



WASCO COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
DECEMBER 8, 2010

PRESENT: Dan Ericksen, Chair of County Commission  
Sherry Holliday, County Commissioner  
Bill Lennox, County Commissioner  
Kathy McBride, Executive Assistant

At 9:02 a.m. Chairman Dan Ericksen called the meeting to order.

Fred Davis, Facilities Manager, discussed with the Board of Commissioners the need for janitorial services at the new Veterans Service Office, the 911 Communications Center, the Emergency Operations Center, and the Community Corrections Office. With the relocation of these offices the County is adding additional square footage of space that will need to be maintained. The County is currently at a 60% staffing level.

Davis noted that Tyler Stone, Administrative Officer, is planning to obtain a quote for contracting out the janitorial service for the Veterans Service Office. Steve Conover, Chief Deputy Sheriff, has stated that the 911 Communications Agency may cover their janitorial costs.

Chairman Ericksen stated that it was the County's intention when entering into the Lease with the City for the Transportation Center for the Veterans Service Office that any additional cost for the new office space would come out of the Veteran's Service budget. The County did not have the capacity for taking on this additional responsibility.

Davis noted during the discussion that the pricing on the carpet for the Transportation Center came in under \$5,000 and that the County is required to submit a Change of Use Application to the City of The Dalles for the use of the Transportation Center Building.

**WORK SESSION for Strategic Planning for Wasco County.**

The continuation of the work session for strategic planning was called to order by Chairman Ericksen. Present was Tyler Stone, Administrative Officer, Rod Runyon, Commissioner Elect, Scott Hege, Commissioner Elect, and Darcy Long-Curtiss. Also present was Chip Wood, Budget Committee Member.

Stone stated that Hege was assigned to bring back for discussion a proposed mission statement.

Hege noted that he completely forgot about the assignment.

Stone stated that we will begin working on focus areas and developing strategic priorities. He referred the group to Slides 19, 22 and 23 of his PowerPoint Presentation, (Attached as Exhibit A).

The group discussed the three key elements in developing strategic priorities. Stone noted that they need to touch base on the mission, vision and direction of our organization.

A lengthy discussion occurred regarding the development of strategic priorities. Stone wondered if this is a direction that the Board wants us to take.

Commissioner Lennox stated that he feels this is a direction that we should be undertaking. He feels it is important to keep our focus high.

Stone stated where the County had the problem was implementing it down to each of the Departments. We will need to have regular meetings with the Departments to find out what they are doing. Each Department will have to come up with a plan on what they are going to work on.

Hege asked, what is the best way to do this work? Could you do it at the top level, or do you need a huge group that would work on it.

Stone's preference is to do the work in smaller groups. Then we would take the work of this group and initiate it in each of the Departments. It is a cascading process.

Runyon asked if there is some value in sending out a memo to Departments as we go along looking for input before proceeding to our next product.

Stone stated that he feels there is some value, but not in this year's process. Next year we will have customer surveys. Once we have developed this we will

go out to Departments and present these and start the process on how we want this implemented.

The next item to work on is identifying strategic focus areas.

Commissioner Lennox felt that the most important thing we can do is to come up with revenue sources to allow Departments and employees to do their work. We want them to be good, happy and productive employees.

Stone asked do we want to have customer involved government, technology based services, or financial health and economic development. If so we need to identify those focus areas.

Long-Curtiss asked if there is a perception that County employees do not know the best way to do their jobs.

Stone stated not at all. They are an expert on doing their job. They do those jobs with no direction from the leadership of the County. They need that direction. It is important to set a frame work and allow the Departments to work within that frame work.

Long-Curtiss stated when she was employed by the County she noticed that a lot of things came from the top down. We were always trying to figure out how to comply. They did not feel empowered and felt that they were being micro managed on what they did. She wondered if this portion of the planning could happen after the Budget Session. With no buy in, on top of budget cuts, people are going to be really unhappy.

Chairman Ericksen stated that was a good point. How much can you take in one bite? This is all visionary.

Long-Curtiss stated that she is not saying don't do it; she is just saying do it after the Budget Session.

Stone stated that we need to start this process and get it rolling. We will start having these conversations on what is or isn't important. We would have already defined what is important to the organization.

Hege wondered if these would be our priorities because they are included in our mission statement.

Stone stated that the priorities are built from those types of things. All of those build into what the priority will be. Within the mission statement you have some strategic priorities. Through this process of developing those you will better

define how you want those resources spent or leverage. Organizations that do this and do it well help to guide the individuals in their everyday work.

Hege read the mission statement that was developed at the last meeting. The mission statement developed is as follows: "The mission of Wasco County Government is to ensure the provision of essential public services in a customer-friendly, forward-thinking and fiscally responsible manner that is open and accessible to all".

Stone asked again if this process is something that is important to continue with.

Commissioner Holliday thinks this is a good exercise if it gets us to where we want to be. We know that we need to make some hard decisions.

Runyon stated it is a good idea. It is not worth it if it goes into a drawer.

Chairman Ericksen stated we need to keep in mind what we are not going to do.

Runyon stated that he feels we need to inform the Department Heads as we go through this process. It is important to get this information out to get buy in along the way.

Hege stated that he feels it needs to have our buy in first. This is about leadership. The public has entrusted us to provide good leadership. At the end of the day there will be some unhappy people.

Chip Wood stated because of the budget constraints he would focus on more of the employees instead of our constituents. He has never had any problem with getting information from County Departments. Wood has received good service from the Departments. If we give the employees tools and resources they will take care of it for the public.

Stone felt Wood was right. Looking at facilities he has always been left to his own direction on how he wants those Departments to run or to feel. It would be nice for the governing body to say within the Human Resource Department we want you to work on leveraging technology and then leave it up to him. He wants to know what is important to the Board of Commissioners.

Stone stated if we can come up with five focus areas; it just means these are important. As he is doing day to day activities he can put more emphasis on those areas.

The group discussed potential focus areas. The following focus areas were identified by the group:

Technology

Customer Service

Employee Satisfaction

- Employee Equity

Infrastructure Maintenance

- Facilities, roads?

Communication

- Fiscal Education
- Employees
- To Public

Stone stated that we need to develop strategy and directional statements on these identified focus areas.

The group was assigned to come up with strategy and directional statements on these five focus areas. Stone requested that these statements be emailed to him in order to put them into one document.

The group considered the date for the next work session. It was decided that the next work session would be held on Tuesday, January 11, 2011 from 10 a.m. to 12 p.m. in the Deschutes Meeting Room.

Stone requested that they send him what they come up with by no later than January 5<sup>th</sup>.

Other Business:

Commissioner Lennox noted the County's involvement with the Columbia Gorge Bi-State Renewal Energy Zone, consisting of the Counties of Hood River, Wasco, Sherman, Klickitat and Skamania. The organization is staffed by Mid Columbia Economic Development District. Commissioner Lennox mentioned the wind energy conference he attended recently at the Portland Convention Center. Commissioner Lennox encouraged that the County continue to be involved with the organization.

Chairman Ericksen stated that NORCOR has finally cleared the two hurdles for building a new building next to the Regional Correctional Facility. NORCOR has bought out the wetland. In the meantime Billabong has purchased a huge facility in Vancouver, BC. Billabong is downsizing their plans. They will probably make it their major distribution center in Canada. They are now planning on using less

space. NORCOR needs to bring in services for the entire property. The property will be prepared in anticipation of Billabong. Hopefully they will use the entire piece of property. If not they will market it for some other company.

Commissioner Holliday stated that she is meeting with the Oregon Marine Board on December 20<sup>th</sup>. The Public Works Department will rope off the boat ramp area at the Pine Hollow Reservoir. She has contacted individuals at the Reservoir to let them know that the ramp will be roped off. Badger Creek Improvement District has indicated that they will do everything that they can to help us out.

Stone asked if they could put up a sign at the boat ramp.

Commissioner Holliday will contact the District regarding them providing signage at the ramp.

Hege wondered how we are resolving the ownership issue of the boat ramp.

Commissioner Holliday stated that she will be talking to the Oregon Marine Board regarding that issue. She has spoken to Mike Davis, Irl Davis' son. By default it will fall back on the County. The Oregon Department of Fish and Wildlife has money, however their strings are that it has to be the County's responsibility. Commissioner Holliday stated we need to be sure that the County is not totally on line for the maintenance of the boat ramp.

Stone stated if the Badger Creek Improvement District said that they were going to remove the ramp then the County should encourage them to do that.

Commissioner Holliday stated if the County was not going to do anything they would take it out. She would hate to see it taken out and not have a new ramp put back in.

Chairman Ericksen suggested that Commissioner Holliday talk to Dan Van Vactor about the District taking out the ramp and using that work as leverage for obtaining state funding. He suggested that the County could agree to be the conduit for obtaining funding to replace the ramp, but with no commitment that we would provide maintenance or long term maintenance of the restroom or boat ramp.

Chairman Ericksen noted the three parcels obtained by the County through the foreclosure process from unknown owners. He asked if Commissioner Holliday could contact Nicholas Marquez in Wamic regarding one of the parcels. Marquez has never communicated back any interest in the parcel.

Chairman Ericksen noted that one of the parcels is located in Mosier. Mosier Creek LLC has no reason for wanting the property back since they have no use for the property. The property has no private use adjacent to it. Chairman Ericksen has directed staff to put it on the back burner and hold it as public property.

Chairman Ericksen stated that the last parcel has been offered for sale to Benjamin Synon. The cost to purchase the property is \$179.67, plus the \$250.00 remapping fee. The Synons has indicated that the property is not worth that much. They are willing to pay the back taxes and interest but not the \$250.00 remapping fee.

Chairman Ericksen is recommending that the County cover the cost of the remapping fee in order to get the property combined with the adjacent parcel owned by Benjamin Synon.

**{{{Commissioner Holliday moved that Wasco County offer to sell the parcel described as Township 1 North, Range 13 East, Section 7DD, Tax Lot 600, to Benjamin and Shirley Synon at the cost of \$179.67 and that the remapping fee of \$250 be waived. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**

Chairman Ericksen stated that Dan Boldt, Wasco County Public Works Director/County Surveyor, is lobbying the State of Oregon to require that the state notify the Counties prior to the Oregon Department of Revenue creating unknown ownership when remapping a County.

**CONSIDERATION of items listed on the Discussion List of December 8, 2010, (Attached as Exhibit B).**

Item #4 – The Board discussed the proposal received from Ecology and Environment, Inc., (Attached as Exhibit C).

**\*\*\*It was the consensus of the Board of Commissioners to support the proposal received from Ecology and Environment, Inc for the update of the Wasco County Ambulance Service Area Plan\*\*\*.**

**{{{Commissioner Holliday moved to approve Resolution #10-043 in the matter of supporting the Wasco County Public Works Department Wamic Market Reconstruction Grant Project. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**

**CONSIDERATION AND APPROVAL of the Regular Session Consent Calendar of December 8, 2010, (Attached as Exhibit D).**

**{{{Commissioner Lennox moved to approve the Regular Session Consent Calendar of December 8, 2010 as presented. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}**

**Item #2**

Stone noted that he has authorized the refilling of the Chief Deputy Position in the County Clerk's Office, since Linda Brown has been appointed as County Clerk to replace retiring County Clerk Karen LeBreton Coats.

**Item #3**

Stone noted that the cost to repaint the Transportation Center is around \$2,000 and the cost to carpet the building is below \$5,000.

Stone stated that he has contacted the Oregon Department of Veterans Affairs and asked them if the County could use some of the enhancement and expansion dollars, which need to be expended prior to the end of the biennium, on the costs of relocating the Veterans Service Office to the Transportation Center. The state indicated that they would approve the request if we could justify how the relocation will enhance the services to veterans.

**\*\*\*It was the consensus of the Board of Commissioners to authorize the painting and carpeting of the Transportation Center for the relocation of the Veterans Service Office. The approval is with the understanding that a future contingency transfer may be required\*\*\*.**

Marty Matherly, Wasco County Roadmaster, informed the Board that the concrete barriers at the boat ramp at the Pine Hollow Reservoir are not safe to install until the ice and snow melts.

Matherly stated that the removal of the boat ramp will be a huge cost. The County may want to look at an outside contractor since the work should be done by a private contractor and not the County.

**CONSIDERATION AND APPOINTMENT of Deputy Treasurer.**

Stone informed the Board of Commissioners that over the last couple of days he has done an about face on the direction we were going. He began a background



check on the second candidate for the position of County Treasurer. The background should be completed by next Tuesday. Because of some of the things going on at the Public Works Department Patty Latham needs to start transitioning out of her duties as County Treasurer.

Stone stated he spoke to Monica Morris, Finance Manager about assuming duties as Interim Chief Deputy Treasurer. Morris has agreed to do that. We are at the point of accepting Latham's resignation and appointing Morris as Chief Deputy.

Kathy McBride, Executive Assistant, asked if Latham has submitted her letter of resignation to County Clerk Karen LeBreton Coats.

Latham indicated that she has not, but will do so immediately.

The Board agreed to consider the acceptance of the resignation this afternoon at 1 p.m.

Some discussion occurred as to the need for appointing a Chief Deputy Treasurer until a person has been appointed as County Treasurer.

**APPROVAL of Employment Agreement for Administrative Officer.**

Chairman Ericksen asked the Commissioners if they have any further issues to discuss regarding the proposed Employment Agreement with Tyler Stone, Administrative Officer.

Commissioner Holliday stated that she felt the Agreement was fine after the changes were made.

Chairman Ericksen noted that he made the changes as previously discussed by McBride found other items that needed to be changed. There was probably a half dozen items that were amended in the Employment Agreement. The changes did not change the intent.

Chairman Ericksen had one additional change to be made to Section 7. The words "before the expiration of the aforesaid term of employment" were removed from the second sentence.

**{{{Commissioner Holliday moved to approve the Employment Agreement with Administrative Officer as amended. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**

Other Business:

Dan Boldt, Wasco County Public Works Director/County Surveyor, stated that there is an issue relating to his position as County Surveyor that we need to discuss. In the last legislative session County Surveyors in Oregon, elected previously, are no longer placed into office by election. During the period of time that these changes were made the Home Rule Charter was being discussed and voted upon. It was his choice not to pursue the issue of being elected over appointed. The legislative action changed the methodology on how he takes office, but changed nothing else. He will still serve a four year term.

Boldt stated that he has been employed with Wasco County since 1980. He was hired as an Engineer Tech. During his employment he has earned sick leave until eight years ago when he became the elected County Surveyor. Boldt stated that during those eight years he has accrued no sick leave. If he was to fall and break his back his family would be protected. If it happened after January 3, 2011, being appointed to the new office, his family would not be protected. That concerns him.

Commissioner Lennox asked Boldt if he get benefits as the Public Works Director, since he is paid as both the County Surveyor and Public Works Director.

Boldt stated that he has not earned an hour of vacation during the past eight years. When he became the elected Surveyor his accrued vacation remained banked. The new vacation time was either used or lost. Boldt stated in terms of sick leave he had quite a bit of time built up.

Boldt stated that he has studied the new statute. The fact is nothing changed around the rules guiding the County Surveyor's Office, except for how the office is filled. Since nothing has changed Boldt's request is that we treat him just the way we have been treating him these last eight years.

Chairman Ericksen stated that the Board will look into this matter further.

Karen LeBreton Coats, County Clerk, informed the Board that the Chief Deputy Treasurer is appointed by the Officer and not the Board of Commissioners.

McBride noted that ORS 204.061 requires the governing body to designate the deputies in the County.

Coats stated that the County would establish the Deputy position and then the Treasurer would appoint the Deputy.

**{{{Chairman Ericksen moved that the Chief Deputy Treasurer Position be created and that said position remains in existence through February 1, 2011. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**

The Board recessed for lunch at 12:15 p.m.

The Board reconvened at 1:04 p.m.

**CONSIDERATION AND DECISION on the request to vacate a portion of Martin Public Road.**

Chairman Ericksen stated that this is the time for the Board to consider the request to vacate a portion of Martin Public Road.

Marty Matherly, Wasco County Roadmaster, stated that he contacted one of the petitioners. The scenario he was looking at will not work in this particular case.

Chairman Ericksen asked if Scott Hege, Petitioner, wished to address the Board.

Scott Hege stated that at the time there were two things that happened that pushed the issue. One was the road had become a problem for the property owners living along the road. There was a lot of traffic, there were dumping issues and people were doing things that they should not have been doing. Many of the property owners had their property surveyed. The travel route is not where the right of way is. That is a problem.

They were told to look into the vacation process by the County Surveyor and their surveyor. So they got the paperwork and went through the vacation process. Everyone on the road signed the petition. Hege stated that they were not trying to close the road or block access. He said it is a little frustrating to be here three years later.

Hege stated at the last meeting where this issue was discussed the County Court decided to table the matter waiting for the Transportation System Plan to be adopted. The Plan has been adopted, but it did not address these types of roads.

Hege stated that there is not one stitch of public property on that portion of Martin Road. It is all privately owned property. The County does not take care of the road. The road is important to him and to his neighbors. The neighbors pay to

maintain the road. If the road is so important to the public then the County should get up there and take care of it.

Chairman Ericksen stated that the section of the road you are talking about is on private property. What we are being asked to vacate is not even where the road is.

Hege stated that the right of way is not where the travel way is.

Chairman Ericksen stated that you put up a gate, but did not close it. Did the gate help with the issues that were causing the problems?

Hege stated that today it is way different than it was three years ago. One reason is because of the gate. They did more fencing and narrowed up the travel lane. They installed a dead end sign at the start of Martin Road. The traffic count is lower, there are no dumping problems and no one is having sex up there on a regular basis. The road, however, is getting worst. Hege noted the problems that occur during the winter time.

Commissioner Holliday asked how many people access this road.

Hege stated that there are 10 that have residential access off Martin Road. There are 9 dwellings.

Hege stated that they have never closed off access to Martin Road. They have told people to slow down, but have never told anyone that they cannot use it.

Commissioner Lennox asked if the road were to be vacated, what would be different.

Hege stated that the vacation has more to do with where the right of way is. It does not matter to him anymore. There are other property owners that may have an issue regarding the right of way being closer to their homes since there may be some setback issues.

Commissioner Holliday asked if the road were moved to the correct right of way would there be some issues?

Matherly stated you have a 19.8 foot width right of way. In order to build a road in that right of way you would have to acquire more right of way.

Mark Womble stated that this road is the only alternate access to the highway. It is a big deal to them. This road was constructed long before there were any houses in that area. They all knew where the road is.

Womble stated that he was not going to comment until he saw the email from Jim Yuhas. Five of the seven points are not correct. This is an attempt to create a gated community. Mountain View is frequently impassible during the winter months. That is why 27 people signed the petition not to vacate. The rebirth of this issue was the construction of the gate. It was his understanding during the hearing that the road would not be gated. Four or five months later the gate was put up. The gate was not closed. If the gate is closed that is when there will be problems.

Womble stated that he can speak to where the road is. It is on both the platted road and private property. We have heard from Wolfe that it is on his property. That is not unusual. Surveys done years apart come up feet different. The proponents never asked to move the road; it would be in Bullock's living room. Residents have grown up along this road.

Womble stated that they are asking that the County not vacate the road; maybe it will work itself out. It is a road being used by a lot of people. He has never seen any more littering or speeding than anywhere else. He would doubt people are having sex up there. There are no problems that you don't find on any other road.

Womble stated that Wolfe and Hege do expend time plowing and maintaining the road. Womble use to plow, but that does not mean he owns the road. He is fully aware of the law; local access roads are not maintained by the County.

Brad Arrington stated that he agrees with Womble. He has been there for 23 years. He has a visual of the road. Three or four years ago he did not see some of these issues. There is a lot less activity in the area. He is against the road being vacated.

Chairman Ericksen stated that the Transportation System Plan did not address the road. The planning process did not get to that level. Road maintenance on rural public access roads is up to the people that live on those roads.

Chairman Ericksen stated in this point in time the right of way does not follow the road. The issues seem to have subsided a little bit. The gate seems to have significantly deterred the open access mentality. He understands the issue with motorcycles and garbage. It has been a long time; he would say until issues arise again that the petition be denied.

Commissioner Lennox stated that his thought is not to vacate the road. It limits the ability for people to move around the County. At least it keeps the people out if they don't know about the road. But it allows the locals to use the road. He does not see any reason to vacate the road at this point in time.

Commissioner Holliday stated that she could not add anything to the discussion. She is pleased that it seems to have been worked out.

Matherly stated that he does not recall the County installing the dead end sign. He does not oppose the sign being put up. However, he did not authorize anyone putting up the sign.

Chairman Ericksen stated that there are no restrictions on re-petitioning the County in the future to vacate the road.

**{{{Commissioner Lennox moved to deny the petition in the matter of vacating a portion of Martin Public Road. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}**

The Board recessed at 1:34 p.m.

The Board reconvened at 1:40 p.m.

Other Business:

Chairman Ericksen noted the phone call he received from Ron Carroll from Mosier in regards to a requirement of Building Codes to have an inspection every six months.

Commissioner Holliday noted that Building Codes adopted a fee to require another inspection if the house is not completed within a specific period of time.

Kathy McBride, Executive Assistant, read the letter of resignation from Patty Latham, (Attached as Exhibit E). Stone will verify that Latham has appointed Monica Morris as the Chief Deputy Treasurer prior to the Board accepting Latham's resignation.

**DISCUSSION on roads and other issues that relate to the Urban Growth Boundary.**

Todd Cornett, Planning & Development Director, met with the Board of Commissioners to discuss the Urban Growth Boundary of the City of The Dalles. He is recommending that the County begin a discussion on the terms that we would want to see in a proposed Agreement with the City of The Dalles. After which the County could meet with the City to let them know what we are interested in. Cornett stated that it is important that the County look at it from our frame work before we engage in a conversation with the City.

Cornett noted that he did not plan to go over the memorandum that he provided to the Board at our last meeting, (Attached as Exhibit F). Instead he wished to discuss the draft Revised Urban Growth Area/Urban Area Joint Management Agreement, (Attached as Exhibit G).

At this time Cornett and the Board discussed the draft Agreement. Cornett noted that the areas highlighted are the areas where he still has questions or items that he wishes to discuss.

During the discussion Cornett noted that Goal 14 requires that it be a cooperative process between the City and the County. This process does not move forward without the County being cooperative with the process. The County has the authority to be engaged in this process as much or as little as we want.

Cornett noted the difference between the urban area, the urban growth area and the urban area boundary. The urban growth boundary and the urban area is not the same. They will be when we get done at the end of this process.

Cornett stated that the Columbia River Gorge Commission has been attempting to gain financial support for a consensus process to take all of the players through a consensus rule making process. It is not cheap. The City of The Dalles may be requesting funding assistance from the County in getting through this process.

Chairman Ericksen suggested that Subsection II, B on Page 4 be revised to be clearer.

Cornett will revise the language as requested.

A lengthy discussion continued in regards to the proposed language within the Draft Revised Urban Growth Area/Urban Area Joint Management Agreement.

Chairman Ericksen stated that Marty Matherly, Wasco County Roadmaster, is contemplating the downgrading of all County roads inside the urban growth area of the City of The Dalles. As to Matherly's handout, (Attached as Exhibit H), Chairman Ericksen recommends that it should be the County's immediate request to the City to withdraw County road status on County roads inside the City of The Dalles.

Matherly stated that the downgrading and withdrawing County road status and changing to public roads of local access is all that they can manage. Withdrawal would be one document. If they use urban services within these road ways then he does not have to maintain them anymore.

Cornett stated that this would be a good thing to include in the Agreement.

Matherly noted that we want those urban services in the public right of way. Matherly asked if he could begin getting together the document for withdrawal of County road status.

Chairman Ericksen asked Matherly to verify with Dave Anderson that the roads that have been identified by the County as meeting City standards do in fact meet the City's standards.

Dan Boldt, Public Works Director/County Surveyor, stated for a long period of time we have been negotiating this and have gotten that concurrence from Anderson and those before him.

Stone noted that a Personnel Action Form has been prepared appointing Monica Morris as Chief Deputy Treasurer.

**{{{Commissioner Holliday moved to accept the resignation of Patty Latham as Interim Treasurer, effective today. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}**


The Board signed:

- Intergovernmental Agreement between Columbia Gorge Community College and Wasco County.
- Order #10-131 in the matter of the reappointment of Pat Davis to the Wasco County Budget Committee.
- Resolution #10-043 in the matter of supporting the Wasco County Public Works Department Wamic Market Grade Reconstruction Grant Project.

At 3:17p.m. the Board adjourned.

WASCO COUNTY BOARD OF  
COUNTY COMMISSIONERS

  
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Dan Ericksen, Chair of Commission

  
\_\_\_\_\_  
Sherry Holliday, County Commissioner

  
\_\_\_\_\_  
Bill Lennox, County Commissioner



## VISION

× Discussion

1. Does the current or newly created Vision statement best fit Wasco County today?
2. Which one do you want to use?
3. Should we modify one or the other to make a hybrid?

## THE PLANNING PROCESS

|         | MW Validation | SWOT | Financial Trends | Community Analysis | Internal Survey(s) | External Survey(s) | Strategic Priorities | Key Initiatives | Key Outcomes |
|---------|---------------|------|------------------|--------------------|--------------------|--------------------|----------------------|-----------------|--------------|
| 2010-11 | YES           | YES  | NO               | NO                 | NO                 | NO                 | YES                  | YES             | YES          |
| 2011-12 | YES           | YES  | YES              | YES                | YES                | YES                | YES                  | YES             | YES          |

Through the budget process for this year.

△ This year is a scaled down Commission/semi-public process. Next year will include Management Team, Unions, Public, Commission, and Key Partners.

## STRATEGIC PRIORITIES

- × Strategic Priorities consist of those things that are most important for Wasco County to focus its time and energy on producing or obtaining.
- × They consist of three aspects:
  1. The focus: A big picture issue that can then be broken down into focused actions. Examples could be: "Customer Involved Government", "Financial Health and Economic Development", "Technology Based Services", etc.
  2. General Strategy Statement: Summarizes how the entity will go about achieving the focus.
  3. Directional Statements: Assigns the areas where the efforts of the entity will be focused to achieve the strategic priority.

## STRATEGIC PRIORITIES

- × What are the characteristics of good strategic priorities?
- × **Measurable:** Strategic priorities and objectives should be measurable so you can track success.
- × **Specificity:** Strategic priorities are more specific than, let's say, your mission statement, but then can't be too specific either, since you don't want too many of them in your strategic plan. So, as an example, you might write "increase market share by ten percent", but you clearly aren't going to want to write "hire Jack the mechanic". There's no absolute way to say how specific in any objective way.
- × **Importance:** Strategic priorities need to be important to the organization's success. There may be hundreds of priorities you could define as part of your strategic plan, but identify the most important. Less important "enabling goals" need not be lost, but can be included in operational plans.
- × **Reflective:** Your strategic priorities need to reflect the analytical work done in the rest of the strategic planning process. They need to be based on your best understanding of your business environment, strengths, abilities, opportunities and so on. That, in fact, is WHY we do all this work in strategic planning before we set strategic goals.
  - + From the Training and Strategic Planning Free Resource Center

## STRATEGIC PRIORITIES EXAMPLE

- × Focus: Customer Involved Government
- × Strategy Statement: Develop innovative ways to make participation in local government activities possible for all residents and foster a sense of engagement among the citizenry by effectively communicating a common identity, actively seeking insight into the needs of the community, aligning City services with customer expectations, and continuing to strive for excellence.
- × Directional Statements:
  1. The City will focus its financial and human resources on the areas most important to its customers; safety, education, and aesthetics.
  2. Increase and promote citizen volunteerism with a focus on maximizing operational impact.
  3. Evaluate and enhance the methods of communicating with citizens and businesses to provide information on City news and issues to the widest possible audience by leveraging technology.
  4. Brand coral Springs by promoting the City's identity as a Community of Excellence, consistent with the City's Mission
  5. Promote voter turnout and education on relevant issues.

## STRATEGIC PRIORITIES – FOCUS DEVELOPMENT

- × As an individual look back at the Mission, Vision, Values, SWOT, PEST work that has been done and work on identifying 5 things that would be considered strategic focus areas for Wasco County.
- × Discuss your work as a group and identify the 10 focus areas that are most important.
- × Write each one on a note card.
- × Question: based on the groupings do we need to come up with an overriding focus that incorporates some or most of the ideas captured on the note cards?
- × Vote with 5 dots the most important items.

**WASCO COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
December 8, 2010**

**DISCUSSION LIST**

**ACTION AND DISCUSSION ITEMS:**

1. Discussion on the boat ramps at Pine Hollow Reservoir.
2. Consideration of authorizing the refilling of the Chief Deputy Clerk Position in the County Clerk's Office.
3. Consideration of allocating funding towards the cost of painting and carpeting the new Veterans Service Office at the Transportation Center.
4. Consideration of the request from Mike Davidson to contract with Ecology and Environment, Inc. to update the Wasco County Ambulance Service Area Plan.



# ecology and environment, inc.

International Specialists In the Environment

333 SW Fifth Avenue, Suite 608  
Portland, Oregon 97204  
Tel: (503) 248-5600, Fax: (503) 248-5577

Wednesday, December 1, 2010

Mr. Mike Davidson  
Emergency Manager  
511 Washington Street, Suite 102  
The Dalles, OR 97058

**SUBJECT: Proposal to Update Wasco County Ambulance Service Area Plan**

Dear Mr. Davidson,

Ecology & Environment, Inc. (E & E) is pleased to have this opportunity to support Wasco County Emergency Management and your local emergency medical response stakeholders with an update of the Wasco County Ambulance Service Area Plan (ASA Plan). This purpose of this plan is to provide a regulatory framework for the County to provide ambulance services. E & E has prepared this proposal that describes our approach, project team, and cost estimate to help you update the plan.

Our strategy for supporting Wasco County in coordinating this update will be to utilize our existing knowledge and relationships with local stakeholders to develop a revised ASA plan that is consistent with the latest state law and regulatory guidance for ASA Plans, as well as providing a document that is easily manipulated for future updates. The updated ASA Plan will be fully compliant with Division 260 of the Oregon Administrative Rules that provides planning requirements for county ASA Plans.

**APPROACH**

To update the Wasco County ASA Plan, E & E will conduct the following tasks:

**Task 1. Review and reformatting of existing plan.**

Wasco County has provided their existing ASA Plan to E & E. This plan will be reformatted into a Microsoft Word document that will provide for ease in future editing and updates. This reformatting will include providing forms that can be filled out electronically. These forms will include:

- Instructions for Completing Form ASA-188
- Form ASA-188 – Application to Provide Ambulance Service in Wasco County, Oregon
- Financial Responsibility Forms

Plan format will be based on the format used for the Wasco County Emergency Operations Plan unless the County provides direction otherwise.

It is assumed that supporting documents to the plan (such as revised ordinances) will be provided by the County.

**Task 2. Plan update.**

E & E has already conducted a high level assessment of the plan's compliance with state ASA Plan requirements. A copy of the initial crosswalk is included as Attachment A to this proposal.

Based on the results of the plan assessment and feedback from Wasco County, E & E will provide basic plan updates to ensure that the plan is fully compliant with State law. These plan updates will be based on information provided by the County based upon requests for information by E & E. In particular

Mr. Mike Davidson  
March 29, 2010  
Page 2 of 5

information should be provided regarding the new ambulance service area that was not included in the previous plan. Should there be plan elements that are identified as requiring further development outside of the scope of this project, E & E will provide planning recommendations to the County Emergency Manager.

**Task 3. GIS Mapping.**

E & E will provide basic GIS maps services to update the ones in the ASA Plan dated 1990. These maps may include:

- Ambulance Services Areas
- 911 Districts
- Fire Districts
- Incorporated Cities

It is assumed that all necessary GIS data for mapping will be provided by Wasco County. Should project resources not cover additional mapping, placeholders will be built into the updated plan and the County can insert maps at a later date.

**Task 4. Final Plan.**

The final plan will be provided to Wasco County Emergency Management in electronic form (both Word and PDF formats).

**PROJECT TEAM**

The proposed E & E key team members have a demonstrated track record of excellence as well as current availability to work on this project for Wasco County. E & E's proposed team for this project offers the County experienced planners who have recently worked on emergency plans and exercises for the County.

Ms. Morgan Rider will be E & E's proposed contract manager. As such, Ms. Rider will be the primary, day-to-day point of contact. She will maintain regular communications and will have overall responsibility for the contract deliverables and maintaining the budget and schedule. Mr. Matthew Lieuallen, JD, is an Emergency Planner in the Portland Office with six years' experience, and extensive knowledge of the County. He will be the project manager and coordinate technical development and be the primary author of the updated ASA Plan.

**PRICE**

E & E's fixed price to perform the above stated scope of work is \$5,000.

We are excited about the opportunity to work with you and your stakeholders again. Please do not hesitate to contact me with any questions you may have. I can be reached by telephone at 503.248.5600 or by email at [mrider@ene.com](mailto:mrider@ene.com)

Sincerely,

ECOLOGY AND ENVIRONMENT, INC.



Morgan N. Rider, P.E.

**ATTACHMENT A Wasco County ASA Plan Crosswalk**

| <b>Wasco County Ambulance Service Area Plan Crosswalk</b>             |               |                       |  |
|---|---------------|-----------------------|--|
| <b>Plan Element</b>   | <b>Found?</b> | <b>Plan Reference</b> | <b>Comments</b>  |
| 1. Certification by Governing Body of County Ambulance Service Plan   | YES           | 1                     |  |
| 2. Overview of County   | YES           | 2                     |  |
| 3. Definitions  | YES           | 3                     |  |
| 4. Boundaries   |               |                       | Provide GIS data for boundaries of ASAs and other Districts.<br>Provide info on new ASA. |
| 4a. ASA Map(s) with Response Time Zones                               | YES           | Attachment 4          | Maps do not include Response Time Zones.   |
| 4b. ASA Narrative Description   | YES           | 4                     | Provide narrative on new ASA.  |
| 4c. Map(s) depicting 911, Fire Districts and Incorporated Cities      | YES           | Attachment 7-9        |  |
| 4d. Alternatives Considered to Reduce Response Times                  | YES           | 4(4)                  |  |
| 5. System Elements  | YES           | 5                     |  |
| 5a. 911 Dispatched Calls  | NO            | Not found             | Add paragraph addressing this item.  |
| 5b. Pre-arranged Non-emergency Transfers and Inter-facility Transfers | NO            | Not found             | Add paragraph addressing this item.  |
| 5c. Notification and Response Times                                   | YES           | 5(1)                  |  |
| 5d. Level of Care   | YES           | 5(2)                  |  |
| 5e. Personnel   | YES           | 5(3)                  |  |
| 5f. Medical Supervision   | YES           | 5(4)                  |  |

| <b>Wasco County Ambulance Service Area Plan Crosswalk</b>       |               |                       |   |
|---|---------------|-----------------------|---|
| <b>Plan Element</b>   | <b>Found?</b> | <b>Plan Reference</b> | <b>Comments</b>                                     |
| 5g. Patient Care Equipment                                      | YES           | 5(5)                  |   |
| 5h. Vehicles  | YES           | 5(6)                  |   |
| 5i. Training  | YES           | 5(7)                  |   |
| 5j. Quality Improvement   | YES           | 5(8)(a)               |   |
| <i>5j.A. Structure</i>  | YES           | 5(8)(b)               |   |
| <i>5j.B. Process</i>  | YES           | 5(8)(b)               |   |
| <i>5j.C. Sanctions for Non Compliant Personnel or Providers</i> | YES           | 5(8)(d)               |   |
| <b>6. Coordination</b>  | YES           | 6                     |   |
| 6a. The Entity That Shall Administer and Revise the ASA Plan    | YES           | 6(1)                  |   |
| 6b. Complaint Review Process                                    | YES           | 6(2)                  |   |
| 6c. Mutual Aid Agreements                                       | YES           | 6(3)                  |   |
| 6d. Disaster Response   | YES           | 6(4)                  |   |
| <i>6d.A. County Resources Other than Ambulances</i>             | NO            | Not found             | Add paragraph/expand language addressing this item. |
| <i>6d.B. Out of County Resources</i>                            | YES           | (6)(4)(b)             |   |
| <i>6d.C. Mass-Casualty Incident Plan</i>                        | YES           | 6(4)(c)               |   |
| <i>6d.D. Response to Terrorism</i>                              | NO            | Not found             | Add paragraph addressing this item.                 |
| 6e. Personnel and Equipment Resources                           | YES           | 6(5)                  |   |
| <i>6e.A. Non-transporting EMS Provider</i>                      | NO            | Not found             | Add paragraph addressing this item.                 |



| <b>Wasco County Ambulance Service Area Plan Crosswalk</b>   |               |                       |  |
|---|---------------|-----------------------|--|
| <b>Plan Element</b>   | <b>Found?</b> | <b>Plan Reference</b> | <b>Comments</b>  |
| <i>6e.B. Hazardous Materials</i>                            | <b>YES</b>    | 6(5)(a)               |  |
| <i>6e.C. Search and Rescue</i>                              | <b>YES</b>    | 6(5)(b)               |  |
| <i>6e.D. Specialized Rescue</i>                             | <b>YES</b>    | 6(5)(c)               |  |
| <i>6e.E. Extrication</i>                                    | <b>YES</b>    | 6(5)(d)               |  |
| 6f. Emergency Communication and System Access               | <b>YES</b>    | 6(6)                  |  |
| <i>6f.A. Telephone</i>                                      | <b>YES</b>    | 6(6)(a)               |  |
| <i>6f.B. Dispatch Procedures</i>                            | <b>YES</b>    | 6(6)(b)               |  |
| <i>6f.C. Radio System</i>                                   | <b>YES</b>    | 6(6)(c)               |  |
| <i>6f.D. Emergency Medical Services Dispatcher Training</i> | <b>YES</b>    | 6(6)(d)               |  |
| <b>7. Provider Selection</b>                                | <b>YES</b>    | 7                     | NOTE: Forms should be updated to provide ability to input data electronically. |
| 7a. Initial Assignment                                      | <b>YES</b>    | 7(1)                  |  |
| 7b. Reassignment  | <b>YES</b>    | 7(2)                  |  |
| 7c. Application for an ASA                                  | <b>YES</b>    | 7(3)                  |  |
| 7d. Notification of Vacating an ASA                         | <b>YES</b>    | 7(4)                  |  |
| 7e. Maintenance of Level of Service                         | <b>YES</b>    | 7(5)                  |  |
| <b>8. County Ordinances and Rules</b>                       | <b>YES</b>    | W.C. ASA Ordinance    | Provide most current ordinance (with new ASA language)                         |

**WASCO COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
December 8, 2010**

**CONSENT CALENDAR**

1. Intergovernmental Agreement between Columbia Gorge Community College and Wasco County.
2. Order #10-131 in the matter of the reappointment of Pat Davis to the Wasco County Budget Committee.

FILED  
WASCO COUNTY

2010 DEC -8 P. 1: 15

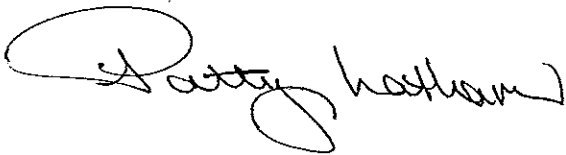
KAREN LEBRETON COATS  
COUNTY CLERK

December 8, 2010

I, Patty Latham am officially resigning my position as Treasurer Interim effective 12/10/10. Upon my resignation the Deputy Treasurer, he/she will formally cover all Treasurer Duties.

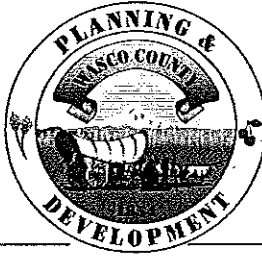
Again, I appreciated the opportunity working as the Wasco County Treasurer and will be available shall any questions arise about the duties of Treasurer.

Respectfully,

A handwritten signature in cursive script that reads "Patty Latham". The signature is written in dark ink and is positioned above the printed name.

Patty Latham

WASCO COUNTY PLANNING  
AND DEVELOPMENT  
Todd R. Cornett, Director  
2705 East Second Street  
The Dalles, Oregon 97058



Phone: (541) 506-2560  
Fax: (541) 506-2561  
Web Address: co.wasco.or.us

## Memo

**To:** Board of County Commissioners  
Tyler Stone, County Administrator

**From:** Todd R. Cornett, Planning Director

**Date:** 2 September 2010

**Re:** City of The Dalles Urban Growth Boundary Discussion Issues.

### I. Applicable Laws/Rules

#### A. Oregon Land Use Goal 14 – Urbanization (Excerpt)

##### Urban Growth Boundaries

Urban growth boundaries shall be established and maintained by cities, counties and regional governments to provide land for urban development needs and to identify and separate urban and urbanizable land from rural land. **Establishment and change of urban growth boundaries shall be a cooperative process among cities, counties and, where applicable, regional governments. An urban growth boundary and amendments to the boundary shall be adopted by all cities within the boundary and by the county or counties within which the boundary is located, consistent with intergovernmental agreements, (Emphasis added)** except for the Metro regional urban growth boundary established pursuant to ORS chapter 268, which shall be adopted or amended by the Metropolitan Service District.

##### Land Need

Establishment and change of urban growth boundaries shall be based on the following:

- (1) Demonstrated need to accommodate long range urban population, consistent with a 20-year population forecast coordinated with affected local governments; and
- (2) Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of the need categories in this subsection.

Staff Analysis: While the rule mandates each city to have a 20 year buildable land supply, the city and county must both agree about the location and amount of land to be brought into the urban growth area before moving forward on an urban growth boundary expansion. The city and county must also have a cooperative intergovernmental agreement and the county must make a legislative amendment to the comprehensive plan which only it can initiate and approve. The county is not obligated to undertake this process if there are political, financial or other reasons that would prevent it from doing so.

**B. OAR 660-024-0050**

***Land Inventory and Response to Deficiency***

*(5) When land is added to the UGB, the local government must assign appropriate urban plan designations to the added land, consistent with the need determination. The local government must also apply appropriate zoning to the added land consistent with the plan designation, or may maintain the land as urbanizable land either by retaining the zoning that was assigned prior to inclusion in the boundary or by applying other interim zoning that maintains the land's potential for planned urban development until the land is rezoned for the planned urban uses (emphasis added). The requirements of ORS 197.296 regarding planning and zoning also apply when local governments specified in that statute add land to the UGB*

Staff Analysis: When the urban growth boundary is expanded, lands within the newly established urban growth area can be rezoned from National Scenic Area to county zoning, remain at their current densities, and be administered by the Wasco County Planning Department until they are annexed into the city.

**C. Columbia River Gorge National Scenic Area Management Plan (Page IV-1-5)**

3. A county may apply to the Gorge Commission to make a minor revision in the boundary of an Urban Area within the county's jurisdiction

Staff Analysis: Only the county can make application to expand the urban area boundary further into the National Scenic Area.

**D. Wasco County Comprehensive Plan – Chapter 11 – Revisions Process**

**C. Who May Apply For a Plan Revision:**

1. Wasco County Governing Body (Legislative)
2. Planning Commission by a majority vote confirmed by the Wasco County Governing Body. (Legislative)

Staff Analysis: Any urban growth boundary amendment would be considered a legislative amendment to the Wasco County Comprehensive Plan because the new area within the urban growth boundary would need to be remapped in the comprehensive plan as "Urbanizable". Only the county can initiate, review and approve a legislative amendment to its comprehensive plan.

**II. Existing Urban Growth Area Model/Circumstances**

Much of the west end of The Dalles was created in unincorporated Wasco County prior to the establishment of urban growth boundaries which came about after the passage of SB 100 in 1974. This current model of a high urban level of development in Wasco County's jurisdiction and the resulting complications related to provision of services is the result of rules and regulations that have been replaced by a more holistic planning system which can prevent this from happening in the future. The following describes the current circumstances:

- A. Planning: A decision was made in the past that it made better sense to zone properties in The Dalles urban growth area city zoning rather than county zoning. This is consistent with other cities in Wasco County. However, unlike the other cities it was determined given the higher volume of development in this area it would be better to transfer implementation to the city and pay the city for assuming this responsibility. The original payment formula was based on covering half the cost of a City of The Dalles Planner. Based on the formula this payment goes down commensurately when acreage is annexed by the city. The FY 2010-2011 cost is \$15,284. The city also collects and keeps all fees associated with land use applications in the urban growth area.
- B. Code Enforcement: Code Enforcement related to the city's land use ordinance is not provided for property owners in the urban growth area (see Section III for further clarification). However, health related enforcement is provided because Health Department authority is county wide including the cities.
- C. Roads: Inside the existing urban growth boundary, the Wasco County Road Department is responsible for all "county roads" until they are formally transferred and accepted by the city. Roads do not automatically become the responsibility of the city when the road right-of-way is annexed.

The Wasco County Road Department has jurisdiction of "local access roads" inside the urban growth boundary and outside the city limits. However, once annexed, they automatically become the jurisdiction of the city.

Roads created as the result of development are the responsibility of the developer. They are required to be built to city standards (urban level standards including sidewalks, underground storm systems, etc.). Once built to these standards and approved by the city, they become the city's responsibility. The County Road Department staff is involved in pre-application conferences, permitting, field inspections and final approval only if the development impacts a county road or a local access road in our jurisdiction.

Improvements by developers to existing "county roads" are to be done to city standards (same standards as stated above). All roads that make these improvements and have been approved by the city and the county should be formally transferred to the city.

Existing "county roads" that do not meet "current" city standards will not be accepted by the city if they are annexed. However, once property surrounding these roads is annexed, the city's share of State Highway Funds increases, the city may exact road related System Development Charges for development along the frontage of the road and they charge franchise fees for utilities placed in the road right of way.

- D. Sheriff: Inside the existing urban growth area the Wasco County Sheriff is responsible for law enforcement. Given the current piecemeal annexation based on state laws (see map at the end of this document), this creates jurisdictional confusion.
- E. Annexation Opposition: The properties within The Dalles urban growth area are zoned and largely developed for urban level development. Because of this there is little or no incentive for them to be annexed and for many owners there is an economic disincentive. This is why many citizens oppose annexation.

### III. Current Urban Growth Area Management Agreement between Wasco County and The City of The Dalles (October 1997).

#### Payment - Pages 6 & 7

Section 5(D)(3) is the applicable section regarding payment for planning services:

*The County shall compensate the City for planning services within the UGA according to the following provisions:*

- a. *Annual Amount - \$20,000 the first fiscal year payable quarterly in advance. This amount shall be prorated during the first year. Each January the City shall submit a budget request to the County for an adjusted amount of compensation. Annual adjustment may include cost of living increases, step increases, or salary range adjustments to ensure the amount remains roughly equivalent to a half-time planning position.*
- b. *The annual amount will also be prorated based on the total number of acres in the UGA. As land is annexed, or the UGA expanded, the annual amount will be adjusted. The base acreage figure for all future calculation is 1,254 acres (1,460.3 in the UGA minus 206.3 in UA). This is equivalent to \$15.95 per acre in the first year.*

Staff Analysis: The city interprets the language to lock in the amount of acreage in January, 6 months prior the beginning of the fiscal year. Any acreage that is annexed between January and the end of the fiscal year is not reduced from the amount paid by the county even though we are no longer jurisdictionally responsible. The amount could easily be prorated on a quarterly basis using GIS to determine the exact amount of acreage in the urban growth area. This would ensure the county was providing payments commensurate with the work being done on their behalf.

The "half-time planning position" charged by the city is based on the salary of the Senior Planner. If other subordinate staff also provides planning services, an average of salaries would be a fairer way to provide compensation.

The agreement is silent on Code Enforcement responsibilities in the urban growth area. The city has previously stated they do not have the authority to provide Code Enforcement services to the urban growth area because it is not included in the agreement. It has been the county's position that since it is the city's ordinances that

apply to these properties and we do not implement them, we do not have the required understanding to use them in Code Enforcement cases.

## Comprehensive Plan and Implementing Ordinance Amendments – Pages 4 & 5

### A. City Amendments

1. *An amendment to the following City Comprehensive Plan and implementing ordinance provisions shall be enacted only after agreement by both parties in accordance with plan and ordinance amendment procedures as established by this section.*
  - a) *An amendment to the City of The Dalles Comprehensive Plan text or map as it pertains to the Urban Growth Area and Boundary, or Areas of Mutual Interest.*
  - b) *An amendment to the text or map of any of the City of The Dalles implementing ordinances which are applicable to the Urban Growth Area or Boundary and have been adopted by the County.*
2. *All amendment requests shall be initially processed by the City. The City will refer to the County, upon receipt thereof, all requests for amendment in order to allow for a concurrent review. The City shall give the County Planning Office (15) days to complete its review and recommendation. Additional time for review may be provided upon request by the County, and with concurrence of the City. A recommendation should be submitted to the City at least ten(10) days prior to the date of the City Planning Commission hearing. The City, in making its decision, shall consider the recommendation of the County regarding the amendment request.*
3. *The decision of the City Planning Commission and City Council shall be forwarded to the County Court.*
4. *If the positions of the two jurisdictions differ, a joint meeting of the City Council and the County Court, or their designees, may be held to attempt to resolve the differences.*
5. *Appeals of an amendment request shall be made pursuant to the ORS and the OAR.*

Staff Analysis: The city has adopted several amendments that impact the urban growth area without getting authorization and approval from the county. Without getting the county's authorization and approval these ordinances are not effective in the urban growth area. Even though City Planning staff has been reminded about this requirement several times this pattern has continued.

Whenever the city amends it's ordinances the county must also review, authorize and approve them in a public hearing. The current agreement is silent about these notification responsibilities.

## IV. Options for the Future

- A. Allow the Urban Growth Boundary to expand and enter into an Urban Growth Agreement which follows the current model.



1. Process

- Comprehensive plan designation changes to urban area after urban growth boundary expands.
- Zoning of urban growth area changes from NSA zoning to city zoning.
- The county pays the city to implement planning responsibilities in the urban growth area.
- The county assumes additional costs and responsibilities due to increased development in the urban growth area.
- City annexes properties over time.

2. Planning: Following the current model the county would allow the city to zone the area brought into the urban growth area and we would pay them \$20,000 - \$40,000 per year to implement the ordinances.

Staff Analysis: The county would be subsidizing the city's urban development. This is the current model based on how development occurred prior to statewide land use planning. Based on the current laws, we are not obligated to follow this model.

3. Roads: The Road Department will be responsible for roads in the urban growth area as described in Section II.

Staff Analysis: While any new roads would be built to the city's urban standards, the Road Department would still be required to participate in pre-application conferences, permitting, field inspections and final approval.

4. Sheriff: The Sherriff will be responsible for providing law enforcement services to all properties within the urban growth area.

Staff Analysis: As land in the urban growth area is developed at a higher density, this will generate more police calls creating the need for more Deputies. The county would be subsidizing the city's urban development.

5. Animal Control: The county pays a share of animal control approximately based on the location of the calls.

Staff Analysis: The majority of calls come from The Dalles and urban development surrounding The Dalles. As land in the urban growth area is developed at a higher density, this will generate more calls from that area which would likely result in a change in the amount the county pays. The county would be subsidizing the city's urban development.

6. Annexation: Based on the current annexation laws, if urban scale development is allowed in the urban growth area without annexation, property owners will likely oppose being brought in at a future date because of an increased financial burden. Even though they would be required to sign a waiver a remonstrance to prevent

them from legally challenging annexation as a condition of approval for new development, they would likely still publicly oppose annexation making it more politically difficult. This is what currently happens with delayed annexation and local improvement districts.

7. County Incentive for Continuing with Current Model: In some counties there are advantages to encouraging urban level development within the urban growth areas. Examples of these include:

-If the county maintains the building codes function the money generated from the urban development often subsidizes the service provided to the rural development.

-If there is a rural and an urban rural fire protection district the urban development in the urban growth area is needed to subsidize the fire service provided to the rural development.

-Special districts for water, sewer or others may exist with boundaries that do not coincide with those of the City or County. Funding for these districts may also be reliant on urban level of development within the urban growth areas.

Staff Analysis: None of these circumstances exist in Wasco County. Unless there are benefits not identified here, as previously stated, following the current model when the urban growth boundary expands would result in the county subsidizing the urban development of the city.

- B. Allow the Urban Growth Boundary to expand but rezone from NSA to County and retain authority.

1. Process

-Comprehensive plan designation changes to urban area after urban growth boundary expands.

-Zoning of urban growth area changes from NSA zoning to county zoning (this is allowed under OAR 660-024-0050 listed below).

-The county retains authority over urban growth area and administers its own zoning ordinances.

-Properties are rezoned to city zoning only after they are annexed.

2. Planning: Wasco County Planning retains implementation of zoning ordinances of all lands within the urban growth area.

Staff Analysis: Lands in the urban area have to be maintained at their current density. When changed from NSA zoning to County zoning there will actually be a net reduction in the impact to the Planning Department because many uses that require a high level of review in the NSA can be allowed with fewer requirements and less of a review process based on county zoning. The county will also not be obligated to pay \$20,000 - \$40,000 per year to the city. Once properties are annexed the city will have complete control over all current and long range

planning functions as well as code enforcement. This should eliminate many of the current jurisdictional issues we now face.

3. Roads: As is the current circumstances, the Wasco County Road Department will be responsible for all existing and new roads in the urban growth area.

Staff Analysis: Based on the low density zoning of the urban growth area few roads if any would be created. However, to be sure all roads are transferred when property is annexed, we could adopt the city's road standards into our ordinance. This would ensure all new roads are built and maintained to city standards prior to annexation. Road Department staff would still be required to participate in pre-application conferences, permitting, field inspections and final approval however, there should be very few of these based on the low density zoning.

4. Sheriff & Animal Control: As is the current circumstances the Sheriff would be responsible for all law enforcement in the urban growth area and the county's share of Animal Control would be based in part on the amount of calls in this area.

Staff Analysis: Based on the low density zoning there should be no discernable increase in calls to the Sheriff or the cost to Wasco County for Animal Control from this area than currently exists.

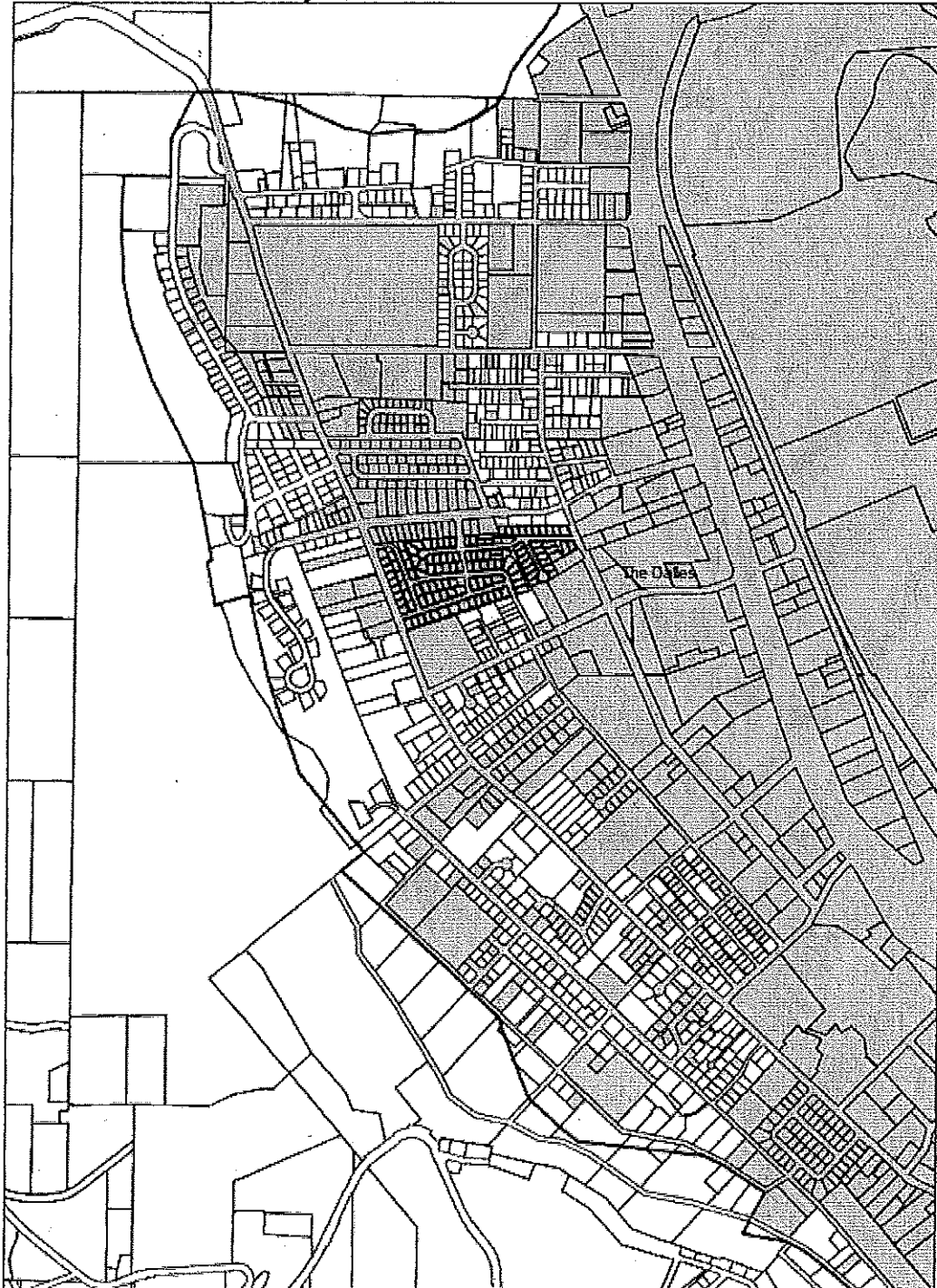
5. Annexation: Because the zoning will remain at the current density, annexation can occur while properties are still in larger acreages. This will allow annexation to occur in a more coordinated and less confusing way (see map at the end of this document) which should benefit both city and county staff who provide services to this area. Also, because properties cannot be developed to city level density until they are annexed, there will be an economic incentive for most property owners to be annexed. This should result in a more voluntary annexation process on the part of property owners within the urban growth area.

- C. Either A or B above but negotiate some issues prior to starting this process: There are numerous existing and potential issues that should be discussed and negotiated with the city before commencing the urban growth area expansion process. As previously stated, the city can only expand the urban growth boundary if the county is in agreement on the area where the boundary is to be established and initiates updates to the county's comprehensive plan and makes application to the Gorge Commission. Some of these issues include:




1. If the current model is followed all of the issues described in Section II should be addressed as part of a new Urban Growth Area Management Agreement.
2. If the current model is followed payment to the city for implementing zoning ordinances in the urban growth area should be discounted by acreages brought in that can never be developed due to topographical limitations, cultural resource limitations or other reasons.

3. The sequence of which properties will be annexed first should also be evaluated. The City may have little incentive to annex areas already developed such as Murray's Addition. However, areas like this are already developed at a more urban level of density and if in the urban growth area should be annexed into the city before areas with little or no development.
4. As previously stated, the city is currently unwilling to take county roads into the city's road network unless they meet all current city standards. Due to financial and other limitations the county will not likely ever be in a position to bring these roads to city standards. This issue as well as when and how county roads in the future urban growth area are transferred should be discussed and negotiated before the county agrees to allow the urban growth boundary to be expanded.

# City of The Dalles UGB



## Legend

-  Taxlots
-  City of The Dalles Urban Growth Boundary
-  Properties within the City of The Dalles



**REVISED URBAN GROWTH AREA/URBAN AREA  
JOINT MANAGEMENT AGREEMENT BETWEEN  
WASCO COUNTY, OREGON AND THE CITY OF THE DALLES, OREGON**

**RECITALS**

This revised Urban Growth Area/Urban Area Joint Management Agreement (the Agreement) is entered into by and on behalf of Wasco County (the County) and the City of The Dalles (the City) and is effective as of the last date signed below (the effective date).

**WHEREAS**, Wasco County is a political subdivision of the state of Oregon organized and operating under the laws of the State of Oregon; and

**WHEREAS**, the City of The Dalles is an Oregon Municipal Corporation located within Wasco County, organized and operating under the laws of the State of Oregon and its home rule charter; and

**WHEREAS**, Wasco County, Oregon, and the City of The Dalles, Oregon are authorized under the provisions of Oregon Revised Statutes (ORS) 190.003 to 190.030 to enter into intergovernmental agreements for the performance of any or all functions that a party to the agreement has authority to perform; and

**WHEREAS**, ORS 195, 196, 197 and 215 and Oregon Administrative Rule 660 Division 3 requires counties and cities to prepare and adopt comprehensive plans consistent with statewide planning goals, and to enact ordinances or regulations to implement the comprehensive plans; and

**WHEREAS**, the County and the City have adopted comprehensive plans which establish an Urban Growth Boundary/Urban Area Boundary, a plan for the Urban Growth Area/Urban Area, and policies related to development and the provision of services within the Urban Growth Area/Urban Area; and

**WHEREAS**, Wasco County has adopted the Columbia River Gorge National Scenic Area Management Plan and implementing ordinances pursuant to P.L. 99-663; and

**WHEREAS**, Statewide Planning Goal Number 14 requires that establishment and change of urban growth boundaries shall be a cooperative process between city and the county that surrounds it; and

**WHEREAS**, P.L. 99-663, Section 4-F and ORS 196.109 provide a process for revisions to the National Scenic Area-Urban Area Boundary; and

**WHEREAS**, The County and the City recognize a common concern regarding the accommodation of population growth and utilization of lands adjacent to the City; and

**WHEREAS**, The County and the City recognize that as their comprehensive plans and implementing ordinances are amended from time to time, that they shall remain consistent and coordinated with each other; and

**WHEREAS**, the City and the County recognize that it is necessary to cooperate with each other to implement the urbanization policies of their comprehensive plans; and

**WHEREAS**, the County and City previously entered into a revised Urban Growth Area/Urban Area Joint Management in 1997 (the 1997 Agreement) to govern coordination between the County and City in land use planning, permitting, annexation and the provision of urban services in the City's Urban Growth Area/Urban Area; and

**WHEREAS**, since the adoption of the 1997 agreement the County has removed the 1997 Agreement and all similar Urban Growth Area/Urban Area joint management agreements with other Wasco County cities from the County's comprehensive plan, so that amendment of these agreements no longer requires a post acknowledgement plan amendment under ORS 197.610 to 197.625.

**NOW, THEREFORE, THE PARTIES DO MUTUALLY AGREE AS FOLLOWS:**

**I. INTRODUCTION AND APPLICABILITY**

- A. APPLICABILITY: This agreement shall control the coordination and allocation of land use planning, permit decision making authority, the provision of services, and certain aspects of the annexation process for all land within the Urban Growth Boundary/Urban Area Boundary. This agreement shall apply to the Urban Growth Area/Urban Area as it is configured on the effective date of this Agreement and as it may from time to time be amended through annexations and amendments.
- B. REPEAL OF THE 1978 AGREEMENT: The County and City entered in an Urban Growth Area/Urban Area Joint Management Agreement in 1997 pursuant to ORS Chapters 190 to allocate land use planning and permitting responsibility for the Urban Growth Area/Urban Area. The 1997 Agreement provided that the City's land use regulations controlled both the substantive and procedural aspects of land use permits for land within the Urban Growth Boundary/Urban Area Boundary, that City Planning Staff would be the regulatory authority and that the City would be reimbursed based on the formula included in the 1997 Agreement. As of the effective date of this Agreement, the 1997 Agreement is rescinded and no longer has any legal binding effect.

C. DEFINITIONS AND INTERPRETATIONS: Where a term is not defined in this Agreement and its meaning is not clear from its context in the Agreement, the definitions of ORS Chapters 197, 227 and 190 and the Scenic Area Act and Management Plan, as applicable, shall control. To the extent two possible meanings of a term conflict, the more restrictive or specific shall control. The Wasco County Board of County Commissioners shall be the final and conclusive interpreter of any ambiguous provision of the County's Land Use Regulations, Comprehensive Plan Provisions and Scenic Area Related language or provisions. The City of The Dalles City Council shall be the final and conclusive interpreter of any ambiguous provisions of the City's Land Use Regulations and Comprehensive Plan Provisions.

County Road: A public road which has been designated as a county road and formally accepted for maintenance by the Wasco County Governing Body.

Procedural provisions:

- The provisions located in Chapter 2, Development Approval Procedures, of the Wasco County Land Use and Development Ordinance; and
- The process, non substantive, provisions located in Chapter 9, Zone Change and Ordinance Amendment, of the Wasco County Land Use and Development Ordinance; and
- The process, non substantive, provisions located in Chapter, Revisions Process, of the Wasco County Comprehensive Plan.

Substantive Provisions: Those parts of the County or City Land Use and Development Ordinance that are applicable to lands within the Urban Growth Area/Urban Growth Boundary pursuant to this agreement which establish:

- The uses allowed by zone; and
- Property development standards of the zone; and
- All other applicable provisions for the specific use; and
- All other discretionary provisions which require a finding of fact before an approval can be given for the requested use.

Urban Area (UA): Congress designated 13 cities and towns, including The Dalles, as "Urban Areas". The Urban Area includes all land within the Urban Area Boundary including lands within the city limits. Urban Areas are exempt from the requirements of P.L. 99-663 and the management plan for the Columbia River Gorge National Scenic Area.

Urban Growth Area (UGA): Land within the Urban Growth Boundary and outside of the city limits of The Dalles.

Urban Area Boundary (UAB): The boundary established by Congress when the Scenic Area Act was enacted and any revisions to that boundary either by the Gorge Commission or Congress and depicted in the County and City



Comprehensive Plans. (When UGB expands the UAB and UGB should be the same)

Urban Growth Boundary (UGB): The boundary established or amended and depicted in the County and City Comprehensive Plans pursuant to Oregon Administrative Rule 660 Division 24 and acknowledged by the Land Conservation and Development Commission for the purpose of accommodating a 20 year supply of urbanizable land for the city of The Dalles.

B. SEVERABILITY: The provisions of this Agreement are severable. If an article, sentence, clause, phrase shall be adjudged by a County of competent jurisdiction to be invalid, the decision shall not affect the validity of the remaining portions of this agreement.

## II. COUNTY & CITY COORDINATION AND AUTHORITY OVER LAND USE PLANNING AND DECISION MAKING IN THE UGB/UAB

A. COMPREHENSIVE PLAN DESIGNATION: Pursuant to OAR 660-024-0050(6) all land within the UGB/UAB shall be given the Comprehensive Plan Designation of "Urban Growth Boundary Areas" by the County and as deemed appropriate by the City.

B. COUNTY ZONING: Pursuant to OAR 660-024-0050(6) all land within the UGB/UAB shall be given a zoning designation by the County that maintains the land's potential for planned urban development.

C. COUNTY LAND USE AUTHORITY: The County will retain the responsibility of administering the applicable County procedural provisions and applicable County and City substantive provisions to all lands within the UGB/UAB until they are annexed and re-zoned. The County will also retain all Code Enforcement responsibilities until these lands are annexed.

The County shall directly apply all substantive City road provisions. Any development that requires road work shall be done using County procedural provisions but in compliance with City road provisions and in consultation with City staff. (Do we have to adopt these at all or is this agreement enough? If we have to adopt them can we do so by reference or do we need to do it more explicitly? Do we have to provide notice to property owners if the changes fall within Measure 56? If so will the City or County be responsible for the notice?)

Are there any other Urban Development standards we should adopt?

D. CITY LAND USE AUTHORITY: The City will assume responsibility of administering the applicable substantive and procedural zoning provisions once

properties within the UGB/UAB have been annexed and rezoned. Rezoning of newly annexed areas shall be the sole responsibility of the City.

**E. AMENDMENTS TO COUNTY ZONING ORDINANCES AND MAPS AND COMPREHENSIVE PLAN LANGUAGE AND MAPS:** All amendments to County zoning ordinances and maps and County comprehensive plan language and maps that apply to lands within the UGB/UAB shall be done in accordance with the following:

1. All changes must maintain the land's potential for planned urban development.
2. The County will consult the City during the draft phase of any proposed change to ensure criterion 1 above is met and to allow the City the ability to provide other comments. Amendments will then follow the procedures established by the County.
3. Third party initiated amendments shall be processed consistent with County adopted legislative or quasi-judicial substantive and procedural provisions.
4. Pursuant to Oregon Revised Statute 197.610(2), when land is annexed by the City and re-zoned, Wasco County's Official Zoning and Comprehensive Plan maps will be amended without requiring a Post Acknowledgment Plan Amendment to the Department of Land Conservation and Development (Check with DLCD to see if this is legal.)

**F. AMENDMENTS TO CITY ZONING ORDINANCES:** All amendments to City zoning ordinances that are applicable within the UGB/UAB pursuant to subsection C. above shall be done in accordance with the following:

1. The City will consult the County during the draft phase of any proposed change to allow the County the ability to provide comments. Amendments will then follow the procedures established by the City.
2. Third party initiated amendments shall be processed consistent with County adopted legislative or quasi-judicial substantive and procedural provisions.
3. Same question as in C. above about our need to adopt these in addition to the City.

### **III. PROVISION OF URBAN SERVICES AND ANNEXATION**

**A. PROVISION OF URBAN SERVICES:**

1. Extension of Urban Services shall be at the sole discretion of the City and consistent with applicable State Regulations. (If we retain county zoning should we have regulatory authority to ensure protection of Goal 5 resources?)

2. For the purposes of this Agreement, Urban Services shall be limited to water, sanitary sewer and storm sewer.

3. Service rates, system development charges, and service connection fees as well as urban development standards shall be established by Ordinance adopted by the City Council.

B. ANNEXATION: Annexation of lands within the UGB/UAB shall be in accordance with relevant annexation procedures contained in state law and City ordinances and the following:

1. Unless otherwise agreed to by the County, the City will annex all non-resource zoned lands (residential, commercial and industrial) prior to annexing any resource zone properties (agricultural or forest).

2. Unless otherwise agreed to by the County, the City will not annex lands until they are contiguous with the City's corporate limits

3. Unless otherwise agreed to by the County, all County Roads that are annexed or are adjacent (either one side or both) to lands being annexed shall be simultaneously transferred to the City. The extent of the County Road that is transferred to the City shall correspond to the frontage of the land being annexed. (Do the roads need to be meet some minimum standard?)

4. Prior to initiating any annexation the City will provide notice to the County with a map depicting the lands to be annexed. The City will notice the County once the land has been annexed with a map depicting the lands to be annexed so that it may make appropriate updates to its Zoning and Comprehensive Plan Maps.

#### **IV. AMENDMENTS TO THIS AGREEMENT AND THE DALLES URBAN GROWTH BOUNDARY/URBAN AREA BOUNDARY**

A. This Agreement may be amended any time by the mutual consent in writing of the County and City, upon the approval of a majority of the Board of County Commissioners and the City Council.

B. Except for annexations, any proposed amendments to the UGB/UAB shall require the approval of the majority of the Board of County Commissioners and the City Council, in addition to any other approvals required by state law.

**V. IMPLEMENTATION**

The parties' respective decisions to execute and enter into this Agreement are not intended to be, nor are they, land use decisions or Post Acknowledgement Plan Amendments under state law or any local regulation.

**WITNESS THEREOF**, This Revised UGA/UA Joint Management Agreement is signed, adopted, executed and made effective on the last signed date below:

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**FOR THE CITY OF THE DALLES**

**FOR WASCO COUNTY**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
City Councilor

\_\_\_\_\_  
County Commissioner

\_\_\_\_\_  
City Councilor

\_\_\_\_\_  
County Commissioner

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City Councilor

Approved as to form:

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Wasco County Council

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City Councilor

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City Councilor

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City Councilor

Approved as to form:

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City of The Dalles Attorney