

Jefferson County
Board of Commissioners
Agenda Request

To: Board of Commissioners
Mark McCauley, County Administrator

From: Monte Reinders, P.E., Public Works Director/County Engineer 

Agenda Date: December 12, 2022

Subject: Resolution to Delegate Signature Authority for Volunteer Agreements

Statement of Issue: Formally delegate signatory authority for volunteer agreements to managers in the Public Works Department.

Analysis/Strategic Goals/Pro's & Con's: Volunteers provide a wealth of valuable service to programs administered by the Public Works Department, particularly in Parks and Recreation and Road Maintenance. They do so under volunteer agreements, which are standard documents for each division. Bringing each agreement to the Commissioners for approval would be of little benefit, and they have thus been approved for the County in the past by department and division heads. This resolution formally delegates signature authority to those department and division heads and maintains that past practice.

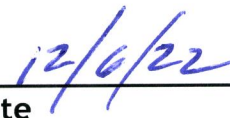
Fiscal Impact/Cost Benefit Analysis: The value of all volunteer contributions to the Public Works Department is not known to have been calculated, but volunteering organizations and individuals perform significant work that would be cost-prohibitive for County employees to accomplish. The costs of equipment, supplies and risk for volunteer performance of these tasks differ little from what would be required for County staff to perform the same work. The approved resolution will prevent the costs of preparing and processing agenda items for all volunteer agreements.

Recommendation: The Board is requested to sign one original of the Resolution to delegate signature authority.

Department Contact: Monte Reinders, Public Works Director, 385-9242.

Reviewed By:


Mark McCauley, County Administrator


Date

**STATE OF WASHINGTON
COUNTY OF JEFFERSON**

In the Matter of Delegation of x
Signature Authority for x
Volunteer Agreements x

RESOLUTION NO. _____

WHEREAS, diligent volunteers perform important and essential work on behalf of the Public Works Department; and

WHEREAS, volunteers provide maintenance, operations, project, policy, fundraising and related services to enhance and maintain County Parks under the oversight of the Parks and Recreation Division; and,

WHEREAS, volunteers provide coaching, youth development, adaptive, outside-of-school time, safety, health, wellness, safety and related services to the Recreation programs administered by the Parks and Recreation Division; and,

WHEREAS, community organizations and their volunteers provide removal of debris and trash from the shoulders and ditches of county roads through the Adopt-a-Road program administered by the Road Maintenance Division; and

WHEREAS, these and other services provided by dedicated volunteers would be cost-prohibitive for Department staff to perform; and,

WHEREAS, the opportunities to perform these and other services are an important opportunity for individuals and community organizations to offer their time and skill to the benefit of the community; and,

WHEREAS, individual volunteers and groups of volunteers through their respective community organizations provide their volunteer service under the terms of approved Agreements for their service; and,

WHEREAS, the authority to sign said Agreements for the County should be delegated to the Parks and Recreation Manager, the Road Maintenance Superintendent or Operations Manager and the Public Works Director for the sake of efficiency and expediency;

NOW, THEREFORE, the Board of Jefferson County Commissioners does hereby designate the Parks and Recreation Manager, the Road Maintenance Superintendent or Operations Manager and the Public Works Director as appropriate persons to sign Volunteer Service Agreements on behalf of Jefferson County and Public Works. Furthermore, the Public Works Director, working with the Prosecuting Attorney's Office, may from time to time update and

modify said Volunteer Service Agreement form as necessary or prudent while in keeping with the original intent presented herein.

ADOPTED THIS _____ DAY OF _____, 2022.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Kate Dean, Commissioner, District #1

Heidi Eisenhour, Commissioner, District #2

Greg Brotherton, Commissioner, District #3

ATTEST:

Carolyn Gallaway, CMC
Clerk of the Board