

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

WEDNESDAY, JANUARY 20, 2016

4:00 p.m.

-Consider approval of the minutes of December 2, December 9, December 23, December 30, 2015 and January 6, 2016.

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
- (b) Consider approval of Joint City /County resolution concerning charges for ambulance services (Mark Bradford);
- (c) Consider approval of agreement with KDOT Treatment of noxious weed on KDOT rights-of-way (Keith Browning); and
- (d) Consider approval of the 2016 outdoor warning siren maintenance agreement in the amount of \$29,073.60 with Blue Valley Public Safety (Jackie Waggoner)

REGULAR AGENDA

- (2) Request to hold national collegiate swimming event at Lone Star Lake (Keith Browning)
- (3) Food Systems Presentation/2015 Market Match Program Overview (Helen Schnoes /Tresa Carter) -No backup
- (4) (a) Consider approval of Accounts Payable (if necessary)
- (b) Appointments
 - Board of Construction Codes Appeals (1) position 12/15
 - Fire District #1 – (1) position 12/15
 - Food Policy Council –(5) positions 12/15
 - Lawrence Douglas-County Health Board (1) position 03/16
 - Heritage Conservation Council (2) positions 05/16
- (c) Public Comment
- (d) Miscellaneous
- (5) Adjourn

MONDAY, JANUARY 25, 2016

6:00 p.m. – Jail Town Hall Meeting in the County Commission Chamber, 1100 Massachusetts Street. Two or more Commissioner may attend.

WEDNESDAY, JANUARY 27, 2016 – Cancelled

WEDNESDAY, FEBRUARY 3, 2016

WEDNESDAY, FEBRUARY 10, 2016

WEDNESDAY, FEBRUARY 17, 2016

WEDNESDAY, FEBRUARY 24, 2016

WEDNESDAY, MARCH 2, 2016

WEDNESDAY, MARCH 9, 2016

WEDNESDAY, MARCH 16, 2016 – Light or cancelled

Note: *The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:00 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.*

CITY ORDINANCE NO. _____
COUNTY RESOLUTION NO. _____

**A JOINT RESOLUTION/ORDINANCE OF THE BOARD OF COUNTY
COMMISSIONERS OF DOUGLAS COUNTY, KANSAS
AND THE CITY COMMISSION OF THE CITY OF LAWRENCE, KANSAS,
CONCERNING CHARGES FOR AMBULANCE SERVICES**

WHEREAS, the City of Lawrence, Kansas and the Board of County Commissioners of Douglas County, Kansas have entered into an agreement for the provision of ambulance service in all of Douglas County;

WHEREAS, pursuant to said agreement, the City of Lawrence, Kansas and the Board of County Commissioners of Douglas County, Kansas have agreed to jointly establish fees for emergency medical services; and

WHEREAS, the governing body of the City of Lawrence, Kansas and the Board of County Commissioners of Douglas County, Kansas have agreed to amend such fees in accordance with the provisions of this joint resolution/ordinance.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAWRENCE, KANSAS:

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS:

Section 1. From and after the effective date of this Joint Resolution/Ordinance, Section 8-401 of the Code of the City of Lawrence, Kansas, 2008 Edition and amendments thereto, and Section 5-201 of the Code of Douglas County, Kansas, 2000 Edition, are hereby amended and restated to read as follows:

EMERGENCY MEDICAL SERVICES; FEES. The rates for ambulance service in City Code 8-401 and in Douglas County Code 5-201 shall be as follows:

- A. **ALS 2:** All inclusive advanced life support emergency and routine service provided where at least three medications are administered by intravenous push/bolus or by continuous infusion excluding crystalloid, hypotonic, isotonic, and hypertonic solutions (Dextrose, Normal Saline, Ringer's Lactate) or one ALS procedure (e.g., manual defibrillation/cardioversion, endotracheal intubation, central venous line, cardiac pacing, chest decompression, surgical airway, intraosseous line) is provided:
 - i. January 1, 2016 to December 31, 2016: base rate \$712.00 plus \$8.49 per loaded mile.
 - ii. January 1, 2017 to December 31, 2017: base rate \$743.00 plus \$8.86 per loaded mile.
 - iii. January 1, 2018 to December 31, 2018: base rate \$774.00 plus \$9.23 per loaded mile.

- B. Emergency ALS – Level 1: All inclusive advanced life support emergency and routine service where specialized services are provided:
- i. January 1, 2016 to December 31, 2016: base rate \$643.00 plus \$8.49 per loaded mile.
 - ii. January 1, 2017 to December 31, 2017: base rate \$671.00 plus \$8.86 per loaded mile.
 - iii. January 1, 2018 to December 31, 2018: base rate \$699.00 plus \$9.23 per loaded mile.
- C. Emergency BLS: All inclusive advanced life support emergency and routine service where no specialized services are provided:
- i. January 1, 2016 to December 31, 2016: base rate \$547.00 plus \$8.49 per loaded mile.
 - ii. January 1, 2017 to December 31, 2017: base rate \$571.00 plus \$8.86 per loaded mile.
 - iii. January 1, 2018 to December 31, 2018: base rate \$595.00 plus \$9.23 per loaded mile.
- D. Non-Emergency ALS – Level 1: All inclusive advanced life support routine scheduled service with specialized services provided:
- i. January 1, 2016 to December 31, 2016: base rate \$643.00 plus \$8.49 per loaded mile.
 - ii. January 1, 2017 to December 31, 2017: base rate \$671.00 plus \$8.86 per loaded mile.
 - iii. January 1, 2018 to December 31, 2018: base rate \$699.00 plus \$9.23 per loaded mile.
- E. Non-Emergency BLS: All inclusive advanced life support routine scheduled service with no specialized services provided:
- i. January 1, 2016 to December 31, 2016: base rate \$547.00 plus \$8.49 per loaded mile.
 - ii. January 1, 2017 to December 31, 2017: base rate \$571.00 plus \$8.86 per loaded mile.
 - iii. January 1, 2018 to December 31, 2018: base rate \$595.00 plus \$9.23 per loaded mile.

F. Standby Time:

High School Events, per quarter hour: \$13.00.

All other events exclusive of High School Events shall be determined by an agreement that has been properly executed for actual employee costs plus a 15% administrative fee.

H. Medical Equipment:

Medical equipment will be part of the all inclusive advanced life support base rate.

I. Additional Service Policies:

1. Specialized services for purposes of this section shall be defined as services, which include either electrocardiogram monitoring, intravenous solutions administration or advanced airway establishment.
2. The all-inclusive base rates will consist of all disposable supplies including pharmaceuticals and solutions.
3. When a helicopter is used instead of an ambulance to transport the patient from the scene, the patient will be charged the applicable base rate.
4. When a patient receives specialized services and is not transported, the patient will be charge the applicable base rate.
5. When service is rendered and either the City of Lawrence or Douglas County would be responsible for the fee, the all fees will be waived.
6. When service is provided for emergency service personnel while performing their official duties the fee(s) will be waived.
7. Lawrence-Douglas County Fire Medical shall accept assignment on all Medicare or Medicaid claims or when Medicare/Medicaid benefits have been waived by a beneficiary in conjunction with a managed care plan. In addition, Lawrence-Douglas County Fire and Medical shall accept allowable amounts from the State Crime Victims Fund, the Veterans Administration, Tricare/Champus and Worker Compensation claims.
8. Lawrence-Douglas County Fire Medical shall be a contracting provider of ambulance services for Blue Shield of Kansas.
9. All ambulance services must be provided by a Kansas licensed advanced life support capable ambulance.

Section 2. Section 8-401 of the Code of the City of Lawrence, Kansas is repealed, it being the intent of this City Ordinance to supersede the repealed provisions. Resolution No. 08-28 of the Board of County Commissioners, as codified at Section 5-201 of the Code of Douglas County, Kansas, is repealed, it being the intent of this County Resolution to supersede the repealed provisions.

ADOPTED by the governing body of the City of Lawrence, Kansas this _____ day of _____, 2016.

ADOPTED by the Board of County Commissioners of Douglas County, Kansas this _____ day of _____ 2016.

PASSED:

Mike Amyx, Mayor

ATTEST:

Brandon McGuire, Acting City Clerk

BOARD OF COUNTY COMMISSIONERS OF
DOUGLAS COUNTY, KANSAS

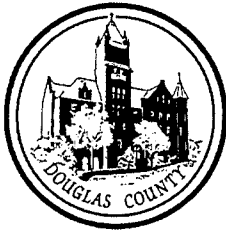
Jim Flory, Chair

Nancy Thellman, Commissioner

Mike Gaughan, Commissioner

ATTEST:

Jamie Shew, County Clerk



DOUGLAS COUNTY PUBLIC WORKS

3755 E. 25th Street
Lawrence, KS 66046
(785) 832-5293 Fax (785) 842-1201
dgcopubw@douglascountyks.org
www.douglascountyks.org

Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer *KAB*

Date : January 12, 2016

Re : Consent Agenda approval of agreement with KDOT
Treatment of noxious weeds on KDOT rights-of-way

Attached is a proposed agreement between Douglas County and KDOT for the treatment of noxious weeds on state road rights-of-way in 2016. Under terms of the agreement, Douglas County treats noxious weeds and invoices KDOT for our cost of chemicals, plus labor (including fringe benefits) and equipment hourly costs as shown in the agreement.

This department has treated noxious weeds on state rights-of-way the last several years under a similar agreement. We feel this ensures proper treatment of noxious weeds and aids the overall effort to control noxious weeds throughout the county. We budgeted for treatment of noxious weeds on state rights-of-way during preparation and approval of the 2016 Noxious Weed budget within the General Fund.

Action Required: Consent Agenda approval of agreement with KDOT for the treatment of noxious weeds on state rights-of-way in 2016. The BOCC chair should sign the agreement.



121 S.W. 21st Street
Topeka, KS 66612
Mike King, Secretary
Michael J. Stringer, P.E., District Engineer

Phone: 785-296-3881
Fax: 785-296-1162
Hearing Impaired - 711
publicinfo@ksdot.org
<http://www.ksdot.org>
Sam Brownback, Governor

November 3, 2015

Douglas County Noxious Weed Department
1242 Massachusetts Street
Lawrence, KS 66044

RE: Noxious Weed Spraying Contract

Dear Douglas County Noxious Weed Department,

This is a request to renew the Noxious Weed Contract and rates for the upcoming calendar year of 2016. We appreciate the good working relationships with Douglas County Noxious Weed Department in the past years and look forward to continued good working relations. Please respond by January 15, 2016.

You can use the Forms that the State Board of Agriculture has designed or ones that you normally use. If you would like to use our KDOT Form DOT 0322 in the upcoming calendar year of 2016, I have enclosed that in this mailing as well.

We would appreciate if the Area Office could receive the billings as least once per month and the daily logs for the application area signed once per week and turned into the KDOT Sub-Area Supervisor.

If you have any questions, please call me at (785) 296-7172 or email at Davidst@ksdot.org.

Thank you,

A handwritten signature in black ink, appearing to read "David Studebaker". The signature is fluid and stylized, with a large loop at the end.

David Studebaker
District One Maintenance Superintendent

CC: Jaci Vogel, P.E., District One Maintenance Engineer
Julie Torkelson, District One Accountant
Dale Kirmer, Bureau of Maintenance

DEC - 9 2015

**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF MAINTENANCE**

COUNTY AGREEMENT TO TREAT NOXIOUS WEEDS

This agreement made and entered into this day of January, 20 16, by and between the Board of County Commissioners of Douglas County, hereinafter referred to as County, and the Kansas Secretary of Transportation, hereinafter referred to as Secretary. The Kansas Department of Transportation hereinafter is referred to as KDOT.

WHEREAS, The Kansas Legislature has declared certain weeds to be Noxious Weeds (see Kansas Noxious Weed Law), and

WHEREAS, The County desires to treat noxious weed infested areas on State Highway Rights-of-Way within said County and the KDOT desires to retain the County to spray and treat such areas, and

WHEREAS, The Secretary and County agree to enter into a performance agreement, where in the County shall treat all noxious weeds on State Highway rights-of-way in the County. A condition of the fulfillment of the agreement requires that treatment by the County will provide a satisfactory control of the noxious weeds. Satisfactory performance is defined as preventing the production of viable seed and/or destroying the plant's ability to reproduce by vegetative means.

NOW, THEREFORE, in consideration of the premises, the parties hereto agree as follows:

1. The county will notify the KDOT District Engineer or the authorized representative, prior to each treatment on highway right-of-way, of the scheduled time and location of such treatment.
2. The County spraying operation may include a dye in the chemical mixture to allow easy identification of areas treated.
3. A representative of the KDOT shall make periodic field inspections to check treated areas. A field log and record will be maintained by the KDOT indicating dates treated and inspected, location and size of areas, type of noxious weeds, apparent affect of treatment and other pertinent comments. Approval by the KDOT representative shall be required before the County will be paid for treatment.
4. **Schedule of Cost:** The County shall provide all chemicals (includes herbicides, surfactants and drift control materials as required), dye, labor and equipment to treat noxious weeds. Chemicals and dye are to be provided at the County's cost. Labor and equipment costs are as follows:

LABOR COST	COST	*EQUIPMENT RENTAL TYPE AND SIZE
<u>33.34</u> /hr. operator	<u>26.87</u> /hr.	<u>1 ton Pickup with Sprayer</u>
_____ /hr. operator	_____ /hr.	_____

*Spraying equipment will have cab mounted flashing (or rotating) safety lights

5. **Billing and Payment:** The County shall submit to the KDOT District Engineer an itemized bill for wholesale cost of chemicals and dye furnished, plus actual cost of treating noxious weeds based on equipment rental and labor costs for areas of satisfactory performance. Upon receipt of proper billing and final approval, payment for treating noxious weeds will be made to the County by the KDOT.

6. **Record of Work:** The County representative doing the work shall:

Record size, location and type of noxious weed areas treated.
Record amount and kind of chemicals applied on each area.
Record dates chemicals were applied.
Maintain Report of Noxious Weed Treatment DOT FORM NO. 322-A, which shall be submitted to the KDOT within 1 to 2 weeks after treatment.
Maintain records until all claims are paid, but in no case less than the three year statutory time.
Make all records available for KDOT audit, when so requested by KDOT.

7. Chemicals, approved for use on highway right-of-way are listed below.

<u>CHEMICAL</u>	<u>TRADE NAME</u>	<u>RATE OF APPLICATION (metric)</u>
2, 4-D (amine or ester) (a)	numerous	1 to 2 lb. Equiv./acre (1.1 to 2.2 kg/ha)
Glyphosate (b)	numerous	1 1/2 lb. Equiv./acre (1.7 kg/ha)
MSMA	numerous	3 to 5 lb. Equiv./acre (3.8 to 5.6 kg/ha)
Sulfometuron (c)	Oust	3 to 6 ounces/acre (.21 to .42 kg/ha)
Picloram	Tordon	rate depends upon weed species
Chlorsulfuron	Telar	1/2 to 1 oz./acre (0.035 to 0.070 kg/ha)
Imazapyr	Arsenal/Habitat	1/4 lb. Active/acre (0.28 kg/ha)
Metsulfuron Methyl	Escort	rate depends upon weed species
Triclopyr (d)	Garlon	1/4 to 1/2 lb./acre (0.28 to 0.56 kg/ha)
Fluizafop P butyl + Fenoxiprop	Fusion	7 to 9 fl. oz. per acre (83.8 to 107.75 ml/ha)
Imazapic (e)	Plateau	rate depends upon weed species
Quinclorac (f)	Paramount/Drive	rate depends upon weed species and desirable grass species
Sulfosulfuron (g)	Outrider	rate depends upon desirable grass species
Aminopyralid (h)	Milestone	rate depends upon weed species

- (a) May be used alone or in combination with other herbicides
(b) (Round-up)
(c) Spot treatment only
(d) Sericea lespedeza
(e) Do not use where cool season grasses are the desired species
(f) Fall bindweed control
(g) Do not use for more than 3 consecutive seasons
(h) Musk, bull and Canada thistle

There may be other trade names for the herbicides listed.

8. Chemicals shall be mixed and applied as recommended by the manufacturer and in accordance with approved methods contained in the "Official Regulations" issued by the Kansas Department of Agriculture.
9. The County agrees to provide this service in a workmanlike manner, to be in strict conformance with the instructions for handling and applying noxious weed chemicals and to be responsible for any negligent acts or omissions that may occur in the performance thereof.
10. This agreement shall terminate December 31st of this year, except records shall be maintained in accordance with Section Six above. Termination may be sooner by a ten day written notice from either party to the other. It is agreed further that this contract can be renewed for three consecutive years at the option of the Secretary upon a 30-day written notice to the contractor prior to December 31st of the current year. The contractor and the Secretary agree that all terms of the renewal will remain the same unless either party determines that the price of the chemicals should be re-negotiated.

This agreement is officially adopted by the Board of County Commissioners and recorded in the official records of the proceedings of said Board.

In witness whereof the parties have caused this Agreement to be executed by their duly authorized officers or representatives.

SECRETARY OF TRANSPORTATION

THE BOARD OF COUNTY COMMISSIONERS

BY _____
District Engineer

BY _____
Title:



DOUGLAS COUNTY ADMINISTRATIVE SERVICES

Division of Purchasing

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5286 Fax (785) 838-2480
www.douglas-county.com

MEMO TO: The Board of County Commissioners
Craig Weinaug, County Administrator

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

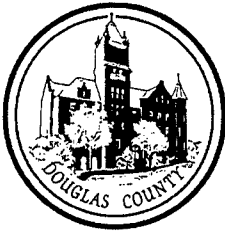
SUBJECT: Approve Outdoor Warning Siren Maintenance Contract

DATE: January 15, 2015

Douglas County participated in a Mid America Regional Council (MARC) cooperative contract for outdoor warning sirens. The contract established with Blue Valley Public Safety includes both equipment and maintenance.

Our maintenance agreement includes 35 sirens, 41 siren controls, 164 batteries, 2 encoders, and 1 software upgrade for a total cost of \$32,304. The County is eligible for a 10% discount if payment was made in full by January 31, 2016. We intend on taking advantage of this discount that would reduce our annual cost to \$29,073.60.

SUGGESTED MOTION: The Board of County Commissioners approves the 2016 outdoor warning siren maintenance agreement in the amount of \$29,073.60 with Blue Valley Public Safety.



DOUGLAS COUNTY PUBLIC WORKS

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Lawrence, KS 66046
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Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer *KAB*

Date : January 14, 2016

Re : Request to hold national collegiate swimming event at Lone Star Lake

Clark Campbell, KU Swimming coach, prepared the attached request to hold the first ever National Collegiate Open Water Swimming Championship at Lone Star Lake. The proposed event would be presented by KU and the College Swimming Coaches Association of America (CSCAA), and would be held on Saturday, September 17. He indicates the CSCAA will be able to provide event insurance.

The lake would need to be closed to other uses on Friday, September 16, from approximately 8:00 AM to 4:00 PM to allow set-up of the course and to allow athletes to swim the course. The lake would also need to be closed to other uses on Saturday, September 17 from approximately 6:00 AM to 12:00 noon for the race and removal of buoys.

Coach Campbell estimates there would be approximately 150-200 athletes, 30-50 coaches, and 30-50 support staff for the event. He estimates approximately 100-150 vehicles would require parking. We estimate approximately 50 vehicles could be parked in the parking lot just east of the campground. The remaining vehicles would need to be parked along park roads. The concrete canoe races held at Lone Star Lake in 2015 generated more than 150 parked vehicles. There were no significant problems for that event, but we will work with organizers for this event to minimize parking issues.

Currently, we are asking the BoCC for approval of the event in concept. There are details still to be worked out, including parking and the needed level of involvement of park staff. The amount and form of event insurance also needs to be determined.

Action Required: Consider approval for KU and the College Swimming Coaches Association of America to hold the National Collegiate Open Water Swimming Championship at Lone Star Lake on Saturday, September 17, 2016.

To: Douglas County Commission
From: Clark Campbell, KU Swimming
RE: Collegiate National Open Water Swimming Championship at Lone Star Lake

Dear Commission,

KU Swimming is looking to host the first ever National Collegiate Open Water Swimming Championship at Lone Star Lake on Saturday, September 17, 2016. It would be presented by KU and the College Swimming Coaches Association of America (CSCAA). We are looking for permission utilizing the lake on Sept 15-17. The men's and women's races are both 5Km, which takes approximately 1 hour to complete. We would use basically the perimeter of the lake. Below is the timeline:

Thurs, Sept 15

Set course with buoys/finish area in the afternoon. No need to limit public access to lake

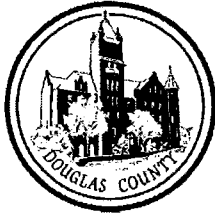
Fri, Sept 16

8:00-10:00 AM	Set-up race day check in
10:00 AM-4:00 PM	Allow athlete's to swim course

Sat, Sept 17 (race day):

6:00	AM	Officials and volunteers beginning arriving
7:00		Athlete's begin arriving
7:45		Lake open for warm up
8:30		Women's race
10:00		Men's race
11:00		Remove buoys/finish area from lake
11:30		Awards Ceremony
12:00	Noon	Even concludes

The CSCAA will be able to provide event insurance and event set up will be done by SilverBack.
If you have any questions or need more explanation, please let me know.



DOUGLAS COUNTY ADMINISTRATION

Douglas County Courthouse
1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 330-2873 Fax (785) 832-5320
www.douglas-county.com

Wack on

Eileen Horn
Sustainability Coordinator

Helen Schnoes
Food Systems Coordinator

MEMORANDUM

TO: The Board of County Commissioners
Craig Weinaug, County Administrator

FROM: Eileen Horn, Sustainability Coordinator
Helen Schnoes, Food Systems Coordinator

SUBJECT: Consider recommendation of a contract for conducting a farmers' market sector analysis for Douglas County

DATE: January 20, 2016

The farmers' markets of Douglas County represent a core component of our local food system, as an outlet for farmers to access direct markets and for consumers to access healthy, local food. In 2016, our downtown Lawrence Farmers' Market will enter its 40th season, and both Cottin's Hardware and Clinton Parkway Nursery offer alternative days in the city for farmers and shoppers. In Eudora, Baldwin City, and Lecompton, smaller markets have emerged in recent years and strive to fully serve their neighbors.

The Food Policy Council has worked closely with markets through a liaison position and the establishment of the Market Match program. From these engagements, we learned of interest among our markets to gather meaningful, on the ground data to guide their decisions. We looked for opportunities to improve the coordination of the markets in our county, and provide resources to lift all the markets while also serving the unique needs of each market and its community.

In the spring of 2015, Douglas County applied for and received a grant towards the completion of a county-wide farmers' market study. The USDA Farmers Market Promotion Program Grant program will fund \$53,650 for two years of work. The first year will focus on conducting the study itself, for \$47,500; the second year will provide \$6,150 to assist the seven markets in our county with the implementation of recommendations. The County has partnered to offer in-kind staff time commitment for the County Sustainability Coordinator and the County Food Systems Coordinator.

The analysis and final report will include a policy environment assessment that identifies barriers and opportunities regarding the establishment and maintenance of farmers' markets in Douglas County; a capacity assessment of the seven farmers' markets in Douglas County; and an assessment of vendor and consumer needs, challenges, and future vision. The study will also provide review of assets to leverage in new ways, such as a county-wide branding campaign or a

year-round farmers' market. The research and analysis will be conducted in cooperation with the Douglas County Food Policy Council, the leaders and vendors of our county markets, and interested stakeholders.

In November, we released an RFP calling for qualified research firms to conduct the farmers' market study for Douglas County. Four proposals were received. They were: New Ventures Advisors LLC, SCALE, Morrison & Co, and Community Roots.

A selection committee was formed to review and evaluate the proposals. Commissioner Nancy Thellman, Jackie Waggoner, Eileen Horn, Helen Schnoes, Marlin Bates (current Food Policy Council Chair and K-State Horticulture Agent), and Amanda Cook (Chair of the Lawrence Farmers' Market board) reviewed the four proposals and selected two firms to interview based upon the proposal quality and the firms' experience with similar projects. The fees from all of the firms were competitive, and responded to the published available funding of \$47,500 for the entire project.

The selection committee then conducted interviews of the two firms (SCALE and Community Roots). Each firm presented their specific approach to analyzing and working with our county farmers' markets.

The selection committee recommends that the County award a contract to SCALE, a firm whose principal, Anthony Flaccavento, is a national leader in sustainable economic development and local food systems. A farmer himself, Anthony has grown his local farmers' market with his fellow vendors and established a regional network to support other markets in his home state of Virginia. SCALE has conducted on the ground farmers' market research in its home region and Asheville, NC. Anthony and the team at SCALE bring considerable expertise in engaging producers in assessing how to improve farmer income and enhance farmers' markets and their coordination. Their producer-centric approach will ensure that our local producers' perspectives are heard and considered throughout the process.

Anthony and SCALE previously worked with Douglas County and the Food Policy Council to conduct the regional food hub feasibility study in 2013-2014 and will build upon the information they collected and the relationships they cultivated during that previous engagement.

The contract documents are being finalized. The Sustainability and Food Systems Coordinators and selection committee members will be available to answer questions.

Recommended Motion: Authorize staff to negotiate the terms of a contract with SCALE to conduct a county-wide farmers' market analysis for \$47,500 and to execute the contract.