

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION / AGENDA WEDNESDAY, MARCH 2, 2016
LOCATION: Wasco County Courthouse, Room #302
511 Washington Street, The Dalles, OR 97058**

Public Comment: Individuals wishing to address the Commission on items not already listed on the Agenda may do so during the first half-hour and at other times throughout the meeting; please wait for the current speaker to conclude and raise your hand to be recognized by the Chair for direction. Speakers are required to give their name and address. Please limit comments to five minutes, unless extended by the Chair.

Departments: Are encouraged to have their issue added to the Agenda in advance. When that is not possible the Commission will attempt to make time to fit you in during the first half-hour or between listed Agenda items.

NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. **Meetings are ADA accessible.** For special accommodations please contact the Commission Office in advance, (541) 506-2520. TDD 1-800-735-2900. If you require an interpreter, please contact the Commission Office at least 7 days in advance. **Las reuniones son ADA accesibles.** Por tipo de alojamiento especiales, por favor póngase en contacto con la Oficina de la Comisión de antemano, (541) 506-2520. TDD 1-800-735-2900. Si necesita un intérprete por favor, póngase en contacto con la Oficina de la Comisión por lo menos siete días de antelación.

9:00 a.m.

CALL TO ORDER

Items without a designated appointment may be rearranged to make the best use of time. Other matters may be discussed as deemed appropriate by the Board.

- Corrections or Additions to the Agenda
- [Discussion Items](#) (Items of general Commission discussion, not otherwise listed on the Agenda) [Road Vacation Report Order](#)
- [Consent Agenda](#) (Items of a routine nature: minutes, documents, items previously discussed.) [Minutes: 2.17.2016 Regular Session, NCPHD Budget Committee Reappointment](#)
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9:30 a.m. [USDA Grant Renewal](#) – Lane Magill

9:40 a.m. [Appraisal Services Contract](#) – Jill Amery

9:50 a.m. [Special Transportation Funds Grant](#) – Dan Schwanz

10:00 a.m. [Night Sky Program](#) – Amanda Hoey

NEW / OLD BUSINESS

ADJOURN

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) – Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(m) – Security Programs, ORS 192.660(2)(n) – Labor Negotiations



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2016

PRESENT: Rod Runyon, Commission Chair
Scott Hege, County Commissioner
Steve Kramer, County Commissioner

STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 9:00 a.m. Chair Runyon opened the Regular Session of the Board of Commissioners with the Pledge of Allegiance.

Ms. White asked to add the CGCC Workforce Language Classes Contract to the discussion list.

Discussion List – CGCC Workforce Language Classes

Human Resources Manager Paula Brunt explained that this is a contract with Columbia Gorge Community College for Spanish classes. She said that employees have expressed an interest for workplace Spanish which is not completely geared to government but is tailored for each department so they can better serve Spanish-speaking customers. She stated that there will be 10-12 per class for one 90 minute class per week with an additional brown-bag lunch day each week to provide opportunities for students to practice.

Chair Runyon asked if the departments would be deciding participation and who will be paying for the classes. Ms. Brunt replied that it will be up to each department to determine participation; they will be looking to their own training budgets to pay for

their staff. She stated that it is likely that the larger departments would have students in more than one class as they cannot clear their office for everyone to attend at once. She announced that the first departments participating will be Tax and Assessment, Planning and Human Resources.

Commissioner Kramer said that it sounds like a good idea. Chair Runyon concurred.

}}}Commissioner Kramer moved to approve the Columbia Gorge Community College Customized & Workforce Training Educational Services Contract. Commissioner Hege seconded the motion which passed unanimously.}}

Discussion List – Road Vacation Report Order

Public Works Director Arthur Smith stated that he has a petition filed by Robert Wallace to vacate a portion of road within Boyd. He said that the road really only exists on paper; in the real world there is no evidence of a passable road. He said that he is here to ask for permission to proceed with a report to bring before the Board.

}}}Commissioner Kramer moved to approve Order 16-015 directing the Public works director to prepare his report on the proposed vacation of an un-named road, Block 1 in the Town of Boyd, located in the Township 1 South Range 14 East, Section 17. Commissioner Hege seconded the motion which passed unanimously.}}

Planning Director Angie Brewer announced that the Planning Commission met last night and were presented with staff research for long range planning. It will be coming before the Board soon for permission to move forward.

Public Comment

Mike Bertrand asked how much property the County owns. County Assessor Jill Amery replied that she could get that information for him. Mr. Bertrand said that he heard the County has had an offer on the old armory property but that a previous Court dedicated money from the sale of the property to Columbia Gorge Community College.

Mr. Stone said that the information is correct; part of the agreement to have the new armory at the college was that the County would pay \$15,000 a year for 50 years to the college from any rental income generated by the property for a total of \$750,000.

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2016
PAGE 3

Mr. Bertrand asked if the college benefits from having the armory on site. Mr. Stone replied that it does. Mr. Bertrand asked if there is a way for the County to abrogate that agreement.

Chair Runyon noted that the agreement was made by a previous Court; he added that the State still owns the land so the County cannot do anything at this time.

Mr. Stone reported that the Oregon Military just completed their DEQ requirements to certify the site as clean; they are ready to move forward with transferring the property to the County. He predicted that the transfer will happen in the next 30-90 days.

Mr. Bertrand said that his question still stands; it is ridiculous to have to pay the college. Chair Runyon replied that he does not disagree but it is a legal question. He added that if the property is sold, the entire \$750,000 would come due at once.

Mr. Bertrand said that while he is aware that some of the legal fees being expended are to defend the County but it seems like a lot is being spent. County Counsel Kristen Campbell responded by saying that last January when the County engaged Timmons Law to represent them, Timmons Law inherited pending litigation in three matters that had to be taken seriously and defended. She pointed out that we have been successful in the Wood vs. Wasco County case but it has been costly.

Mr. Bertrand stated that he has read in the paper about a problem with the school district. He said that as an elected official, he does not understand why Commissioner Hege is involved there. He said that he noticed in the paper that Chair Runyon was in Salem and complained about the legislature ramrodding through the minimum wage saying that there was not enough time for everyone to understand that. He said he thinks that Chair Runyon was probably right, that it should have been discussed but very few people can live on minimum wage. He stated that it was not long ago that the Google thing was ramrodded through; he conceded that he knows that the Board asked for an extension on that. He pointed out that Google's attorney for the negotiations specializes in tax avoidance.

Commissioner Hege replied that he is not certain what Mr. Bertrand is referring to in regards to his involvement with the school district. Mr. Bertrand said that he had heard that Commissioner Hege is trying to hold up funds from the school district. Commissioner Hege responded that he believes that is a discussion the Mayor is having.

**Consent Agenda – 2.17.2016 Minutes & NCPHD Budget Committee
Reappointment**

Commissioner Hege asked Commissioner Kramer if Angie Wilson had done a good job on the NCPHD Budget Committee last year. Commissioner Kramer replied that she had saying that her knowledge of government finance is valuable and she will do a good job.

**Commissioner Hege moved to approve the Consent Agenda.
Commissioner Kramer seconded the motion which passed unanimously.}}**

Mr. Stone said that if we continue the rotation of Commissioners it would be Commissioner Hege's turn to be part of the budget team; but that is up to the Board.

*****The Board was in consensus for Commissioner Hege to serve as a member of the County's 2016 budget team.*****

Commissioner Kramer volunteered to fill in for Commissioner Hege on the budget team if he could not be available for all meetings.

Chair Runyon noted that there are committees that have openings: Veterans Advisory Committee, Economic Development Commission, Cities Representative for MCEDD and Mid-Columbia Housing Authority. He added that the Fort Dalles Museum is always looking for volunteers.

Chair Runyon went on to say that there are some House resolutions working their way through the State legislature; one he thought the Commissioners could get involved with is House Resolution 202A to dedicate up to 2% of lottery funds for veterans' services. He stated that his research shows that gambling continues to grow in Oregon so the dedication to veterans' services should have little impact on other entities receiving lottery funds. He said that this could help fund the County's second Veterans Service Officer who was made full-time based on funding that will soon expire. He pointed out that for every dollar the State invests in veterans service offices, \$77 is returned into the pockets of Oregon citizens.

Commissioner Kramer said he thinks it will come to a vote this morning.

Agenda Item – Appraisal Services

Ms. Amery explained that this is a contract for consulting services. She said that

additional staff had been added to her department to help with conversion work. She reported that the work is further than she anticipated it would be at this point – nearly 5,000 records have been entered. She said that what they really need is some Proval expertise as there is work to be done within that system. She reported that she had spoken to Thompson Reuters for help and also contacted Alan Schipp who is retired from Thompson Reuters but does not want to come back to do this work. She said that Darcy Maag is an expert; she is impressed with what he brings. She said that she had held off on hiring the Property Appraiser I for which she is budgeted; even if we use the entire 300 hours in the Highland Consulting Services contract, it will be less expensive than the budgeted amount for the Property Appraiser I.

Commissioner Hege asked about the travel expenses. Ms. Amery explained that Mr. Maag will do most of his work off-site through our system but she will keep the travel expenses in mind so as not to exceed the budget. Commissioner Hege asked about the air miles listed in the contract. Ms. Amery stated that Mr. Maag is a pilot with his own plane and so would use air miles for travel. She said that Mr. Maag is highly recommended. She added that she is using the Thompson Reuter contract to capacity and will not overlap that work with what the consultant does.

{{{Commissioner Hege moved to approve the Highland Appraisal, Inc. Consulting Services Contract. Commissioner Kramer seconded the motion which passed unanimously.}}}

Ms. Amery reported that the Board of Property Tax Appeals (BOPTA) is nearly done; there is one more appeal to hear. She stated that the petitioners seemed to be happy and felt they had been heard. She reported that one petitioner has come back to indicate that he may appeal to a magistrate. She said that staff has upped their game and provided more time and education to taxpayers.

Commissioner Hege said he is Chair of BOPTA but wants to let the citizens hear the cases. He said that he would like to see one or two more members added to the Board and asked that if anyone has someone who might be interested, put them in touch with him. Ms. Amery said that Delphene Thornton has indicated she may step down this year. Commissioner Hege said that we really need two teams to hear appeals. He added that BOPTA appointees are paid a little for their commitment and receive training every two years. Ms. Amery said that we like to have a mix of professions – real estate and agricultural – so that the County and public are well-represented.

Ms. Amery announced that she is losing a staff member who is taking a position in the Sheriff's Department as Emergency Manager. Chief Deputy Magill said that it is a 30-hour a week position so the two departments may be able to share his time. He said that the employee will have to have some training in April but after that the two departments can cooperate to share time. Ms. Amery said that the move is a big win for the County as the employee was a temporary employee on her staff but is a great addition. Chief Deputy Magill agreed saying that he will do really well for all of us.

Chair Runyon observed that this is a continued sign of how the departments are working together and it is good that we will be able to retain a valuable employee.

Agenda Item – USDA Grant Agreement 12-LE-110600-010

Chief Deputy Magill explained that this is an annual grant for patrols in the Mt. Hood National Forest; it is the same allocation as last year with no changes to the agreement. He said that this provides for additional patrols and incident response within the forest.

{{{Commissioner Hege moved to approve USDA Grant Agreement 12-LE-110600-010. Commissioner Kramer seconded the motion which passed unanimously.}}}

Chief Deputy Magill announced that preparations are underway for the Sheriff's retirement. There will be an event at the Courthouse on April 29th for employees and the business community. There will be an all-day event at the Fair Grounds on May 14th with a BBQ; people are welcome to bring their RVs or camp on the evening of the 13th and depart on the morning of the 15th.

Chief Deputy Magill went on to say that there will be testing for deputies on March 8th. Although we are still in the budget process, they will backfill the Sheriff's position and bring in someone new. He said that there is also another deputy who may be leaving for another agency; we should know that in 30-60 days. He announced that March 11th is graduation for the two Community Corrections employees who are in training. He noted that Travis Church is only ½ point from ranked #1 in his class; Mr. Church sustained an injury during training and will return to training in the fall to complete the physical section of the training.

Chief Deputy Magill reported that Dispatch Manager Joe Davitt has fallen in perfectly to his position. He said that we will be going out later this month to fill three more positions at 9-1-1. He stated that he is working with Mr. Davitt on a new

testing and training program. He said that he is very pleased with the selection of Mr. Davitt to manage the dispatch operations.

Chief Deputy Magill concluded by saying that he will be back before the Board with surplus vehicle requests.

Agenda Item – Special Transportation Funds Grant

MCCOG Transportation Operations Director Dan Schwanz explained that this application is for Special Transportation discretionary funds and is a little different than usual. He said that the funding is usually based on a formula with a certain percentage allocated to Wasco County; this is for extra funding and will be a statewide competitive application process. He reported that last year they submitted an application to the Enhance program through ODOT for building bus shelters at the new transit facility. He said he would target the funds for capital projects since it is a one-time grant. He stated that the purpose is to get the vehicles out of the elements which can lead to accelerated deterioration.

Commissioner Hege noted that the total cost of the project is \$47,900 and asked if the balance is expected to come from the Enhance funding. Mr. Schwanz replied that he hopes both grant applications will be successful; State funds will be used to match the federal funding. Commissioner Hege asked if the shelters will be fully enclosed. Mr. Schwanz replied that they will be three-sided and constructed to stand up to wind and snow loads.

Chair Runyon noted that this will not come out of MCCOG general funds. Commissioner Hege asked if MCCOG applied for the Enhance funds. Mr. Schwanz responded that they did; STF funding has to come through the County.

Commissioner Hege commented that the 2019 completion date seems to be an extended amount of time. Mr. Schwanz said that the Enhance program does not conclude until 2018 – it is a future program; that explains the extended time for completion of the project.

*****The Board was in consensus for Mr. Schwanz to move forward with the application for one-time STF grant funding.*****

Commissioner Hege shared that when the Board was in Mosier two weeks ago for a town hall there was a discussion regarding transportation in the Gorge. He said that the people were interested in more public transportation services in Mosier. He asked

Mr. Schwanz to elaborate on what is currently available and what might become available.

Mr. Schwanz reported that CAT runs three times a day, five days a week with a stop in Mosier. He said that the Mosier stop gets some use but not a lot. Commissioner Hege said that one of the things the Board heard was that people going from Hood River to Mosier have to go to The Dalles first and then back to Mosier. Mr. Schwanz confirmed that the bus stops at Mosier only westbound due to the timing of the route. He added that it serves within the town of Mosier but not outside of the town; if people call there is a possibility of a detour.

Commissioner Hege asked if anyone can get a ride through the LINK system. Mr. Schwanz replied affirmatively saying that they have to call to make arrangements. He added that they have brochures in places where clients are likely to be; information is also on the website. In addition, the phone number is on the buses. He said that the more notice you give, the better your chance of getting a ride; if you are in town, you can sometimes get a ride the same day.

Chair Runyon observed that this is a big topic and it might be a good idea to contact Mosier to open a discussion. Mr. Schwanz replied that when he was at CAT, he communicated with them regularly but has not had any recent communications. He said that he would be happy to do that.

Commissioner Kramer wished Mr. Schwanz well at his new position with GOBHI (Greater Oregon Behavioral Health) which begins on the 31st. Commissioner Hege added his well-wishes saying that Mr. Schwanz has been a shining light at MCCOG; transparent and open which has given him hope.

Agenda Item – Night Sky

Mid-Columbia Economic Development District (MCEDD) Executive Director Amanda Hoey said that MCEDD was approached by Jonathan Lewis, electrician and sustainable energy advocate, and Dana Pack with the Klickitat Chamber of Commerce regarding this initiative which is intended to leverage the asset of the Gorge night sky and the treasure of the Goldendale Observatory to ensure that fixtures being specified meet requirements for efficiency and preservation of the night sky. She stated that the first part of the initiative is to educate students to understand lighting technology and to have access to the observatory. She stated that MCEDD is working with the school district to design an educational unit that

includes a field trip to the Observatory. She went on to say that the second part of the program is a workshop to incentivize changing specifications to require fixtures that are compliant.

Chair Runyon asked if this is a Washington/Oregon project. Ms. Hoey replied that the education piece is geared toward The Dalles, but the initiative covers the five counties of MCEDD. She stated that it is not whether the lighting is LED or LEP, what the program is addressing is how the lighting is shaded by the fixture. She said that the educational unit will be looking at home lighting; LEP is for larger areas.

Commissioner Hege observed that shielding is what is important when looking at light pollution; he said he is not sure that the County's codes address that. He observed that while LEPs are more energy efficient, they are relatively new and very expensive – not yet cost effective; it is emerging technology that is not yet widely available.

Ms. Hoey said that this is a compliance issue; the goal is to create an economic incentive along with cultural policies. Planning Director Angie Brewer noted that unshaded and unshielded fixtures are the biggest complaints they receive. She stated that the County has a night sky ordinance and the people in the area do care about the night sky. She said that she is thrilled that this is going forward proactively with education; this will help all of the ordinances and addresses the regional resource protection.

Commissioner Hege observed that The Dalles has an aura of light that is pollution. He said that when there is a dark night, it really shows; it is amazing how much pollution there is and how beautiful the night sky is.

Ms. Hoey said that they would like to have a letter of support and more importantly, the County's participation in the workshop.

Commissioner Kramer stated that he was not entirely comfortable with the word "enforcing" in bullet point "e." He suggested that that word be removed.

*****The Board was in consensus to sign the letter of support with the removal of the word "enforcing" in bullet point "e."*****

Commissioner Hege asked about the Coordinated Human Transportation Plan. Ms. Hoey said that surveys are going out to determine where people are going to and from. Commissioner Kramer said that Andrea Rogers had asked about Gorge

transportation at the Mosier town hall. Ms. Hoey stated that she has been in touch with Ms. Rogers. She noted that there is another meeting on March 10th at CGCC to identify missing projects and engage across the region – it will provide a five-county forum for public transportation.

Commissioner Hege asked about the progress of the CDBG grant. Mr. Stone replied that it is moving along as planned; we met with the architects to begin negotiations – Ms. Campbell will be working on a contract with them which will be reviewed by MCEDD and the IFA. Ms. Hoey added that MCEDD is administering the grant to ensure that labor standards are met and grant requirements are followed. She reported that the IFA has assigned a new coordinator, Amy Keifer, to the project. She added that it is a lot of work but will be successful.

Commission Call

Commissioner Hege said that BOPTA is an impressive group and we need more members. He noted that the County has all kinds of volunteers and he would like to see something happen to thank them for their service. Mr. Stone said that we have done some outreach to invite volunteers to County events. Commissioner Hege said the County should do something to show our appreciation.

Commissioner Kramer announced that Maupin received a scenic bikeway designation which will help move the process forward. He said that he met yesterday with people from Maupin and they are pretty excited about the designation; they are one of two to receive the designation this time. They want to extend the loop to include Hunt Park and are talking about road etiquette on both sides – for bikers and drivers.

Commissioner Kramer said that the South Wasco Park and Recreation District is moving forward; they have five applicants for the advisory board should the District be formed.

Chair Runyon noted that the first public hearing for the SWPRD was in Wamic, a second hearing on the 16th will be in Wamic as well. He said that the first hearing was well attended and raised good questions.

Commissioner Kramer stated that he was able to connect Dufur and Shaniko to meet a need for both; Dufur had a surplus fire engine and Shaniko was in need of a fire engine. He said that he met with representatives from both cities and was able to strike a deal; Shaniko will pick up the fire engine on Sunday morning.

Commissioner Kramer said that he has met with representatives from The Dalles, Mosier, Maupin and the County to talk about how we might be able to share codes enforcement services. He said that the idea was well-received; some attendees have homework to do and the group will meet again later this month.

Chair Runyon announced that he traveled to Washington D.C. with AOC as a member of the Community Economic Development Workforce Committee. He said that at NORCOR we are looking for a change in the model for sustainability with issues around mental health and incarceration – issues that are faced nationwide. He said what makes NORCOR unique is that it is a four-county facility. He said that there were several good meetings with various agencies; they are very interested in what is going on at NORCOR as compared to others around the country and are interested in helping with applications. He said that Center for Living is also involved. He stated that he is hopeful that we will be able to find some additional funding for NORCOR. Chair Runyon shared a flyer (attached) with the Board regarding the Stepping Up program for which over 200 counties around the Country have signed up. The program will try to reduce the number of people with mental health issues who are incarcerated. He asked that the Board review the flyer and said that it will be on the agenda at the next session.

Chair Runyon said that he received some good news while he was in Washington D.C. – Wasco County had been cut from a list to receive additional road funding; the list was reassessed and we will be receiving Federal Lands Access Program funds in the amount of \$291,780 to complete the Wamic Road Improvement Project.

Chair Runyon reported that he was able to meet with Wyden, Merkley and Walden. He said that this was one of the more worthwhile conferences he has attended.

Mr. Stone said that Interim Finance Director Debbie Smith-Wagar had made an offer to an applicant for the position of Wasco County Finance Director. Unfortunately, he had taken a position in Washington.

Chair Runyon adjourned the meeting at 10:37 a.m.

Summary of Actions

Motions Passed

- To approve the Columbia Gorge Community College Customized &

Workforce Training Educational Services Contract.

- To approve Order 16-015 directing the Public works director to prepare his report on the proposed vacation of an un-named road, Block 1 in the Town of Boyd, located in the Township 1 South Range 14 East, Section 17.
- To approve the Consent Agenda – 2.17.2016 Minutes and NCPHD Budget Committee reappointment.
- To approve the Highland Appraisal, Inc. Consulting Services Contract.
- To approve USDA Grant Agreement 12-LE-110600-010.

Consensus


- For Commissioner Hege to serve as a member of the County's 2016 budget team.
- For Mr. Schwanz to move forward with the application for one-time STF grant funding.
- To sign the letter of support with the removal of the word "enforcing" in bullet point "e."

WASCO COUNTY BOARD
OF COMMISSIONERS



Rod Runyon, Commission Chair

Scott Hege, County Commissioner



Steve Kramer, County Commissioner

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2016**

DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. [Road Vacation Report Order](#) – Arthur Smith

Discussion Item
Road Vacation Report Order

- [Order 16-015 Directing Road Master to prepare a report on the proposed vacation of an un-named road](#)

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON
IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF DIRECTING THE)
PUBLIC WORKS DIRECTOR TO PREPARE)
HIS REPORT ON THE PROPOSED) ORDER
VACATION OF AN UN-NAMED ROAD,) #16-015
BLOCK 1 IN THE TOWN OF BOYD,)
LOCATED IN TOWNSHIP 1 SOUTH,)
RANGE 14 EAST, SECTION 17)

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Commissioners being present; and

IT APPEARING TO THE BOARD OF COMMISSIONERS: That a Petition, a copy of which is attached hereto and by this reference made a part hereof, has been duly filed seeking the vacation of a portion of an un-named public road, Block 1 in the Town of Boyd, located in Township 1 South, Range 14 East, Section 17, located in Wasco County, Oregon described as follows:

UN-NAMED ROAD IN THE TOWN OF BOYD

LEGAL DESCRIPTION

Un-named public road, in Block 1, Town of Boyd, Township 1 South, Range 14 East, Section 17

Attached hereto and by this reference made a part hereof is a map marked Exhibit "A"

IT FURTHER APPEARING TO THE BOARD OF COMMISSIONERS:

That pursuant to ORS 368.346 when a vacation proceeding has been initiated by Petition the Wasco County Board of Commissioners shall direct the County Road Official to prepare and file with the County Board of Commissioners a written report pursuant to ORS 368.346(1).

NOW, THEREFORE, IT IS HEREBY ORDERED: That the County Director of Public Works examine the above-described road and file a written report pursuant to ORS 368.346(1).

DATED this 2nd Day of March, 2016

WASCO COUNTY
BOARD OF COMMISSIONERS

Rod L. Runyon, Commission Chair

Scott C. Hege, County Commissioner

APPROVED AS TO FORM:

Kristen Campbell
Wasco County Counsel

Steven D. Kramer, County Commissioner

PETITION

TO THE WASCO COUNTY BOARD OF COMMISSIONERS
511 WASHINGTON STREET
THE DALLES, OR 97058

LADIES/GENTLEMEN:

We, the following undersigned property owners of Wasco County, hereby petition you to vacate the following described portion of:

DESCRIPTION { Unnamed public road, in Block 1, Town of Boyd
{
{ Township 1 South, Range 14 East, Section 17
{

Attached hereto and by this reference made a part hereof is a map marked Exhibit "A", which shows in detail the above described road or street.

REASON TO VACATE { This unused road has never been built and divides
{
{ one city block of property into two separate lots
{

LIST OF ALL ABUTTING LANDOWNERS

ADDRESS

Ritchie Wallace

66556 Boyd Loop Rd

Dufur, OR 97021

All petitioners must be owners of property abutting the road sought to be vacated. Each petitioner must attach a signature page signed before a Notary. If 100% of the abutting landowners sign the petition, the road may be vacated without Public Hearing.

PETITIONED ROAD: Unnamed public road, in Block 1, Town of Boyd, T 1S, R 14E, Sec 17


NAME OF PETITIONER/ADDRESS Ritchie Wallace
PO Box 524
Dufur, OR 97021



Signature

STATE OF OREGON)
)
COUNTY OF Wasco) DATE 2/18/16 ⁱⁿ 19 16

Personally appeared the above named Ritchie Wallace
and acknowledged the foregoing instrument to be a voluntary act and deed. Before me:



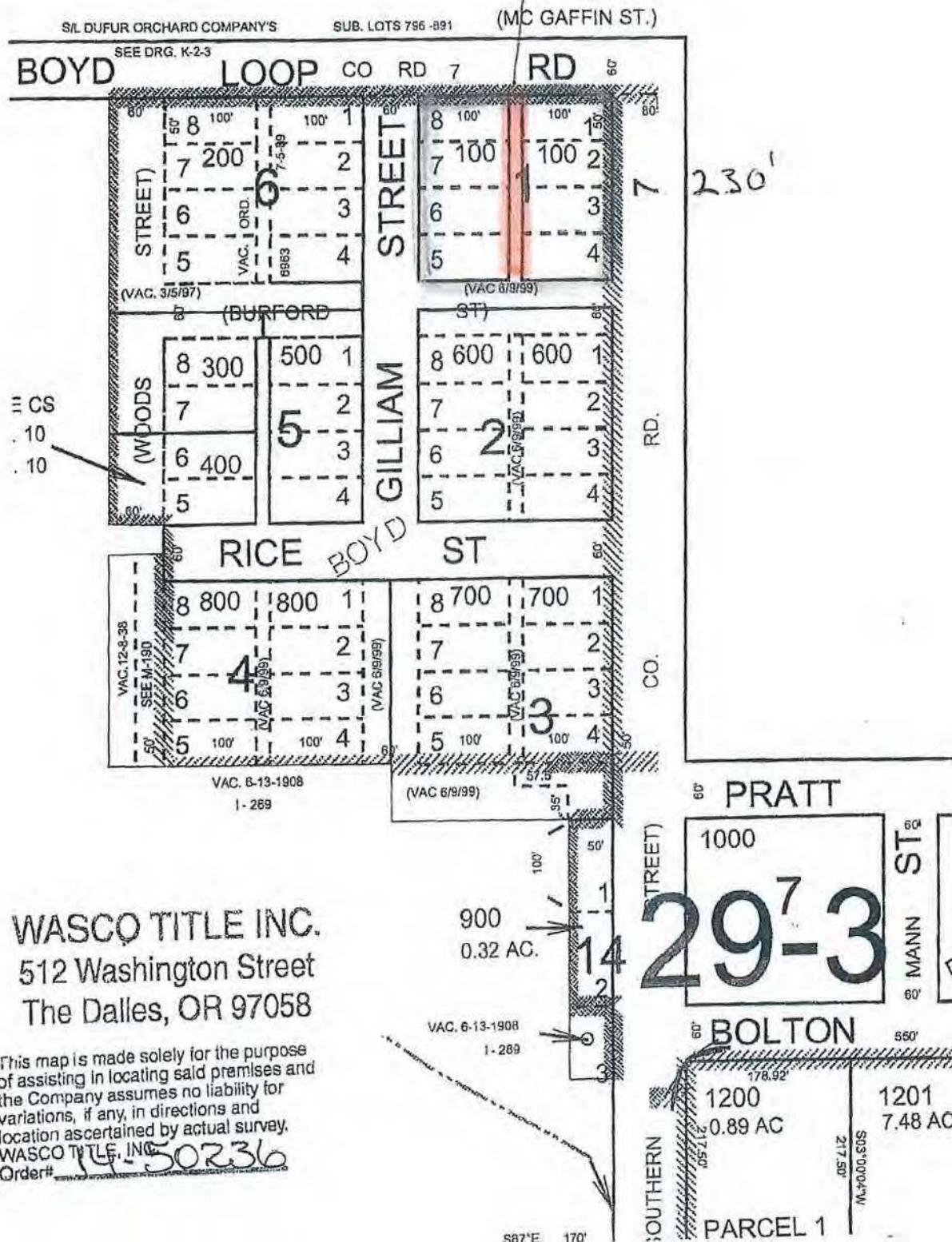
Notary Public for Oregon (State)
My Commission Expires: 12-15-18

Note: If ownership is jointly held, simply add another signature line.

N.W. 1/4 SEC. 17 T. 1S. R. 14E. W.M. WASCO COUNTY

1" = 200'

SEE MAP 1S 14E 8



WASCO TITLE INC.
 512 Washington Street
 The Dalles, OR 97058

This map is made solely for the purpose of assisting in locating said premises and the Company assumes no liability for variations, if any, in directions and location ascertained by actual survey.
 WASCO TITLE, INC.
 Order# 14-50236

S87°E 170'

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2016**

CONSENT AGENDA

1. [Minutes](#)
2. [Reappointment](#)



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 17, 2016

PRESENT: Rod Runyon, Commission Chair
Scott Hege, County Commissioner
Steve Kramer, County Commissioner
STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 1:00 p.m. Chair Runyon opened the Regular Session of the Board of Commissioners and opened an Executive Session pursuant to ORS 192.660(2)(h) to confer with legal counsel regarding litigation.

At 1:09 p.m. Chair Runyon closed the Executive Session and returned to Regular Session with the Pledge of Allegiance

Department Directors

FINANCE DEPARTMENT

Interim Finance Director Debbie Smith-Wagar stated that she wanted to update the Board on the Finance Department. She reported that we are two-thirds of the way through the audit and it is progressing well. She said that her department has been responding to auditors' requests and the audit has been uneventful – her department has been able to answer all questions.

Ms. Smith-Wagar went on to say that we are getting ready to jump into budget; the audit is late so the two processes will overlap some. She reported that she has sent out the budget calendar and talked to several of the directors. Following last year's process, Directors have been asked to focus on current service levels and then

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 3, 2016
PAGE 2

provide “add packages” for anything more than what is currently in their budget. The add packages will explain what they are asking for and why – is it mandated, does something need to be fixed, etc. She noted that this is the year for the salary survey update; she is waiting for that information from HR Answers so she has some firm numbers for personnel costs.

Ms. Smith-Wagar stated that she is working on a forecasting tool that she hopes to have completed by the end of the week. This tool will allow the County to look out for about five years which will help give context to the budget and help with add package decisions.

Ms. Smith-Wagar reminded the Board that at a previous session they had directed staff to look at the Finance Director salary level before embarking on a nationwide recruitment search to fill that position. She reported that staff had worked with HR Answers and looked at salary levels for similar positions open elsewhere in the region; based on that information, she said she believes that the salary needs to have a range from \$90,000 to \$112,000 which is in line with other offers and would make us competitive.

Commissioner Hege asked where the salary is currently. Ms. Smith-Wagar responded that it is in the neighborhood of \$75,000 to \$96,000; no one else is advertising at that low of a rate. She added that there are other counties in the area that are currently paying about that but they have not had to go out and compete on the market for a while. She stated that Jefferson County is searching at \$97,000 with an additional \$5,000 if the Director also serves as Treasurer. She said that we have one candidate who has already stated that the wage is too low and lost a previous candidate for the same reason.

9-1-1 SERVICES

Chief Deputy Lane Magill and Sheriff Rick Eiesland announced that Dispatch Operations Manager Jeanne Pesicka will be retiring at the end of the month after 29 years of service to the County. Chair Runyon presented Ms. Pesicka with a retirement certificate; the Board congratulated her on her retirement and thanked her for her years of service.

Chief Deputy Magill announced that Joe Davitt has returned to the County to take the position of Dispatch Operations Manager, Chief Deputy Magill said that Mr. Davitt’s first day was last Friday - he will do a great job.

PLANNING DEPARTMENT

Planning Director Angie Brewer announced that the Planning Department has completed their recruitment process with Associate Planner Sander Lazar starting work yesterday. She observed that this is the first time since 2004 that the Planning Department has had a complete staff. She reported that some of the long-range planning has begun – it is nice to do some of the more fun parts of planning. She added that they are starting to catch up on the backlog with a few big cases winding down and wrapping up.

Ms. Brewer went on to say that the Planning Commission has a work session scheduled for March 1st. She stated that they have three good applicants for the two vacant alternate positions on the Planning Commission.

Chair Runyon explained that the alternate positions were created to help Planning Commissioners gain experience prior to being appointed as Commissioners. In addition, the alternates help to fill gaps when Commissioners are not available to attend a meeting as they step in to fill empty seats at meetings. Ms. Brewer added that this is a very active Planning Commission. She pointed out that historically Commissions have met once or twice per year; this Planning Commission met thirteen times last year.

Commissioner Kramer reported that he joined the Planning Department meeting this morning; it was a pleasure to see all the enthusiasm in the room.

STRATEGIC PLANNING

County Clerk Lisa Gambée reported that at the end of January there was a senior management strategic planning session. Since that time an extensive amount of work has been done to corral all the ideas and plans. She announced that two guides are being developed. One guide is 100% Love for building culture – feedback is still being gathered as the guide is being finalized. The second guide is a Strategic Planning Guide which still needs work by the Management Team. That guide will be used by each department to create their own plan to integrate with County-wide goals. She added that the team is being careful to roll the guides out to staff and then to the public, once they are formally adopted.

Discussion List – Revize Contract

Interim Information Systems Director Paul Ferguson reminded the Board that at the

last session they had approved his recommendation to engage Revize to update and maintain the County website. This contract, modified by County Counsel to align with our standard service contracts, will begin that process. He said that there will be an initial kick-off following the execution of the contract but it will probably be a couple of months before the update begins as the County has some pre-work to do – County Clerk Lisa Gambee is doing a lot of the branding work. He pointed out that the completion date in the contract is December 30, 2016; it will probably be done earlier than that, but we wanted to be sure there was a no-later-than completion date included in the agreement.

Ms. Campbell stated that the company was good to work with for the revisions to the agreement. She noted that the Board will start to see uniformity in the contracts coming before them.

Commissioner Hege moved to approve the Revize Website Design Professional Services Contract for the purpose of designing, developing and implementing a website for Wasco County. Commissioner Kramer seconded the motion which passed unanimously.}}

Discussion List – MCCFL Lease

Mr. Stone explained that Mid-Columbia Center for Living needs additional space and approached the County to use Annex C for 12-18 months. He stated that the lease is based on our standard lease agreement and is for the old La Clinica building. He stated that it is at a reduced rate from what we usually charge but the building has been vacant for some time and this will help both the County and MCCFL. The rate will be approximately \$3,000.00 per month.

Commissioner Kramer moved to approve the lease agreement between Wasco County and Mid-Columbia Center for Living to rent approximately 5,349 square feet of space at Annex C, located at 419 East 7th Street, The Dalles, OR. Commissioner Hege seconded the motion and disclosed that he is a member of the MCCFL Board of Directors. The motion passed unanimously.}}

Discussion List – Appointments

WASCO COUNTY FOREST COLLABORATIVE GROUP STEERING COMMITTEE

Chair Runyon noted that Ron Schneider appears to be well-qualified for the position.

Commissioner Kramer replied that Mr. Schneider has been attending meetings and has found the time to commit to the project; the Group is happy to have him.

\$\$\$Commissioner Kramer moved to approve Order 16-006 appointing Ron Schneider as the forest products industry representative on the Wasco County Forest Collaborative Group Steering Committee. Commissioner Hege seconded the motion which passed unanimously.\$\$\$

WASCO COUNTY HOSPITAL FACILITY AUTHORITY BOARD

\$\$\$Commissioner Hege moved to approve Order 16-007 appointing William Marrick to the Wasco County Hospital Facility Authority Board. Commissioner Kramer seconded the motion which passed unanimously.\$\$\$

WASCO COUNTY VETERANS SERVICES ADVISORY COMMITTEE

Chair Runyon observed that with the resignation of Jennifer Borne and the passing of Jim Burress, the VSAC has some vacancies; Robert Maxwell has been attending those meetings and is ready to step in.

\$\$\$Commissioner Kramer moved to approve Order 16-008 appointing Robert Maxwell to the Wasco County Veterans Services Advisory Committee. Commissioner Hege seconded the motion which passed unanimously.\$\$\$

MID-COLUMBIA COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS

Chair Runyon announced that Russ Brown has submitted his resignation as Wasco County's Cities Representative on the MCCOG Board of Directors. Mayor Steve Lawrence has agreed to complete that term.

*****The Board was in consensus to accept the resignation of Russ Brown as Wasco County's Cities Representative on the MCCOG Board of Directors.*****

\$\$\$Commissioner Hege moved to approve Order 16-011 appointing Steve Lawrence as Wasco County's Cities Representative on the MCCOG Board of Directors. Commissioner Kramer seconded that motion which passed unanimously.\$\$\$

Discussion List – VOCA Grant Application

Victim's Assistance Coordinator Judy Urness announced that there is a one-time

grant opportunity through the Victims of Crime Act. Monies from this grant have to be used in the next 21 months. She went on to say that the money has to be directed to specific categories for expenditure – emergency services, training, technology repairs/updates, and other. She stated that they have already identified programs where the money can be applied – HAVEN, Child Abuse Summit and Victim Academy, updated computer equipment and city police interface.

Senior Deputy District Attorney Leslie Wolf added that they hope to pay for a new recording system in the children’s interview room at the DHS office where there is a kid-friendly room with a one-way window. She said that it is beneficial to use when interviewing children and can often be used to eliminate the need for children having to go to trial. She stated that the system was revamped in 2009 but has recently failed. She reported that a new system will cost approximately \$20,000; if they can use the \$12,500 available through this grant, there are enough additional funds in the DA’s budget to purchase a new system.

Commissioner Hege asked why the County is paying for equipment at DHS. Ms. Wolf explained that the County uses that room exclusively and so we pay for the equipment for that room including toys, colors, etc.

Chair Runyon expressed his gratitude for the difficult work Ms. Urness and Ms. Wolf undertake.

*****The Board was in consensus for Ms. Urness to move forward with the one-time VOCA grant application.*****

Agenda Item – 911 Manager Salary and Retirement Announcement

Chief Deputy Magill stated that under current policy, new hires can be started at step one or step two at the discretion of the Department Director; to start an employee at a higher step requires Board approval. He said that he is here to ask that Joe Davitt be started at step three as he exceeds the qualifications of step two but is not quite to the level of step four. He explained that they had done an extensive background and found that he has the experience to justify step three; in his current position he has restructured the training plan and adopted a State plan that will eventually be adopted statewide. He went on to say that Mr. Davitt has management and training experience that is of tremendous value as the County will be going out for a few more dispatchers to prepare for upcoming retirements. He concluded by saying that the hiring process for Mr. Davitt was based on the 100% Love model bringing value

to long-term planning.

Chair Runyon said that we are glad to have Joe here. He asked if Finance has weighed in on the step increase. Chief Deputy Magill said that in talking to Mr. Stone it was determined that it was appropriate to bring it to the Board first. Sheriff Eiesland added that there is money in the budget as Ms. Pesicka was at the top of the rate scale. Chief Deputy Magill added that Mr. Davitt is motivated and loyal; he has stayed in touch for three years and worked to gain the experience and skill to be ready for this position.

Mr. Stone stated that this will be fine through finance. Chief Deputy Magill noted that this is three steps below what is currently being paid in salary for that position.

Commissioner Kramer moved to approve starting Dispatch Operations Manager Joe Davitt at Step Three of the pay scale as recommended by staff. Commissioner Hege seconded the motion which passed unanimously.}}

Chair Runyon commended the Sheriff's Department for the work they did on the last strategic plan saying that they are always the first to adopt – that is the kind of leadership the County is looking for.

Sheriff Eiesland submitted a letter (attached) tendering his resignation effective April 30, 2016. He said that he has enjoyed the job and his 28+ years with the County. He said that it is time for him to go out to pasture and let the younger guys take over; things are changing. He stated that Chief Deputy Magill has held his position for four and half years during which time he has been training the Chief Deputy to be his replacement. He went on to say that the County could not find a more outstanding, honest and dedicated person than Lane Magill; he recommended that the Board appoint Chief Deputy Magill to take his place.

The Board congratulated Sheriff Eiesland on his retirement and thanked him for his many years of service. They thanked Chief Deputy Magill for his dedication and hard work. Chief Deputy Magill said that he is excited about the future.

Agenda Item – EDC Enhancement Projects

Mid-Columbia Economic Development District Project Manager Carrie Pipinich explained that the Economic Development Commission (EDC) uses this tool to identify gaps and opportunities; it gives staff and the EDC direction in terms of what can be supporting in the upcoming year, helps when seeking funding and brings

projects to MCEDD and Regional Solutions.

Ms. Pipinich stated that the process includes working with organizations and communities to identify projects which then go to the EDC Commissioners for prioritization. She reported that the Commissioners had good conversations about the final list and how it should be structured, making sure that economic development projects were prioritized over community projects. She noted that not all the projects will get done this year but are important to long-term planning. She added that the decision was made to only rank the top 10 projects. She said that this is the Board's opportunity to ask questions and comment on the rankings.

Chair Runyon said that it was good to see 28 projects through 12 organizations – this program has a big effect on the County; it is hard work that is appreciated.

Commissioner Hege reported that he had attended the ranking meeting – it was a good, robust discussion and the list came out very different than where it started.

Chair Runyon asked how the Urban Growth Area could be expanded. Commissioner Hege noted that there are areas – for example, Murray's Addition and the Petersburg area – that can be expanded. Ms. Pipinich said that this work started a decade ago and a lot of resources have been expended to make it happen; she said that it hasn't happened yet, but she believes the City of The Dalles is ready to move it forward as they are pretty land-locked.

Chair Runyon stated that this has come up at the legislature – how long ago the rules for 20-year buildable lands were developed and when is it time to review them for updating. He pointed out that there are other communities around the State in similar situations.

Ms. Brewer added that The Dalles and Mosier UGA's are also subject to the National Scenic Area Act which will further complicate the conversation at the State level. Ms. Pipinich agreed, saying that the broader issues are why it has not been on the list in the past. However, this long-term project is important to future development.

Further discussion ensued regarding the process and the progress of projects. Commissioner Kramer said that he is very pleased to see the EDC Commissioners stepping up to help out in the communities. Ms. Pipinich reviewed the work committees (included in her report in the Board Packet) saying that they are all still viable and do not need to be redirected to other projects at this time. She said that

she would like to get the Board's feedback on the project list.

*****The Board was in consensus to support the EDC Enhancement Project List as presented.*****

Commissioner Hege asked how this list integrates into MCEDD's regional strategy. Ms. Pipinich replied that the top 10 projects are included in MCEDD's regional plan and will integrate with the other counties. She reported that next year MCEDD will start on a bigger update of the broader strategy.

Agenda Item – County Owned Lands

County Assessor/Tax Collector Jill Amery stated that when she came to the County two years ago there was an initial discussion about what to do with the lands owned by the County – we take more every September. She explained that a project team was assembled – Commissioner Kramer, Mr. Stone, County Surveyors Dan Boldt and Brad Cross, Facilities Manager Fred Davis, and Ms. Campbell. She said that the team did an inventory and found that the County owns 45 small pieces of bare land that are not buildable, 61 pieces of sellable bare land and 5 improved properties although they are not necessarily habitable. She explained that the policy and related procedures being presented to the Board for consideration provide structure for a process to get the lands back on the tax rolls; forms have been developed to be used throughout the process. She added that the State is going to remap again which will likely produce some additional slivers of land that will come to the County; she said she would like to see the current lands moved out before the State process is completed. She pointed out that the process is cumbersome and it will take a couple of years. Since the County staff is maxed, this process will remain with the team and will be evaluated each year.

Chair Runyon commented that he is glad to see this moving forward. He stated that the Board had previously toured some of the County-owned properties but the Assessor at that time was not interested in helping move the lands out of County ownership. He noted that the Board's assistant used to take care of some of the properties that were auctioned. He commended Mr. Stone for pressing the County toward team efforts.

Ms. Amery said that all the right changes have come about; we have a great team and want to make the process manageable. Mr. Stone added that this is another great example of cross-functional teams successfully tackling big projects. Ms. Campbell

agreed that the team was a great resource to bring this into reality.

Chair Runyon observed that housing is a big issue in the State and wondered if we might be able to work with partners with some of the lands the County owns. Ms. Amery explained that there are several processes for the lands – sale to private owner, public auction, private sale for properties unsold at auction and sale/donation to public entities or non-profits for the purpose of low-income housing. She said that there has not been a lot of work done on that as yet. She stated that they want to go through the process one time to see what adjustments need to be made for it to work efficiently. She reported that there are 4-6 properties they want to do this year. She concluded by saying that they have started talking to entities about donation; that would come back to the Board.

Ms. Campbell stated that she is very excited to have this in place for liability issues. The properties can get back on the tax rolls which a positive step. Ms. Amery agreed saying that the high risk properties will be the first to go through the process. Ms. Campbell added that once we get through this initial cycle, it will become a system and can be kept up. She stated that through this process the County will recapture the cost of administration as it is built into the policy.

Chair Runyon pointed out that this is another great reason we have County Counsel working for our benefit; without County Counsel, we would not have been able to do this.

{{{Commissioner Kramer moved to approve the Policy and Procedures for the Sale of Tax Foreclosed and Surplus Real Property. Commissioner Hege seconded the motion which passed unanimously.}}}

Agenda Item – Contracting Rules Exemptions Related to CDBG Grant

Mr. Stone explained that this is a unique situation in that the project has been in motion for several years before coming to the County through the Community Development Block Grant process. Although this is for Mid-Columbia Center for Living's new mental health facility construction, as grant recipient it has now become the County's project to do on behalf of MCCFL. Part of the process includes contracting for architectural services.

Mr. Stone explained that what makes this unique is that there is an architectural firm MCCFL has been working with on this project for quite some time – they have done

design and modeling, evaluated the site, etc. Now they fall under Wasco County's contracting rules. He said that because of the time invested in and work already produced by Scott Edwards Architects, he is asking that they be exempted from the competitive process and the County enter into negotiations with them. Mr. Stone read the applicable Wasco County exemption (Section 25 of the Wasco County Contracting Rules):

25. Wasco County Special Exemptions

A local contract review board is authorized to exempt certain public contracts or classes of contracts from the competitive selection process but in doing so, must approve findings of fact.

The findings to be approved in order to grant such exemptions include:

(1) That it is unlikely that the exemption will encourage favoritism in the awarding of public improvement contracts or substantially diminish competition for public improvement contracts; and

(2) The awarding of public improvement contracts under the exemption will result in substantial cost savings to the contracting agency or the public. In making the finding, the local contract review board may consider the type, cost and amount of the contract, the number of persons available to bid and other such factors as may be deemed important.

(3) Additional information used to justify the contracting agency's conclusion includes:

- (a) Operational, budget and financial data;
- (b) Public benefits;
- (c) Value engineering;
- (d) Specialized expertise required;
- (e) Public safety;
- (f) Market conditions;
- (g) Technical complexity; and
- (h) Funding sources.

The purpose of the findings and conclusions included herein is to update Wasco County's existing rules to reflect the current business environment and the specific needs of the county departments, while recognizing the value of open and fair competition.

Except where otherwise provided, the contracting agency utilizing an exemption shall make a record of the method of award.

Adoption of these exemptions herein is supported by the listed *Findings* for public contract exemptions, included with each listed exemption and those applicable sections of ORS 279 chapters A, B and C.

Mr. Stone emphasized that the Board would have to find that the exemption will not encourage favoritism. He noted that using Scott Edwards Architects would result in substantial cost savings to the public – in particular the expertise they have on the project due to the time they have spent doing design work in preparation for the project. He added that Center for Living has also invested substantial staff time working with Scott Edwards on their needs and vision for the project – all that would have to be re-expended with a new firm. He pointed out that Scott Edwards was the architect for One Community Health on the site adjacent to the proposed MCCFL site which gives them an intimate knowledge of the site and its challenges. He observed that an exemption does not ensure signing with Scott Edwards but it does allow contract negotiations to move forward.

MCCFL Executive Director Barbara Seatter added that not only was Scott Edwards the architect for One Community Health, they have a lot of experience with this type of building; this is not their first mental health facility. She reported that she and her staff have toured some of their other mental health facilities and have been working with them on this project since 2010.

Commissioner Hege disclosed that he serves on the board of MCCFL and can attest to the volume of work that has already been done through this firm; they are very familiar with MCCFL's needs.

Commissioner Kramer stated that the estimated 7% cost savings in using Scott Edwards is significant.

{{{Commissioner Kramer moved to accept findings as presented by staff to exempt Scott Edwards Architecture from the competitive selection process. Commissioner Hege disclosed that he serves on the MCCFL Board of Directors and seconded the motion which passed unanimously.}}}

Agenda Item – Marijuana Processing and Home Occupation

Ms. Brewer stated that at the January 11, 2016, public hearing the Board had asked

her to do further research into why the Planning Commission did not recommend processing of marijuana in forest zones and why they banned home occupation marijuana businesses through all zones.

FOREST ZONE PROCESSING

Ms. Brewer stated that during the Planning Commission discussions not all the research had been done but the Commission felt that processing in the forest zone did not line up with the goals and stated purpose of that zone. In addition, there are a lot of unknowns about processing and the Commission did not want to make assumptions. She pointed out that processing poses fire hazards and there is a limited amount of volunteer response and infrastructure in those areas. Finally, she reported that she had met with Katherine Daniels from DLC who advised that the State would not allow processing in forest zones. She stated that this is consistent with our current ordinance and State statute.

Commissioner Hege asked if that also applies to wood product processing in the forest zones. Long Range Planner Kelly Howsley-Glover responded that there is some allowed but it is usually temporary and small-scale associated with temporary forest practices.

HOME OCCUPATION

Ms. Brewer explained that there are two kinds of home occupation – major and minor. Home occupation is allowed in agricultural, forest and rural residential zones. Those are the zones where it will be proposed because the other zones allow commercial enterprise and that is what the County wants to encourage. She explained that it is not simple to get a house in the forest zone – almost impossible which would make it unlikely to have home occupation there. In residential zones marijuana grows are prohibited for all but personal grows. She explained that it would be nearly impossible to have a home occupation enterprise that qualifies as secondary use for the land; a home occupation grow would require a substantial investment and would need to generate income commensurate to that investment – profits would likely usurp the primary use. In addition, allowing that activity in residential areas discourages commercial scale operations in commercial zones; we want those activities to occur on resource lands which make up the bulk of the County.

Ms. Brewer went on to say that the Planning Commission also considered that there is not enough information regarding odors, security and lighting. Most other counties

are also not allowing home occupation; it would be particularly difficult to ensure compliance.

Ms. Brewer reported that they have had one OLCC application come through and three water rights applications. She stated that they get a lot of questions at the counter but not a lot of applications. She attributes that to the interest in rural residential which is not allowed. She added that the State rules are still evolving and her department is tracking that – waiting to see what the actual results will be. She said that our ordinance is in effect and has been transmitted to the State.

Commissioner Hege thanked Ms. Brewer for all the work she and her team have done on this. He said that he initially thought home occupations would be small scale but after review has learned that the only way to have a home occupation is to go through an onerous State process which does not lend itself to a small side business. He stated that just to be a grower is a significant investment - possibly into the hundreds of thousands.

Commissioner Hege observed that almost all the land in Wasco County is zoned for production although not a lot of that is for sale. He asked if someone could lease property for marijuana production. Ms. Brewer replied that they could as long as they comply with the OLCC regulations. Ms. Howsley-Glover said that they have received some calls about that.

Consent Agenda – 1.20.2016 & 2.3.2016 Minutes, Reappointments

**Commissioner Kramer moved to approve the Consent Agenda.
Commissioner Hege seconded the motion which passed unanimously.}}**

Discussion List – Oregon’s Proposed Minimum Wage

Chair Runyon said that there has been some movement on a second bill with little change; some of the eastern counties have suggested a training wage and temporary help but it is not getting a lot of traction. He stated that the Service Employees International Union is pushing this and will support opposition candidates against those who do not support the increased minimum wage.

Mr. Stone reminded the Board that Commissioner Hege had asked what the impact of the increased minimum wage would be on Wasco County. He explained that we had gathered data to determine how many employees we have working at less than the highest proposed minimum wage of \$15.00 and what the cost to Wasco County

would be to increase those employees to that wage. He said that assumptions were made as to how many hours election workers might work in a year and also added a 35% benefits burden to the calculation (table attached). The total estimated cost to the County would be approximately \$19,706.

Chair Runyon said that Linn County anticipates a \$2 million hit. He commented that this should not have come to the legislature during a short session.

Discussion List – CDBG Requirements

Mr. Stone explained that certain documents/programs must be in place in order to be in compliance with federal guidelines for recipients of Community Development Block Grants. He stated that some of the language will have to be included in every contract associated with this project.

Commissioner Hege asked if there will be more of these kinds of requirements. Mr. Stone replied that there could be, but this is what is required for the process to move forward now.

Further discussion ensued about the I-Speak Cards that have been distributed to County Departments. Mr. Stone said that Human Resources will be tasked with a brief training on how to use the cards.

Commissioner Hege asked if we already have a Fair Housing Resolution. Ms. White replied affirmatively, adding that the grantor has asked that we adopt a new one as the last one is seven years old.

{{{Commissioner Hege moved to approve Resolution 16-006 adopting a Fair Housing Resolution. Commissioner Kramer seconded the motion which passed unanimously.}}}

Ms. White explained that the highlighted sentence on page 7 of the Limited English Proficiency Plan is a placeholder. She stated that Human Resources Manager Paula Brunt has conducted the informal survey but was called away on a family emergency before compiling the data; once she returns and provides that information, the highlighted sentence will be replaced with updated information.

{{{Commissioner Kramer moved to approve, pending the insertion of finalized informal survey results, Resolution 16-004 adopting a Limited English Proficiency Plan. Commissioner Hege seconded the motion which passed

unanimously.}}}

{{{Commissioner Hege moved to approve Order 16-004 appointing Human Resources Manager Paula Brunt as Wasco County's Title VI Coordinator. Commissioner Kramer seconded the motion which passed unanimously.}}}

{{{Commissioner Kramer moved to approve Resolution 16-005 adopting a Section 3 Plan to comply with the 24 CFR Part 135 of the United States Department of Housing and Urban Development Section 3. Commissioner Hege seconded the motion which passed unanimously.}}}

{{{Commissioner Hege moved to approve Order 16-005 appointing Human Resources Manager Paula Brunt as Wasco County's Section 3 Coordinator. Commissioner Kramer seconded the motion which passed unanimously.}}}

Discussion List – Thank you Letter

Chair Runyon read a thank you letter from the Board to Shannon Lindell in to the record:

February 17, 2016

Dear Shannon,

While our thanks for your hard work is long overdue, it is most sincere. The success of the annual Wasco County Fair is a direct result of committed people who give so generously of their time and talent to make the Fair a wonderful experience for citizens and visitors alike. Your work to organize the RV parking at the 2015 Wasco County Fair helped attendees and participants focus on the fun of the Fair!

Thank you for all your efforts!

*****The Board was in consensus to sign and send the thank you letter to Ms. Lindell.*****

Commission Call

Commissioner Hege announced that the Board of Property Tax Appeals will be meeting on Tuesday and Thursday of next week; twenty appeals will be heard. He stated that Board Member Delphene Thorton has moved away, but there are six other Board members who are qualified to serve. He stated that he is one of the six but wants the citizens to make those determinations; he can just provide some

oversite. He said that he prefers that the government not make those decisions. He added that he would like to see another person appointed to the Board.

Chair Runyon announced that there will be a public hearing in Wamic tomorrow evening to hear from the public regarding the proposed non-taxing South Wasco Park and Recreation District.

Chair Runyon recessed the session at 3:15 p.m. reminding everyone that the session would reconvene at 6:00 p.m. at the Mosier Senior Center for a Town Hall.

Mosier Town Hall

Chair Runyon opened the Town Hall at 6:00 p.m. He thanked the Mosier City Council for their hospitality. He said that this is an opportunity for the community to bring issues forward. He then introduced County staff in attendance: Planning Director Angie Brewer, County Clerk Lisa Gambie, County Counsel Kristen Campbell, Administrative Officer Tyler Stone and Board Assistant Kathy White.

Chair Runyon went on to say that the Board had heard a presentation from the Wasco County Economic Development Commission earlier in the day; Mosier was featured on their Enhancement Project List. He read from the EDC report regarding some of the work that has been done in Mosier with assistance from EDC Commissioners Terry Moore and Gary Grossman. He noted that Mosier has a well project at the top of the list, adding that being in the top ten helps with grant opportunities.

Mosier City Manager Kathleen Fitzpatrick responded saying that it is great that they also have the Mosier Bike Hub Project on the list at number seven. She said the City appreciates the support and assistance they have received.

Commissioner Runyon introduced Anson Campbell Pulk, age 9, to share information about his non-profit organization Anson's Bike Buddies.

Mr. Pulk explained that his organization takes in bikes through donations and stores them in a warehouse until they can be repaired. He stated that they have bike parties where volunteers gather to repair the bikes which are then matched to kids who need them. He reported that last year they donated 20 bikes to the Christmas Project; a total of 200 bikes were donated throughout 2015.

Mr. Pulk announced that their website (www.ansonsbikebuddies.org) has information

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 3, 2016
PAGE 18

on where to drop off bikes, how to get involved and when the work parties are scheduled. He said that the local hospital donates a helmet for every donated bike. He stated that a bike doesn't have to be fixable to be of benefit; they can also be used for parts. He added that there is also a Face Book page for the organization.

A citizen noted that the 100th Anniversary of the Historic Columbia River Highway is this year and asked if the Board has any involvement in the celebration. Chair Runyon replied that he has attended a couple of meetings; the group planning the celebration has their own agenda and has been working with the County's Planning and Public Works departments where there are County roads involved. He said that the Board is keeping in touch for the event.

Ms. Fitzpatrick invited the Board to join Mosier in a Centennial Parade on July 23rd in conjunction with the festivities. Commissioner Hege asked if that is one of the official events for the celebration. Ms. Fitzpatrick replied that there will be a parade that begins with breakfast in Troutdale, lunch in Cascade Locks and dinner at Discovery Center in The Dalles. Although they will not be stopping in Mosier, they will come through Mosier.

Andrea Rogers asked what role the Board might play in the transportation needs for low income employed citizens. Chair Runyon replied that the County contracts with MCCOG for transportation services in the County. He said that they are building a new transportation center that will allow some expansion into the future.

Ms. Rogers stated that she has met with MCEDD and MCCOG but there is nothing addressing the working population who have to rely on their feet, bikes and friends/family to get to and from work. She asked what the Board's role would be. Chair Runyon replied that the Board can bring it to MCCOG. He asked if Hood River County has weighed in. Ms. Rogers replied that it has not yet been brought to them.

Ms. Rogers explained that in the current transportation schedule, a worker has to commit to being someplace for twelve hours in order to get to and from an eight hour job; there are few routes that work well. She said that she is just wondering what role the Board could play in a solution. Chair Runyon responded that the first step would be to bring the issue to MCCOG. He noted that there is a MCCOG strategic planning meeting later this month where it could be brought forward.

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 3, 2016
PAGE 19

Commissioner Hege added that the County puts its transportation dollars into MCCOG and they run that program. He said that if working with MCCOG does not work, the next step is to come to the Board of County Commissioners with your concerns; the Board can take it to MCCOG to bring it forward. He asked Ms. Rogers what the ideal system would be.

Ms. Rogers replied that it would be something economically driven for employees, part-time and disabled. She pointed out that there is a \$5.00 Taxi but it is inconsistent. Another citizen asked if what we are talking about it a bus system. Ms. Rogers replied that it is and should be something like they already have for Medicaid recipients.

Chair Runyon asked if there is a route. Ms. Rogers said that there are specific destinations on the current route – from The Dalles to Hood River they serve the college campus and drop people downtown; they loop twice a day.

Commissioner Kramer asked if Ms. Rogers knows about how many people are affected. Ms. Rogers said that she does not have that information.

Another citizen said that she is working with a group to address the aging of the population in the Gorge area; transportation is high on the list of the things they are looking at. She reported that 25% of the population of The Dalles is over 65; we are going to need transportation for a larger population. Commissioner Hege noted that non-emergency medical transportation is already in place.

A citizen pointed out that Mosier is often overlooked. He said that to get from the Senior Center in Hood River, his mother has to go from Hood River to The Dalles and then back to Mosier. In addition, there is about a mile that his mother has to traverse once she is dropped off in Mosier. Chair Runyon said he would make contact with MCCOG Executive Director Bob Francis and Transportation Director Dan Schwanz; he said he may also call MCEDD. He suggested that it might be good to have their representatives come meet with the community to get the conversation started.

Ms. Gambie added that the citizens might want to contact Michelle Spatz at MCEDD as she did a presentation in December regarding a transportation study they are doing. Ms. Brewer added that she has heard that TSP is in the works which may be another opportunity for a transportation conversation.

Ms. Fitzpatrick asked what the potential might be for Wasco County to bring Building Codes services in-house. Mr. Stone responded that he is meeting with Mr. Francis on a regular basis to look jointly for improvements and to solve some of the ongoing issues. He said one of the things they have talked about is having kiosks around the County to improve access to services.

Ms. Fitzpatrick asked if they are looking at improving the system at MCCOG or looking at bringing the service in-house. Mr. Stone said that the option to bring it in-house was in the initial discussion but no decisions have been made. He said that with new leadership at MCCOG, there are opportunities to work together toward solutions. He said that the process is just getting started.

Chair Hege asked Ms. Fitzpatrick to talk about the challenges that Mosier has had with the current processes. Ms. Fitzpatrick replied that it is difficult for the City to enforce the City's permitting process. She explained that the City gets to weigh in on the front end of the planning process. She said that the City reviews, modifies if necessary and approves an applicant's plan, signing off on the MCCOG building permit; that is the last time the City has an official hand on that particular development. If they build an EDU or they decide that they don't want to build a garage, the City is left without any leverage – there is nothing the City can do except through the court system in order to hold the applicant to the approved plan. Ms. Fitzpatrick went on to say that this huge hole is very frustrating to the City and leaves them unable to enforce their own ordinances.

Mr. Stone said that one of the things Commissioner Kramer is doing right now is leading a discussion on codes enforcement to see if there are some opportunities to share services through the codes enforcement process. He said that it may not be the mechanism through which these issues get handled but it may be. Commissioner Kramer stated that the first meeting will be March 1st for a round robin discussion. Ms. Fitzpatrick said she will definitely be there for that.

Chair Runyon said that after the initial hand off from the City to MCCOG, there should be a process to circle back and ensure that what was agreed upon is what happens. Ms. Fitzpatrick stated that other cities have dealt with this issue by having a final certificate; the City of Mosier is looking at that possibility. MCCOG has told us that they are not going to enforce Mosier's ordinances. If the City has requirements that MCCOG does not have, they will not enforce them. It has been very frustrating because the applicant then knows there is no enforcement because they hear this. She

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 3, 2016
PAGE 21

went on to say that it puts the City in a very adversarial position with the applicant; there has to be a better solution.

Mr. Stone stated that one of the items being addressed is how to better communicate between the different agencies on those processes. He observed that there is a fairly good back and forth between building codes and Wasco County's planning department – they actually send planners out to inspect on occasion to make sure applicants meet the specification of our permitting process in tandem with the building codes permitting process. He said that he thinks there are some avenues there for a solution.

Mr. Stone continued by saying that one of the things he committed to was that when these issues arise he would sit down with Mr. Francis to discuss them. He said that if Ms. Fitzpatrick has the time, he would be happy to sit down with her and Mr. Francis to try to really understand what the issues are. Ms. Fitzpatrick replied that, that would be really helpful. She stated that building in Mosier is on the rise and they want to streamline the process so that right at the start, the City is not in this position which creates a bad relationship with new residents.

Another citizen said he thought there was a steering committee in place to look at Building Codes for the County. Mr. Stone replied that there was a cross-functional team that looked at what an ideal building codes program would look like; the team focused on what aspects the program would have – virtual permitting, pictures for inspections on certain things, etc. The citizen asked if there was displeasure with the Building Codes department. Mr. Stone answered that what had spurred the discussion was complaints; with new leadership at MCCOG there are opportunities to work towards a solution.

Commissioner Hege pointed out that the County does not have an IGA with MCCOG to do that function; MCCOG has an agreement with the State which is odd. He said that the County either needs to come to an agreement with MCCOG or potentially take the service back. Mr. Stone said this is our opportunity to look at this program – taking a hard look at whether or not it is providing the best service, efficiently and effectively, for builders and citizens, whether it is done at MCCOG or at the County.

The citizen said he has dealt with Building Codes for years and the service always depends upon the individual with whom you are working. Mr. Stone commented that

one of the things being explored is the idea of having dual certified inspectors so just one person could go out; that will make a big difference when the building site is in Antelope.

Chair Runyon noted that looking at things for efficiencies and opening those discussions is part of the job of the County and the Board.

Commissioner Hege asked if there are local events coming up. Ms. Fitzpatrick announced that the school has an event at the Readiness Center on April 9th featuring gorge artists – there will be auction items and a fabulous band with catering by Cowboy Caterers.

Ms. Fitzpatrick asked for an update on the review of the railroad application. Ms. Brewer stated that her department is going through the analysis process to make sure the Union Pacific double track expansion project is consistent with regulations. She said she hopes to wrap up hearings in April and May. She noted that the project is large and has a lot of studies and agencies involved; the proposal has not changed since submitted – the County Planning Department weighs in on the parts that are outside of the City of Mosier. She went on to say that there have been quite a few things to resolve; among them is salmon related issues.

Ms. Fitzpatrick said that the City has had ongoing talks with Union Pacific; they are very responsive. She said that they are going to be part of the quick response team along with the Fire District and the City. She announced that the City has just received approval for the quick response project and will be hiring a consultant and looking at a shared building on Union Pacific Land.

Commissioner Hege asked if there is an update on the City fire hall. Fire Chief Jim Appleton said that it is really the City's project but the Fire District is pleased with the direction and momentum that is building toward answering questions before we move forward. He thanked Ms. Fitzpatrick and Terry Moore for their hard work; Mr. Moore is a driving force. He said that from the Fire District's perspective, they want to keep an avenue open for a second station on the County yard. He said he has already talked to Mr. Stone about that. He explained that they have talked about combining to just one station but want to keep them both, downsizing each and pursuing the advantages of both. He asked that the County keep in mind that they still want to look at a fire facility in the County roads operations yard.

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 3, 2016
PAGE 23

Commissioner Hege asked if the building that was mentioned to be shared with Union Pacific would be the city council and fire district hall. Ms. Fitzpatrick replied it will be that as well as part of the quick response plan; Union Pacific has assigned a representative to help with the project. She added that they are fortunate that the Union Pacific representative is a former Association of Oregon Counties lobbyist and understands the project from the City's perspective – he will be a big part of this project and the transportation plan.

Mr. Appleton added that plans for the joint facility – city hall, fire station and community space – has been going on for a couple of years. It would be between Hwy 30 and the railroad tracks – the vacant land between the totem pole and Mosier Creek.

Ms. Rogers asked what the County's position is on urban growth and the pressure to divide 20 acre lots. Ms. Brewer responded that the County has a comprehensive plan that has not had an overhaul since 1993; there has not been a long-range planner since 2004. She said that her department is finally re-staffed and plans to update the long range plan. She said it will be a very public process where citizens can bring their concerns. She pointed out that the State plan makes it hard to get land out of resource zoning.

Planning Commission Chair Russ Hargrave added that the Planning Commission does not take a position but acts as a steward of the process to update the plan – this is a great time to have this conversation. The Planning Commission will consider what they have heard and what they will hear through the public process. There will be a lot of data and it will be very public.

A citizen asked how long the process will take. Ms. Brewer replied that her staff is in the process of developing a timeline and coordinating with the State to make sure State timelines are met. She said that the process will be segmented into manageable pieces. Mr. Hargrave said that the Planning Commission will meet in March and have the long-range planner lead them through this process. He said that the Planning Commission has been well-supported by the Board of County Commissioners to take this on; and the Planning Commissioners are all dedicated to the process.

Commissioner Hege said that if anyone ever has a question it is easy to find a County Commissioner; cell phone numbers and email addresses are listed on the County website. He stated that the Commissioners are here to listen and help – please use

them. Chair Runyon added that the Commissioners all try to be open.

Chair Runyon adjourned the session at 7:40 p.m.

Summary of Actions

Motions Passed

- To approve the Revize Website Design Professional Services Contract for the purpose of designing, developing and implementing a website for Wasco County.
- To approve the lease agreement between Wasco County and Mid-Columbia Center for Living to rent approximately 5,349 square feet of space at Annex C, located at 419 East 7th Street, The Dalles, OR.
- To approve the lease agreement between Wasco County and Mid-Columbia Center for Living to rent approximately 5,349 square feet of space at Annex C, located at 419 East 7th Street, The Dalles, OR.
- To approve Order 16-006 appointing Ron Schneider as the forest products industry representative on the Wasco County Forest Collaborative Group Steering Committee.
- To approve Order 16-007 appointing William Marrick to the Wasco County Hospital Facility Authority Board.
- To approve Order 16-008 appointing Robert Maxwell to the Wasco County Veterans Services Advisory Committee.
- To approve Order 16-011 appointing Steve Lawrence as Wasco County's Cities Representative on the MCCOG Board of Directors.
- To approve starting Dispatch Operations Manager Joe Davitt at Step Three of the pay scale as recommended by staff.
- To approve the Policy and Procedures for the Sale of Tax Foreclosed and Surplus Real Property.
- To accept findings as presented by staff to exempt Scott Edwards Architecture from the competitive selection process.
- To approve the Consent Agenda – 1.20.2016 & 2.3.2016 Minutes; Reappointments: Mike Urness & Brandon Ayers to Wasco County Wolf Depredation Committee; Andretta Schellinger & Matthew Larsell to Veterans Services Advisory Committee.
- To approve Resolution 16-006 adopting a Fair Housing Resolution.

- To approve, pending the insertion of finalized informal survey results, Resolution 16-004 adopting a Limited English Proficiency Plan.
- To approve Order 16-004 appointing Human Resources Manager Paula Brunt as Wasco County's Title VI Coordinator.
- To approve Resolution 16-005 adopting a Section 3 Plan to comply with the 24 CFR Part 135 of the United States Department of Housing and Urban Development Section 3.
- To approve Order 16-005 appointing Human Resources Manager Paula Brunt as Wasco County's Section 3 Coordinator.

Consensus

- To accept the resignation of Russ Brown as Wasco County's Cities Representative on the MCCOG Board of Directors.
- For Ms. Urness to move forward with the one-time VOCA grant application.
- To support the EDC Enhancement Project List as presented.
- To sign and send the thank you letter to Ms. Lindell.

WASCO COUNTY BOARD
OF COMMISSIONERS

Rod Runyon, Commission Chair

Scott Hege, County Commissioner

Steve Kramer, County Commissioner

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON
IN AND FOR THE WASCO COUNTY LIBRARY SERVICE DISTRICT

IN THE MATTER OF THE APPOINTMENT OF)
ANGIE WILSON TO REPRESENT WASCO) O R D E R
COUNTY ON THE NORTH CENTRAL PUBLIC) #16-016
HEALTH DISTRICT BUDGET COMMITTEE)

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That the North Central Public Health District has requested a representative of Wasco County to serve on their Budget Committee; and

IT FURTHER APPEARING TO THE BOARD: That Angie Wilson's appointment expired December 31, 2015; and

IT FURTHER APPEARING TO THE BOARD: That Angie Wilson is willing and is qualified to be reappointed to represent Wasco County on the North Central Public Health District Budget Committee.

NOW, THEREFORE, IT IS HEREBY ORDERED: That Angie Wilson be and is hereby reappointed to represent Wasco County on the North Central Public Health District Budget Committee; said term to expire on December 31, 2018.

DATED this 2nd day of March, 2016.

WASCO COUNTY BOARD
OF COMMISSIONERS

Rod L. Runyon, Commission Chair

Scott C. Hege, County Commissioner

Steven D. Kramer, County Commissioner

APPROVED AS TO FORM:

Kristen Campbell
Wasco County Counsel

Agenda Item
USDA Grant Renewal

- [USDA Grant Agreement #12-LE-11060600-010](#)



MODIFICATION OF GRANT OR AGREEMENT

PAGE 1 OF PAGES 1

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 12-LE-11060600-010		2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 4
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Mt Hood National Forest 16400 Champion Way Sandy, OR 97055		5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Gifford Pinchot NF, Attn: Olivia Reynolds 10600 N.E. 51st Circle Vancouver, WA 98682	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Wasco County Sherriff's Department 511 Washington Street, Suite 102 The Dalles, OR 97058		7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):	

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Add funds for CY 2016 not to exceed \$18,260.00
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): Add 2016 Operating & Financial Plan

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):
Annual Operating Plan - 2016

10. ATTACHED DOCUMENTATION (Check all that apply):

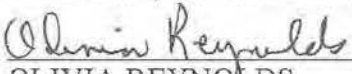
<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: 2016 AOP attached

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. Wasco County SO SIGNATURE See ATTACHED for signature blocks	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE See ATTACHED for signature blocks	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print): Rick Eiesland		11.F. NAME (type or print): Lisa A. Northrop	
11.G. TITLE (type or print): Sheriff		11.H. TITLE (type or print): Forest Supervisor, Mt. Hood NF	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:  OLIVIA REYNOLDS U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED 2.9.16
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------



Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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EXHIBIT A

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &
FINANCIAL PLAN**

**Between The
WASCO COUNTY SHERIFF'S DEPARTMENT
And the
USDA, FOREST SERVICE
MT. HOOD NATIONAL FOREST**

2016 ANNUAL OPERATING AND FINANCIAL PLAN

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Wasco County Sheriff's Department, hereinafter referred to as the "Cooperator", and the USDA, Forest Service, Mt. Hood National Forest, hereinafter referred to as the "U.S. Forest Service", under the provisions of Cooperative Law Enforcement Agreement # 12-LE-110606-010 executed on May 6, 2013. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning January 1, 2016, through December 31, 2016.

Previous Year Carry-over: \$0
Fiscal Year Obligation: \$18,260.00

FY 2016 Total Annual Operating Plan: \$18,260.00

I. GENERAL:

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated, to make or receive requests for special enforcement activities:

Principle Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Name: Lane Magill, Chief Deputy Address: 511 Washington Street Suite 102 City, State, Zip: The Dalles, OR 97058 Telephone: 541-506-2580 FAX: 541-506-2581 Email: lanem@co.wasco.or.us	Name: Brenda Borders Address: 511 Washington Street., Suite 102 City, State, Zip: The Dalles, OR 97058 Telephone: 541-506-2586 FAX: 541-506-2581 Email: brendab@co.wasco.or.us



Principle U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Name: Andy Coriell, Captain Address: 16400 Champion Way City, State, Zip: Sandy, OR 97055 Telephone: 503-668-1789 FAX: 503-668-1738 Email: acoriell@fs.fed.us	Name: Maria Grevstad, Admin Assistant Address: 16400 Champion Way City, State, Zip: Sandy, OR 97055 Telephone: 503-668-1625 FAX: 503-668-1771 Email: mgrevstad@fs.fed.us

- B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

Wages at the prevailing rate of \$47.66 per hour and overtime rate of \$66.99.
 Vehicle use rate of \$90.00 per 10 hour day.

II. PATROL ACTIVITIES:

- A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

Timely reports and/or information relating to incidents or crimes that have occurred on National Forest System lands should be provided to the U.S. Forest Service as soon as possible.

The primary patrol activities will be during the summer months of May through September; the tour of duty will be ten hours per day on Friday, Saturday and Sunday, and include the national holidays of May 30, 2016, July 4, 2016 and September 5, 2016. Patrol activities may also occur during other months, as funding permits and as agreed to between the Cooperator and U.S. Forest Service. Patrol dates may be varied to address operational needs after mutual agreement between the Cooperator's and the U.S. Forest Service's representatives.

Each tour of duty should begin between 12:00 PM and 4:00 PM and remaining work hours may be varied as agreed to between the Cooperator and U.S. Forest Service.

The assigned Deputies will check in, as practical with the Ranger District Office or U.S. Forest Service Law Enforcement Officer when they begin their tour of duty, in person, by radio or telephone.

During scheduled vacations the cooperator, when possible, provide fill in Deputies for patrol.

The assigned Deputies would be available for other support and assistance as requested by the U.S. Forest Service.



There are patrol related activities, which will impact the Cooperating Deputy's time and will cause them to be away from the patrol route (court, reports, or responding to incidents off National Forest). No adjustment to this plan will be required so long as the activities are held to, not more than 5 percent of the Deputy's scheduled time.

- Patrol in the following campgrounds, developed sites, or dispersed areas:

- | | |
|---------------------------|--------------------------------|
| Clear Lake Campground | Rock Creek Campground |
| Eightmile Campground | McCubbins Gulch |
| Frog Lake Picnic Area | Barlow Crossing Campground |
| Barlow Creek Campground | White River Station Campground |
| Bear Springs Campground | Clear Creek Campground |
| Forest Creek Campground | Little Badger Campground |
| Fifteenmile Campground | Pebble Ford Campground |
| Knebal Springs Campground | Lower Crossing Campground |
| Underhill Site | |

Patrol routes may be varied at the discretion of the assigned Deputy in order to effectively deal with incidents at other locations as they occur.

Search and rescue within the Mt Hood National Forest, within Wasco County, is the responsibility of the Wasco County Sheriff. The role of the assigned Deputies to this agreement is to take initial action on search and rescue incidents and to coordinate subsequent (short term) activities.

Total reimbursement for this category shall not exceed the amount of \$18,260.00.

III. TRAINING:

See Cooperative Law Enforcement Agreement Provisions IV-K for additional information.

IV. EQUIPMENT:

See Cooperative Law Enforcement Agreement Provisions IV-K, IV-L and IV-M for additional information.

- A. The Forest Service agrees to reimburse Wasco County for equipment and supplies in an amount not to exceed \$1,000. All purchases must be approved by the Forest Service prior to purchase. Documentation of such purchases shall become part of the Cooperative Agreements' official file.
- B. The Forest Service may loan Wasco County equipment as needed, when mutually agreed. While in possession of Wasco County, maintenance of this equipment shall be the responsibility of the Cooperator and shall be returned in same condition as time of transfer.

Total reimbursement for this category will be paid out of the Patrol Activity funds in Section II.

**FOREST SERVICE SHALL:**

1. Grant permission, subject to Forest Service limitations and regulations, and those included herein, to the Wasco County Sheriff's Office for law enforcement purposes, for use of the Mt Hood National Forest radio frequencies. Various channel guard tones are also authorized for use as required.
2. Restrict the use of radio frequency to official business.
3. Retain control of the use of these radio frequencies.
4. Not charge for the use of the radio frequencies.

WASCO COUNTY SO SHALL:

1. Grant permission, subject to State limitations and regulations, and those included herein, to the US Forest Service for law enforcement purposes, for use of the Wasco County radio frequencies. Various channel guard tones are also authorized for use as required.
2. Restrict use of the radio frequency to official business.
3. Retain control of the use of these radio frequencies.
4. Recognize that fire traffic may have priority use of the frequency and that any transmissions during the time of a fire shall be coordinated with the on-scene Incident Commander and/or Columbia River Interagency Dispatch Center.
5. Ensure any radio transmissions in the 162-174 VHF Band are operating in the narrowband mode.

V. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will jointly prepare a revised Annual Operating Plan.

1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the Patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.

Authorized activities associated with Drug Enforcement will be identified separately on billings supplied by the Cooperator.



2. **Fire Emergency:** During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services and equipment beyond those provided under Section II-A and IV-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local Patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.
3. **Group Gatherings/Other Situations:** This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

C. Billing Documentation:

The billing for each incident shall include individual employee times and their agreement rate. Such times will be documented on Crew Time Reports, shift tickets or other agreed upon form, and must be approved by incident management personnel.

For billing done using procedures specified in Section V-B-2, original documentation will be maintained by the Forest Service in the appropriate fire documentation boxes or appropriate incident management personnel; the Cooperator will maintain copies of all such documentation.

VI. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

- A. The Cooperator will submit invoices for reimbursement of services provided under Section II of this agreement monthly or quarterly, at the discretion of the Cooperator.

USDA Forest Service
Albuquerque Service Center
Payments-Grants and Agreements
101B Sun Ave NE
Albuquerque, NM 87109

Invoices may also be faxed to:
1-877-687-4894
FAX coversheet should be addressed to:
USDA Forest Service
ASC – Payments-Grants and Agreements



The Cooperator will prepare an itemized statement for each invoice submitted to the Albuquerque Service Center. The statement will be in sufficient detail to allow the Forest Service to verify expenditures authorized. The itemized statement for reimbursement will also include the following information:

1. Areas patrolled and miles traveled on NFS lands.
2. Person-hours worked in NFS patrol areas.
3. Copies of completed Daily Activity Reports.
4. Copies of invoice submitted.

By execution of this modification, Wasco County certifies that the individuals listed in this document, as representatives of Wasco County, are authorized to act in their respective areas for matters related to this instrument.

The statement should be sent to the following address:

USDA Forest Service, Law Enforcement & Investigations
Northern Oregon Zone
ATTN: Andy Coriell, Captain
16400 Champion Way
Sandy, OR 97055

- B. For reimbursement of services provided under Sections V-B-1 and V-B-3 of this agreement, billing instructions will be specified in the revised Operating Plan.
- C. For reimbursement of services provided under Section V-B-2 of this agreement, the following billing procedure will be used.

Incident management personnel will prepare an Emergency Use Invoice and, upon concurrence of the Cooperator, will submit the invoice for payment along with all required documentation using normal incident business procedures.

The designated representative, IMT official, or a designated forest incident business official, will approve the invoice and submit to the Albuquerque Service Center, Incident Finance, for payment along with a copy of the current Operating Plan.

- D. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-D.*



In witness whereof, the parties hereto have executed this Operating Plan as of the last date written below.

RICK EIESLAND, Sheriff
Wasco County

Date

March 2, 2016

Wasco County Commissioner Rod L. Runyon

Date

March 2, 2016

Wasco County Commissioner Scott C. Hege

Date

March 2, 2016

Wasco County Commissioner Steven D. Kramer

Date

LISA A. NORTHROP, Forest Supervisor
U.S. Forest Service, Mt. Hood National Forest

Date

Michael L. Loudermilk

2/9/2016

MICHAEL L. LOUDERMILK
Acting Special Agent in Charge
Pacific Northwest Region

Date

The authority and format of this instrument have been reviewed and approved for signature.

Olivia Reynolds

2/9/16

OLIVIA REYNOLDS
U.S. Forest Service Grants & Agreements Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Agenda Item
Appraisal Services Contract

- [Highland Appraisal, Inc. Consulting Services Contract](#)

HIGHLAND APPRAISAL, INC.

CONSULTING SERVICES CONTRACT

This Contract is by and between Wasco County (“*COUNTY*”) and Highland Appraisal, Inc., an Idaho business corporation registered to do business in the State of Oregon (“*CONSULTANT*”), for the performance of appraisal services as further set forth in this Contract.

A. RECITALS

1. The COUNTY Assessor’s duties, as set forth in ORS 208.050, ORS 308.210 and 308.330, include but are not limited to:

ORS 308.210:

Assessing property

- *record as assessment roll*
- *changes in ownership or description of real property and manufactured structures assessed as personal property*

(1) The assessor shall proceed each year to assess the value of all taxable property within the county, except property that by law is to be otherwise assessed. The assessor shall maintain a full and complete record of the assessment of the taxable property for each year as of January 1, at 1:00 a.m. of the assessment year, in the manner set forth in ORS 308.215 (Contents of assessment roll). Such record shall constitute the assessment roll of the county for the year.

ORS 308.330:

Duty of assessor to assess properly

No assessor shall willfully or knowingly:

- (1) Omit to assess any person or property assessable.*
- (2) Assess any property or class of property under or over its value, as provided in ORS 308.146 (Determination of maximum assessed value and assessed value).*

ORS 308.050

Assessors annual report on property appraisal program

To aid the county court or board of county commissioners and the Department of Revenue in ascertaining whether a county assessor is maintaining a county’s appraisal program, the county assessor must present, with the annual ratio study required by ORS 309.200 (Assessor to collect sales data and prepare ratio study), a written report as to the current status of the overall program of property appraisals in the county, specifying what property was reappraised in the past year and what is to be reappraised in the current year.

2. CONSULTANT is able to provide Appraisal Consulting Services by persons qualified to provide those services in accordance with the Technical Standards of the International Association of Assessing Officer.
3. The COUNTY Assessor, in order to perform her duties, is in need of said Appraisal Consulting Services; and
4. CONSULTANT is qualified, capable and willing to provide Appraisal Consulting Services to COUNTY and the Assessor under the terms and conditions set forth in this Contract.

B. CONTRACT EXHIBITS

The following exhibit is hereby incorporated by reference into this Contract:

Exhibit A Scope of Work

C. AGREEMENT

1. Term

The term of this Contract shall be from its execution to project completion by no later than December 31, 2016, and may be extended for additional periods of time upon mutual agreement of both parties.

2. Scope of Work

CONSULTANT shall provide all services and deliver all materials as specified in the attached Exhibit A. All services and materials shall be provided by CONSULTANT in accordance with the Exhibit in a competent and professional manner.

3. Compensation and Access

- 3.1 Payment. CONSULTANT shall complete the Scope of Work as defined above, including the appearance and defense of appraisals pursuant to said Scope of Work, at the rate of NINETY-FIVE and 00/100 DOLLARS (\$95.00) per hour and not to exceed three hundred (300) hours.

Travel expenses for Appraisal Services pursuant to this Agreement shall be calculated from CONSULTANT'S office at 4403 Aviation Way Suite 101 Caldwell, Idaho 83605, and paid at the rate of FIFTY-FOUR CENTS (\$0.54) per mile via automobile and at the rate of ONE DOLLAR and 17/100 (\$1.17) per mile via airplane.

Any other travel expenses to be incurred by CONSULTANT as a result of a request for Appraisal Services under this Contract must be authorized by

COUNTY at the time of the request for those services.

3.2 Payments. COUNTY will review CONSULTANT's invoice and within ten (10) days of receipt notify CONSULTANT in writing if there is a disagreement or dispute with the invoice. If there are no such disputes with the invoice, COUNTY shall pay the invoice amount in full within thirty (30) days of invoice date.

3.3 COUNTY will provide to the CONSULTANT, when Appraisal Services are required to be on-site at County facilities, an office space and access to ProVal and Crystal Reports. While performing services off-site access will be provided through Remote desktop using Terminal Services.

4. Consultant Is an Independent Contractor

CONSULTANT shall be an independent contractor for all purposes and shall be entitled to no compensation other than the compensation provided for under this Contract. While COUNTY reserves the right to set the schedule and evaluate the quality of CONSULTANT's completed work, COUNTY cannot and will not control the means and manner of CONSULTANT's performance. CONSULTANT is responsible for determining the appropriate means and manner of performing work. CONSULTANT is responsible for all federal and state taxes applicable to compensation and payment paid to CONSULTANT under the Contract and will not have any amounts withheld by COUNTY to cover CONSULTANT's tax obligations. CONSULTANT is not eligible for any COUNTY fringe benefit plans.

5. Notices

All notices provided for hereunder shall be in writing and shall be deemed to be duly served on the date of delivery if delivered in person, when receipt of transmission is generated by the transmitting facsimile machine if delivered by facsimile transmission, on the day after deposit if delivered by overnight courier, or three days after deposit if delivered by placing in the U.S. mail, first-class, postage prepaid. Any notice delivered by facsimile transmission shall be followed by a hard copy. All notices shall be addressed as follows:

COUNTY: Jill Amery, Assessor Officer
Wasco County
511 Washington Street, Suite 208
The Dalles, OR 97058

CONSULTANT: W. Darcy Maag, President
Highland Appraisal, Inc.
P.O. Box 691
Caldwell, ID 83606

6. Indemnification

To the extent permitted by applicable law, CONSULTANT shall defend, save, and hold COUNTY harmless and its officers, agents, and employees from and against any and all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever resulting from, arising out of, or relating to the operations of the CONSULTANT, including but not limited to the activities of CONSULTANT or its officers, employees, agents or subcontractors under this Agreement. CONSULTANT shall not be deemed an agent of COUNTY under the Oregon Tort Claims Act.

7. Insurance Requirements

- 7.1 During the term of this Contract, CONSULTANT shall maintain, at its own expense, Professional Liability Insurance covering any damage caused by error, omission or negligent act related to the CONSULTANT'S services, with limits not less than \$2,000,000.00.
- 7.2 Insurance coverage shall be maintained for a period of 2 years after completion of this Contract. It shall also include a 2 year "tail" policy for any "claims made" policies made part of this Contract.
- 7.3 Policies shall provide that COUNTY, its directors, officers, representatives, employees, and agents will be included as an additional insured with respect to the coverages required in Section 7.1 and a waiver of subrogation against them shall be obtained for all coverages.
- 7.4 All coverages under Section 7.1 shall be primary over any insurance COUNTY may carry on its own.
- 7.5 CONSULTANT shall be solely responsible for any loss, damage or destruction to its own property and materials used in conjunction with the work or services under this Contract.
- 7.6 CONSULTANT shall furnish COUNTY with certificates of insurance evidencing all required coverages prior to commencing any work or services under this Contract. If requested by COUNTY, CONSULTANT shall furnish COUNTY with executed copies of such policies of insurance. CONSULTANT shall furnish COUNTY with at least 30-days' written notice of cancellation of, or any modification to, the required insurance coverages. Failure to maintain any required insurance coverages in the minimum required amounts shall constitute a material breach of this Contract and shall be grounds for immediate termination of this Contract.

8. Workers' Compensation

CONTRACTOR warrants that all persons engaged in Contract work and subject

to the Oregon Workers' Compensation Law are covered by a workers' compensation plan or insurance policy that fully complies with applicable law. CONTRACTOR shall indemnify COUNTY for any liability incurred by COUNTY as a result of CONTRACTOR's breach of the warranty under this paragraph.

9. Assignment

CONSULTANT may not assign any of its responsibilities under this Contract without COUNTY's prior written consent, which consent may be withheld in COUNTY's sole discretion. CONSULTANT may not subcontract for performance of any of its responsibilities under this Contract without COUNTY's prior written consent, which consent shall not be unreasonably withheld.

10. Labor and Material

CONSULTANT shall provide and pay for all labor, materials, equipment, tools, transportation, and other facilities and services necessary for the proper execution and completion of all Contract work, all at no cost to COUNTY other than the compensation provided in this Contract.

11. Ownership of Work and Documents

All work performed by CONSULTANT and compensated by COUNTY pursuant to this Contract shall be the property of COUNTY upon full compensation for that work performed or document produced to CONSULTANT, and it is agreed by the parties that such documents are works made for hire. CONSULTANT hereby conveys, transfers and grants to COUNTY all rights of reproduction and the copyright to all such documents.

12. Termination for Convenience

This Contract may be terminated by mutual consent of the parties upon written notice. In addition, COUNTY may terminate all or part of this Contract upon determining that termination is in the best interest of COUNTY by giving seven (7) days' prior written notice of intent to terminate, without waiving any claims or remedies it may have against CONSULTANT. Upon termination under this paragraph, CONSULTANT shall be entitled to payment in accordance with the terms of this Contract for Contract work completed and accepted before termination less previous amounts paid and any claim(s) COUNTY has against CONSULTANT. Pursuant to this paragraph, CONSULTANT shall submit an itemized invoice for all unreimbursed Contract work completed before termination and all Contract closeout costs actually incurred by CONSULTANT. COUNTY shall not be liable for any costs invoiced later than thirty (30) days after termination unless CONSULTANT can show good cause beyond its control for the delay.

13. Termination for Cause

COUNTY may terminate this Contract effective upon delivery of written notice to CONSULTANT, or at such later date as may be established by COUNTY, under any of the following conditions:

- 13.1 If COUNTY funding is not obtained and continued at levels sufficient to allow for purchases of the indicated quantity of services. The Contract may be modified to accommodate a reduction in funds.
- 13.2 If federal or state regulations or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this Contract or are no longer eligible for the funding proposed for payments authorized by this Contract.
- 13.3 If any license or certificate required by law or regulation to be held by CONSULTANT to provide the services required by this Contract is for any reason denied, revoked, or not renewed.

14. Termination for Default

Either COUNTY or CONSULTANT may terminate this Contract in the event of a breach of the Contract by the other. Prior to such termination, the party seeking termination shall give to the other party written notice of the breach and intent to terminate. If the party committing the breach has not entirely cured the breach within fifteen (15) days of the date of the notice, then the party giving the notice may terminate the Contract at any time thereafter by giving a written notice of termination.

If CONSULTANT fails to perform in the manner called for in this Contract or if CONSULTANT fails to comply with any other provisions of the Contract, COUNTY may terminate this Contract for default. Termination shall be effected by serving a notice of termination on CONSULTANT setting forth the manner in which CONSULTANT is in default. CONSULTANT shall be paid the Contract price only for services performed in accordance with the manner of performance as set forth in this Contract.

15. Remedies

In the event of breach of this Contract the parties shall have the following remedies:

- 15.1 If terminated under paragraph 14 by COUNTY due to a breach by CONSULTANT, COUNTY may complete the work either itself, by agreement with another contractor, or by a combination thereof.
- 15.2 In addition to the above remedies for a breach by CONSULTANT, COUNTY also shall be entitled to any other equitable and legal remedies that are available.

- 15.3 If COUNTY breaches this Contract, CONSULTANT's remedy shall be limited to termination of the Contract and receipt of Contract payments to which CONSULTANT is entitled.
- 15.4 COUNTY shall not be liable for any indirect, incidental, consequential, or special damages under the Contract or any damages arising solely from terminating the Contract in accordance with its terms.
- 15.5 Upon receiving a notice of termination, and except as otherwise directed in writing by COUNTY, CONSULTANT shall immediately cease all activities related to the services and work under this Contract. As directed by COUNTY, CONSULTANT shall, upon termination, deliver to COUNTY all then existing work product that, if the Contract had been completed, would be required to be delivered to COUNTY.

16. Nondiscrimination

During the term of this Contract, CONSULTANT shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, or national origin.

17. Governing Law; Jurisdiction; Venue

This Contract shall be governed by and construed in accordance with the laws of the state of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively "Claim") between COUNTY and CONSULTANT that arises from or relates to this Contract which results in litigation shall be brought and conducted solely and exclusively within the Circuit Court of Wasco County for the state of Oregon; provided, however, if a Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States Court for the State of Oregon.

18. Compliance with Laws and Regulations

CONSULTANT shall comply with all state and local laws, regulations, executive orders and ordinances applicable to this Contract or to the delivery of services hereunder.

19. Experience, Capabilities and Resources

By execution of this Contract, the CONSULTANT agrees that: CONSULTANT has the skill, legal capacity, and professional ability necessary to perform all the services required under this Contract. CONSULTANT has the capabilities and resources necessary to perform the obligations of this Contract.

20. Documents

All work in its original form, including, but not limited to, documents, notes, papers, computer programs, diaries, recordings and reports performed or produced by CONSULTANT under this contract shall be the exclusive property of the COUNTY and shall be delivered to COUNTY prior to final payment.

21. Access to Records

For not less than three (3) years after the Contract expiration and for the purpose of making audit, examination, excerpts, and transcripts, COUNTY, and its duly authorized representatives shall have access to CONSULTANT's books, documents, papers, and records that are pertinent to this Contract. If, for any reason, any part of this Contract, or any resulting construction contract(s) is involved in litigation, CONSULTANT shall retain all pertinent records for not less than three years or until all litigation is resolved, whichever is longer. CONSULTANT shall provide full access to these records to COUNTY, and its duly authorized representatives in preparation for and during litigation.

22. Representations and Warranties

CONSULTANT represents and warrants to COUNTY that (1) CONSULTANT has the power and authority to enter into and perform this Contract, (2) when executed and delivered, this Contract shall be a valid and binding obligation of CONSULTANT enforceable in accordance with its terms, (3) CONSULTANT shall, at all times during the term of this Contract, be duly licensed to perform the services, and if there is no licensing requirement for the profession or services, be duly qualified and competent, (4) the services under this Contract shall be performed in accordance with the professional skill, care and standards of other professionals performing similar services under similar conditions. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

23. Attorney Fees

In case a suit or action is instituted to enforce the provisions of this Contract, the parties agree that the losing party shall pay such sums as the court may adjudge reasonable for attorney fees and court costs, including attorney fees and costs on appeal.

24. Limitation of Liabilities

COUNTY shall not be liable for (i) any indirect, incidental, consequential, or special damages under the Contract or (ii) any damages of any sort arising solely from the termination of this Contract in accordance with its terms.

25. Confidentiality

CONSULTANT shall maintain the confidentiality of any of COUNTY's information that has been so marked as confidential, unless withholding such information would violate the law, create the risk of significant harm to the public or prevent CONSULTANT from establishing a claim or defense in an adjudicatory proceeding. CONSULTANT shall require similar agreements from COUNTY's and/or CONSULTANT's subconsultants to maintain the confidentiality of information of COUNTY.

26. Force Majeure

CONSULTANT shall not be deemed in default hereof nor liable for damages arising from its failure to perform its duties or obligations hereunder if such is due to causes beyond its reasonable control, including, but not limited to, acts of God, acts of civil or military authorities, fires, floods, windstorms, earthquakes, strikes or other labor disturbances, civil commotion or war.

27. Waivers

No waiver by COUNTY of any provision of this Contract shall be deemed to be a waiver of any other provision hereof or of any subsequent breach by CONSULTANT of the same or any other provision. COUNTY's consent to or approval of any act by CONSULTANT requiring COUNTY's consent or approval shall not be deemed to render unnecessary the obtaining of COUNTY's consent to or approval of any subsequent act by CONSULTANT, whether or not similar to the act so consented to or approved.

28. Severability

Any provisions of this Contract which shall prove to be invalid, void or illegal shall in no way affect, impair or invalidate any other provision hereof, and such remaining provisions shall remain in full force and effect.

29. Headings

The captions contained in this Contract are for convenience only and shall not be considered in the construction or interpretation of any provision hereof.

30. Integration

This Contract, including the attached exhibits contains the entire agreement between the parties regarding the matters referenced herein and supersedes all prior written or oral discussions or agreements regarding the matters addressed by this Contract.

31. Amendments

This Agreement shall not be waived, altered, modified, supplemented, or amended in any

manner without a duly executed Amendment. Any amendments to this Agreement shall be effective only when reducing to writing and signed by both parties as below.

32. Authority

The representatives signing on behalf of the parties certify that they are duly authorized by the party for which they sign to make this Contract.

WASCO COUNTY, OREGON
BOARD OF COMMISSIONERS

Date: March 2, 2016

Rod L. Runyon, Commission Chair

Date: March 2, 2016

Scott C. Hege, County Commissioner

Date: March 2, 2016

Steven D. Kramer, County Commissioner

CONTRACTOR

Date: _____

By: _____

Title: W. Darcy Waag, President
Highland Appraisal, Inc.

APPROVED AS TO FORM

Date: March 2, 2016

KRISTEN A. CAMPBELL
Wasco County Counsel

Exhibit A

Scope of Work

DEFINITIONS

In additional to any other definitions set forth in this Contract, for all purposes of this Contract the following terms are defined and interpreted as herein provided for, unless the clear context of the presentation of the same requires otherwise:

1. **Agreement or Contract:** means and describes this Agreement to Provide Professional Appraisal Services.
2. **Appraisal Consulting Services:** means and refers to real estate appraisal consulting services related to ad valorem property tax administration, policy and valuation of property including mass appraisal and related disciplines including the training and operation of Thomson Reuters software.
3. **Assessor:** means and refers to Jill Amery in her elected capacity as Assessor of Wasco County and to the elected office of Assessor of Wasco County.
4. **County:** means and refers to Wasco County, state of Oregon, a county of the state of Oregon organized and existing pursuant to Chapter 203, Oregon Revised Statutes, whose boundaries are defined by Section 201.330 Oregon Revised Statutes, Party to this Contract.
5. **Consultant:** means and refers to Highland Appraisal, Inc., an Idaho General Business Corporation authorized to do business in the state of Oregon as a foreign corporation, Party to this Contract.
6. **Party/Parties:** means and refers to either the County, Assessor and/or the CONSULTANT or all of them depending upon the context of the term in this Contract.

SERVICES PROVIDED BY CONTRACTOR

Pursuant to the terms of this Contract, CONSULTANT is hereby employed as an independent contractor by COUNTY and the Assessor to obtain and provide Appraisal Consulting Services as and when requested by the Assessor, in accordance with the following:

1. Use of CONSULTANT services to be authorized by the Assessor or the Assessor's designee;
2. Assist with ProVal conversion, methods and best practices;

3. Review of relevant information provided by the Assessor;
4. Upon specific request of the Assessor or the owner, subject to Assessor approval, inspect properties subject of appraisal services;
5. Appraisals will have a January 1, 2016 effective date;
6. The standards of practice of appraisement in accordance with the applicable rules and regulations and programs of the Oregon Department of Revenue and the County Assessor, inclusive of the confidentiality of tax-related information, and in the exercise of the professional ethics and the judgment of the CONSULTANT;
7. Appear at COUNTY facilities as reasonably required by the Assessor;
8. Submit to the Assessor an invoice, on a monthly basis, together with copies of time sheets inclusive of travel time together with mileage verification and travel expenses for services rendered pursuant to this Agreement.

Agenda Item
Special Transportation Funds Grant

- [2016 STF Discretionary Application](#)



Special Transportation Fund Discretionary Program Project Application

Instructions

This STF application is a fillable form that requires Adobe Reader Version 10 or above. If you do not have the required version, download it for free at <http://get.adobe.com/reader>.

Fill out this application onscreen, save it to your computer, and attach your completed PDF form to an email to PTDApplications@odot.state.or.us. Attach any supplemental PDF documents to your email. If you have technical problems using the form, call Liz Rickles at 503-986-3394. For answers to programmatic or process specific questions, call David Schwert at 503-986-4305 or contact your Regional Transit Coordinator. Application due to ODOT RPTD by March 11, 2016.

Complete Sections A thru I by entering information into fields or selecting from drop-down menus where available (indicated by a small arrow to the right of the box). Some "Yes or No" questions, when checked, generate a secondary question(s); please complete these sections when they appear.

Please double check that you have answered every question on this application before submitting. If a question is not applicable to your project, write "n/a".

Review the complete STF Application instructions at www.oregon.gov/ODOT/PT/PROGRAMS/2016STFApplicationInstructions.pdf.

A. Applicant Information

1. STF Agency Name
2. STF Agency ODOT Region
3. Application Contact Person Name
4. Application Contact Person Email
5. Application Contact Person Phone Number

B. Project Information

6. Project Title
Will be used for reviewer reference and in public comment process. Example: Mobility Management for The Klamath Tribes

7. Is project derived from the Coordinated Plan?

Yes

No

What Page?

What date was the Coordinated Plan approved? (m/m/yy)

8. Project Ranking

Complete sentence: Project is ranked out of applications submitted to ODOT for consideration.

To see the number of applications your STF Agency is allowed to submit to ODOT, visit www.oregon.gov/ODOT/PT/PROGRAMS/2016STFDiscretionaryApplications.pdf.

C. Project Quality

Boxes will expand to fit more text if needed.

9. Describe the **need** for this project. How was this need determined or assessed? Do you have data that reflects this need?

This request is for match funding to a request MCCOG made to the Oregon Department of Transportation to fund phase three of our existing transit facility in The Dalles, OR. Phases one and two included the purchase of property, environmental reviews, construction of parking and the administration facility. Unfunded portions of the project include bus covered parking shelters and a shop. For this application, we are asking to fund the bus covered parking shelters. The need for this is to prolong the operating life of our vehicles. Currently our buses are exposed to the elements all of the time. Over time, this exposure contributes to additional wear and tear to the vehicles, particularly leaks. The Coordinated Human Service Plan of 2009 identified the need to prolong the service life of our vehicles on pages 27, 36 and 38. Having covered parking for the vehicles will help prolong the life of the vehicles by getting them out of the heat, cold and moisture which can damage the vehicles.

10. Provide a detailed description of this project. What will be the finished product or service?

The bus shelters would be designed to provide covered parking for 10 buses (cutaways and vans) at our transit center which is currently under construction. The shelters would be enclosed on three sides and open on the front. They would be constructed of steel and designed to meet all applicable wind shear requirements and snow loading standards. There would be minimal environmental requirements for this project. We would need to do an update on our current environmental categorical exclusion and most likely this would be completed by MCCOG staff.

The funds would match a grant request and help pay for drawings, specifications, project construction, contract management and construction administration.

11. Describe the expected outcomes of this project on seniors, people with disabilities, and other populations. Why is this project the best method to address the previously described need?

The construction of the bus facility would provide a long term benefit to the populations who use our public transportation, many who are seniors, persons with disabilities and low income, by extending the life of our vehicles that we use to provide transportation. It is considered a "best practice" to protect the vehicles from long term exposure to heat, cold and moisture. It has been our experience that funds for regular vehicle replacement have become scarcer and scarcer over time. Anything we can do to extend the service life of our existing vehicles will be beneficial to users of our transportation system as it means we can keep our fleet of vehicles in service longer. With the scarcity of replacement funding for vehicles it is critical that we do all we can to keep the existing vehicles serviceable.

D. Total Estimated Project Budgets

12. Enter all estimated costs involved in the **total** cost of the project in the table below. Not all fields will be applicable to every project.

Estimated Total Project Costs	
Type	Dollar Amount
Labor (payroll)	
Contracted services	
Materials and supplies	
Operations	
Preventative Maintenance	
Capital Equipment	
Technology	
Contingency	
Capital Construction	467,000
Other (type description)	
Other (type description)	
Other (type description)	
Other (type description)	
Project Grand Total (automatically calculates)	467,000

13. Identify the project's additional sources of funding in the table below.

Estimated Additional Project Resources	
Source of Funds	Dollar Amount
2016 STF Discretionary Program Request <i>(IMPORTANT!)</i>	47,961
Local Resources	
Federal Resources	419,039
Other (type description)	
Project Grand Total (automatically calculates)	467,000

The award of this STF Discretionary Grant will enable Federal Funds to be brought to the project.

E. Vehicle Information

14. Does this application request either match or total cost funding for a vehicle?

Please note that projects that are match for vehicle replacement/rightsizing under the Transit Capital Discretionary Program available in January will have priority over vehicle purchases that are not a match.

- No, application does not involve a vehicle purchase of any kind.
- Yes, application requests match for a vehicle.
- Yes, application requests the total cost of a vehicle.

F. Project Milestones

15. Explain the milestones of the project.

Example milestones: design, public involvement, contract award, capital purchase, service implementation, etc.

	Milestone description	Estimated milestone completion date (m/m/yy)
1	Funding granted from the Enhance request	10/2018
2	Completed design	12/2018
3	Construction Contract award	2/2019
4	Construction complete	8/2019
5		

6

G. Project Impact on Four Goals of Transit*Boxes will expand to fit more text if needed.***16. Describe the project's impact on access.***Access includes the ability of seniors and people with disabilities to travel to employment opportunities, community services, retail, education, healthcare, etc., and to safely arrive at and depart their transit stop.*

This project indirectly impacts access. What the project does, is to support our ability to extend the service life of our vehicles, which then supports our ability to provide our public transit services which maintains access. Our public transit service provides access to employment and training opportunities, education, shopping, nutrition and healthcare services. In addition, we provide access to people to go to a larger metropolitan area with our connection to the Hood River to Portland service.

17. Describe the project's impact on availability.*Availability includes spacial availability (service close to me), time availability (service when I need it), and the size of the service area.*

This project indirectly impacts availability. The project does support the long term availability of vehicles by reducing repair costs and down time. Buses that have water leaks, for example, may have structural damage and/or mold and mildew issues which results in a vehicle being out of service until it is repaired.

18. Describe the project's impact on connectivity.*Connectivity includes the integration of services (routes, schedules, fare structures, information systems, modal transfer facilities).*

This project does not impact connectivity.

19. Describe this project's impact on economic development.*Economic development includes public transportation's contribution to providing connections for workers to employers, reducing congestion, influencing land use choice and land values, and providing employment opportunities.*

This project indirectly impacts economic development. The construction of the bus covered facilities will provide for construction jobs while the project is being built. Our ability to provide safe and reliable transportation to the services people want is enhanced by being able to protect our vehicles.

H. Statewide Impact

This field is not required - not all projects will have a broad application or be a new pilot. Box will expand to fit additional text.

20. Describe the statewide impact of this project. How will this project transform the mobility options for seniors and people with disabilities in Oregon?

This project should be considered for Statewide Significance funding.

I. Application Attachments

You can attach additional supporting documentation, such as maps, additional budgets, etc. to your submission email. Attachments must be in PDF form. Attachments not listed below may not be received by the review panel.

Attachment File Name	Attachment Document Title	Description
	Bus Shed Drawings	
	Site Plan	

STF Agency Certification

As an authorized representative of the STF Agency, I acknowledge this application. For each application that could be funded with STF Discretionary Funds I have indicated willingness to enter into an agreement with the applicant to receive and disburse moneys for the project.

I also certify that the governing body of the STF Agency has consulted with the STF Advisory Committee regarding the proposed projects, and that the projects that are recommended for further consideration for funding are consistent with the STF Agency's Coordinated Plan.

I certify the above statement is true.

Name

To Submit Application: Save this form to your computer. Attach the completed PDF form to an email to PTDApplcations@odot.state.or.us. Attach any supplemental PDF documents to your email.

**IMPORTANT - Please double check that you have answered every question on this application.
If a question is not applicable to your project, write "n/a".**

Agenda Item
Night Sky Program

- [MCEDD Memo](#)
- [Proposed Night Sky Support Letter](#)

The Gorge Night Sky is a program designed to promote energy efficiency and astronomy education. We have an opportunity to both preserve the dark sky and increase energy efficiency by involving lighting vendors/retailers, installers, end users and K-12 students through a multi-faceted educational program. We will accomplish this through two primary tracks:

K-12 Education:

Develop Gorge NightSky Educational Units geared toward various age groups. Part of the unit will be a lighting specification sheet with efficiency metrics that the students can use to evaluate their lights at home.

A field trip scholarship to the Goldendale Observatory will be available for classrooms in North Wasco County school districts that complete the Gorge Night Sky Educational Unit.

Lighting and Dark-Sky Education:

A workshop at the Columbia Gorge Discovery Center involving these various stakeholders. Outcomes to include:

- > Vendor/retailer/designer commitment to stocking and specifying dark-sky compliant fixtures.
- > Utility commitment to highlight dark-sky compliant fixtures as part of their efficiency programs.
- > Commitment to maximize existing efficiency rebate programs through point of sale rebates and a streamlined rebate process for dark-sky compliant lighting upgrades.
- > Develop a strategy to effectively reach businesses and homeowners with the message about quality lighting design.
- > A commitment from local governments to pursue and enforce modern lighting ordinances.

Amanda

Gorge NightSky Campaign 2016

We're applying for a Google Community Grant and are asking you to please sign on to show your support for this effort.

Mid Columbia Economic Development District, the Goldendale Chamber of Commerce and the Friends of the Goldendale Observatory are partnering together to create a Gorge-wide campaign to promote energy efficiency and astronomy education by:

1. Developing an education campaign around emerging LED lighting technology and ways to preserve our dark-sky. The education campaign would include two components:
 - a. Retailer, end user and utility education regarding LED lighting options. Currently vendors carry LED lighting that meets energy efficiency requirements but not the dual purpose of efficiency and dark-sky needs. The campaign would seek to develop a win-win situation, incentivizing compliance and supporting energy efficiency. This effort would be geared toward accelerating LED lighting adoption locally.
 - b. Student engagement and education regarding dark skies and the Goldendale Observatory both in the classroom and by facilitating visits to the observatory.
2. Increasing publicity and marketing for the Goldendale Observatory, and by extension, the region. The Goldendale Observatory is a national attraction and a hidden gem of science education in our backyard.

Proposal Narrative

Each night since the Missoula Floods the Columbia River Gorge has had a dark river running through it and a sea of brilliant stars and planets, and the moon coursing overhead. The stars - this night sky - is one of our greatest rural treasures, something we take for granted but that causes a city-dwelling visitor's jaw to drop. This is a heritage worth preserving.

In the early 1970's the treasure of The Gorge's night sky was noticed by an amateur astronomy club from Vancouver, WA and they chose Goldendale as the center for what they hoped to be a regional science and astronomy hub - The Goldendale Observatory. MCEDD helped the group secure a \$156,000 federal grant to build the facility which was dedicated in 1973.¹ The Observatory a hidden gem of science and education in our backyard. Unfortunately the dark-sky heritage of the Gorge is being threatened by growth and poorly designed lighting.

LED Lighting uses up to 80% less power than traditional lighting options and LEDs have increased in reliability while dropping 90% in price since 2008.² We are certainly in the midst of a lighting revolution. LED lights for outdoor applications can be harder to specify than traditional lights and if poorly specified they can lead to egregious light trespass and dark-sky light pollution. The International Dark-Sky Association has developed best practices for specifying

¹ <http://www.goldendaleobservatory.com/history.html>

² <http://www.energy.gov/articles/6-charts-will-make-you-optimistic-about-america-s-clean-energy-future>

LED outdoor lighting (<http://darksky.org/lighting/led-practical-guide/>) but currently most vendors and electricians in the Gorge do not carry LED lights that are dark-sky compliant.

The Gorge NightSky Campaign will bring together this opportunity to use emerging LED technology for increased energy efficiency with our need to preserve a rural dark-sky in an multi faceted educational campaign that encompasses end users, lighting vendors, installers, and K-12 students throughout the region. We will accomplish this through two primary tracks:

K-12 Education:

1. The campaign will develop LED/Gorge NightSky Educational Units geared toward various age groups. Part of the unit will be a lighting specification sheet with efficiency metrics that the students can use to evaluate their lights at home.
2. A field trip scholarship to the Goldendale Observatory will be available for classrooms in Wasco County school districts that complete the LED/Gorge NightSky Educational Unit.

LED Lighting & Dark-Sky Education:

1. A two? day workshop at the Columbia Gorge Discovery Center involving various stakeholders. Outcomes to include:
 - a. Vender/designer commitment to stocking and specifying dark-sky compliant fixtures.
 - b. Utility commitment to highlight dark-sky compliant fixtures as part of their efficiency programs.
 - c. Commitment to maximize existing efficiency rebate programs through point of sale rebates and a streamlined rebate process for dark-sky compliant LED lighting upgrades.
 - d. Develop a strategy to effectively reach businesses and homeowners with the message about quality lighting design.
 - e. A commitment from local governments to pursue and enforce modern lighting ordinances.

Our regional commitment to this effort will be shared with lighting, architectural and astronomy publications and blogs nationwide thus creating increased tourism and scientific interest in The Gorge and our Observatory.

ACTION: Email us back or sign this letter of support

Our organization supports this effort!

Organization Name

Representative

Date



Columbia Gorge Community College

building dreams, transforming lives

February 25, 2016

Paula Brunt
Wasco County Human Resources Manager
511 Washington St., Suite 206
The Dalles OR 97058

Dear Paula,

Columbia Gorge Community College is pleased to submit a proposal to conduct Spanish, Level 1 for employees in the Planning and Tax Assessor offices of Wasco County.

Please don't hesitate to contact me with any questions or concerns. I look forward to working with you on this important project.

Sincerely,

A handwritten signature in black ink that reads "Suzanne Burd". The signature is written in a cursive, flowing style.

Suzanne Burd
Columbia Gorge Community College
541.506.6123
sburd@cgcc.edu



**Columbia Gorge Community College Customized & Workforce Training
Business, Industry, and Governmental
Educational Services Contract**

This agreement is entered into by and between Columbia Gorge Community College, hereinafter referred to as The College and Wasco County hereinafter referred to as Contractor.

Whereas, the Contractor desires to engage The College to render specific educational services, therefore the parties agree as follows:

1. The College will provide the following:
 - A. Spanish, Level 1, to employees of Wasco County Planning and Tax Assessor offices.
Dates: Once per week on Thursdays for 12 weeks beginning March 10, 2016.
Time: 1:00-2:30 pm
Location: Wasco County Courthouse
Instructor: Pilli Garcia
Instructional Materials: Each participant receives 2 textbooks at a cost of \$32 per participant. Spanish Now! Level 1, 8th edition, Ruth Silverstein (\$25). Pobre Ana, Blaine Ray (\$7).
Cost: \$165 per participant inclusive of instructional materials, with a minimum of 10 participants, and a maximum of 12. Instructor will participate at four one hour brown bag sessions for language practice. Dates to be determined.
Contingency: If curriculum development is necessary, an additional \$35 per development hour will be billed. All parties must agree to the need for additional content, and the number of hours to develop the content.
2. The staff assigned to develop, coordinate and conduct the education service(s) as stated in 1-A of this contract, will have the appropriate documented experience and credentials that are acceptable to Contractor.
3. Neither party may deviate from the terms of the contract, relative to meeting times, dates, and/or location, without prior approval of assigned Contractor and College Project Coordinator.
4. The College will be compensated for all services rendered and expenses incurred to conduct the educational service(s) as described in #1.
5. The College will bill the Contractor for the educational service(s) rendered upon signatures of this agreement.
6. If the Contractor wishes to cancel for any reason, this contract authorizes the College to bill the Contractor for all instructional costs incurred prior to date of cancellation, to be determined at the time of cancellation by the College.

7. Students in this program are employees of Wasco County and will be accepted and assigned work without regard to their age, handicap, national origin, race, marital status, parental status, religion or sex.
8. Information on a student's academic progress, attendance and grades is confidential and protected under the Family Educational Rights and Privacy Act of 1974. This information cannot be released without written consent of the student.
9. The College agrees that The College, its agents and employees shall maintain the confidentiality of any client identifying information, written or otherwise, with which they may come in contact, in accordance with all applicable provisions of state and federal statutes, rules and regulations and shall comply with the same in the event of requests for information by any person or federal, state or local agency.
10. This contract will become effective March 10, 2016 and shall terminate June 30, 2016.

College

Contractor

Name Date

Name Date

Title

Title

Contractor designates as contact person

Prepared by Suzanne Burd, Workforce Training Coordinator
Columbia Gorge Community College
400 East Scenic Drive
The Dalles OR 97058
(541) 506-6123
sburd@cgcc.edu

Kristen Campbell, County Counsel

APPROVED AS TO FORM:

Paula Brunt, Human Resources Manager
541.506.2774

Chair, Wasco County Board of Commissioners

Rod L. Runyon

3.2.2016

THE STEPPING UP INITIATIVE

STEPPING UP: A National Initiative to Reduce the Number of People with Mental Illnesses in Jails

THERE WAS A TIME WHEN NEWS OF JAILS serving more people with mental illnesses than in-patient treatment facilities was shocking. Now, it is not surprising to hear that jails across the nation serve an estimated 2 million people with serious mental illnesses each year¹—almost three-quarters of whom also have substance use disorders²—or that the prevalence of people with serious mental illnesses in jails is three to six times higher than for the general population.³ Once incarcerated, they tend to stay longer in jail and upon release are at a higher risk of returning than individuals without these disorders.

The human toll—and its cost to taxpayers—is staggering. Jails spend two to three times more on adults with mental illnesses that require intervention than on people without those needs,⁴ yet often do not see improvements in recidivism or recovery. Despite counties' tremendous efforts to address this problem, they are often thwarted by significant obstacles, such as coordinating multiple systems and operating with minimal resources. Without change, large numbers of people with mental illnesses will continue to cycle through the criminal justice system, often resulting in missed opportunities to link them to treatment, tragic outcomes, inefficient use of funding, and failure to improve public safety.

The National Initiative

Recognizing the critical role local and state officials play in supporting change, the [National Association of Counties \(NACo\)](#), the [Council of State Governments \(CSG\) Justice Center](#), and the [American Psychiatric Foundation \(APF\)](#) have come together to lead a national initiative to help advance counties' efforts to reduce the number of adults with mental and co-occurring substance use disorders in jails. With support from the U.S. Justice Department's [Bureau of Justice Assistance](#), the initiative will build on the many innovative and proven practices being implemented across the country. The initiative engages a diverse group of organizations with expertise on these issues, including those representing sheriffs, jail administrators, judges, community corrections professionals, treatment providers, people with mental illnesses and their families, mental health and substance use program directors, and other stakeholders.

The initiative is about creating a long-term, national movement—not a moment in time—to raise awareness of the factors contributing to the over-representation of people with mental illnesses in jails, and then using practices and strategies that work to drive those numbers down. The initiative has two key components:

1. **A CALL TO ACTION** demonstrating strong county and state leadership and a shared commitment to a multi-step planning process that can achieve concrete results for jails in counties of all sizes.

The Call to Action is more than a vague promise for reform; it focuses on developing an actionable plan that can be used to achieve county and state system changes. As part of this Call to Action, county elected officials are being asked to pass a resolution and work with other leaders (e.g., the sheriff, district attorney, treatment providers, and state policymakers), people with mental illnesses and their advocates, and other stakeholders on the following six actions:

- **Convene or draw on a diverse team** of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.

- **Collect and review prevalence numbers and assess individuals' needs** to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making at the system, program, and case levels.
- **Examine treatment and service capacity** to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.
- **Develop a plan** with measurable outcomes that draws on the jail assessment and prevalence data and the examination of available treatment and service capacity, while considering identified barriers.
- **Implement research-based approaches** that advance the plan.
- **Create a process to track progress** using data and information systems, and to report on successes.

In addition to county leaders, national and state associations, criminal justice and behavioral health professionals, state and local policymakers, others with jail authority, and individuals committed to reducing the number of people with mental illnesses in jails should sign on to the Call to Action. Stepping Up participants will receive an online toolkit keyed to the six actions, with a series of exercises and related distance-learning opportunities, peer-to-peer exchanges, and key resources from initiative partners.⁵ The online toolkit will include self-assessment checklists and information to assist participants working in counties in identifying how much progress they have already made and a planning template to help county teams develop data-driven strategies that are tailored to local needs.

2. **A NATIONAL SUMMIT** to advance county-led plans to reduce the number of people with mental illnesses in jails.

Supported by the American Psychiatric Foundation, a summit will be convened in the spring of 2016 in Washington, DC, that includes counties that have signed on to the Call to Action, as well as state officials and community stakeholders such as criminal justice professionals, treatment providers, people with mental illnesses and their advocates, and other subject-matter experts. The summit will help counties advance their plans and measure progress, and identify a core group of counties that are poised to lead others in their regions. Follow-up assistance will be provided to participants to help refine strategies that can be used in counties across the nation. After the 2016 summit, participants will be notified of potential opportunities for sites to be selected for more intensive assistance through federal and private grant programs.

Although much of the initiative focuses on county efforts, states will be engaged at every step to ensure that their legislative mandates, policies, and resource-allocation decisions do not create barriers to plan implementation.

To learn more about the initiative or to join the Call to Action, go to StepUpTogether.org.

Endnotes

1. Steadman, Henry, et al., "Prevalence of Serious Mental Illness among Jail Inmates." *Psychiatric Services* 60, no. 6 (2009): 761–765. These numbers refer to jail admissions. Even greater numbers of individuals have mental illnesses that are not "serious" mental illnesses, but still require resource-intensive responses.
2. Abram, Karen M., and Linda A. Teplin, "Co-occurring Disorders Among Mentally Ill Jail Detainees," *American Psychologist* 46, no. 10 (1991): 1036–1045.
3. Steadman, Henry, et al., "Prevalence of Serious Mental Illness among Jail Inmates."
4. See, e.g., Swanson, Jeffery, et al., *Costs of Criminal Justice Involvement in Connecticut: Final Report* (Durham: Duke University School of Medicine, 2011).
5. Among the key partners are the [National Alliance on Mental Illness](#); [Major County Sheriffs' Association](#); [National Association of County Behavioral Health & Developmental Disability Directors](#); [National Association of State Alcohol and Drug Abuse Directors](#); [National Association of State Mental Health Program Directors](#); [National Council for Behavioral Health](#); [National Sheriffs' Association](#); and [Policy Research Associates](#).