



WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
SEPTEMBER 7, 2011

PRESENT: Sherry Holliday, Chair of County Commission
Scott C. Hege, County Commissioner
Rod L. Runyon, County Commissioner
Tyler Stone, Administrative Officer
Kathy McBride, Executive Assistant

At 9:00 a.m. Chair Sherry Holliday called the meeting to order.

Chair Holliday asked if there were any corrections or additions to today's Agenda. There were none.

OPEN TO DEPARTMENTS

Monica Morris, Finance Manager, met with the Board of Commissioners to discuss the proposed Position Approval Policy, (Attached as Exhibit A). She noted that the Policy has been discussed at the Department Head Meeting. The Policy will take the place of the current procedure. Morris went over specific provisions of the proposed Policy.

Tyler Stone, Administrative Officer, noted that in speaking with Chair Holliday and County Counsel Eric Nisley it is being suggested that any kind of appeal should be made to a designated Board of Commissioners Member instead of having to wait until the Board is convened. The second suggestion is that the Administrative Officer would be authorized to approve these normal types of position requests rather than having the Finance Manager being involved in any type of approval.

Some discussion occurred.

Chair Holliday stated that she would like to see what is being requested by the Departments. She would also like to know when someone has been hired.

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The Board of Commissioners will be notified by Human Resources when a position has become vacant and when someone has been hired into the County service.

Christa Rude, Commission on Children and Families Administrator, is here to answer any questions in regards to the various Agreements before the Board for their approval.

Rude briefly went over the Agreements before the Board. She also noted that Teri Thalhofer, North Central Public Health Director, has been appointed to serve on the Early Learning Council at the state level. Rude noted that they will be exploring a bunch of questions pertaining to the Early Learning Initiative put into place by Governor Kitzhaber and what will happen with the Commission on Children and Families at both the local and state levels.

{{{Commissioner Runyon moved to approve the Wasco County Commission on Children and Families approved recommendation for 2011-2012 Funding Allocation. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Rude noted that there will be a couple of budget adjustments that they will be bringing back to the Board for their consideration.

Molly Rogers, Youth Services Director, stated that the allocation that the Board just approved is within the current budget amount. The \$5,000 grant funding will need to be accepted and appropriated.

{{{Commissioner Runyon moved to approve the Healthy Living Grant Agreement between AMA Foundation Healthy Living Grant Program and YouthThink/Wasco County Commission on Children and Families. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Chair Holliday congratulated Teri Thalhofer for her appointment to the Early Learning Council.

Thalhofer stated that she is the only rural Eastern Oregon and Public Health representative on the Council. She does not know how much time it will take her away from the office; Thalhofer will work as much time as needed to do her job.

Rogers stated that Wasco County has been a representative from the very beginning since the Commission on Children and Families was created back in 1994. Every event has included one Department Head or Manager from Wasco County.

Some discussion occurred.

CHAD KRAUSE, WASCO COUNTY TREASURER. Presentation of Treasurer's Report.

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Chad Krause, Wasco County Treasurer, presented the Treasurer's Report for September, 2011, (Attached as Exhibit B). Krause went over his Report at this time.

The Board of Commissioners had several questions pertaining to the amount of money deposited into the Local Government Investment Pool and the U.S. Bank Account and the total of outstanding warrants (outstanding checks).

John Roberts, Planning & Development Director, met with the Board to discuss his recommendation on the Fee Waiver Request from James Sullivan, (Attached as Exhibit C).

Roberts went over his recommendation at this time.

Some discussion occurred.

Roberts noted in response to Chair Holliday's question that Sullivan has been living on the property. Sullivan has been living in a trailer next to the dwelling. He hauls water and has no electricity. There is not a code enforcement violation on the property. Sullivan went to Building Codes to get a permit; there was nothing on file regarding the structure. The matter got kicked back to the Planning Department. The zoning allows a single family use; a Conditional Use Permit is required to build a single family dwelling.

The Board discussed what type of documentation should be required when Fee Waiver Requests are made to the County. The Board feels that some type of documentation should be required when someone is claiming a financial hardship.

{{{Chair Holliday moved that Wasco County waive the \$300 Subject to Standards Planning Fee to evaluate EPD #8 (Big Game Winter Range Habitat) for James Sullivan. Commissioner Hege seconded the motion.

Commissioner Runyon stated that we do not have any financial documentation to show that Sullivan has a financial hardship. He agrees with Roberts' recommendation.

Commissioner Hege would like to have a discussion in the future on what type of documentation will be required, if any.

The vote was called for. The motion passed unanimously.}}

Roberts will contact some local agencies to see what type of documentation is required by their respective agency.

SUPPLEMENTAL BUDGET for Weed & Pest Control Fund.

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Merle Keys, Weed & Pest Inspector, discussed with the Board his request for a Supplemental Budget in order to allow the Department to replace the 2008 John Deer "Gator" with new equipment that is more durable and has a higher ground clearance, larger carrying capacity and steel skid plates to protect the equipment and rider. There was no funding budgeted under Capital Outlay so that is why the Supplemental Budget is required.

Some discussion occurred regarding the price quotes received for the new Utility Vehicle, the need for the new equipment and the interest from the Surveyor's Department for the 2008 John Deer Gator. Keys noted if the Supplemental Budget is approved they will purchase the equipment from the local vendor here in The Dalles.

{{{Commissioner Hege moved to approve Resolution #11-024 in the matter of the Fiscal Year 2011-2012 Supplemental Budget for the Weed & Pest Control Fund #219. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

At 9:57 a.m. the Board recessed.

At 10:00 a.m. the Board reconvened.

**DAN SCHWANZ, MID-COLUMBIA COUNCIL OF GOVERNMENTS
TRANSPORTATION DIRECTOR. Approval of Special Transportation
Operating Program (STO) Application for 2011-2013 Biennium.**

Dan Schwanz, Mid-Columbia Council of Governments Transportation Director, stated that the County over the last two years received Special Transportation Operating (STO) Grant Funding from the Oregon Department of Transportation. He did not believe that the funding would be available this biennium so no funding was budgeted in the current fiscal year. The Oregon State Legislature has now appropriated \$2 million for the STO Program. Schwanz has prepared an application for the Board's consideration and approval. The application was not reviewed or considered by the Wasco County Elderly and Handicapped Special Transportation Advisory Committee since it was not required since the funding will be used for existing services.

Schwanz stated that the funding is for the same amount as last year; \$15,000 per year, or \$30,000 for the biennium. The Oregon Department of Transportation, Public Transit Division will amend the Agreement with Wasco County to include both the Special Transportation and the Special Transportation Operating Funding. The County will be receiving an Amended Agreement for the Board's approval. The funding can be used for match and for operating expenses. If the County applies to receive the funding; the funding will be received. There is no local match required.

Some discussion occurred.

Commissioner Hege asked how much of the funding is used for administrative costs versus actual service.

Schwanz replied that those costs are not tracked. He would suspect that one-half of the funding goes towards brokerage costs and one-half for administration.

{{{Commissioner Runyon moved to approve the submittal of the Oregon Department of Transportation Special Transportation Operating Program Application for STF Agencies for the 2011-2013 Biennium. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Commissioner Runyon had a question related to the bus that is parked behind the Veterans' Service Office on Second Street in The Dalles.

Schwanz stated that the bus was used by Opportunity Connections. The bus was leased to them for \$1.00. They quit using the bus when their funding was reduced.

Stone asked Schwanz to notify him if Mid-Columbia Council of Governments decides to dispose of the vehicle since the County may have an interest in acquiring the vehicle.

CONSIDERATION AND APPROVAL of the Regular Session Consent Agenda of September 7, 2011, (Attached as Exhibit D).

{{{Commissioner Hege moved to approve the Regular Session Consent Agenda for September 7, 2011 as presented. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

JESSICA METTA, MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT. Presentation of Economic Development Report.

Jessica Metta, Economic Development Coordinator, presented the Economic Development Commission Report at this time, (Attached as Exhibit E).

During the presentation Metta noted that the Wasco County Economic Development Commission is interested in meeting more regularly. They are current meeting every other month. The Commission is interested in getting out around the County more frequently and doing more outreach type meetings. Their goal is to establish an annual calendar for 2012.

Metta also noted that Amanda Hoey, Executive Director, realized that she has a copy of the White Paper entitled "Refining Economic Development in Wasco County", which was written by Erik Andersson back in 2004. What this Plan called for was to coordinate economic development in the County. It needed Wasco County, the Board of Commissioners and the Economic Development Commission to take a bigger role to coordinate all of the pieces. The recommendation was focusing on job creation, the County Court committing to the endeavor and developing benchmarks.

Chair Holliday stated that she remembers the report. What made her angry is that the summit was held on the day that the County Court was attending the Association of Oregon Counties Conference and no one from the County was able to participate in the meeting.

Commissioner Hege requested that he receive a copy of the White Paper.

Metta continued going over her Report. Some discussion followed.

CONSIDERATION of items listed on the Discussion List of September 7, 2011, (Attached as Exhibit F).

Item #2

Chair Holliday stated that she spoke to Mel Omeg, Wasco County Budget Committee Member, regarding Amendment #1 to the Work and Financial Plan with the USDA, Animal and Plant Health Inspection Service, Wildlife Services. The Wasco County Soil and Water Conservation Service District has agreed once again to fund a feral pig operation. Omeg is interested in seeing that the additional funding allocated during this year's budget session be used on feral pig control. Any funding left over could then be used on cougar control.

Discussion occurred.

{{{Commissioner Runyon moved to approve Amendment #1 to the Work and Financial Plan between Wasco County and the USDA, Animal and Plant Health Inspection Service, Wildlife Services (APHIS-WS). Commissioner Hege seconded the motion; it was then passed unanimously.}}}

**DAVE ANDERSON, CITY OF THE DALLES PUBLIC WORKS DIRECTOR.
Discussion on the Kuck Well Water Right at the Columbia Gorge
Discovery Center.**

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Dave Anderson, City of The Dalles Public Works Director, met with the Board of Commissioners to discuss the Kuck Well Water Right at the Columbia Gorge Discovery Center. Anderson stated that he sent a letter to the Board attempting to outline the history and background of the water and utility service serving the Discovery Center, (Attached as Exhibit G).

Anderson noted that Wasco County is the current water right permit holder. The Intergovernmental Agreement between the County and the City of The Dalles calls for the utility and the property to convert to the City upon the bonds being paid off. At that time the County would have to transfer the water right into the City's name.

Anderson stated that the water right permit issued has a condition that the right be developed by 2002. They have been using the water with the ability to use just half of the water right. We have a need to apply for an extension to fully develop the water right. We have to be able to develop the 100 gallons per minute; the pump currently is not big enough and a deeper well is needed.

Anderson stated that an extension would allow the right to continue to exist; once a right has been developed and we can prove we have used it. Municipalities have an opportunity to perfect just a portion of a right (25% or more). It is not a municipal entity that is the current water right holder.

Anderson is suggesting that we work together to amend the water right and list the City as one of the holders of the water right, which will allow the city to utilize the opportunity to increase the right to 210 gallons per minute. We would then apply for an extension for the rest of the water right up to 500 gallons per minute. The City has just completed an application and extension on other City water rights.

Anderson noted that the City does the annual reporting; they are not adversely impacting other wells in the area. The City is offering to take on all the efforts and to do the extension. The City has been utilizing a consultant; they would pay for all fees and consulting fees to get the water right up to date in a stable and protective status.

Bob Wood, Wasco County Watermaster, noted that Anderson's statement is correct.

Anderson stated that the State has not cancelled the permit. If they were challenged by someone they would be in a position that would be hard to defend. We need to get an extension on the entire water right.

Some discussion occurred.

Stone stated that the water system would be transferred but the water right does not transfer under the Agreement.

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Chair Holliday asked Wood if there are any reasons why Wasco County would not want to do this.

Wood responded by stating that it makes sense with what Anderson has stated.

Stone asked if the Discovery Center is paying the City for water.

Anderson replied that it is a metered account. What they pay helps offset the operations costs.

Stone asked Wood if the County could perfect their water right.

Wood stated yes. The County could hire a certified water right examiner.

Stone stated that he was thinking that this could be a shared revenue opportunity for the County and for the City.

Some further discussion occurred.

Chair Holliday stated that she would like Eric Nisley, County Counsel, to take a look at this.

Commissioner Runyon stated that he would like to see some shared cost for the bond indebtedness at the Discovery Center.

Anderson stated that they have a consultant on board. He did not intend to reopen the Intergovernmental Agreement and the terms of the Agreement.

Wood stated that a consignment form would put both the County and the City as co-owners of the water right. Both agencies would need to sign off on it.

Staff will share this information with County Counsel Eric Nisley for his input in this matter.

**CONTINUATION OF THE CONSIDERATION of items listed on the
Discussion List of September 7, 2011.**

Item #4

Chair Holliday noted that she has a NORCOR Board of Directors meeting on September 22, 2011 so she will be unable to attend the Association of Oregon Counties District 3 Meeting.

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Item #5

Chair Holliday reported that one of the Engineers from the Oregon Marine Board called in regards to the Pine Hollow North Shore Boat Ramp. They are in need of some survey information prior to coming out and providing the County with an estimate on the replacement of the North Shore Boat Ramp. Chair Holliday has spoken to County Surveyor Dan Boldt to see if he would be interested in doing some work on this project. Boldt is willing to do what he can without actually setting out the stakes and doing a survey. The Engineer thought that would be pretty close to what they needed in order to provide the County with a cost estimate.

Chair Holliday informed the Oregon Marine Board that the County probably could not come up with that amount of funding (\$500,000 is the number that has been mentioned).

Chair Holliday received a call from Mr. Marquez. Marquez indicated if the County would sign a release and the property was free he would build it himself.

Chair Holliday stated that is something that we may want to do. The toilets are locked up and are unusable.

Discussion occurred.

Commissioner Hege stated that he does not like the idea of the County being in the boat ramp business.

Chair Holliday and Stone will look into getting rid of the North Shore toilets. Chair Holliday will contact Boldt and request that he identify the boundary lines so that the County can get an estimate on the cost to replace the North Shore boat ramp.

As to the request from Dave Anderson, City of The Dalles; Stone asked if the County should pursue this as a revenue opportunity. If they increase the water right they have the opportunity to make more money.

Commissioner Hege stated if we had a revenue sharing agreement with the City we would both share in the revenue generated from the water.

Neither Chair Holliday nor Commissioner Hege wants to be responsible for the water system or the operation of the water system.

Some discussion occurred.

Stone will look into this matter and will provide the Board with his recommendation.

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Item #8

Stone stated that a number of things have changed since the original agreement with the City of The Dalles for the County to be reimbursed for our expenses when the golf course in Dallesport, Washington is developed. The FAA has stepped in and the original developer is no longer there. The City has no intention on repaying the County for our investment for the development of this golf course.

Some discussion occurred. Staff was directed to obtain information pertaining to the Oregon Investment Board's grant for the proposed golf course in Dallesport, Washington.

Item #7

Stone stated that he recently attended a Community Outreach Team meeting. They were developing a list of items that would be discussed when the Outreach Team goes back to Washington, D.C. Stone stated that one item not on the list was the demolition of The Dalles National Guard Armory Building. The Military Department will take care of the abatement and will assist with the demolition of the building.

Stone stated that the response that he got was that the Military was going to take care of it. But in looking at it, they are not going to take care of it; they will assist the County. He feels this is something that needs to be addressed. When he voiced his concerns the response was that they needed to put him in contact with the National Guard.

Commissioner Hege stated if there is a cost; then the cost of demolition, etc. will be taken off of the rent that we are required to pay the Columbia Gorge Community College.

Some discussion occurred.

The Board recessed for lunch at 12 p.m.

At 2:03 p.m. the Board reconvened.

WORK SESSION.

Item #4

Chair Holliday stated that the issues suggested by Judge Jeanne Burch to be discussed at the AOC District 3 Meeting in September are issues that she is interested in. She will contact Judge Burch regarding issues that Wasco County would like to have discussed, such as the Commission on Children and Families.

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Commissioner Runyon suggested that we add to the discussion list the issue of jail bed space.

Staff was instructed to place on the Board's Discussion List the issue of the upcoming AOC Product Tasting Event.

Commissioner Hege feels that Stone should attend the District 3 Meeting in Morrow County on September 22, 2011.

Item #6

Stone stated that we need to get started on having discussions on capital projects. A summary of Capital Projects was provided to the Board at this time, (Attached as Exhibit H).

Stone noted that the County Clerk's Office ADA Counter is in process. The County is currently looking at different suppliers. As to the IT Room Construction Project; the electrical, HVAC and the actual relocation of all of the equipment and wiring is left to be completed. There is \$30,000 budgeted under the Information Services Division Budget for the actual move of the equipment and \$85,000 in the Facilities Division Budget for construction costs.

Stone noted that the Courthouse Elevator Project has been completed. The DEQ Cleanup Project has been budgeted for a long time.

Fred Davis, Facilities Manager, stated that there is for sure a buried tank in front of the La Clinica Building and one between the Youth Services and Oregon Youth Authority Buildings located along Court Street.

Stone suggested that when La Clinica moves out of the building that we begin removal of the buried tank. Given the dollar amount currently budgeted he is recommending that we go looking for the tank by the Youth Services Building.

Some discussion occurred regarding the tank by the La Clinica Building. Stone noted that La Clinica will be leaving in September, 2012.

Other capital projects noted at this time included the Re-point of the Courthouse Steps located along Washington Street and the repainting of the Youth Services Building. The rest of the projects on the list are normal continuing maintenance type projects. There are some HVAC Systems in the Sheriff's Office that need to be replaced.

Stone asked Monica Morris, Finance Manager, if we have received any funding from the State of Oregon Court System.

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Morris stated no.

Stone stated out of all of the projects mentioned the DEQ Tank Removal Project was one he wanted to touch base on with the Board as to whether we should be getting started on the project.

Stone noted that in the middle of the first page of his handout is a list of potential projects. There are dollars available if the Board wants to fund these projects at this time.

Stone would prefer to wait until we have a tenant before remodeling the La Clinica Building. The second floor of Annex B is pretty much unusable in the current condition that it is in. An on-going issue in Annex A is their HVAC Systems. They struggle in the summer with the heat and freeze in the winter. That project will require a major remodel.

Some discussion occurred regarding the Remodel of Annex A HVAC System Project. Stone indicated that he has no plans or estimates currently. We need to get some direction from the Board since the dollars are limited and many of these projects will take a large chunk of the available dollars.

Stone stated that the Remodel of the Public Works Building Project was cost prohibitive two years ago. It did not have support from all of the Departments in the building. The space needs to be redesigned. Marty Matherly, Wasco County Roadmaster, is proposing to recarpet and repaint the Planning & Development Department. That building needs some weatherization and HVAC work.

Chair Holliday asked if there is any thought of relocating the Planning & Development Department closer to the Courthouse.

Stone stated that Former Planning Director Todd Cornett requested that the Department be relocated to the Annex Building or some other area.

Stone asked the Board of Commissioners for input on the potential Remodel of Commissioner Space Project. Do we want to do any construction or make a move with existing space with no construction work?

Stone noted that the last thing listed on the handout is the Hunt Park Improvements Project. Do we want to go out and look for grant opportunities?

A lengthy discussion occurred regarding the capital project listing.

Commissioner Hege commented that he does not want to remodel the La Clinica Building until they are out of the building. He cannot see the County spending money

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on remodeling the second floor of Annex B unless there is money to do that. Who would we be remodeling the building for? He did not think about moving the Planning & Development Department.

Commissioner Hege stated that the HVAC System for Annex A probably needs to happen. He would like to know what the estimated cost to do the project is. Commissioner Hege has been hearing that Public Health would like to go into the La Clinica space. Commissioner Hege would like to see a paying client go into that space instead.

Commissioner Hege commented that the Planning & Development Department space is horrible. If the project is not supported then he wouldn't do it. As to Commissioners space; Commissioner Hege still believes that we need a space with good access to the public and that the Commissioners are accessible. He feels it would be ideal for all of us to be in a space together somewhere. Commissioner Hege does not see it happening unless we do a project. The Finance Office would be an ideal space which could be reconfigured to include Stone, three Commissioners' Offices and an area for administrative support.

In Commissioner Hege's mind the first three projects are off. The question would be is there a project at Public Works or a project for the Commissioners' Office.

Commissioner Runyon stated that another option at the Public Works Building was a central reception area. He hadn't thought about the Planning & Development Department moving somewhere else. The La Clinica Building is a potential location for Planning.

Stone stated that it might be prudent to invest in some money for someone to look at a building and design. He agreed with Commissioner Hege's comment as to the La Clinica Building. Stone is trying to market that space by word of mouth. With Annex B being mostly empty and with Annex A potentially being emptying out we could move the Health District out of the La Clinica space and give some potential tenant more space in that building. The revenue received per year from La Clinica is \$98,000.

Commissioner Hege noted that if we add Mid-Columbia Center for Living that is a pretty substantial loss in revenue.

Chair Holliday stated if we consider relocating the Planning & Development Department that would be a reduction in rent to the Public Works Fund.

Chair Holliday agreed with Commissioner Hege as to the first three projects on the list. As far as space for the Commissioners; she does not care where we are located as long as we have three separate offices. Chair Holliday has discussed this issue with Stone; they feel that the Finance Office along with Meeting Room #206/Jury Room would work.

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Some discussion occurred regarding relocating the Commissioners' Office to the second floor of the Courthouse.

Monica Morris, Finance Manager, stated that it would make sense to move the Finance Office down to Stone's Office or to the house currently occupied by the Commission on Children and Families if the Commission goes away due to state cuts. Morris felt that the Commission's house would be a nice fit for their office.

Stone stated that Hope Vance, Payroll/Human Resource Generalist, needs to stay with the Finance Office. His office could be reconfigured without doing any remodeling.

Chair Holliday commented that one thing that has not been discussed is the public's perception.

Commissioner Runyon stated if the Commissioners and Executive Assistant Kathy McBride were moved to the basement would the public's perception be that the Commissioners are not important.

McBride spoke up about the need to have Sue Stephens, Executive Assistant to the Administrative Services Office, and herself together so that cross training etc. can occur.

Stone suggested that we get someone to design the space for the Commissioners' Office.

Morris pointed out that Molly Rogers, Youth Services Director, has stated that she has room for the Commission on Children and Families in the Youth Services Building.

The discussion turned towards the Public Works Building Project.

Stone commented that he needs to have a conversation with Matherly regarding repainting and carpeting the Planning & Development Department. The County has \$392,200 under Building Improvements in the Capital Acquisition Fund. There is \$20,000 budgeted this year in the Public Works Fund for Public Works Building Improvements and \$43,500 in the Capital Acquisition Fund under Capital Improvement – PW Rent.

Chair Holliday stated that the County will have a bunch of open space. There should still be a way to move the Planning Department. She feels we should be looking at other possible spaces.

Stone pointed out that the Oregon Youth Authority Lease runs on a year to year basis.

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Commissioner Hege stated that it would make more sense if Building Codes was out at the Public Works Building next to the Planning & Development Department.

Commissioner Runyon stated that he feels we need to assess if this would work for Finance and the Commission on Children and Families.

Commissioner Hege asked if relocating the Commissioners' Office would be a higher priority.

Commissioner Runyon thought the discussion with Public Works and Planning looks like a long range planning process.

Stone pointed out that not far from now the Public Works Department will be financially strapped with the reduction in forest funding. The County will be looking for some funding to back fill into the Public Works Fund.

Commissioner Hege stated if we can make it more efficient by putting more into the program and less into the overhead.

Stone stated that the Public Works Building Project is the one project that is more meaningful in the long term than any other project.

Commissioner Hege suggested that Stone have some discussions with Matherly to see if Matherly is on board with the project. If he is we can get this project moving forward by bringing someone in to begin some planning. Commissioner Hege feels both projects, Public Works Building and the relocation of the Commissioners' Office, should happen within the next three years.

Commissioner Hege agreed with Chair Holliday that we should start talking with John Roberts, Planning & Development Director, regarding the location of our Planning Department.

Commissioner Hege has some space planners that could do initial layouts since he believes there will be some walls involved in the redesign of the Finance Office for the relocation of the Commissioners' Office. He feels we need someone with good space planning to look at the Public Works Building Project.

Further discussion occurred.

Commissioner Runyon discussed with the Commissioners the Department Meetings held earlier in the year. He would like to figure out how often the Board of Commissioners should meet with various Departments or whether the Commissioners would meet individually with the Department Heads.

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Both Chair Holliday and Commissioner Hege felt the Department Meetings were important.

Commissioner Runyon will come back with a proposed schedule for the Board's consideration.

Stone reported that at tomorrow's Department Head Meeting the issue of centralized purchasing will be discussed. The County is able to use the State of Oregon's Procurement Contract with Office Max, which will result in a substantial savings to the County. It is anticipated that the County will save \$80,000 annually.

Some discussion occurred regarding centralized purchasing.

The Board considered the adoption of the Position Approval Policy.

{{{Commissioner Hege moved to approve the Position Approval Policy as discussed and revised. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

{{{Chair Holliday moved to reappoint Dan Spatz to the Mid-Columbia Economic Development District Board of Directors and to appoint Chip Wood to the QualityLife Budget Committee. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

McBride noted the three positions currently held by Zack Harvey, Ken Polehn and Denise Minson on the Wasco County Fair Board; their terms are scheduled to expire on December 31, 2011.

Some discussion occurred.

The Board of Commissioners is interested in knowing if any of the current members are interested in applying for reappointment and whether there are any concerns with any of the existing members.

Commissioner Runyon does not want to advertise for the openings if the Board is going to reappoint the current members.

Staff will send out a letter to the existing members. If they are interested in being considered for reappointment they will need to apply.

Fred Davis, Facilities Manager, reported that he saw Paul Titus from Northern Wasco County People's Utility District. The County has gotten money back from our electrical on our new solar panels on the La Clinica Building.

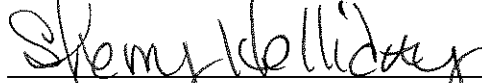
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The Board signed:

- Regular Session Minutes of February 2, 2011.
- Executive Session Minutes of February 9, 2011.
- Regular Session Minutes of March 2, 2011.
- Regular Session Minutes of April 6, 2011.
- Special Session Minutes of April 7, 2011.
- Regular Session Minutes of May 18, 2011.
- Regular Session Minutes of August 3, 2011.
- Executive Session Minutes of August 3, 2011.
- Regular Session Minutes of August 17, 2011.
- Oregon Commission on Children and Families 2011-2013 County Healthy Start – Medicaid Administrative Activities Intergovernmental Agreement #WAS1113-MAC between the Oregon Commission on Children and Families and Wasco County.
- Agreement between Becca Sanders, Ph.D., and Wasco County Commission on Children and Families/YouthThink.
- Intergovernmental Agreement #11-DA-63 between the Oregon Department of Justice and Wasco County.
- Funding Agreement between Wasco County and The Next Door Incorporated.
- Intergovernmental Agreement between the Oregon Department of Energy and Wasco County.
- Healthy Living Grant Agreement between AMA Foundation Healthy Living Grant Program and YouthThink/Wasco County Commission on Children and Families.
- Amendment #1 to Work and Financial Plan between Wasco County and USDA Animal and Plant Health Inspection Service Wildlife Services (APHIS-WS).
- Position Approval Policy.
- Resolution #11-024 in the matter of the Fiscal Year 2011-2012 Supplemental Budget for the Weed & Pest Control Fund #219.

The Board adjourned at 3:48 p.m.

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OF COMMISSIONERS


Sherry Holliday, Chair of Commission

Scott C. Hege, County Commissioner


Rod L. Runyon, County Commissioner

Position Approval Policy

I. **Purpose:** To establish consistent practices for filling vacant and new positions within Wasco County.

II. **Policy Statement:** Wasco County seeks to implement a consistent and efficient process for filling both vacant and newly created positions of employment. This policy is designed to maximize communication while maintaining a streamlined process.

A. Definitions

1. **Vacant Position** – An existing position that becomes vacant based on the resignation, retirement, or termination of an employee. The vacancy will be replaced with a similar job description. The job description can be reviewed and updated without substantial changes to duties. These positions are within the current budget cycle and the funds have already been approved and allocated for this position.

2. **New Position** – A new position developed within an organization that has a new job description and pay scale approved by the Administrative Officer, or an additional position funded through the budget process within a current job description.

3. **Position Adjustment** – Changing the number of hours an employee works that has impact on the FTE of a department or changes to the job description of a current position.

B. General Procedures

1. Complete a Position Approval Form by accessing the form on the Share Drive of the County or requesting a copy from Human Resources.

2. Once the Position Approval Form is fully executed, based on the criteria above, it will be turned in to Human Resources for appropriate budget approval and advertising.

a. Standard advertising procedures will include posting the notice in-house, on the Wasco County Website and local print ads. Additional advertising may be requested by the Department Head.

- b. All advertisements will be for a minimum of 5 calendar days, and may be extended based on low applicant response.
 - 3. All applications will be received by Human Resources for tracking purposes. Applications will be logged into Applicant Tracking.
 - a. Applications will be forwarded to the Department Head once the position is closed.
 - b. Human Resources will assist in reviewing applications if requested.
 - c. Human Resources will send letters to the applicants who interviewed but were not successful in receiving the position.
 - 4. If pre-employment testing is required, Human Resources will schedule, assist and administer (if needed).
 - 5. Once the applicant is selected, the Department Head notifies Human Resources and establishes a start date.
- C. **Vacant Positions without Changes**
 - 1. The Department will review and make any minimal changes to update the job description.
 - 2. The Department Head will sign a completed Position Approval Form and submit the form to Human Resources.
 - 3. The Finance Manager will review to ensure completeness and budget availability. Once approved Human Resources will notify the appropriate people.
 - 4. The above general procedures will be followed and the position will only be offered to an applicant at the pay level of Step 2 or below.
- D. **New Positions**
 - 1. The Department Head will submit the completed job description, the position approval form and rationale for creating the position to Human Resources. After it is processed it will be sent to the Administrative Officer.
 - 2. The Administrative Officer will sign off on the completed packet. He may forward the request to the Board of County Commissioners at the next regularly scheduled Board meeting.
 - 3. Once the request is approved by the Administrative Officer it will be processed following the general procedures.
- E. **Changes to Current Position**
 - 1. Any change in FTE or substantial changes related to a job description during a fiscal year will be handled similar to new positions.

2. The Department Head will submit the proposed changed job description, the Position Approval Form and any rationale for changing the job description to Human Resources. After it is processed it will be sent to the Administrative Officer.

3. The Administrative Officer will approve the completed packet. He may forward the request to the Board of County Commissioners at the next regularly scheduled Board meeting.

4. Once the request is approved by the Administrative Officer it will be processed following the general procedures.

F. Hiring Above Step 2 on Salary Matrix

1. In circumstances that may occur when a Department Head wants to extend a conditional offer of employment at a Step 3 or above on the Salary Matrix, the Department Head must submit the request in writing and reasons for the higher rate of pay to the Finance Department to ensure adequate funding.

2. Finance will forward to the Administrative Officer for review. Prior to approval the Administrative Officer may forward the request to the Board of County Commissioners at the next regularly scheduled Board meeting.

3. Once the request is approved by the Administrative Officer it will be processed following the general procedures.

G. Exceptions and Appeals

It is the intent of this policy to provide an efficient and effective process for hiring and filling vacant positions. If during the process there is a decision that the Department Head wants to appeal, it can be brought forth to the Board of County Commissioners during a regularly scheduled meeting for discussion and final decision.

ADOPTED THIS 7th day of September, 2011.

WASCO COUNTY BOARD
OF COMMISSIONERS

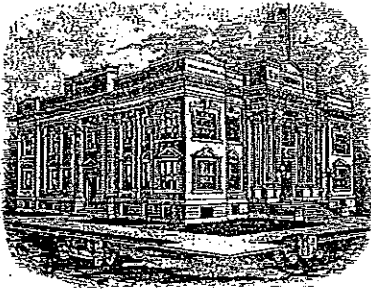
APPROVED AS TO FORM:

Sherry Holliday, Chair of Commission

Eric J. Nisley
Wasco County District Attorney

Scott C. Hege, County Commissioner

Rod L. Runyon, County Commissioner



WASCO COUNTY

Finance Department

Exhibit B

• Treasury
Chad Krause
Treasurer

• Payroll

Suite 207

511 Washington Street

The Dalles, Oregon 97058-2268

(541) 506-2770

Fax (541) 506-2771

September 7, 2011

TO: Wasco County Board of Commissioners

FROM: Chad Krause, Wasco County Treasurer

RE: Monthly Financial Statement

As of September 1, 2011, Wasco County had cash on hand of \$15,116,466.82

Funds on deposit at US Bank (a qualified depository for public funds under ORS 295):

\$5,724,160.24

Funds available to earn interest do so at the annualized rate of 0.005%

Funds on deposit in the Local Government Investment Pool:

\$9,392,306.58

Funds available to earn interest do so at the annualized rate of 0.500%

Total outstanding warrant indebtedness of Wasco County: \$304,516.74

Exhibit C

WASCO COUNTY PLANNING
AND DEVELOPMENT
John Roberts, Director
2705 East Second Street
The Dalles, Oregon 97058



Phone: (541) 506-2560
Fax: (541) 506-2561

→ www.co.wasco.or.us

Date Submitted: 8-29-11 REQUEST FOR FEE WAIVER

Applicant/Owner Information:

Applicant(s) James P Sullivan Property Owner(s) Same

Mailing Address P.O. Box 362 Mailing Address Same

TONE, OREGON 97843
Cell No. 541-561-6422

Phone (H) 541-422-7323 (W) Phone (H) (W)

Email

Email

Explanation For Fee Waiver Request (Please give complete detailed explanation):

Cabin has been on property since 1997
and I bought the property not knowing about any
of this. I get \$1200 a month social security have
no money to pay any fee, need to have it all legal to
live there I'm 66 years old

(To be completed by Planning and Development Office)

Fee Structure:

APPLICATION TYPE	WAIVABLE PLANNING FEES		OTHER FEES	TOTAL FEE
	PLANNING FEE	PENALTY FEE		
<u>CUP- NONFARM DWELLING</u>	<u>1,500</u>	<u>-</u>	<u>71.00</u>	<u>\$1,571</u>
	<u>300</u>			<u>1,871</u>
			<u>Total =</u>	<u>\$1,871</u>

Other Information:

25 12C 11 3300 acct # : 10196 F-P(10)/EPD-8

Fees Verified by:

John D Roberts
Planners Signature

(To be completed by Executive Assistant to the Board of County Commissioners)

TOTAL WAIVED FEES: _____

TOTAL FEES NOT WAIVED: _____

Board of County Commissioners Authority signature _____



Wasco County Planning Department

"Service, Sustainability & Solutions"

2705 East Second St. • The Dalles, OR 97058
Phone: (541) 506-2560 • wcplanning@co.wasco.or.us
www.co.wasco.or.us/planning/planhome.html

To: Wasco County Board of Commissioners ("Board")
From: John Roberts, Planning Director
Date: September 7, 2011 Meeting
Re: Request for Fee Waiver -- Conditional Use Permit

Mr. James Sullivan has requested a fee waiver of \$1,871 for a Conditional Use Permit ("CUP"). The CUP is required per the Wasco County Land Use and Development Ordinance (Section 3.220.C.2) to approve an existing single family dwelling on the property.

The CUP reviewed and issued by the county would enable the existing dwelling to be legally recognized by the Mid Columbia Building Code Services or other entities, who in turn could then issue other permits associated with requests to improve the existing dwelling (i.e., issuance of mechanical, well, septic or electrical permits). Per Mr. Sullivan his request for the fee waiver is based on his limited monthly income and social security.

It is suggested the Board consider four options:

- 1) Waive the entire fee of \$1,871.
- 2) Waive any portion of the \$1,871 (e.g., half of \$1,871 would be \$935.50).
- 3) Waive the Subject to Standards planning fee of \$300 to evaluate EPD #8 (Big Gamer Winter Range Habitat). The subject fee would then be \$1,571.
- 4) Do not waive any amount or portion of the fee.

It is recommended the Board choose Option 3 and waive the Subject to Standards planning fee of \$300. The cost of evaluating the EPD was not disclosed to Mr. Sullivan as part of his initial request.

It is unfortunate Mr. Sullivan has financial hardships. However, in light of the overall improvements needed and potentially planned for the property and associated costs, the amount of \$1,571 would not appear to be as significant. Moreover, there is always reluctance to waive an entire fee in light of precedence it could possibly set for similar requests in the future.

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
SEPTEMBER 7, 2011**

CONSENT AGENDA

1. Regular Session Minutes of February 2, 2011.
2. Executive Session Minutes of February 9, 2011.
3. Regular Session Minutes of March 2, 2011.
4. Regular Session Minutes of April 6, 2011.
5. Special Session Minutes of April 7, 2011.
6. Regular Session Minutes of May 18, 2011.
7. Regular Session Minutes of August 3, 2011.
8. Executive Session Minutes of August 3, 2011.
9. Regular Session Minutes of August 17, 2011.
10. Oregon Commission on Children and Families 2011-2013 County Healthy Start – Medicaid Administrative Activities Intergovernmental Agreement #WAS1113-MAC between the Oregon Commission on Children and Families and Wasco County.
11. Agreement between Becca Sanders, Ph.D., and Wasco County Commission on Children and Families/YouthThink.
12. Intergovernmental Agreement #11-DA-63 between the Oregon Department of Justice and Wasco County.
13. Funding Agreement between Wasco County and The Next Door Incorporated.
14. Intergovernmental Agreement between the Oregon Department of Energy and Wasco County.

Wasco County Board of Commissioners
Economic Development Commission Update: September 7, 2011

**Board discussion requested.*

The following activities are the result of the Wasco County contract with MCEDD for EDC staffing services.

EDC Activities

- **Next EDC Meeting:** The next meeting of the EDC will be September 22, 10am to 12pm at Northern Wasco PUD in The Dalles. The EDC Strategic Action Plan will be discussed as well as other agenda items.
- **Needs and Issues Projects:** Mid-Columbia Economic Development District (MCEDD) released their 2011 Comprehensive Economic Development Strategy which prioritizes regional projects. Jessica submits the top five Infrastructure and Technical Assistance projects from the EDC's Needs and Issues list for this process. EDC projects that made it into the top priority included the Mosier Groundwater Sustainability Study and the Simnasho Multi-Use Facility (#3 and #4 for Oregon Technical Assistance Projects, respectively), the Airport Water Distribution System and the Airport Runway Strengthening Project (#1 for Washington and #1 for Oregon Public Works Projects, respectively). The Airport Business Incubator was submitted by Klickitat County and also made it onto the list (#5 for Washington Public Works Projects).
- **Maupin Economic Development Assistance:** Jessica has been assisting the members of the Maupin Economic Development Task Force with development of their economic development strategic action plan. The group is currently compiling economic information about Maupin, developing online and print materials to support and attract business and working closely with the Maupin Area Chamber of Commerce. Jessica will be speaking at the Chamber's next Business after Hours on Sept. 15 about the work, the EDC and MCEDD, along with Mary Merrill from the Small Business Development Center.
- **Gorge PubTalk in The Dalles:** The EDC is co-hosting the Gorge PubTalk in The Dalles on September 20 at the Sunshine Mill, 5:30pm. Other co-hosts are MCEDD and The Dalles Chamber. This event connects businesses looking for investment or advice with potential investors/ advisors. It also offers business networking opportunities and a business-related keynote presentation. There is a \$10 entry fee and RSVPs are requested to anna@mcedd.org.
- ***Industrial and Commercial Lands Project:** Jessica has had a number of meetings around this EDC project idea. Several of the EDC Commissioners, Planning Director John Roberts and GIS Coordinator Tycho Granville have been involved in the meetings. The project in its current form involves several components including: (1) an up-to-date inventory of available industrial properties countywide on OregonProspector.com, and (2) full County GIS information available online. The goal would be to enable business to easily find industrial or commercial properties to meet their needs.
- ***Strategic Action Plan Update:** A sub-committee of the EDC is working on the annual update to the Wasco County Economic Development Strategic Action Plan and has met with Commissioner Hege for his feedback. New to the plan this year will be clear goals and strategies for the EDC to accomplish in addition to the usual Needs and Issues Inventory.
- **Other Staffing Assistance:** Jessica continues to serve as the County's representative at meetings such as CGBREZ, The Dalles Chamber Economic Development Committee, the Oregon Economic Development Association, The Dalles Business Team and others as they

occur. She has responded to several requests for information from businesses and community partners, attended a discussion reviewing the Discovery Center's Strategic Action Plan, researched the post office closure issue and wrote an article about Oregon Prospector for inclusion in The Dalles Chamber's newsletter.

The following information is included as possible items of interest for the Board of County Commissioners as related to the economy of Wasco County but are not the result of the Wasco County contract with MCEDD for EDC staffing services.

Local/ Regional Economic Information

- **Oregon Connections Telecommunications Conference:** MCEDD is again hosting the Oregon Connections Telecommunications Conference at the Hood River Inn. This year's event is scheduled for October 27-28 with the theme of "Oregon Broadband: The Power of Adoption". The keynote speaker is Lee Rainie, the Director of the Pew Research Center's Internet & American Life Project, a non-profit, non-partisan "fact tank" that studies the social impact of the internet. Early bird registration of \$65 ends September 9.
- **OIB and WIB Fund RARE Participant:** In July, the Oregon and Washington Investment Boards provided funding to support a Resource Assistance for Rural Environments (RARE) participant for the Columbia Gorge Sustainability Consortium. The Consortium seeks to increase regional capacity and coordination in the areas of affordable housing, transportation, community and economic development and workforce training. The RARE participant will start in September and be housed at MCEDD.
- **Gorge Youth Robotics:** Google and the Gorge Tech Alliance have partnered to raise the level of focus and funds for youth robotics in the five county area. Google is providing scholarships for all public schools in the region to receive LEGO robotics kits for competing in the FIRST competition series. Their large annual event for 2011 will be the Gorge Robotics Fest on September 17 from 1 to 4pm at The Dalles Civic Auditorium. The Board of County Commissioners is invited to attend. For more information, visit gorgerobotics.com.
- **MCEDD News:** MCEDD was selected through an application process to the USDA for its Stronger Economies Together program. The SET program will provide trainings over the course of several months to strengthen the capacity of communities and counties to "work together to develop and implement an economic development blueprint that strategically builds on the current and emerging economic strengths of their region." For participation in the program, the region receives:
 1. An "economic development 101" course tailored to the region.
 2. Data specialized to our region, which will enhance the Comprehensive Economic Development Strategy for the region.
 3. A cohesive focus on an economic region that crosses state boundaries.
 4. Increased connection and relationship with USDA and its land grant universities.
 5. Engagement of new partners in the economic development visioning process.

Funding Opportunities and Events

- **Oregon Heritage and Museum Grants:** The Heritage Programs Divisions of the Oregon Parks and Recreation Department is making grants available in four programs: Oregon Heritage Grants (due Oct 28, 2011), Historic Cemetery Grants (due Sept 23, 2011), Museum Grants (due

Sept 30, 2011 & May 18, 2012) and Preserving Oregon Grants (due Sept 30, 2011). Complete grant information is available at oregonheritage.org.

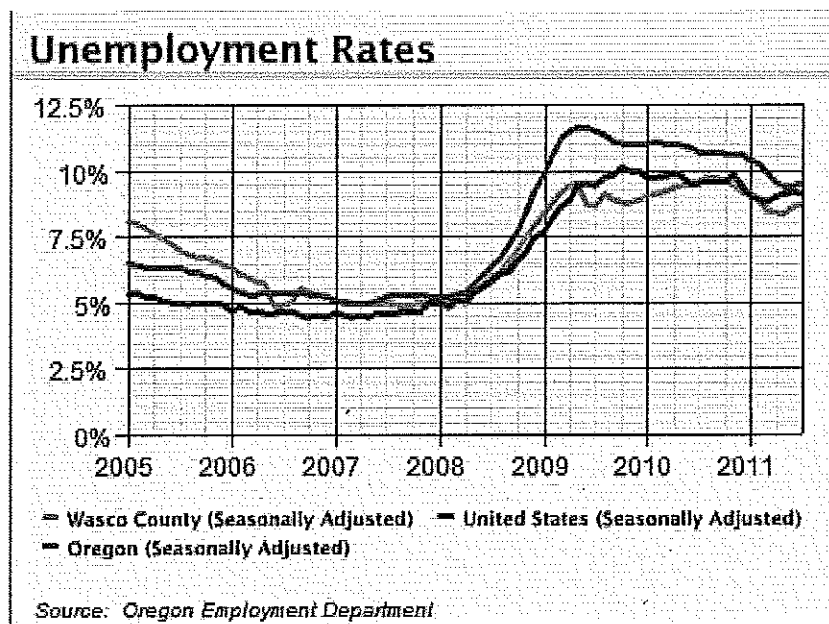
- **Oregon Economic Development Association:** OEDA Annual Conference will be held on September 26 and 27 at the Hallmark Resort in Newport, OR. They invite everyone to "join Oregon's top business & economic development organizations and agencies for two days of education and entertainment." Cost to attend is \$225 for OEDA Members and \$300 for non-members. For the agenda and registration, visit www.oeda.biz.
- **Oregon Microenterprise Network:** OMEN is hosting their annual Entrepreneurship Summit on October 12 and 13 at the Governor Hotel in Portland, OR. The Summit will provide training from industry leaders as well as opportunities for networking and exploring strategies for future development and partnership for Oregon's microenterprise and entrepreneurship organizations. For the agenda and registration, visit www.oregon-microbiz.org.

Employment

Reviewing changes in total nonfarm employment (not seasonally adjusted) across Wasco County from July 2010 to July 2011, the largest losses by number of jobs lost occurred in Manufacturing (80 jobs) and Indian Tribal Government (30 jobs). The largest gains by number of jobs gained occurred in Educational and Health Services (70 jobs) and Retail (20 jobs).

Seasonally Adjusted Unemployment Rates (Source: Oregon Employment Department)

	July 2011	June 2011	July 2010
Oregon	9.5%	9.4%	10.7%
Wasco County	8.7%	8.6%	9.6%



-respectfully submitted by Jessica Metta, EDC Staff

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
SEPTEMBER 7, 2011**

DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. Approval of the Wasco County Commission on Children and Families approved recommendation for 2011-2012 Funding Allocation.
2. Consideration and approval of Amendment #1 of the Work and Financial Plan between Wasco County (Cooperator) and United States Department of Agriculture, Animal and Plant Health Inspection Service, Wildlife Services (APHIS-WS) for July 1, 2011 through June 30, 2012.
3. Decision on the Fee Waiver Request from James Sullivan.
4. Discussion on the AOC District 3 Meeting on September 22, 2011.
5. Discussion on Pine Hollow North Shore Boat Ramp.
6. Discussion on Capital Projects.
7. Discussion on the National Guard Armory Property.
8. Discussion on the development of a Golf Course in Dallesport, Washington.
9. Consideration and appointment of an individual to the QualityLife (QLife) Budget Committee.
10. Consideration and appointment of an individual to the Mid-Columbia Economic Development District Board of Directors as the City Representative.

ON HOLD:

1. Discussion on Scope of Work and Proposed Budget for Updates and Maintenance to Wasco County Website. (Waiting for AOC)
2. Discussion on the GIS System.



CITY OF THE DALLES
Department of Public Works
1215 West First Street
The Dalles, Oregon 97058

DATE: August 30, 2011

Wasco County Board of County Commissioners
511 Washington Street, Suite 302
The Dalles, OR 97058

RE: Kuck Well Water Right

Dear Commissioners Holliday, Hege and Runyon:

When the Columbia Gorge Discovery Center and Wasco County Historical Museum Complex was being constructed, Wasco County and City of The Dalles entered into an Intergovernmental Agreement to develop and operate water and sanitary sewer utilities for the Complex. Under that Agreement, Wasco County issued a bond to fund the construction of the associated potable water system and sanitary sewer systems. The water system includes the Kuck Well, treatment system, reservoir and piping system. Wasco County is the current owner of the water system and the holder of the water right permit for the well. The City operates the system and does all the monitoring and reporting associated with the water supply and the water right.

The Agreement specifies that the County will retain ownership of the utility systems throughout the period of bonded indebtedness. When the bond that funded the construction of the utilities is paid off, the City will take over ownership of the water and sanitary sewer systems. It will also be necessary to transfer the Kuck Well water right to the City at that time.

Water rights in Oregon are increasingly scrutinized and regulated. As some background on water rights, when a new water supply is being developed, a water right permit is obtained from the state to allow use of the water. That permit then allows development of the water supply, specifies the maximum amount of water that can be used, and identifies the amount of time within which the water supply must be developed and the water put to beneficial use. Once that is done, the water right permit holder must demonstrate that the water has been beneficially used and the permit can be "perfected". If the water right permit is not perfected within the specified amount of time, an extension of the permit must be requested. If a water right permit is not developed diligently, or if it is not used for 5 years, it can be cancelled.

Most water right permits can only be perfected in their entirety. The water right permit for the Kuck Well allows a rate of 500 gallons per minute (gpm). The current pumping capacity of the well, due to the size of the pump and the treatment system that are in place, is about 210 gpm. The water right permit cannot be perfected in its entirety until the full 500 gpm can be pumped and treated.

The water right permit for Kuck Well allows water to be used for "municipal" purposes, but Wasco County as the permit holder is not a municipality. Municipalities have some opportunities under state water law to afford greater protection of water rights than do other types of water users. One of these opportunities is to "partially perfect" a water right permit. It is also easier to get extensions of time for the development of municipal water rights than others and once a municipal water right is perfected, it is highly protected from cancellation.

The period allowed for full development of the Kuck Well water right expired in 2002 but the permit has not been cancelled. The City believes that it important to apply for an extension of time to develop the water permit to prevent cancellation. With Wasco County listed as the permit holder, the City cannot apply for that extension.

The City is proposing that Wasco County authorize the addition of City of The Dalles as a second permit holder for the Kuck Well water right. Once this is done, the City can file for an extension of time to develop the water right. After that is granted, the City proposes to partially perfect almost half of the water right permit and get it under municipal protection from cancellation.

If the County agrees to this proposal, the City would work with a water rights consultant to add the City as a permit holder, file the extension application, partially perfect that amount of water that can currently be pumped, and also file to further extend the currently unused part of the water right permit. The City would pay all consultant and application fees.

I look forward to meeting with you on September 7th to discuss this proposal.

Sincerely,

A handwritten signature in cursive script, appearing to read "Dave Anderson".

Dave Anderson, Public Works Director
City of The Dalles

Capital Projects

Monies identified but projects not determined:

General Operating Reserve \$225000- recommend we don't use.

~~Building Improvements \$392200~~

~~Public Works Building Improvements \$20000~~

~~Annex Improvements \$125000~~

~~Capital Improvements PW rent \$43500~~

~~IT Room Construction \$85000 - Carried forward from last year in case project was not done~~

Facility Capital Reserve \$100500 – recommend we don't use.

Potential projects:

Remodel of La Clinica building

Remodel of Annex B 2nd floor

Remodel of Annex A HVAC system

Remodel of Public Works Building

Remodel of Commissioner Space

Grant Application matching monies.

Projects already identified:

Clerks ADA Counter \$20685

IT Room Construction \$85000 see above

IT Room build-out and move \$30000

CH Elevator \$10000

DEQ Cleanup \$15000

Re-point CH steps \$6000

Repaint Youth Services Building \$6000

Replace 2 zoned HVAC units \$16500

Replace 1974 HVAC units in CH \$14000

Security card readers \$10000

Security cameras \$4000

Hunt Park Improvements \$410000 75%/25% match

Compensation Study \$40000