parks and Trails Department	Monday Briefing: _____ Consent Agenda: _____
DATE: March 11, 2014	No. 8.1

ITEM: Approval for the chair to sign an agreement with Mendosa's Texas Style Food to provide concession services at Mason County Recreation Area during the 2014 season with options for the 2015 and 2016 seasons.

Background: MCRA Park is once again open for another baseball and softball season. This year, Mendosa's Texas Style Food submitted an RFP to operate the concession program at MCRA Park. The County will receive a rate of 15% of gross sales. Contract term would be for the 2014 season, with options for the 2015 and 2016 seasons.

Recommended Action: Approval of concession contract for the 2014 season.

Attachments: Original copy of contract available with the Clerk of the Board.

MCRA PARK TEMPORARY PROFESSIONAL CONCESSION SERVICES AGREEMENT

This Concession Services Agreement ("Agreement") is entered into this day of March 11, 2014 between Mason County, a Washington municipal corporation ("County"), and Raul Mendoza's Texas Style Food, a private concession business, ("Concessionaire").

A. The County seeks the temporary professional concession services of a skilled independent contractor capable of working without direct supervision, to provide food and beverage services to the general public at MCRA Park; and

B. The Concessionaire has the requisite skill and experience necessary to provide such services.

NOW, THEREFORE, the Parties agree as follows:

1. Services.

Concessionaire shall provide concession services ("Services"), as set forth in Exhibit "A" attached hereto and incorporated by this reference, at concession area ("Concession Stand") located at Mason County Recreation Area in a manner consistent with the accepted practices for other similar services, performed to the County's satisfaction, within the time period prescribed by the County and pursuant to the direction of the Parks Department Program Manager or his or her designee. Mason County Parks will provide a parking area, water, and electrical service. The concession operator must provide a portable concession trailer, tent, or portable building.

1.1 Customer Service. Concessionaire and all of its employees, agents, or representatives shall provide the highest quality of customer service and shall treat all customers with courtesy and respect. Concessionaire shall honor all reasonable requests for refunds including requests from customers that are dissatisfied with any food, beverage or other product sold by Concessionaire or from customers who have lost money in any vending machine owned by Concessionaire.

1.2 Employee Appearance. Since the Concession Services will be serving residents of the general public on behalf of the County, all of Concessionaire's employees, agents, representatives or licensees shall have a neat, clean and sanitary personal appearance and those who come in direct contact with the public shall wear clothing or identification, which distinguishes them as employees of Concessionaire.

1.3 Staffing. The Concession Stands shall be properly staffed in order to prevent undue delay to the public. Concessionaire shall plan its

staffing in advance and anticipate to the best of its ability any events, such as holidays or special events, which may require additional staffing. In the event the County determines at its sole discretion that Concessionaire is not adequately staffing the Concession Stands, it may notify Concessionaire of that fact and Concessionaire shall endeavor to increase its staffing to meet the County's recommendation.

1.4 Hours of Operation. The Concession Stands shall remain open during the hours of operation set forth in Exhibit "A", unless the County notifies the Concessionaire of other hours of operation, and such hours of operation shall be posted in a conspicuous place on the Concession Stands.

1.5 Effective Date of Contract: The effective date for this agreement shall be Tuesday, March 11, 2014.

1.6 Pricing. All pricing of any food, beverage or other product as set forth in Exhibit "A" attached hereto and incorporated by this reference, must be competitive and must be approved in writing by the County. Concessionaire may not change any pricing without the County's prior written consent, which consent may not be unreasonably withheld.

1.7 Products. All food, beverage or other products offered for sale by Concessionaire to the public shall be approved in writing by the County prior to distribution or sale of any such products. Concessionaire shall comply with any reasonable requests made by the County to either add or eliminate certain types of food, beverage or other products.

2. Concession Equipment.

2.1 Delivery. Concessionaire agrees to deliver and/or install, within (number of weeks) from the execution of this Agreement, at its sole cost and expense, the concession facilities, machines and equipment described in Exhibit "A" attached hereto and incorporated by this reference ("Concession Equipment").

2.2 Alterations. Concessionaire shall not make any alterations, additions or improvements to the Concession area without the County Department prior written consent, which consent may not be unreasonably withheld. Any proposed alteration must be submitted to the Parks and Trails Director. In the event the County consents to the making of any alterations, additions or improvements to the Concession area, the same shall be made at Concessionaire's sole cost and expense, and in the event such alterations, additions or improvements are made to the area the same will become a part of the real property and be surrendered to the County upon the termination of this Agreement. The County has no

obligation to alter, remodel, improve, repair, decorate or paint the Concession area.

2.3 Removal of Equipment. In the event the County notifies Concessionaire that it desires the removal of the Concession Equipment at any time, Concessionaire shall, at its sole cost and expense, remove the Concession Equipment and repair any damage to the real property caused by such removal within thirty (30) days.

2.4 Maintenance. Concessionaire shall, at its sole cost and expense, maintain the Concession Stands and Concession Equipment and the surrounding real property in good condition and repair, including, but not limited to, maintaining the Concession Stands in a neat, clean and sanitary condition and removing all garbage, trash or other debris on a regular basis pursuant to the County's instructions.

2.5 Damage to Concession Stands. If the Concession Stands or any part thereof are damaged by any cause other than the sole negligence of the County, its employees or agents, Concessionaire shall, at its sole cost and expense, restore the Concession Stands to a condition equivalent to or better than their condition immediately prior to such damage. The County may elect to complete any needed repairs and invoice the concessionaire for reimbursement.

2.6 County Reimbursement. In the event Concessionaire fails to remove the Concession Equipment pursuant to paragraph 2.3, maintain the Concession Stands or Equipment pursuant to paragraph 2.4, or repair the Concession Stands pursuant to paragraph 2.5, the County may, but in no event is the County obligated to, remove the Concession Equipment or perform the maintenance or repair and the Concessionaire shall, upon demand, immediately pay the County the costs and expenses of such removal, maintenance or repair. In the event Concessionaire fails to comply with the terms of this paragraph, the County may confiscate the Concession Equipment or any part thereof and sell the same, the proceeds of which sale will be credited against any costs or expenses incurred by the County. The sale of the Concession Equipment shall not constitute an election of remedies by the County but will be in addition to any remedies available to the County at law, in equity, by statute or under this Agreement.

2.7 Utilities, Taxes and Expenses. Concessionaire shall pay all costs and expenses associated with the operation of the Concession Stands other than utility expenses for water and power, which will be paid by the County. Concessionaire shall pay directly, before delinquency, any and all taxes levied or assessed upon its leasehold improvements,

equipment, furniture, fixtures and personal property located on the County's property.

3. Term.

The term of this Agreement shall commence upon the effective date of this Agreement and shall continue until the completion of the Services, but in any event no later than one (1) year from the effective date ("Term"). This Agreement may be extended for 2015 and 2016 seasons upon the mutual written agreement of the County and the Concessionaire.

4. Termination.

Prior to the expiration of the Term, the County may terminate this Agreement immediately, with or without cause and with a thirty (30) day written notice.

5. Compensation.

5.1 Total Compensation. The County requires monthly compensation in the amount of 15% of gross sales and the applicable Leasehold Excise Tax referenced in section 5.6. Failure to do so can result in termination of the contract and/or other damages as allowed by the agreement and/or loss of a performance deposit.

5.2 Payment Due Date. Concessionaire shall deliver the Lease Payment to the County on or before the 5th day of each month ("Due Date").

5.3 Access to Records. Concessionaire shall provide a written statement to the County on the Due Date showing the total Gross Monthly Revenue for the preceding month ("Statement"). Concessionaire will provide the County or the County's agents or representatives reasonable access to the books and records of Concessionaire for the purposes of auditing and inspecting the same to verify the Statement. The records shall include documents from which the original transaction entry was made, including sales slips, cash register tapes, and/or purchase invoices.

The term "Gross Monthly Revenue" shall mean the total amount charged by Concessionaire, its employees, agents, or licensees, for all goods and merchandise sold or services performed, whether for cash or other consideration or on credit, and regardless of collections, including but not limited to orders taken at the Concession Stand but filled elsewhere and orders taken elsewhere but filled at the Concession Stands.

5.4 Cash Registers. All sales shall be recorded by cash registers, which display to the customer the amount of the sale and automatically issue receipts certifying the transaction amount. The cash registers shall be equipped with devices which lock in sales totals, transaction records, produce duplicate audit tape, contain counters which cannot be reset and which record the transaction numbers and sales details on such tape. Any errors shall be noted by Concessionaire on the audit tape with an explanation. Cash register readings shall be recorded by Concessionaire at the beginning and the end of each business day.

5.5 Late Fee. Concessionaire acknowledges that late payment to the County of the Lease Payment will cause the County to incur costs not contemplated by this Agreement, the exact amount of which will be difficult to ascertain. Accordingly, if the Lease Payment is not received by the County on the Due Date, Concessionaire agrees to pay a late fee equal to Twenty-Five and No/100 Dollars (\$25.00).

5.6 Concessionaire Responsible for Taxes. The Concessionaire shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment of this Agreement; including, but not limited to, Leasehold Excise Tax, currently at a rate of 12.84 % of the percentage paid to the county.

6. Compliance with Laws.

Concessionaire shall comply with and perform the Services in accordance with all applicable federal, state, and County laws including, without limitation, all County codes, ordinances, regulations, resolutions, standards and policies, as now existing or hereafter adopted or amended, including but not limited to the following:

- (i) Federal, state and local health, safety and licensing laws relating to the sale of concession goods; and
- (ii) County code provisions requiring any person or entity doing business in the County to obtain a business registration.

7. Warranty.

The Concessionaire warrants it has the requisite training, skill and experience necessary to provide the Services and is appropriately accredited and licensed by all applicable agencies and governmental entities, including but not limited to being registered to do business in the County of Mason.

8. Independent Contractor/Conflict of Interest.

It is the intention and understanding of the Parties that the Concessionaire shall be an independent contractor and that the County shall be neither liable nor

obligated to pay Concessionaire sick leave, vacation pay or any other benefit of employment, nor to pay any social security or other tax which may arise as an incident of employment. The Concessionaire shall pay all income and other taxes as due. Industrial or any other insurance, which is purchased for the benefit of the County, regardless of whether such may provide a secondary or incidental benefit to the Concessionaire, shall not be deemed to convert this Agreement to an employment contract. It is recognized that Concessionaire may or will be performing professional services during the Term for other parties; provided, however, that such performance of other services shall not conflict with or interfere with Concessionaire's ability to perform the Services. Concessionaire agrees to resolve any such conflicts of interest in favor of the County.

9. Indemnification.

9.1 Contractor Indemnification. The Concessionaire agrees to indemnify, defend, and hold the County, its elected officials, officers, employees, agents, and volunteers harmless from any and all claims, demands, losses, actions and liabilities (including costs and all attorney fees) to or by any and all persons or entities, including, without limitation, their respective agents, licensees, or representatives, arising from, resulting from, or connected with this Agreement to the extent caused by the negligent acts, errors or omissions of the Concessionaire, its partners, shareholders, agents, employees, or by the Concessionaire's breach of this Agreement. Concessionaire waives any immunity that may be granted to it under the Washington State Industrial Insurance Act, Title 51 RAW. Concessionaire's indemnification shall not be limited in any way by any limitation on the amount of damages, compensation or benefits payable to or by any third party under workers' compensation acts, disability benefit acts or any other benefits acts or programs.

9.2 County Indemnification. The County agrees to indemnify defend, and hold the Concessionaire, its officers, directors, shareholders, partners, employees, and agents harmless from any and all claims, demands, losses, actions and liabilities (including costs and attorney fees) to or by any and all persons or entities, including without limitation, their respective agents, licensees, or representatives, arising from, resulting from or connected with this Agreement to the extent solely caused by the negligent acts, errors, or omissions of the County, its employees or agents.

9.3 Survival. The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

10. Equal Opportunity Employer.

In all Concessionaire's activities, including the performance of the Services and all hiring and employment made possible by or resulting from this Agreement, there shall be no discrimination by Concessionaire or by Concessionaire's employees, agents, subcontractors or representatives against any person because of sex, age (except minimum age and retirement provisions), race, color, creed, national origin, marital status or the presence of any disability, including sensory, mental or physical handicaps, unless based upon a bona fide occupational qualification in relationship to hiring and employment. This requirement shall apply, but not be limited to the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Concessionaire shall not violate any of the terms of Chapter 49.60 RCW, Title VII of the Civil Rights Act of 1964, the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973 or any other applicable federal, state or local law or regulation regarding non-discrimination. Any material violation of this provision shall be grounds for termination of this Agreement by the County and, in the case of the Concessionaire's breach, may result in ineligibility for further County agreements.

11. Confidentiality.

All information regarding the County obtained by Concessionaire in performance of this Agreement shall be considered confidential. Breach of confidentiality by Concessionaire will be grounds for immediate termination.

12. Insurance.

The Concessionaire agrees to carry as a minimum, the following insurance, in such forms and with such carriers who have a rating, which is satisfactory to the County:

12.1 Workers' compensation and employer's liability insurance in amounts sufficient pursuant to the laws of the State of Washington;

12.2 Commercial general liability insurance with combined single limits of liability not less than \$1,000,000 for bodily injury, including personal injury or death, products liability and property damage.

12.3 Automobile liability insurance with combined single limits of liability not less than \$1,000,000 for bodily injury, including personal injury or death and property damage.

The County shall be named as additional insured on all such insurance policies, with the exception of workers' compensation coverage. Concessionaire shall provide certificates of insurance, concurrent with the execution of this Agreement, evidencing such coverage and, at County's request, furnish the

County with copies of all insurance policies and with evidence of payment of premiums or fees of such policies. All insurance policies shall contain a clause of endorsement providing that they may not be terminated or materially amended during the Term of this Agreement, except after thirty (30) days prior written notice to the County. If Concessionaire's insurance policies are "claims made" or "claims paid", Concessionaire shall be required to maintain tail coverage for a minimum period of three (3) years from the date this Agreement is actually terminated. Concessionaire's failure to maintain such insurance policies shall be grounds for the County's immediate termination of this Agreement.

The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

13. Non-Exclusive Right.

This Agreement does not grant Concessionaire an exclusive right to distribute its products.

14. Signs.

Concessionaire shall be limited to placing a sign on the concession stand only. Concessionaire shall not place any sign, notice or advertising matter in or about the County's real property, without the County's prior written consent, which consent may be withheld for any reason. If required by County code, Concessionaire shall obtain all necessary permits in connection with any such signs.

15. General Provisions.

15.1 Entire Agreement. This Agreement contains all of the agreements of the Parties with respect to any matter covered or mentioned in this Agreement and no prior agreements shall be effective for any purpose.

15.2 Modification. No provision of this Agreement, including this provision, may be amended or modified except by written agreement signed by the Parties.

15.3 Full Force and Effect. Any provision of this Agreement, which is declared invalid or illegal shall in no way, affect or invalidate any other provision hereof and such other provisions shall remain in full force and effect.

15.4 Assignment. Neither the Concessionaire nor the County shall have the right to transfer or assign, in whole or in part, any or all of its

obligations and rights hereunder without the prior written consent of the other Party.

15.5 Successors in Interest. Subject to the foregoing Subsection, the rights and obligations of the Parties shall inure to the benefit of and be binding upon their respective successors in interest, heirs and assigns.

15.6 Attorney Fees. In the event either of the Parties defaults on the performance of any terms of this Agreement or either Party places the enforcement of this Agreement in the hands of an attorney, or files a lawsuit, each Party shall pay all its own attorneys' fees, costs and expenses. The venue for any dispute related to this Agreement shall be Mason County, Washington.

15.7 No Waiver. Failure or delay of the County to declare any breach or default immediately upon occurrence shall not waive such breach or default. Failure of the County to declare one breach or default does not act as a waiver of the County's right to declare another breach or default.

15.8 Governing Law. This Agreement shall be made in and shall be governed by and interpreted in accordance with the laws of the State of Washington.

15.9 Authority. Each individual executing this Agreement on behalf of the County and Concessionaire represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the Concessionaire or the County.

15.10 Notices. Any notices required to be given by the Parties shall be delivered at the addresses set forth below. Any notices may be delivered personally to the addressee of the notice or may be deposited in the United States mail, postage prepaid, to the address set forth below. Any notice so posted in the United States mail shall be deemed received three (3) days after the date of mailing.

15.11 Captions. The respective captions of the Sections of this Agreement are inserted for convenience of reference only and shall not be deemed to modify or otherwise affect any of the provisions of this Agreement.

15.12 Performance. Time is of the essence of this Agreement and each and all of its provisions in which performance is a factor. Adherence to completion dates set forth in the description of the Services is essential to the Concessionaire's performance of this Agreement.

15.13 Remedies Cumulative. Any remedies provided for under the terms of this Agreement are not intended to be exclusive, but shall be cumulative with all other remedies available to the County at law, in equity or by statute.

15.14 Counterparts. This Agreement may be executed in any number of counterparts, which counterparts shall collectively constitute the entire Agreement.

15.16 Equal Opportunity to Draft. The parties have participated and had an equal opportunity to participate in the drafting of this Agreement, and the Exhibits, if any, attached. No ambiguity shall be construed against any party upon a claim that that party drafted the ambiguous language.

DATED the day and year set forth above.

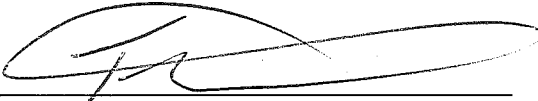
MASON COUNTY:

By: _____
Terri Jeffreys, Chair
Mason County Commissioner
On Behalf of Mason County

ATTEST:

Julie Almanzor
Clerk of the Board
For Mason County

APPROVED AS TO FORM:



Tim Whitehead
Deputy Prosecuting Attorney
For Mason County

CONCESSION SERVICES PROVIDER:

By: _____
Name: Raul Mendoza
9812 Windward Dr NW
Olympia, WA 98502

Exhibit "A"

Proposal for MCRA Park Concessions 2014

MENDOZA'S TEXAS STYLE FOOD

Phone: (360) 339-2706
Located at: 680 E. Johns Prairie Road, Shelton, WA
Mailing Address: 9812 Windward Dr NW,
Olympia, WA 98502

Elr@vL44@msh.com

February 25, 2014

Business Owner: Raul Mendoza

Business History: In 2004 we started doing business as "Mendoza's Tamales" specializing in Authentic Texas Style Tamales. Business was very good and we were able to buy a small concession food trailer. Thousands of tamales were made and sold using a leased commercial kitchen in West Olympia. Later on we added many more menu items and spent a couple of summers working the Lacey Farmers Market, Super Saturday at Evergreen College, Car Shows, Music in the Park, Auctions and private events.

In 2005, we were offered the opportunity to set up at Hiawatha during their production season and have been providing service to their employees ever since!

At the beginning of 2012 we decided to go into the mobile food business full time. We purchased a larger concession food trailer and decided to name the business "Mendoza's Texas Style Food". We are presently stationed year round at 680 E. John's Prairie Road in Shelton. In addition, we also provide food service at other events such as MCRA, Soccer Tournaments, Freedom Ranch, and the Mason County Fair.

In November 2013, we purchased a second concession food trailer and have customized it to sell at sports events and similar venues. Our goal is to set it at MCRA and serve food there for the next two years!

References:

Hiawatha Evergreens
681 E. John's Prairie Rd, Shelton WA 98584
Mark Stevens (360) 426-4562

Mason Fair Association
14888 W. Cloquallum Rd, Elma, WA 98541
Robin Pittack (253) 405-8372

Mason County Facilities, Parks & Trails
Heidi Bailey (360) 427-9670 ext 535

Cooks & Servers: Raul Mendoza, Blanca Perez, Benjamin Mendoza,
Jasmine Mendoza & Sam Mendoza

Mobile Food Unit: Our "MCRA" Wells Cargo Food trailer is totally self-contained with a 10K watt gas powered generator. All the cooking equipment we use is of commercial quality and NSF approved. We have a 27" Sandwich Prep Fridge, 2 Countertop Steam Tables, a 24" X 24" LP Gas Griddle, a 2-Burner Countertop LP Gas Stove, 2 Serving Windows, 3 dish washing sinks & a hand wash sink, an LP gas/electric hot water heater, a 5' commercial exhaust hood with fan and fire suppression system. Our fire extinguisher system is scheduled every 6 months for complete inspection. The exhaust hood system is on a 6 months cleaning schedule.

The MCRA Menu would include the following items and their prices:

All Beef Hot Dog	\$2
All Beef Chili Dog	3
¼ lb Cheese Burger	4
Bag of Chips	1
Canned Pop	1
Bottled Water	1
Monster Energy	3
Red Bull Energy	3
Folgers 12 oz Coffee	1
Gatorade	2
Grilled Chicken Burrito	5
Grilled Steak Burrito	5
Vegetarian Burrito	5
Grilled Steak Sandwich	5
Steak or Chicken Tacos	2
Mendoza's Nachos	4
Candy Bars	1
Ice Cream Bars	1
Snow Cones	1

Actual Color Photos of our food along with a description of each item (and its price) will be posted on our display window. This would allow our customers, no matter how young or old, to see what their food will look like prior to ordering. In addition, our prices already include State Tax which means that the amount displayed on the window is exactly what the customer will spend during the payment process. This minimizes confusion and speeds up the payment process which allows us to serve more customers.

Our proposal is to compensate MCRA a rate of 15% of the gross income from sales of food and beverages at the ball park. A simple way for us to do this is to take the grand total from daily cash sales and add the credit card sales. All Cash sales are calculated using the cash register and the accumulated total can be gathered at the end of the day using the "Z" button. Credit Card sales are recorded through Square Corporation. Hard copy receipts are readily available anytime.

A monthly statement, including original receipts from all sales, would be submitted to MCRA along with payment for the 15%. This system is the easiest for us but we are open to other suggestions by the Mason County.

Having two mobile food units readily available enables us to provide MCRA with the best service possible. We feel that our business has developed much more experience to handle large crowds (thanks to the 8 years of serving Hiawatha's 1000 employees) and a better quality menu than our competition.

Mendoza's has never had a negative Health Department Inspection since we have been in business! Blanca and I have had over 14 years of experience & training as Hospital Healthcare workers and are constantly aware of public safety.

Mendoza's Texas Style Food is able to meet the needs of a variety of cultures and folks with different tastes in food. Whether you're 6 years old, 90 years young, a vegetarian or a meat lover, we have something fresh and tasty to offer at a reasonable price!

Thank you for the opportunity to serve Mason County and hope to be doing business with you in the near future.

Cordially,


Raul Mendoza



Mendoza's Texas Style Food
MCRA MONTHLY SALES
JULY 2013

July 6, 2013	
Cash Sales	\$275.05
Credit Card Sales	71.05
TOTAL	\$346.10
July 7, 2012	
Cash Sales	\$300.01
Credit Card Sales	123.46
TOTAL	\$423.47
July 13, 2013	
Cash Sales	\$140.25
Credit Card Sales	5.20
TOTAL	\$145.45
July 14, 2013	
Cash Sales	\$93.75
Credit Card Sales	1.25
TOTAL	\$95.00
July 20, 2013	
Cash Sales	\$330.00
Credit Card Sales	20.78
TOTAL	\$350.78
July 21, 2013	
Cash Sales	\$212.95
Credit Card Sales	0
TOTAL	\$212.95
GROSS SALES	\$1,573.75
15% Payment due	\$236.06
Amount Paid	\$236.06

Mendoza

SALES ITEMS EMPLOYEES BUSINESS MENDOZA'S TEXAS STYLE FOOD

Reports Transactions Deposits Orders

Sample

< Last Year > All Day

Export

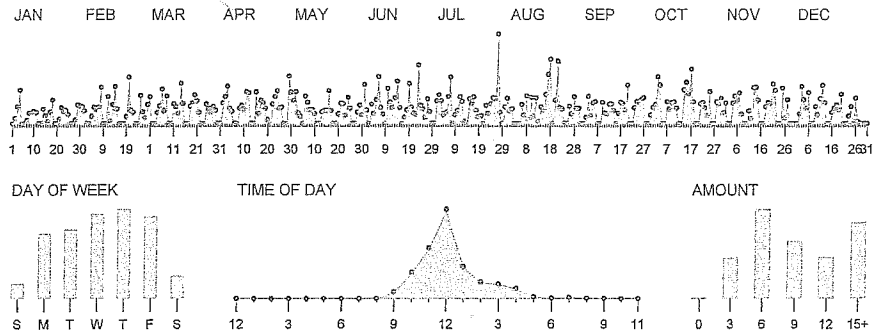
Sales Summary

Payment Methods

Item Sales

Staff Sales

Taxes



	Sales	Refunds	Net
Gross Sales	\$15,998.25	\$0.00	\$15,998.25
Discounts	\$0.00	\$0.00	\$0.00
Net Sales	\$15,998.25	\$0.00	\$15,998.25
Tax	\$0.00	\$0.00	\$0.00
Tips	\$0.00	\$0.00	\$0.00
Total Collected	\$15,998.25	\$0.00	\$15,998.25
Fees	(\$442.84)	\$0.00	(\$442.84)
Net Total	\$15,555.41	\$0.00	\$15,555.41

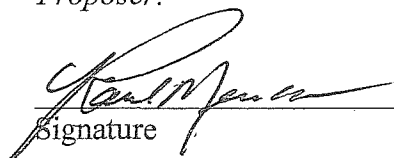
Attachment A

ACKNOWLEDGMENT OF CERTAIN CONDITIONS OF
MASON COUNTY RECREATION AREA CONCESSIONS RFP

In the event of a successful award of contract, proposer acknowledges that:

- He/She will be able to comply with the insurance provisions of MCRA Concessionaire Contract and to provide in a timely manner, a certificate of insurance.
- He/She will have in their possession, or will obtain prior to contract commencement, a valid business registration, as well as all other required permits or licenses required by the State of Washington, Mason County or any other lawful authority.

Proposer:



Signature

February 26, 2014
Date

Raul Mendoza
Name (please print)

MENDOZA'S TEXAS STYLE FOOD
Company Name

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Phil Franklin	Ext. 497
DEPARTMENT: Assessor	Monday Briefing: _____ Consent Agenda: _____
DATE: March 11, 2014	No. 8. 2

ITEM: Approval to set a public hearing on Tuesday, April 1, 2014 at 9:30 a.m. to consider the applications for the 2012 Current Use Open Space and Timberland taxation program.

Background: The Open Space Taxation Act, enacted in 1970, allows property owners to have their open space, farm and agricultural, and timberlands valued at their current use rather than their highest and best use. RCW 84.34 governs this Act.

Mason County has 1 application for Timberland and 5 Open Space. These are 2012 applications for 2013 property assessment and 2014 property taxes.

Recommended Action: Approval to set a public hearing on Tuesday, April 1, 2014 at 9:30 a.m. to consider the 2012 applications for the Current Use Open Space and Timberland taxation program.

Attachments: Information on file with Commissioners' Office.

2012 Current Use Application List

FL App.#	Name of Applicant	Parcel #	Date of App.	Type	Fee Paid	Receipt#	Conditions
OSF.01.2012	Harkins	61915-21-00050	12/31/2012	Application	\$250.00	177687	
Total Fees					\$250.00		

2012 Applications for Open Space

Use Code 9400

App.#	Name of Applicant	Parcel #	Date of App.	Type	Fee Paid	Receipt #	Conditions
OS01.2012	Broughton	12230-76-00020	8/23/2012	Application	\$250.00	175243	
OS01.2012	Broughton	12230-76-00030	8/23/2012	Application	\$250.00	175243	
OS02.2012	Carpenter	12209-12-00040	12/17/2012	Application	\$250.00	177453	
OS03.2012	Johnson	32029-43-00010	10/24/2012	Application	\$250.00	176389	
OS04.2012	Lidington	41902-32-00000	6/29/2012	Transfer	\$125.00	174845	
OS05.2012	Trueman	12007-75-90031	4/30/2012	Application	\$250.00	need 2 get	
Total Fees					=	\$1,375.00	

NOTICE OF HEARING

NOTICE IS HEREBY GIVEN that the Board of Mason County Commissioners will hold a public hearing in Mason County Building I, Commission Chambers, 411 North Fifth Street, Shelton, WA 98584 on **Tuesday, April 1, 2014 at 9:30 a.m.**

SAID HEARING will be to take public comment on the applications for the 2012 Current Use Open Space and Timberland taxation program.

If there are questions about the Current Use taxation program, please contact Phil Franklin, 427-9670 ext. 497. If special accommodations are needed, contact the Commissioners' office, 427-9670, Ext. 419. From the Belfair area, please dial 275-4467.

DATED this 11th day of March, 2014.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

Julie Almanzor, Clerk of the Board

c: Journal - Publ 1t: 3/20
Bill: Mason County Commissioners, 411 North 5th Street, Shelton, WA 98584)

Scan + email
notice of hearing
to journal -
provide copy
to Diane

Clean Copy

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
FROM: Diane Zoren	Ext. 747
DEPARTMENT: Central Operations	Monday Briefing: _____ Action Agenda: _____
DATE: March 11, 2014	No. 8. 3

ITEM: Approval of the Mason County Veterans' Advisory Board Operating Policy.

Background: As authorized by RCW 73.080.035 a Veterans Advisory Board has been established for the purpose of serving indigent veterans in Mason County. The advisory board has recommended approval of the operating policy.

Recommended Action: Approval of the Mason County Veterans' Advisory Board Operating Policy.

Attachment: Operating Policy

MASON COUNTY
VETERANS' ADVISORY BOARD
OPERATING POLICY

This Veterans' Assistance Manual has been approved by the Mason County Veterans' Advisory Board during their regularly scheduled meeting on January 15, 2014

Mike Brown, Chairman

DATED at Shelton, Washington this 11th day of March, 2014

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

to PA 3/4

Tim Whitehead, Chief DPA

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

Terri Jeffreys, Chair

Tim Sheldon, Commissioner

Randy Neatherlin, Commissioner

MASON COUNTY
VETERANS' ADVISORY BOARD
OPERATING POLICY
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I. Organizational Policies

- a.**All RCW's (Revised Code of the State of Washington) within Chapter 73.08 RCW VETERANS' RELIEF, with other RCW's and Mason County RESOLUTION NO. 58-13 will be used and referred to throughout this policy.
- b.**The purpose of the Mason County Veterans' Assistance Advisory Board (VAB) is to provide relief as set forth in RCW 73.08.010 (**Att.J**) to indigent and suffering veterans, their families and the families of deceased indigent veterans
- c.**Any honorably discharged veterans or veterans with a General Discharge under honorable conditions or a General Discharge with other than honorable conditions (Administrative Discharge), as outlined in RCW 41.04.005 (**Att.O**) and RCW 41.04.007 (**Att.P**), and meeting the criteria in **I-b** may apply.
- d.**These policies and procedures are subject to review annually by the VAB
 - 1.) If a revision is made, it is so noted and a narrative of revision is put in VAB minutes
 - 2.) If no revisions are made, the date of review is noted, and put in VAB minutes
- e.** The VAB will meet the second Wednesday of each month at 10:00am at the Memorial Hall at 2nd and Franklin St., in Shelton, WA
- f.** A quorum must be met to conduct any business that may come before the board
- g.** If a quorum is not met, the Chair may contact other members via phone/text messaging or by e-mail
- h.** Upon reaching a member, and member agrees to be part of the meeting, thus creating a quorum, the Chair must remain in contact with the member throughout the meeting

II. Financial Policies

- a.**The funds for creating a Veterans' Assistance Fund (VAF) RCW 73.08.080(1) (**Att.M**), is generated from a tax levied by the Mason County Commissioners (MCC), use of the fund is governed by same RCW (**Att.M**)
- b.**On November 5, 2013 the MCC in Resolution No. 58-13 (**Att.Q**) set the limit of cash awarded to eligible veterans at six hundred (\$600.00) dollars to be spent on specific types of relief as outlined in **II-f**
- c.**This fund may be disbursed to indigent veterans and their families or the families of those deceased in the amount not to exceed six hundred (\$600.00) dollars per applicant per calendar year, not to exceed two (2) years, unless the indigent veteran qualifies for additional funds as outlined in **II-k**
- d.**After one year of waiting, the veteran may reapply for further assistance with proof of eligibility
- f.**Approval of the six hundred (\$600.00) dollars for assistance shall be granted only for the following:
 - 1.) Past Due Rent or Mortgage
 - 2.) Past Due Utilities; electric, water or Natural Gas
 - 3.) Needed Food Items
 - 4.) Needed Fire Wood or Propane
- g.**Exclusions will include, but not limited to; alcohol, tobacco, lottery tickets, and non-edible food items

II. Financial Policies - continued

- h.** Purchases in excess of the amount written on the check is the responsibility of the applicant
- i.** No cash back will be given to the applicant if purchases are less than the amount written on the check
- j.** All requests for assistance will be approved by the Veterans Service Officer (VSO), with final approval by the MCC
- k.** If it is determined an applicant is in need of assistance due to any event, catastrophic illness or other significant change in circumstance which comes in to being unexpectedly and is beyond the applicants' management or control, the VSO may request in writing that MCC consider approval of an amount not to exceed one hundred fifty (\$150.00) dollars per applicant in any calendar year
- l.** The intent of the VAF is not to replace assistance from any other agency, and assistance is granted on a "Case by Case" basis only
- m.** The VAF is not intended to provide continuing assistance on a routine basis
- n.** The VAF shall not duplicate other available assistance for the purposes as noted in **II-f**

III. Policy Establishing Board

- a.** RCW 73.08.035 (**Att.K**) states each county must establish a Veterans' Advisory Board (VAB), the board shall advise MCC on the needs of local indigent veterans, the resources available to local indigent veterans, and programs that could benefit the needs of local indigent veterans and their families
- b.** The VAB is comprised of veterans from the community "at large", and representatives from nationally recognized veterans organizations within Mason County. Per said RCW (**ATT.K**), no fewer than a majority of the board members shall be members from a nationally recognized veterans' service organization and only veterans are to serve on the board. Service on the board is voluntary.
- c.** Mason County Resolution NO. 58-13 (**Att.Q**) allows for appointment of two members residing in Mason County from each National Organizations of Veterans to be appointed to the Veterans' Advisory Board (VAB), and one member "at large"
- d.** The VAB will consist of a seven (7) member board; members are appointed as follows:
 - 1.) American Legion (2 members)
 - 2.) Veterans of Foreign Wars (2 members)
 - 3.) 40 et 8 (2 members)
 - 4.) one Mason County resident veteran (at large)
- e.** Commanders of these organizations will not be members of the VAB
- f.** Commanders will appoint the members from their organization to serve on the VAB for the purpose of overseeing the VAF
- g.** These members may be appointed or removed at the discretion of the commanders
- h.** The first appointment of members shall be three (3) members for a three (3) year term, and four (4) members for a two (2) year term
- i.** Thereafter all terms will be two (2) year terms
- j.** The MCC reserves the right to disallow VAB appointee for cause

IV. Eligibility Policies

- a.** RCW 73.08.005 (**Att.I**) and other provisions in RCW Title 73 (**Att.H**) shall govern eligibility assistance to indigent and suffering veterans and/or families
- b.** The county defines "indigent and suffering" to mean the current poverty level as defined by the United States Department of Health and Human Services(**HHS**)(**Att.G**)
- c.** Family members entitled to apply for assistance shall be defined as indigent wives or husbands, widows or widowers, and minor children (17 years old or under)
- d.** Applicants must be a resident of the Mason County for at least ninety (90) days. Applicant must present proof of residency and income
- e.** Under the federally-established poverty guidelines, the gross income of the veteran and all members of the household must be at or below 150% of the poverty guidelines established by the HHS(**Att.G**)
- f.** Veterans making above the 150% and who do not have an emergency financial situation will not be eligible for assistance
- g.** An applicant may have a source of income above the aforementioned 150% and still be considered indigent on an emergency basis
- h.** Lack of funds because of bad financial management of an adequate source of income does not make the applicant indigent

V. Referral to Other Services

- a.** As per RCW 73.08.070 (**Att.L**) the county shall assist indigent veterans with burial or cremation costs of three hundred (\$300.00) dollars minimum or up to six hundred (\$600.00) dollars
- b.** The burial assistance is in addition to prior six hundred (\$600.00) dollars limitation as outlined in II-f
- c.** In an effort to maximize dollars and provide for as many as possible applicants, and when appropriate, the veteran may be referred by the VSO to other veteran services, and to other community resources for services

VI. Appeal and Resolution Policy

- a.** If any applicant knowingly and or unknowingly defrauds or provides false or misleading information or misuses funds, the applicant will be denied from receiving any further assistance services
- b.** Applicants who have been denied assistance will be provided with an explanation from the VSO administering the program
- c.** If applicant is not satisfied with explanation, they may appeal in writing to the VAB within fifteen (15) days
- d.** The appeal will be reviewed by the VAB at the next regular scheduled meeting. A decision will be made no later than the next regular scheduled meeting
- e.** Approval or disapproval requires a "Super Majority" vote by the VAB
- f.** As a final option, the applicant may file an appeal in writing with the MCC. All decisions in regard to appeal made by the MCC is final

VII. Application Procedures

- a. Upon arriving at the VSO office the applicant will be asked to sign-in
- b. The applicant is then screened about their assistance needs, residence, income, and their eligibility, a "Assistance Fund Application and Rental/Mortgage Verification" form must be filled out as part of the packet
- c. If the applicant does not have all needed information or documentation, they will be given form Veterans' Assistance Fund Documents Checklist" (**Att.B**) to help gather the needed information and return form to VSO
- d. If an applicant cannot show proof of service, a "Standard Form 180" (**Att.E**) will be given to them to be filled out and sent in, they can go to the VA at American to get proof of service
- e. When an applicant has requested assistance for past due rent or mortgage payment, **II-f-1** and has gone through the screening process. The VSO will call the landlord to inform them that the veteran has applied for assistance, and that a letter of "Recommendation for Payment" (**Att.A**) will be forthcoming
- f. The applicant will then be given a form "Rental/Mortgage Verification" (**Att.C**) to be given to the landlord. This form must be filled out by the landlord or lien holder, notarized and sent back or taken to the VSO's office. The VSO will then verify all information on the form
- g. When an applicant has requested assistance for past due utilities (electric, water or natural gas) **II-f-2**, and has gone through the screening process. The applicant must have a "Past Due" pink slip(s) stating that service will be discontinued.
- h. Some utilities companies, i.e. Shelton Utilities, do include garbage within the water bill, in this situation where the bill is "combined", the whole bill is paid
- i. The VSO will call the utilities company to verify the correct amount to be paid, and inform them that the veteran has applied for assistance and that a letter of "Recommendation for Payment" (**Att.A**) will be forthcoming
- j. When an applicant requests assistance for firewood or propane, and has gone through the screening process, the VSO will call a vendor to confirm prices and amount needed. The VSO will then inform the vendor that the veteran has applied for assistance and that a letter of "Recommendation for Payment" (**Att.A**) will be forthcoming
- k. The VSO will then fill out a "Purchase Order" (**Att.F**) to be sent with "Assistance Fund Application" (**AFA**) (**Att.D**) for approval from MCC
- l. After all needed information and documentation is gathered from the applicant and outside sources, the AFA is then completely filled out and the packet is complete
- m. It is the VSO's responsibility to ensure all information in the packet is correct and verified
- n. When the packet is sent on to MCC it will have a copy of "Recommendation for Payment" as a cover sheet(**Att.A**)
- o. The VSO reserves the right to refuse service to disorderly or abusive individuals. Service will be refused to individuals under the influence of alcohol and/or drugs. Applicants who are disorderly or abusive to Mason County employees or volunteers will be not be provided assistance and will be asked to leave the building

VIII. Processing of Packet Procedures

- a.** Once the packet is received at the MCC office, it is date stamped, and reviewed to ensure all information is correct, and all supporting documentation is there
- b.** The MCC office adds a cover sheet along with a list of Vouchers (checks) to be issued, and then it is presented to the MCC for approval
- c.** Applications submitted on Monday will be forwarded the same day to the MCC for processing. On Tuesday of the following week they will be reviewed by the MCC. If approved, the vouchers (checks) will be issued the following day, Wednesday (9 days after the applications were completed)
- d.** Applications submitted on Wednesday will be forwarded the next Monday to MCC for processing. On Tuesday of the following week they will be reviewed by the MCC. If approved, the vouchers (checks) will be issued the following day, Wednesday (15 days after the applications were completed)
- e.** Applicants who pick up his/or her voucher(s)(check(s)), must have proper picture ID, and must sign for voucher(s)(check(s))
- f.** Vouchers (checks) are sent out by mail on Thursday
- g.** Vouchers(checks) that are issued to food vendors will be stamped with:
"For Food Only", "No Cash Back", "No Alcohol or Tobacco"
- h.** Some delays may result if the MCC do not meet on Tuesday or if legal holidays fall within the period
- i.** A weekly list of "Approval of Expenditures" is sent to the VSO office each week

IX. Records, Files, Forms and Reports

- a.** It will be the responsibility of the VAB Chair, acting in concert with the VSO's to establish and maintain a record of each applicant requesting and /or receiving assistance from the VAF
- b.** The VSO will provide forms and reports of attendants, decisions, and record-keeping for clientele, e.g., forms for vendors, initial applications, and VAB decisions
- c.** The VAB, acting in concert with the VSO's shall produce an annual report containing the following information:
 - 1.) The number of requests for assistance received during the calendar year
 - 2.) The number of requests for assistance for which assistance was given
 - 3.) The number of requests for assistance for which assistance was not provided and a narrative description of the reasons assistance was not provided
 - 4.) The total dollar value of assistance provided on a monthly basis
 - 5.) A narrative description of non-monetary assistance provided by the VAB
 - 6.) Meeting minutes as an attachment
 - 7.) A copy of appeals as an attachment
- d.** If any section of these policies or procedures is determined to be in conflict with federal, state, or county laws, ordinances or directives then said section will be void and the aforementioned laws, ordinances or directives shall prevail

X. Attachments (Att.)	Page(s)
A. Recommendation For Payment	9
B. S & S Veteran's Assistance Documents Checklist (S&S form)	10
C. Rental/Mortgage Verification	11
D. Assistance Fund Application (AFA)	12-15
E. Request Pertaining to Military Records (Standard Form 180)	16-18
F. Mason County Veterans Service Office-Purchase Order	19
G. Income Guidelines for Mason County (HHS)	20
H. Chapter 73.08 RCW-Veterans' Relief	21-27
I. RCW 73.08.005-Definitions	28-29
J. RCW 73.08.010-Provides Relief for Indigent Veterans	30-31
K. RCW 73.08.035-Establishment of Veterans' Advisory Board (VAB)	32
L. RCW 73.08.070-Burial of Indigent Deceased Veterans	33
M. RCW 73.08.080-Tax Levy Authorized	34-35
-(1)Establishment of Veterans' Assistance Fund (VAF)	34
N. RCW 73.08.90-Public Assistance Eligibility	36
O. RCW 41.04.005-"Veteran" Defined for Certain Purposes	37-38
P. RCW 41.04.007-"Veteran" Defined for Certain Purposes	39
Q. Mason County Resolution No. 58-13	40-42

Veterans' Service Office
Mason County, Washington
206 West Franklin Street
Post Office Box #8, Shelton, WA 98584-0008
Office: 360-426-4546 / Fax: 360-427-4491

VETERANS' ASSISTANCE FUND DOCUMENTS CHECKLIST

VETERANS' NAME: -----

CONTACT ADDRESS: -----

CONTACT PHONE NUMBER(S): -----

VSO's NAME: ----- **DATE:** -----

The following items are needed by the county to process the application for the above named veteran. Check off items you have. Write "NA" if not applicable.

----- DD214 or similar document verifying veteran was honorably discharged.

----- State residency proof for last twelve months

----- County residency proof for last three months, to VSO's satisfaction.

----- Income proof for last three months for entire household. Examples: Pay Stubs, Bank Deposits. If unemployed: Form "Q01" from WorkSource.

----- Proof of expenses

Proof of Financial Emergency:

----- Food

----- Rent past due: Rental/Mortgage Verification form filled out, and Notarized.

Utility Bill(s) past due, if separate:

-----Water Bill

-----Heat (electrical, propane, firewood, etc.)

----- Electricity

----- Phone (If needed for medical reasons)

----- Garbage

----- Other -----

NOTES: -----

The Veterans Service Office
In Mason County, Washington
Second and Franklin Streets
Post Office Box 8, Shelton, WA 98584
360-426-4546

Assistance Fund Application

Date _____

Client Name _____

Address _____

Phone _____

(E-mail if available) _____

Eligibility

Branch of Service _____

SS# _____ Service Number _____

Date of Entry _____

Date of Discharge _____

Type Discharge _____

War Period or Campaign award for participation in armed conflict.
(See RCW 41.04.005)

WWI 4/6/17 – 11/12/18 ___ WWI Russia 4/6/17 – 4/01/20 ___ WWII 12/07/41 – 12/31/46 ___

Korean 6-27-50 – 1/31/55 ___ Vietnam 8/05/64 – 5/07/75 ___ Persian Gulf 8/02/90 -- ___

Grenada ___ Lebanon ___ Panama (Op. "Just Cause") ___ Somalia (Op. "Restore Hope")

Haiti (Op. "Uphold Democracy") ___ Bosnia (Op. "Joint Endeavor") Other ___

State Residency _____

County Residency _____

INCOME

Self, Spouse, Dependents - Previous 90 Days

Full or Part-Time Work _____	Unemployment _____
Public Assistance _____	Child Support _____
VA Comp/Disability _____	Alimony _____
VA Pension/School _____	State Disability _____
Social Security – Total _____	Retirement _____
Veteran _____	Property _____
Spouse _____	Food Stamps _____
Dependents _____	Other _____
Other _____	Other _____

Total Household Income _____

NOTE: Verification of income is required!!

Expenses

Self, Spouse, Dependents - 12 month average

Rent/Lease/Mortgage _____ Assessed Value _____
 Landlord/Lien Holder _____
 Address to be paid to _____

Electric _____	Child Support _____
Gas/Fuel/Oil/Wood _____	VA Over-payment _____
Water _____	SS Over-payment _____
Medicine _____	Food _____
Doctor/Dentist _____	Transport. (gas) _____
Health Ins. Prem. _____	Car Insurance _____
Medicare Prem. _____	Car Payment _____
Garbage _____	Telephone _____
Property Taxes _____	Cable/Satellite _____
Renter's/Home Ins. _____	Internet _____
Maint. Fees _____	Credit Cards _____
Comm. Club Fees _____	Student Loans _____
Day Care _____	Other _____

Total _____

REQUEST PERTAINING TO MILITARY RECORDS

* Requests from veterans or deceased veteran's next-of-kin may be submitted online by using eVetRecs at <http://www.archives.gov/veterans/military-service-records/>*

(To ensure the best possible service, please thoroughly review the accompanying instructions before filling out this form. Please print clearly or type.)

SECTION I - INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible.)

1. NAME USED DURING SERVICE (last, first, and middle)	2. SOCIAL SECURITY NO.	3. DATE OF BIRTH	4. PLACE OF BIRTH			
5. SERVICE, PAST AND PRESENT (For an effective records search, it is important that all service be shown below.)						
	BRANCH OF SERVICE	DATE ENTERED	DATE RELEASED	OFFICER	ENLISTED	SERVICE NUMBER (If unknown, write "unknown")
a. ACTIVE COMPONENT						
b. RESERVE COMPONENT						
c. NATIONAL GUARD						
6. IS THIS PERSON DECEASED? If "YES" enter the date of death. <input type="checkbox"/> NO <input type="checkbox"/> YES _____				7. IS (WAS) THIS PERSON RETIRED FROM MILITARY SERVICE? <input type="checkbox"/> NO <input type="checkbox"/> YES		

SECTION II - INFORMATION AND/OR DOCUMENTS REQUESTED

1. CHECK THE ITEM(S) YOU ARE REQUESTING:

- DD Form 214 or equivalent.** When was the DD Form(s) 214 issued? YEAR(S): _____
 If more than one period of service was performed, even in the same branch, there may be more than one DD214.
 This form contains information normally needed to verify military service. A copy may be sent to the veteran, the deceased veteran's next of kin, or other persons or organizations if authorized in Section III, below. **An UNDELETED DD214 is ordinarily required to determine eligibility for benefits.** Sensitive items, such as, the character of separation, authority for separation, reason for separation, reenlistment eligibility code, separation (SPD/SPN) code, and dates of time lost are usually shown.
 An undeleted copy will be sent unless you specify a deleted copy. Indicate here if you want a deleted copy of the DD Form 214.
 The following items are deleted: authority for separation, reason for separation, reenlistment eligibility code, separation (SPD/SPN) code, and for separations after June 30, 1979, character of separation and dates of time lost.
- All Documents in Official Military Personnel File (OMPF)
- Medical Records (Includes Service Treatment Records, Health (outpatient) and dental records.) If hospitalized (inpatient), the facility name and date for each admission must be provided: _____
- Other (Specify): _____

2. PURPOSE: (An explanation of the purpose of the request is strictly voluntary; however, such information may help to provide the best possible response and may result in a faster reply. Information provided will in no way be used to make a decision to deny the request.) Check appropriate box:

- Benefits Employment VA Loan Programs Medical Genealogy Correction Personal
- Other, explain: _____

SECTION III - RETURN ADDRESS AND SIGNATURE

1. REQUESTER IS: (Signature Required in # 3 below of veteran, next of kin, legal guardian, authorized government agent or "other" authorized representative. If "other" authorized representative, provide copy of authorization letter.) No signature required for Archival records.

- Military service member or veteran identified in Section I, above Legal guardian (Must submit copy of court appointment.)
- Next of kin of deceased veteran: _____ Other (specify) _____
(Relationship)

MUST HAVE PROOF OF DEATH - See item 2a on instruction sheet.

2. SEND INFORMATION/DOCUMENTS TO:
 (Please print or type. See item 4 on accompanying instructions.)

3. AUTHORIZATION SIGNATURE WHEN REQUIRED (See items 2a or 3a on accompanying instructions.) I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the information in this Section III is true and correct. No signature required for Archival records.

Name	Signature Required - Do not print	Date
Street	() Daytime phone	() Fax Number
City	Email address	
State	Zip Code	

This form is available at <http://www.archives.gov/research/order/standard-form-180.pdf> on the National Archives and Records Administration (NARA) web site.

INSTRUCTION AND INFORMATION SHEET FOR SF 180, REQUEST PERTAINING TO MILITARY RECORDS

1. **General Information.** The Standard Form 180, Request Pertaining to Military Records (SF180) is used to request information from military records. Certain identifying information is necessary to determine the location of an individual's record of military service. Please try to answer each item on the SF 180. If you do not have and cannot obtain the information for an item, show "NA," meaning the information is "not available." Include as much of the requested information as you can. Incomplete information may delay response time. To determine where to mail this request see Page 2 of the SF180 for record locations and facility addresses.

Online requests may be submitted to the National Personnel Records Center (NPRC) by a veteran or deceased veteran's next of kin using eVetRecs at <http://www.archives.gov/veterans/military-service-records/>.

2. **Personnel Records/Military Human Resource Records/Official Military Personnel File (OMPF) and Medical Records/Service Treatment Records (STR).** Personnel records of military members who were discharged, retired, or died in service less than 62 years ago and medical records are in the legal custody of the military service department and are administered in accordance with rules issued by the Department of Defense and the Department of Homeland Security (DHS, Coast Guard). STR's of persons on active duty are generally kept at the local servicing clinic, and usually are available from the Department of Veterans Affairs approximately 40 days after the last day of active duty. (See item 3, Archival Records, if the military member was discharged, retired or died in service over 62 years ago.)

a. **Release of information:** Release of information is subject to restrictions imposed by the military services consistent with Department of Defense regulations and the provisions of the Freedom of Information Act (FOIA) and the Privacy Act of 1974. The service member (either past or present) or the member's legal guardian has access to almost any information contained in that member's own record. An authorization signature, of the service member or the member's legal guardian, is needed in Section III of the SF180. Others requesting information from military personnel records and/or STR's must have the release authorization in Section III of the SF 180 signed by the member or legal guardian. If the appropriate signature cannot be obtained, only limited types of information can be provided. If the former member is deceased, surviving next of kin may, under certain circumstances, be entitled to greater access to a deceased veteran's records than a member of the general public. The next of kin may be any of the following: unmarried surviving spouse, father, mother, son, daughter, sister, or brother. Requesters must provide proof of death, such as a copy of a death certificate, newspaper article (obituary) or death notice, coroner's report of death; funeral director's signed statement of death, or verdict of coroner's jury.

b. **Fees for records:** There is no charge for most services provided to service members or next of kin of deceased veterans. A nominal fee is charged for certain types of service. In most instances service fees cannot be determined in advance. If your request involves a service fee, you will be notified.

3. **Archival Records.** Personnel records of military members who were discharged, retired, or died in service 62 or more years ago have been transferred to the legal custody of NARA and are referred to as "archival" records.

a. **Release of Information:** Archival records are open to the public. The Privacy Act of 1974 does not apply to archival records. therefore, written authorization from the veteran or next of kin is not required. However, in order to protect the privacy of the veteran, his/her family, and third parties named in the records, the personal privacy exemption of the Freedom of Information Act (5 U.S.C. 552 (b) (6)) may still apply and preclude the release of some information.

b. **Fees for Archival Records:** Access to archival records is granted by offering copies of the records for a fee (44 U.S.C. 2116 (c)). You will be notified if there is a charge for photocopies of documents contained in the record you are requesting. For more information see <http://www.archives.gov/st-louis/archival-programs/military-personnel-archival/ompf-archival-requests.html>.

4. **Where reply may be sent.** The reply may be sent to the service member or any other address designated by the service member or other authorized requester.

5. **Definitions and abbreviations.** DISCHARGED -- the individual has no current military status; SERVICE TREATMENT RECORD (STR) -- The chronology of medical, mental health and dental care received by service members during the course of their military career (does not include records of treatment while hospitalized); TDRL -- Temporary Disability Retired List.

6. **Service completed before World War I.** National Archives Trust Fund (NATF) forms must be used to request these records. Obtain the forms by e-mail from inquire@nara.gov or write to the Code 6 address on page 2 of the SF 180.

PRIVACY ACT OF 1974 COMPLIANCE INFORMATION

The following information is provided in accordance with 5 U.S.C. 552a(e)(3) and applies to this form. Authority for collection of the information is 44 U.S.C. 2907, 3101, and 3103, and Public Law 104-134 (April 26, 1996), as amended in title 31, section 7701. Disclosure of the information is voluntary. If the requested information is not provided, it may delay servicing your inquiry because the facility servicing the service member's record may not have all of the information needed to locate it. The purpose of the information on this form is to assist the facility servicing the records (see the address list) in locating the correct military service record(s) or information to answer your inquiry. This form is then retained as a record of disclosure. The form may also be disclosed to Department of Defense components, the Department of Veterans Affairs, the Department of Homeland Security (DHS, U.S. Coast Guard), or the National Archives and Records Administration when the original custodian of the military health and personnel records transfers all or part of those records to that agency. If the service member was a member of the National Guard, the form may also be disclosed to the Adjutant General of the appropriate state, District of Columbia, or Puerto Rico, where he or she served.

PAPERWORK REDUCTION ACT PUBLIC BURDEN STATEMENT

Public burden reporting for this collection of information is estimated to be five minutes per request, including time for reviewing instructions and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of the collection of information, including suggestions for reducing this burden, to National Archives and Records Administration (NHP), 8601 Adelphi Road, College Park, MD 20740-6001. DO NOT SEND COMPLETED FORMS TO THIS ADDRESS. SEND COMPLETED FORMS AS INDICATED IN THE ADDRESS LIST ON PAGE 2 OF THE SF 180.

2013
**INCOME GUIDELINES FOR
 MASON COUNTY
 VETERANS ASSISTANCE FUND**
 (effective 1/24/2013)

HOUSEHOLD SIZE	100%*	150%**		150%**
	ANNUAL INCOME	ANNUAL INCOME		MONTHLY INCOME
1	11,490	17,235		1,436
2	15,510	23,265		1,939
3	19,530	29,295		2,441
4	23,550	35,325		2,944
5	27,570	41,355		3,446
6	31,590	47,385		3,949
7	35,610	53,415		4,451
8	39,630	59,445		4,954
For each additional person add	4,020	6,030		503
*The federally-established poverty guidelines issued by the US Department of Health and Human Services				
http://aspe.hhs.gov/poverty				
** Allowable income after taxes (per SHB 1189, New Sec. 2, (3) (b))				

(b) Receiving an annual income, after taxes, of up to one hundred fifty percent or less of the current federally established poverty level, or receiving an annual income not exceeding a higher qualifying income established by the county legislative authority; or

(c) Unable to pay reasonable costs for shelter, food, utilities, and transportation because his or her available funds are insufficient.

(4) "Indirect costs" includes those allowable costs that are generally associated with carrying out the statutory objectives of this chapter, but the identification and tracking of those costs cannot be readily assigned to a specific statutory objective without an accounting effort that is disproportionate to the benefit received. A county legislative authority may allocate allowable indirect costs to its veterans' assistance fund if it is accomplished in a manner consistent with the cost principles promulgated by the federal office of management and budget in circular No. A-87, dated May 10, 2004.

(5) "Veteran" has the same meaning as defined in RCW 41.04.005 and 41.04.007, and in addition may include, at the discretion of the county legislative authority and in consultation with the veterans' advisory board, any other person who at the time he or she seeks the benefits of RCW 73.08.010, 73.08.070, and 73.08.080:

(a) Has received a general discharge under honorable conditions; or

(b) Has received a medical or physical discharge with an honorable record.

(6) "Veterans' advisory board" means a board established by a county legislative authority under the authority of RCW 73.08.035.

(7) "Veterans' assistance fund" means an account in the custody of the county auditor, or the chief financial officer in a county operating under a charter, that is funded by taxes levied under the authority of RCW 73.08.080.

(8) "Veterans' assistance program" means a program approved by the county legislative authority under the authority of RCW 73.08.010 that is fully or partially funded by the veterans' assistance fund authorized by RCW 73.08.080.

[2013 c 42 § 2; 2011 1st sp.s. c 36 § 17; 2010 1st sp.s. c 8 § 17; 2009 c 35 § 1; 2008 c 6 § 502; 2005 c 250 § 2.]

Notes:

Findings -- Intent -- 2011 1st sp.s. c 36: See RCW 74.62.005.

Effective date -- 2011 1st sp.s. c 36: See note following RCW 74.62.005.

Findings -- Intent -- Short title -- Effective date -- 2010 1st sp.s. c 8: See notes following RCW 74.04.225.

Part headings not law -- Severability -- 2008 c 6: See RCW 26.60.900 and 26.60.901.

Intent -- 2005 c 250: "(1) It is the intent of the legislature that each county establish a veterans' assistance program to benefit indigent veterans and their families. These programs must be funded, at least in part, by veterans' assistance funds. The legislature intends also for each county to establish a veterans' advisory board responsible for advising the county legislative authority on needed and appropriate assistance programs for local indigent

(g) Any other information deemed necessary or appropriate by either party.

(3) If the county legislative authority authorizes another entity to administer a veterans' assistance program or programs, the authorized entity should, to the extent feasible and consistent with this chapter, ensure that a local branch of a nationally recognized veterans' service organization is the initial point of contact for a veteran or family member seeking assistance.

(4) Nothing in this section shall prohibit or be construed as prohibiting a county from authorizing the continued operation of a veterans' relief or assistance program or programs existing on January 1, 2005, if the authorizing legislative authority:

(a) Solicits advice from the veterans' advisory board established in RCW 73.08.035; and

(b) Satisfies the grant, contractual, or interlocal agreement requirements of subsection (2) of this section.

[2005 c 250 § 3; 2002 c 292 § 7; 1983 c 295 § 1; 1947 c 180 § 1; 1945 c 144 § 1; 1921 c 41 § 1; 1919 c 83 § 1; 1907 c 64 § 1; 1893 c 37 § 1; 1888 p 208 § 1; Rem. Supp. 1947 § 10737. Cf. 1935 c 38 § 1.]

Notes:

Intent -- 2005 c 250: See note following RCW 73.08.005.

Soldiers' home and colony: Chapter 72.36 RCW.

Veterans' rehabilitation council: Chapter 43.61 RCW.

73.08.035

Veterans' advisory boards.

(1) The legislative authority for each county must establish a veterans' advisory board. Upon its establishment, the board shall advise the county legislative authority on the needs of local indigent veterans, the resources available to local indigent veterans, and programs that could benefit the needs of local indigent veterans and their families.

(2) The county legislative authority must solicit representatives from either local branches of nationally recognized veterans' service organizations or the veterans' community at large, or both, to serve on the board. No fewer than a majority of the board members shall be members from nationally recognized veterans' service organizations and only veterans are eligible to serve as board members.

(3) Service on the board is voluntary. The county legislative authority may provide for reimbursement to board members for expenses incurred.

[2005 c 250 § 4.]

Notes:

Intent -- 2005 c 250: See note following RCW 73.08.005.

(2) If the funds on deposit in the veterans' assistance fund, less outstanding warrants, on the first Tuesday in September exceed the lesser of the expected yield of one and one-eighth cents per thousand dollars of assessed value against the taxable property of the county or the expected yield of a levy determined as set forth in subsection (5) of this section, the county legislative authority may levy a lesser amount than would otherwise be required under subsection (1) or (5) of this section.

(3) The direct and indirect costs incurred in the administration of the veterans' assistance fund must be computed by the county auditor, or the chief financial officer in a county operating under a charter, not less than annually. Following the computation of these direct and indirect costs, an amount equal to these costs may then be transferred from the veterans' assistance fund to the county current expense fund.

(4) The amount of a levy allocated to the purposes specified in this section may be reduced in the same proportion as the regular property tax levy of the county is reduced by chapter 84.55 RCW.

(5)(a) The amount of a levy allocated to the purposes specified in this section may be modified from the amount required by subsection (1) of this section as follows:

(i) If the certified levy is reduced from the preceding year's certified levy, the amount of the levy allocated to the purposes specified in this section may be reduced by no more than the same percentage as the certified levy is reduced from the preceding year's certified levy;

(ii) If the certified levy is increased from the preceding year's certified levy, the amount of the levy allocated to the purposes specified in this section may not be less than the base allocation increased by the same percentage as the certified levy is increased from the preceding year's certified levy. However, the amount of the levy allocated to the purposes specified in this section does not have to be increased under this subsection (5)(a)(ii) for the portion of a certified levy increase resulting from a voter-approved increase under RCW 84.55.050 that is dedicated to a specific purpose; or

(iii) If the certified levy is unchanged from the preceding year's certified levy, the amount of the levy allocated to the purposes specified in this section must be equal to or greater than the base allocation.

(b) For purposes of this subsection, the following definitions apply:

(i) "Base allocation" means the most recent allocation that was not reduced under subsection (2) of this section.

(ii) "Certified levy" means the property tax levy for general county purposes certified to the county assessor as required by RCW 84.52.070, excluding any amounts certified under chapters 84.69 and 84.68 RCW.

(6) Subsections (2), (4), and (5) of this section do not preclude a county from increasing the levy amount in subsection (1) of this section to an amount that is greater than the change in the regular county levy.

[2013 c 123 § 2; 2005 c 250 § 6; 1985 c 181 § 2; 1983 c 295 § 6; 1980 c 155 § 6; 1973 2nd ex.s. c 4 § 5; 1973 1st ex.s. c 195 § 86; 1970 ex.s. c 47 § 9; 1969 c 57 § 1; 1945 c 144 § 7; 1921 c 41 § 7; 1919 c 83 § 7; 1907 c 64 § 7; 1893 c 37 § 2; 1888 p 210 § 7; Rem. Supp. 1945 § 10742. Formerly RCW 73.08.020.]



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[Beginning of Chapter](#) << [73.08.005](#) >> [73.08.010](#)

RCW 73.08.005

Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Direct costs" includes those allowable costs that can be readily assigned to the statutory objectives of this chapter, consistent with the cost principles promulgated by the federal office of management and budget in circular No. A-87, dated May 10, 2004.

(2) "Family" means the spouse or domestic partner, surviving spouse, surviving domestic partner, and dependent children of a living or deceased veteran.

(3) "Indigent" means a person who is defined as such by the county legislative authority using one or more of the following definitions:

(a) Receiving one of the following types of public assistance: Temporary assistance for needy families, aged, blind, or disabled assistance benefits, pregnant women assistance benefits, poverty-related veterans' benefits, food stamps or food stamp benefits transferred electronically, refugee resettlement benefits, medicaid, medical care services, or supplemental security income;

(b) Receiving an annual income, after taxes, of up to one hundred fifty percent or less of the current federally established poverty level, or receiving an annual income not exceeding a higher qualifying income established by the county legislative authority; or

(c) Unable to pay reasonable costs for shelter, food, utilities, and transportation because his or her available funds are insufficient.

(4) "Indirect costs" includes those allowable costs that are generally associated with carrying out the statutory objectives of this chapter, but the identification and tracking of those costs cannot be readily assigned to a specific statutory objective without an accounting effort that is disproportionate to the benefit received. A county legislative authority may allocate allowable indirect costs to its veterans' assistance fund if it is accomplished in a manner consistent with the cost principles promulgated by the federal office of management and budget in circular No. A-87, dated May 10, 2004.

(5) "Veteran" has the same meaning as defined in RCW [41.04.005](#) and [41.04.007](#), and in addition may include, at the discretion of the county legislative authority and in consultation with the veterans' advisory board, any other person who at the time he or she seeks the benefits of RCW [73.08.010](#), [73.08.070](#), and [73.08.080](#):

(a) Has received a general discharge under honorable conditions; or

Attachment J

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[73.08.005](#) << [73.08.010](#) >> [73.08.035](#)

RCW 73.08.010

County veterans' assistance programs for indigent veterans and families — Requirements.

(1) For the relief of indigent veterans, their families, and the families of deceased indigent veterans, the legislative authority of each county shall establish a veterans' assistance program to address the needs of local indigent veterans and their families. The county legislative authority shall consult with and solicit recommendations from the veterans' advisory board established under [RCW 73.08.035](#) to determine the appropriate services needed for local indigent veterans. Veterans' assistance programs shall be funded, at least in part, by the veterans' assistance fund created under the authority of [RCW 73.08.080](#).

(2) The county legislative authority may authorize other entities to administer a veterans' assistance program or programs through grants, contracts, or interlocal agreements. If the county legislative authority authorizes another entity to administer a veterans' assistance program or programs, the terms of the grant, contract, or interlocal agreement must, for each program, specify:

- (a) The details of the program;
- (b) The responsibilities of all parties;
- (c) The duration of the program;
- (d) The costs and sources of funding;
- (e) Any insurance or bond requirements;
- (f) The format and frequency of progress and final reports; and
- (g) Any other information deemed necessary or appropriate by either party.

(3) If the county legislative authority authorizes another entity to administer a veterans' assistance program or programs, the authorized entity should, to the extent feasible and consistent with this chapter, ensure that a local branch of a nationally recognized veterans' service organization is the initial point of contact for a veteran or family member seeking assistance.

(4) Nothing in this section shall prohibit or be construed as prohibiting a county from authorizing the continued operation of a veterans' relief or assistance program or programs existing on January 1, 2005, if the authorizing legislative authority:

- (a) Solicits advice from the veterans' advisory board established in [RCW 73.08.035](#); and



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[73.08.010](#) << [73.08.035](#) >> [73.08.070](#)

RCW 73.08.035

Veterans' advisory boards.

(1) The legislative authority for each county must establish a veterans' advisory board. Upon its establishment, the board shall advise the county legislative authority on the needs of local indigent veterans, the resources available to local indigent veterans, and programs that could benefit the needs of local indigent veterans and their families.

(2) The county legislative authority must solicit representatives from either local branches of nationally recognized veterans' service organizations or the veterans' community at large, or both, to serve on the board. No fewer than a majority of the board members shall be members from nationally recognized veterans' service organizations and only veterans are eligible to serve as board members.

(3) Service on the board is voluntary. The county legislative authority may provide for reimbursement to board members for expenses incurred.

[2005 c 250 § 4.]

Notes:

Intent -- 2005 c 250: See note following RCW [73.08.005](#).

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[73.08.070](#) << [73.08.080](#) >> [73.08.090](#)
RCW 73.08.080
Tax levy authorized.

(1) The legislative authority in each county must levy, in addition to the taxes now levied by law, a tax in a sum equal to the amount which would be raised by not less than one and one-eighth cents per thousand dollars of assessed value, and not greater than twenty-seven cents per thousand dollars of assessed value against the taxable property of their respective counties, to be levied and collected as now prescribed by law for the assessment and collection of taxes, for the purpose of creating a veterans' assistance fund. Expenditures from the veterans' assistance fund, and interest earned on balances from the fund, may be used only for:

(a) The veterans' assistance programs authorized by RCW [73.08.010](#);

(b) The burial or cremation of a deceased indigent veteran or deceased family member of an indigent veteran as authorized by RCW [73.08.070](#); and

(c) The direct and indirect costs incurred in the administration of the fund as authorized by subsection (2) of this section.

(2) If the funds on deposit in the veterans' assistance fund, less outstanding warrants, on the first Tuesday in September exceed the lesser of the expected yield of one and one-eighth cents per thousand dollars of assessed value against the taxable property of the county or the expected yield of a levy determined as set forth in subsection (5) of this section, the county legislative authority may levy a lesser amount than would otherwise be required under subsection (1) or (5) of this section.

(3) The direct and indirect costs incurred in the administration of the veterans' assistance fund must be computed by the county auditor, or the chief financial officer in a county operating under a charter, not less than annually. Following the computation of these direct and indirect costs, an amount equal to these costs may then be transferred from the veterans' assistance fund to the county current expense fund.

(4) The amount of a levy allocated to the purposes specified in this section may be reduced in the same proportion as the regular property tax levy of the county is reduced by chapter [84.55](#) RCW.

(5)(a) The amount of a levy allocated to the purposes specified in this section may be modified from the amount required by subsection (1) of this section as follows:

(i) If the certified levy is reduced from the preceding year's certified levy, the amount of the levy allocated to the purposes specified in this section may be reduced by no more than the same percentage as the certified levy is reduced from the preceding year's certified levy;

(ii) If the certified levy is increased from the preceding year's certified levy, the amount of the

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RCW 73.08.090

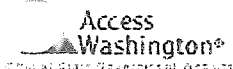
Public assistance eligibility.

The department of social and health services shall exempt payments provided under RCW [73.08.005](#), [73.08.035](#), [73.08.010](#), [73.08.070](#), and [73.08.080](#) when determining eligibility for public assistance.

[2005 c 250 § 7.]

Notes:

Intent -- 2005 c 250: See note following RCW [73.08.005](#).



(ii) The period beginning August 5, 1964, and ending on May 7, 1975;

(e) The Persian Gulf War, which was the period beginning August 2, 1990, and ending on the date prescribed by presidential proclamation or law;

(f) The period beginning on the date of any future declaration of war by the congress and ending on the date prescribed by presidential proclamation or concurrent resolution of the congress; and

(g) The following armed conflicts, if the participant was awarded the respective campaign badge or medal: The crisis in Lebanon; the invasion of Grenada; Panama, Operation Just Cause; Somalia, Operation Restore Hope; Haiti, Operation Uphold Democracy; Bosnia, Operation Joint Endeavor; Operation Noble Eagle; southern or central Asia, Operation Enduring Freedom; and Persian Gulf, Operation Iraqi Freedom.

[2005 c 255 § 1; 2005 c 247 § 1. Prior: 2002 c 292 § 1; 2002 c 27 § 1; 1999 c 65 § 1; 1996 c 300 § 1; 1991 c 240 § 1; 1984 c 36 § 1; 1983 c 230 § 1; 1982 1st ex.s. c 37 § 20; 1969 ex.s. c 269 § 1.]

Notes:

Reviser's note: *(1) RCW 28B.15.380 was amended by 2005 c 249 § 2 and no longer applies to veterans. For later enactment, see RCW 28B.15.621.

(2) This section was amended by 2005 c 247 § 1 and by 2005 c 255 § 1, each without reference to the other. Both amendments are incorporated in the publication of this section under RCW 1.12.025(2). For rule of construction, see RCW 1.12.025(1).

Severability -- 2005 c 247: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [2005 c 247 § 3.]

Effective date -- 2005 c 247: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and takes effect immediately [May 3, 2005]." [2005 c 247 § 4.]

Effective date -- 1983 c 230: "This act is necessary for the immediate preservation of the public peace, health, and safety, the support of the state government and its existing public institutions, and shall take effect July 1, 1983." [1983 c 230 § 3.]

Effective date -- Severability -- 1982 1st ex.s. c 37: See notes following RCW 28B.15.012.

RESOLUTION NO. 58-13
A RESOLUTION AMENDING RESOLUTION NO. 92A-05
VETERANS ADVISORY BOARD

WHEREAS, Mason County has established a levy per RCW 73.08.080 for the purpose of creating the Veterans' Assistance Fund for the relief of honorably discharged veterans or for veterans discharged for physical reason with an honorable record;

WHEREAS, RCW 73.080.010 allows for the appointment of two members residing in Mason County from each National Organization of Veterans. Commanders of these organizations in Mason County will not be a member of the board, but will appoint the members from their organization to serve on the Veterans Advisory Board for the purpose of overseeing the Mason County Veterans Funds. These members may be appointed or removed at the discretion of the Commanders;

WHEREAS, on September 7, 2004 the Board of Mason County Commissioners set the limit of cash award from the Mason County Veterans' Assistance Fund to eligible veterans at six hundred (\$600.00) dollars to be spent on specific types of relief as noted in #4;

WHEREAS, RCW 73.08.010 provides for the relief of indigent and suffering veterans and their families or the families of those deceased veterans, who need assistance;

NOW THEREFORE, BE IT RESOLVED by the Board of Mason County Commissioners that, the Veterans Advisory Board will consist of seven (7) members;

1. Two appointed members of each of the following Mason County National Veterans' Organizations:

- American Legion
- Veterans of Foreign Wars
- 40 et 8

- One Mason County resident Veteran

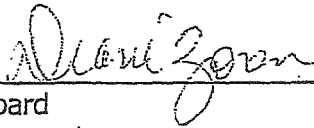
The first appointment of members shall be three members for a three-year term and four members for a two year term. Thereafter all terms will become two-year terms.

2. Members of the Veterans' Advisory Board shall be appointed and notification shall be given to the Board of County Commissioners along with the annual report required by RCW 73.08.040 during the month of October. The Board of County Commissioners reserves the right to disallow committee members for cause.
3. The Veterans' Assistance Fund may be disbursed to indigent veterans and their families or the families of those deceased in the amounts not to exceed six hundred (\$600.00) per applicant per calendar year, not to exceed 2 years, unless the indigent Veteran qualifies for additional funds under # 6 below. After one calendar year of waiting, the veteran may

Resolution No. 58-13
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BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:



Clerk of the Board



Randy Neatherlin, Chair

APPROVED AS TO FORM:



Tim Whitehead, Chief DPA



Tim Sheldon, Commissioner



Terri Jeffreys, Commissioner

c: Auditor
American Legion
Veterans of Foreign Wars
Nw 40 et 8

MASON COUNTY

TO: BOARD OF MASON COUNTY COMMISSIONERS	Reviewed:
ROM: Becky Rogers	Ext. 419
DEPARTMENT: Support Services	Consent Agenda: <u>X</u>
DATE: March 11, 2014	No. 8. <u>4</u>

ITEM: Approval of Veterans Assistance Fund applications for: Food \$150.00; Utilities \$1096.90; and Housing \$980.00 for a total of \$2226.90.

Planning Commission: N/A

Background: The Veterans Assistance Committee meets with veterans to review applications at (1) Memorial Hall – 210 W. Franklin, Shelton; Monday – Wednesday from 9 am – 4 pm (360)-426-4546 and also at (2) North Mason Veterans Service Center – 140 NE State Route 300, Belfair; Mon - Thurs from 9:00 am – 4:00 pm; (360)-552-2303. Listed are applications recommended for approval.

Recommended Action: Move to approve the Veterans Assistance Fund applications for: Food \$150.00; Utilities \$1096.90; and Housing \$980.00 for a total of \$2226.90 as recommended by the Veterans Assistance Committee.

Attachments: Originals on file with Clerk of the Board.

Key Bank - Veterans Assistance Fund
 Acct. # XXXXXX7423

DATE ISSUED	DESCRIPTION OF CHECK	VETERAN NAME	FOOD	UTILITIES	HOUSING	BURIAL	EMERGENCY	PAYMENT DEBIT (-)
03/12/2014	PUD #3	Edith Obiedzinski		\$ 353.96				\$ 353.96
03/12/2014	Mason County Utilities	Edith Obiedzinski		\$ 245.00				\$ 245.00
03/12/2014	City of Shelton	Elroy J. Vanalstine		\$ 105.81				\$ 105.81
03/12/2014	John P. Robertson	Miles Thomas			\$ 600.00			\$ 600.00
03/12/2014	Mason County Utilities	James Angelone		\$ 176.60				\$ 176.60
03/12/2014	PUD#3	Dennis A. Clark		\$ 215.53				\$ 215.53
03/12/2014	Steven Siegel	Barry Reed Currey			\$ 380.00			\$ 380.00
03/12/2014	Walmart	William Hayden Jr.	\$ 50.00					\$ 50.00
03/12/2014	Walmart	William Hayden Jr.	\$ 50.00					\$ 50.00
03/12/2014	Walmart	William Hayden Jr.	\$ 50.00					\$ 50.00
	TOTALS		\$ 150.00	\$ 1,096.90	\$ 980.00	\$ -	\$ -	\$ 2,226.90