



## AGENDA: REGULAR SESSION

WEDNESDAY, APRIL 4, 2018

WASCO COUNTY BOARD OF COMMISSIONERS

WASCO COUNTY COURTHOUSE, RM #302, 511 WASHINGTON ST, 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 from three 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.*

<b>9:00 a.m.</b>	<p><b>CALL TO ORDER</b></p> <p>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.</p> <p><b>Corrections or Additions to the Agenda</b></p> <p><u><a href="#">Discussion Items</a></u> (<i>Items of general Commission discussion, not otherwise listed on the Agenda</i>)</p> <p><u><a href="#">Weed Control Agreement</a></u>; <u><a href="#">Maupin FLAP Application Support Letter</a></u>; <u><a href="#">Surplus Equipment</a></u>; <u><a href="#">CAFFA</a></u>; <u><a href="#">February Financial Report</a></u></p> <p><u><a href="#">Consent Agenda</a></u> (<i>Items of a routine nature: minutes, documents, items previously discussed.</i>)</p> <p><u><a href="#">Minutes: Revised 2.21.2018 Regular Session</a></u>; <u><a href="#">3.21.2018 Regular Session</a></u>; <u><a href="#">Amended Surgeon's Quarters Contract</a></u></p>
<b>9:30 a.m.</b>	<u><a href="#">National Scenic Area LUDO Revisions</a></u> – Will Smith/Riley Marcus
<b>9:45 a.m.</b>	<u><a href="#">Gorge Built Hotel Development Tax Abatement</a></u> – Matthew Klebes
<b>10:00 a.m.</b>	<u><a href="#">MCCFL Construction Project</a></u> – Barbara Seatter
<b>10:20 a.m.</b>	<u><a href="#">North Wasco County School District Facilities Plan</a></u> – Kathy Ursprung
<b>10:40 a.m.</b>	<u><a href="#">Executive Session</a></u> – Pursuant to ORS 192.660(2)(i) to review and evaluate the job performance of an employee
	<b>COMMISSION CALL</b>
	<b>NEW/OLD BUSINESS</b>
	<b>ADJOURN</b>

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  
APRIL 4, 2018

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

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

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

Changes to the agenda:

- Add FLAP Modification for Wamic Market Road Project

**Public Comment - Survey**

Richard Murray of Seven Mile, The Dalles, explained that he had come before the County Court forty years ago to have them address a discrepancy in a survey. He said that he had warned them it would be a problem in the future; nevertheless nothing was done. He stated that the 1905 survey had section corners marked by rocks; the newer survey used markers which have since been moved. He said that he would like Vice-Chair Hege and Mr. Stone to come out to look at the area to see what might be done to correct the situation. He cautioned that it will create a lot of problems going forward if not addressed.

**Discussion List – Weed Control Agreement**

Public Works Director Arthur Smith stated that the USDA has contracted with Wasco County for many years for this work. He said that this year they have some additional funding and would like to expand the area being treated. He stated that he has consulted with the Weed Master and determined that it is in the best interest of the County to do the work. He said that the agreement extends the performance period to November of 2019 and increases the funding to support the additional work.

Chair Kramer asked about the language indicating that the County is making a non-cash contribution. Mr. Smith responded that it is really an acknowledgement of work already done by the County. He stated that the USDA recognizes that the weed control work the county does on roads leading into USDA land assists them in their efforts to control noxious weeds.

Vice-Chair Hege asked what is being sprayed for specifically. Mr. Smith replied that he believes it is hounds tongue among others. Vice-Chair Hege commented that he understands that some of the Class C weeds have been removed from the list. Mr. Smith replied that those being removed are essentially weeds that the service has given up hope of controlling.

**{{{Vice-Chair Hege moved to approve USDA Agreement 17-SA-110600-017 for Wasco County Weed Control. Commissioner Runyon seconded the motion which passed unanimously.}}}**

**Discussion List – FLAP Modification**

Mr. Smith explained that this is the final portion of the agreement for the Wamic Road/Ramsey Creek project. He said that this funds transfer agreement codifies the amount of matching funds. He stated that he has already budgeted the largest part of that for this fiscal year with the remainder to be paid out of next fiscal year's budget. He added that his crew will be doing some work that will reduce the County's cash contribution a bit.

**{{{Vice-Chair Hege moved to approve the Western Federal Lands Highway Division FHWA Agreement #DTFH70-17-E-50011 Amendment 1. Commissioner Runyon seconded the motion which passed unanimously.}}}**

**Discussion List – Maupin FLAP Letter of Support**

Maupin Mayor Lynn Ewing stated that a couple of years ago the City of Maupin submitted a wish list of work to be done; one item on the list was to create a better pathway to the school. He said that it is dangerous now and children are often trespassing on private land to get to and from school. In addition, the lower access road has no place for people to walk. He reported that FLAP money has increased for Oregon and they have come up with a plan to take care of those issues. He is here to ask for the County's support for the project.

Commissioner Runyon stated that he is amazed and proud to see another good

improvement for the southern part of the county go forward. Mr. Smith pointed out that this will also impact the county road and for that reason will require County sign-off. He said that the project will improve parking and pedestrian access as well as creating a safe rest area for bikers and hikers.

Vice-Chair Hege asked if the clouded area is the parking lot and who owns that area. Mr. Smith stated that part is owned by the county, part by the city and part by BLM. He said that he has no problem contributing to the maintenance of that area.

**{{{Commissioner Runyon moved to approve the 2018 Oregon Federal Lands Access program Joint Endorsement for the Maupin to BLM access Improvements Project. Vice-Chair Hege seconded the motion which passed unanimously.}}}**

**\*\*\*The Board was in consensus to sign a letter of support for the Maupin to BLM Access Improvements.\*\*\***

#### Discussion List – Surplus Emergency Management Equipment

Sheriff Magill stated that the equipment being surplussed was purchased for HAM radio operations; the equipment has been replaced through grant funding. He stated that the value of the equipment is \$850 which may not come up to the required surplus threshold. Mr. Smith stated that per the County's rules, any items valued greater than \$500 must go through the surplus process; anything that has a transferrable title must go through the process regardless of the value.

**{{{Vice-Chair Hege moved to approve Order #18-007 surplussing emergency management equipment. Commissioner Runyon seconded the motion which passed unanimously.}}}**

#### Agenda Item – National Scenic Area LUDO Revisions

At 9:31 a.m. Chair Kramer opened a public hearing for the NSA LUDO revisions. He asked the following questions:

- Does any Commission member wish to disqualify themselves for any personal or financial interest in this matter? There were none.

- Does any member of the audience wish to challenge the right of any Commission member to hear this matter? There were none.
- Is there any member of the audience who wishes to question the jurisdiction of this body to act on behalf of Wasco County in this matter? There were none.

STAFF PRESENTATION

Senior Planner Will Smith reviewed the staff report included in the Board Packet. He explained that a 2016 law suit against the Gorge Commission resulted in changes to their Management Plan. Those changes required us to update our ordinance to match the Management Plan. He went over the various changes as outlined in the packet.

He reminded the Board that the major changes had already been brought to them at an earlier hearing and then taken to the Gorge Commission. Through that process, some language issues and formatting anomalies were identified and have now been corrected in the Ordinance, submitted to the Board today.

Commissioner Runyon asked if there have been any changes since this was presented to the Planning Commission. Mr. Smith replied that there have not been any changes since that time.

Commissioner Runyon noted that the report summary anticipates possible impacts, one of which is longer reports. Mr. Smith responded that if a reconnaissance survey is required, it will lengthen the report.

Chair Kramer opened the floor to public testimony. There was none.

Commissioner Runyon read the title of the Ordinance in to the record:

IN THE MATTER OF THE WASCO COUNTY PLANNING DEPARTMENT'S REQUEST TO APPROVE THE REVISED PROPOSED LEGISLATIVE AMENDMENTS TO UPDATE THE WASCO COUNTY NATIONAL SCENIC AREA LAND USE AND DEVELOPMENT ORDINANCE TO CREATE CONSISTENCY WITH UPDATES TO THE MANAGEMENT PLAN OF THE COLUMBIA RIVER GORGE NATIONAL SCENIC AREA AND MAKE OTHER AMENDMENTS APPROPRIATE FOR WASCO COUNTY (FILE NUMBER

PLALEG-17-10-0001)

Chair Kramer continued the hearing to April 18, 2018, at 9:30 a.m. in Room 302 of the Wasco County Courthouse.

**Agenda Item – Gorge Built Hotel Development Tax Abatement**

Enterprise Zone Manager Matthew Klebes reviewed the staff report (included in the Board Packet) for the Gorge Built Hotel Development enterprise zone tax abatement application. He reported that the City of The Dalles has already approved the agreement.

Vice-Chair Hege asked where the hotel will be located. Mr. Klebes replied that it will be at the intersection of 1<sup>st</sup> and Union Streets and will face north. He said that the hotel will go all the way to the Baldwin Saloon – the buildings will either touch or be very close to one another.

Vice-Chair Hege commented that it is surprising that a business in the hotel industry is able to pay 130% of average wages – that is unusual for a hotel. Mr. Klebes responded that if they do not meet that standard, they will not be eligible for the abatement in years four and five. Commissioner Runyon pointed out that they will probably include the CEO salary in their calculations. Mr. Klebes stated that the wages included in the calculation must exist within the enterprise zone. He added that the Fairfield Suites met the standard. He said that he receives reporting annually in order to monitor compliance. Vice-Chair Hege stated that he believes the Fairfield Inn was only a three-year abatement.

**{{(Commissioner Runyon moved to approve Resolution 18-006 in the matter of approving an Enterprise Zone Abatement Agreement between the sponsors of The Dalles/Wasco County Enterprise Zone and Gorge Built Hotel Development, LLC. Vice-Chair Hege seconded the motion which passed unanimously.)}}**

**{{(Commissioner Runyon moved to approve the Extended Abatement Agreement with GBHD, LLC. Vice-Chair Hege seconded the motion which passed unanimously.)}}**

Commissioner Runyon thanked Mr. Klebes for hosting the Enterprise Zone workshop, saying that it was very informative.

Discussion Item – Finance Report

Finance Director Mike Middleton reviewed the Finance Report included in the Board Packet.

Commissioner Runyon commented that the reserves look great; he asked why the poker funds are late. Mr. Middleton replied that the State has not yet sent them, explaining that there is a couple of month window in which they arrive. He said that he would follow-up.

Discussion Item – CAFFA Grant

County Assessor Jill Amery stated that the County Assessment Function Funding Assistance program helps pay for counties' statutory duties throughout departments as they relate to assessment and taxation. She reported that her department has completed conversion and begun reassessment. Her staff is down by one staff member as that position was related to the conversion process. She said that they have found it very difficult to get licensed assessors to support the reassessment process.

Ms. Amery went on to say that Wasco County has historically received between \$170,000 and \$200,000 through the CAFFA grant. The apportionment will not be announced until mid-summer. She added that the award is paid out quarterly.

**{{{Vice-Chair Hege moved to approve the CAFFA Grant Application Resolution. Commissioner Runyon seconded the motion which passed unanimously.}}}**

Agenda Item – MCCFL Construction Project Bid Award

Mid-Columbia Center for Living Executive Director Barbara Seatter reminded the Board that they had received bids for this project at their March 7, 2018, Board Session. She stated that the lowest bid came in higher than the project budget; the MCCFL Board met at special session to determine if they could commit the necessary additional funds to complete the project. At that session, the Board approved the financial viability of a funding plan submitted by staff and have committed those funds.

Commissioner Runyon commented that it must have been a lengthy discussion to approve that commitment. Ms. Seatter responded that the conversation actually began when the original bids were submitted last fall. Commissioner

Runyon noted that any delay would extend the project significantly. Ms. Seatter concurred saying that we will already have to ask for an extension. MCCFL Project Manager Elda Orr added that the State has advised that a six-month extension is standard; we should not count on anything beyond that.

Further discussion ensued regarding the required protest period. Ms. Orr pointed out that we cannot approve a contract until that period has elapsed. She stated that what is needed today is a notice of intent to award to the apparent low-bidder. Mr. Stone added that the contract will have to come to the Board of County Commissioners for final approval.

**{{(Vice-Chair Hege moved to approve a notice letter of intent to award the MCCFL Mental Health Clinic Construction Project contract to the apparent lowest-bidder, Griffin Construction. Commissioner Runyon seconded the motion which passed unanimously.)}}**

Consent Agenda – Revised 2.21.2018 & 3.21.2018 Minutes; Amended Surgeon’s Quarters Contract

**{{(Vice-Chair Hege moved to approve the Consent Agenda. Commissioner Runyon seconded the motion which passed unanimously.)}}**

Agenda Item – NWCS21 Facilities Plan

Kathy Ursprung reviewed the presentation on the North Wasco County School District 21 Facilities Plan included in the Board Packet. She explained that they have maintained sporting events at the Chenoweth campus in order to maintain status within the scenic area. She reviewed the various levels of disrepair and inadequacy of each school in the district. She pointed out that the buildings are also used as emergency facilities and community resources; in addition, they also act as economic drivers and ambassadors to attract new businesses and professionals to the community.

Mr. Stone asked what the worst case scenario would be for the proposed bond. Ms. Ursprung replied that we could grow so rapidly that the District would need to build an additional school; in that case, the tax base would also have grown and we would not likely need an additional bond. She added that while the cap on this proposed bond can be guaranteed, there is no guarantee that there would not be another bond request during the lifespan of this bond. She added that it is possible that the proposed bond could be less than \$2.99 per thousand which is the highest that could be assessed under this proposal.

Commissioner Runyon asked if they are considering combining schools. Ms. Ursprung replied that they are looking at different locations for schools but all will be where or near where they are; the goal is to maintain the neighborhood school model supported by the public. Commissioner Runyon disclosed that he has family members working for the District.

News reporter Rodger Nichols asked how the first bond issue would be used. Ms. Ursprung replied that the High School would be the first facility to be addressed.

Public Works Director Arthur Smith asked if their planning includes transportation and access. Ms. Ursprung replied that she will bring that up through their current master planning process for the High School.

Mr. Stone asked if they have considered what is needed now and what might be needed in the future for building costs. Ms. Ursprung said they are planning \$75-\$80 million for a 160,000 square foot facility. Vice-Chair Hege stated that it works out to \$500 per square foot which is very high – you could build a medical facility for that price. Ms. Ursprung acknowledged the high estimate saying that it is meant to take into account inflation, unexpected costs, etc.

Mr. Stone commented that in today's construction costs that is almost double what is needed. Ms. Ursprung reported that when Portland went out for a bond they did it for \$390 per square foot. Vice-Chair Hege commented that while it is good to be high, \$500 per square foot is very high. Ms. Ursprung stated that they want a good size contingency. She added that the cost per square foot will be lower for the elementary schools.

News reporter Emily Fitzgerald asked if the \$2.99 per thousand is for the first bond or all the bonds. Ms. Ursprung replied that it is for the fifty-year life of the bonds.

Ms. Ursprung went on to say that they are considering adding an early childhood learning center to support school readiness. Mr. Stone asked how much that would cost. Ms. Ursprung replied that it would be approximately \$12 million, it would involve partners. Mr. Stone asked if the District would be staffing that; Ms. Ursprung responded that it would likely be staffed by partner agencies but could include not only pre-school but kindergarten and first grade

– that has not been determined.

Mr. Stone asked if property owners will be paying the \$2.99 whether or not the bond is sold. Ms. Ursprung replied that the taxpayers only pay when the bond is sold. She noted that a 2008 assessment revealed \$42 million in major repairs that the District was not able to fund. She added that building will go on for twenty years which means the high school will be twenty years old at the end of the process.

Mr. Middleton asked if the extra period will be a just-in-case amount; will there be another vote at that time? Ms. Amery responded that the voters would be giving them permission now to charge that issue at a later date.

Vice-Chair Hege asked what the life-span of the buildings will be. Ms. Ursprung replied that it has not been discussed. She said that when the middle school was built, the intended life span was 100 years.

Commission Candidate Roy Justesen asked if there is a general maintenance budget. Ms. Ursprung replied that the annual maintenance budget is \$4 million and will probably get used up. She added that with the new schools there will be less maintenance and lower utility bills; that money will go toward education. She reported that in 2008, voters said the District needed to work on academics. The District has been doing that and is starting to see the benefits – graduations are significantly up.

Ms. Amery commented that \$2.99 per thousand is a big hurdle – there will be a lot of questions; it will be a hard sell to ask for \$235 million with an open checkbook at the end.

Mr. Stone asked if the funds will be used for maintenance and staffing. Ms. Ursprung replied that by law, the bond funds cannot be used for maintenance or staffing.

Commissioner Runyon observed that he has seen signs about the bond but does not see it on the ballot. Ms. Ursprung stated that they are trying to get the word out and will be doing polling in May for public response. She said that they have learned from past experience that polling can be a good indicator of the vote outcome. She said that we still need schools and cannot keep up with the decay.

Mr. Stone asked if the possibility of bonding for one school at a time has been taken off of the table. He observed that it may cost a little more but would be a lot more comfortable for voters. Ms. Ursprung replied that their history with bonds is that they have to ask three times and then get less than what is needed.

Chair Kramer asked if they have pursued any grant funding. Ms. Ursprung replied that there is about \$4 million available from the state but is not very available for school buildings. Chair Kramer pointed out that Dufur recently matched a state grant for their building. Ms. Ursprung stated that they will pursue that option.

Chair Kramer called a recess at 11:02 a.m.

At 11:09 a.m. the session reconvened and Chair Kramer opened an executive session pursuant to ORS 192.660(2)(i) Performance Evaluations of Public Officers and Employees and ORS 195.660(2)(h) Conferring with Legal Counsel regarding litigation.

Regular Session reconvened at 11:32 a.m.

**{{{Commissioner Runyon moved to grant authority to Chair Kramer to conduct the Administrative Officer's annual review based on submitted comments. Vice-Chair Hege seconded the motion which passed unanimously.}}}**

Chair Kramer adjourned the session at 11:33 a.m.

Summary of Actions
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**MOTIONS**

- **To approve USDA Agreement 17-SA-110600-017 for Wasco County Weed Control.**
- **To approve the Western Federal Lands Highway Division FHWA Agreement #DTFH70-17-E-50011 Amendment 1.**
- **To approve the 2018 Oregon Federal Lands Access program Joint Endorsement for the Maupin to BLM access Improvements Project.**
- **To approve Order #18-007 surplussing emergency management**

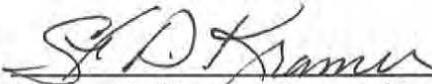
**equipment.**

- **To approve Resolution 18-006 in the matter of approving an Enterprise Zone Abatement Agreement between the sponsors of The Dalles/Wasco County Enterprise Zone and Gorge Built Hotel Development, LLC.**
- **To approve the Extended Abatement Agreement with GBHD, LLC.**
- **To approve the CAFFA Grant Application Resolution.**
- **To approve a notice letter of intent to award the MCCFL Mental Health Clinic Construction Project contract to the apparent lowest-bidder, Griffin Construction.**
- **To approve the Consent Agenda – revised 2.21.2018 Regular Session Minutes, 3.21.2018 Regular Session Minutes, and amended Surgeon’s Quarters Personal Service Contract.**

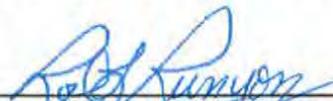
**CONSENSUS**

- **To sign a letter of support for the Maupin to BLM Access Improvements.**

Wasco County  
Board of Commissioners

  
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Steven D. Kramer, Board Chair

  
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Scott C. Hege, Vice-Chair

  
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Rod L. Runyon, County Commissioner



## DISCUSSION LIST

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[WEED CONTROL AGREEMENT](#) – ARTHUR SMITH

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[MAUPIN FLAP APPLICATION](#) – ARTHUR SMITH

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[SURPLUS EQUIPMENT](#) – LANE MAGILL

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[CAFFA GRANT](#) – JILL AMERY

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[FEBRUARY FINANCIAL REPORT](#) – MIKE MIDDLETON

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## DISCUSSION LIST ITEM

### Weed Control Agreement

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[USDA AGREEMENT 17-SA-110600-017 FOR WASCO COUNTY NOXIOUS WEED CONTROL](#)

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**MODIFICATION OF GRANT OR AGREEMENT**

PAGE	OF PAGES
1	3

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: <b>17-SA-11060600-017</b> <b>Wasco County Noxious Weed Control</b>	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: <b>001</b>
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): <b>Mt. Hood National Forest</b> <b>16400 Champion Way</b> <b>Sandy, OR 97055</b>	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): <b>Mt. Hood National Forest, Barlow Ranger District</b> <b>780 NE Court St,</b> <b>Dufur, OR 97021</b>	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): <b>County of Wasco</b> <b>511 Washington Street Suite 207</b> <b>The Dalles, OR 97058</b>	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 checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: Extend the expiration date of this agreement from 12/31/2018 to 12/31/2019
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Add funds in the amount of \$20,820.00
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input type="checkbox"/>	OTHER (Specify type of modification):

**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):

This Modification #1 extends the expiration date of the agreement from 12/31/2018 to 12/31/2019, and adds U.S. Forest Service funding in the amount of \$20,820.00 and the 2018 Technical Proposal. All previously obligated funds will remain available.

**PAYMENT/REIMBURSEMENT** . The U.S. Forest Service shall reimburse the County for the U.S. Forest Service's share of actual expenses incurred, not to exceed \$20,820.00, as shown in the Financial Plan for this Modification #1. The U.S. Forest Service shall make payment upon receipt of the County's quarterly invoice. Each invoice from the County shall display the total project costs for the billing period, separated by U.S. Forest Service and the County's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display the County's full match towards the project, as shown in the financial plan, and be submitted no later than 90 days from the expiration date.

Each invoice must include, at a minimum:

1. County's name, address, and telephone number.
2. U.S. Forest Service agreement number.
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by the U.S. Forest Service and the County's share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of the U.S. Forest Service payments to date.
8. Statement that the invoice is a request for payment by 'reimbursement'.
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice shall be forwarded to:  
EMAIL: asc\_ga@fs.fed.us  
FAX: 877-687-4894  
POSTAL: USDA Forest Service



Albuquerque Service Center  
Payments – Grants & Agreements  
101B Sun Ave NE  
Albuquerque, NM 87109

Send a copy to: Chad Atwood, catwood@fs.fed.us

**10. ATTACHED DOCUMENTATION (Check all that apply):**

<input type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: 2018 Technical Proposal

**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. COUNTY SIGNATURE	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print): STEVEN D. KRAMER		11.F. NAME (type or print): LISA NORTHROP	
11.G. TITLE (type or print): Chairman, Wasco County Board of Commissioners		11.H. TITLE (type or print): Forest Supervisor Mt. Hood National Forest	

**12. G&A REVIEW**

12.A. The authority and format of this modification have been reviewed and approved for signature by:    ANNE DOOLIN 17-SA-11060600-017 M1) U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED  3/19/18
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2018 Noxious Weed Treatment Technical Proposal  
Mt. Hood National Forest  
17-SA-11060600-017 Modification 1

Plan of Work:

Acres to be treated: approximately 150

Survey and monitoring will also be accomplished while performing treatment activities

Summary of treatment sites:

1. Maintenance of State Highways 26 and State Highway 35
  - *Highway 26* (sites 6-019, 6-020)
  - *Highway 35* (site 6-018)
2. Maintenance of major Forest Service Roads
  - FS Road 4400
  - FS Road 4800
  - FS Road 4810
3. Treatment of Forest Service Gravel Quarries
  - Stockton Quarry
  - Shellrock Quarry
  - Skyline Quarry
  - Joe's Point Quarry
  - Jordan Quarry

The Forest Service will assist Wasco County with some survey efforts, application work, and pre-season work planning. Post application monitoring will be done by the FS.

NEPA documentation:

FEIS for Site Specific Invasive Plant Treatments for Mt. Hood National Forest and Columbia River Gorge National Scenic Area in Oregon. (March 2008)

Treatment maps and herbicide treatment forms will be provided by the Forest Service. **IT IS ABSOLUTELY CRITICAL THE HERBICIDE TREATMENT FORMS ARE RETURNED TO CHRISTINA MEAD BY SEPTEMBER 12, 2018.** The information is used to report accomplishments to Congress.

Attachment:

USFS Agreement No.:

Mod. No.:

Cooperator Agreement No.:

**Note: This Financial Plan may be used when:**  
**(1) No program income is expected and**  
**(2) The Cooperator is not giving cash to the FS and**  
**(3) There is no other Federal funding**

**Agreements Financial Plan (Short Form)**

**Financial Plan Matrix:** Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a)  Noncash	(b)  Cash to Cooperator	(c)  Noncash	(d)  In-Kind	
Direct Costs					
Salaries/Labor	\$5,550.00	\$6,675.00	\$0.00	\$0.00	\$12,225.00
Travel	\$255.00	\$0.00	\$0.00	\$0.00	\$255.00
Equipment	\$0.00	\$6,225.00	\$0.00	\$0.00	\$6,225.00
Supplies/Materials	\$100.00	\$7,920.00	\$6,500.00	\$0.00	\$14,520.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$5,905.00	\$20,820.00	\$6,500.00	\$0.00	\$33,225.00
Coop Indirect Costs		\$0.00	\$422.50		\$422.50
FS Overhead Costs	\$531.45				\$531.45
Total	\$6,436.45	\$20,820.00	\$6,922.50	\$0.00	\$34,178.95
<b>Total Project Value:</b>					\$34,178.95

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 79.75%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 20.25%
Total (f+g) = (h)	(h) 100.00%

## WORKSHEET FOR

### FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

#### Salaries/Labor

##### Standard Calculation

Job Description	Cost/Day	# of Days		Total
District Botanist, GS-11	\$350.00	10.00		\$3,500.00
Program Manager, GS-12	\$410.00	5.00		\$2,050.00
				\$0.00
				\$0.00
				\$0.00

##### Non-Standard Calculation

**Total Salaries/Labor**

**\$5,550.00**

#### Travel

##### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
Fleet	1.00	\$51.00	5.00		\$255.00
					\$0.00
					\$0.00
					\$0.00

##### Non-Standard Calculation

**Total Travel**

**\$255.00**

#### Equipment

##### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00

##### Non-Standard Calculation

<b>Total Equipment</b>		<b>\$0.00</b>
------------------------	--	---------------

<b>Supplies/Materials</b>			
<b>Standard Calculation</b>			
Supplies/Materials	# of Items	Cost/Item	Total
Misc. supplies, flagging, signs etc.	5.00	\$20.00	\$100.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Supplies/Materials</b>		<b>\$100.00</b>
---------------------------------	--	-----------------

<b>Printing</b>			
<b>Standard Calculation</b>			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Printing</b>		<b>\$0.00</b>
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<b>Other Expenses</b>			
<b>Standard Calculation</b>			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Other</b>		<b>\$0.00</b>
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<b>Subtotal Direct Costs</b>	<b>\$5,905.00</b>
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<b>Forest Service Overhead Costs</b>			
Current Overhead Rate	Subtotal Direct Costs		Total
9.00%	\$5,905.00		\$531.45
<b>Total FS Overhead Costs</b>			<b>\$531.45</b>

<b>TOTAL COST</b>	<b>\$6,436.45</b>
-------------------	-------------------

## WORKSHEET FOR

### FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

#### Salaries/Labor

##### Standard Calculation

Job Description	Cost/Day	# of Days		Total
Certified Pesticide Applicator	\$445.00	15.00		\$6,675.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

##### Non-Standard Calculation

<b>Total Salaries/Labor</b>	<b>\$6,675.00</b>
-----------------------------	-------------------

#### Travel

##### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

##### Non-Standard Calculation

<b>Total Travel</b>	<b>\$0.00</b>
---------------------	---------------

#### Equipment

##### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
Truck w/spray equipment	1.00	\$415.00	15.00		\$6,225.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

**Total Equipment** **\$6,225.00**

**Supplies/Materials**

**Standard Calculation**

Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

**Non-Standard Calculation**

Herbicide & Adjuvant \$7,920.00

**Total Supplies/Materials** **\$7,920.00**

**Printing**

**Standard Calculation**

Paper Material	# of Units	Cost/Unit	Total
			\$0.00

**Non-Standard Calculation**

\$0.00

**Total Printing** **\$0.00**

**Other Expenses**

**Standard Calculation**

Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

**Non-Standard Calculation**

**Total Other** **\$0.00**

**Subtotal Direct Costs** **\$20,820.00**

**Cooperator Indirect Costs**

Current Overhead Rate	Subtotal Direct Costs	Total
	\$20,820.00	\$0.00

**Total Coop. Indirect Costs** **\$0.00**

**TOTAL COST** **\$20,820.00**

## WORKSHEET FOR

### Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.  
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulae, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract=\$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

<b>Total Salaries/Labor</b>	<b>\$0.00</b>
-----------------------------	---------------

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

<b>Total Travel</b>	<b>\$0.00</b>
---------------------	---------------

Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

**Non-Standard Calculation**

<b>Total Equipment</b>						<b>\$0.00</b>
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**Supplies/Materials**

<b>Standard Calculation</b>						
Supplies/Materials		# of Items	Cost/Item		Total	
						\$0.00
						\$0.00
						\$0.00
						\$0.00

<b>Non-Standard Calculation</b>						
PPE						\$800.00
Hazmat Spill Kits						\$700.00
Herbicide & Adjuvants						\$5,000.00
<b>Total Supplies/Materials</b>						<b>\$6,500.00</b>

**Printing**

<b>Standard Calculation</b>						
Paper Material		# of Units	Cost/Unit		Total	
						\$0.00

<b>Non-Standard Calculation</b>						
						\$0.00

<b>Total Printing</b>						<b>\$0.00</b>
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**Other Expenses**

<b>Standard Calculation</b>						
Item		# of Units	Cost/Unit		Total	
						\$0.00
						\$0.00
						\$0.00
						\$0.00

<b>Non-Standard Calculation</b>						
---------------------------------	--	--	--	--	--	--

<b>Total Other</b>						<b>\$0.00</b>
--------------------	--	--	--	--	--	---------------

<b>Subtotal Direct Costs</b>						<b>\$6,500.00</b>
------------------------------	--	--	--	--	--	-------------------

**Cooperator Indirect Costs**

Current Overhead Rate	Subtotal Direct Costs			Total
6.50%	\$6,500.00			\$422.50
<b>Total Coop. Indirect Costs</b>				<b>\$422.50</b>

<b>TOTAL COST</b>						<b>\$6,922.50</b>
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## DISCUSSION LIST ITEM

### Maupin FLAP Grant Application

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[PROJECT OVERVIEW](#)

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[PROJECT MAPS](#)

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[PROJECT PROPOSAL](#)

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[ENDORSEMENT FORM](#)

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[WASCO COUNTY LETTER OF SUPPORT](#)

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# ODOT Region 4 Project Information

## OR 197: Maupin to BLM Access Improvements

*Last Updated: March 2018*

### Project overview

- Construct pedestrian facilities along OR 197 in Maupin
- Construct pedestrian facilities along Bakeoven Road in Maupin
- Parking improvements at Bakeoven Road & Deschutes River Access Road pull-out

### Why is this project needed?

OR 197 and Bakeoven Road provide access to popular recreation areas along the Lower Deschutes River in Maupin. These include the Lower Deschutes River Back Country Byway, Sherar's Falls Scenic Bikeway, Maupin City Park, and over a dozen BLM campgrounds and day use areas along the Deschutes River. The absence of pedestrian facilities on OR 197 and Bakeoven Road makes it difficult to access these recreation areas without driving, and the lack of parking options makes arriving by car challenging, as well.

### What is being proposed?

The Bureau of Land Management, ODOT, City of Maupin, and Wasco County have identified opportunities to improve conditions for people walking and driving to recreation sites along the Deschutes River. These include pedestrian improvements along OR 197 and Bakeoven Road, parking improvements at the intersection of Bakeoven Road & Deschutes River Access Road, and signage improvements in support of BLM's Backcountry Byway.

### Timeline

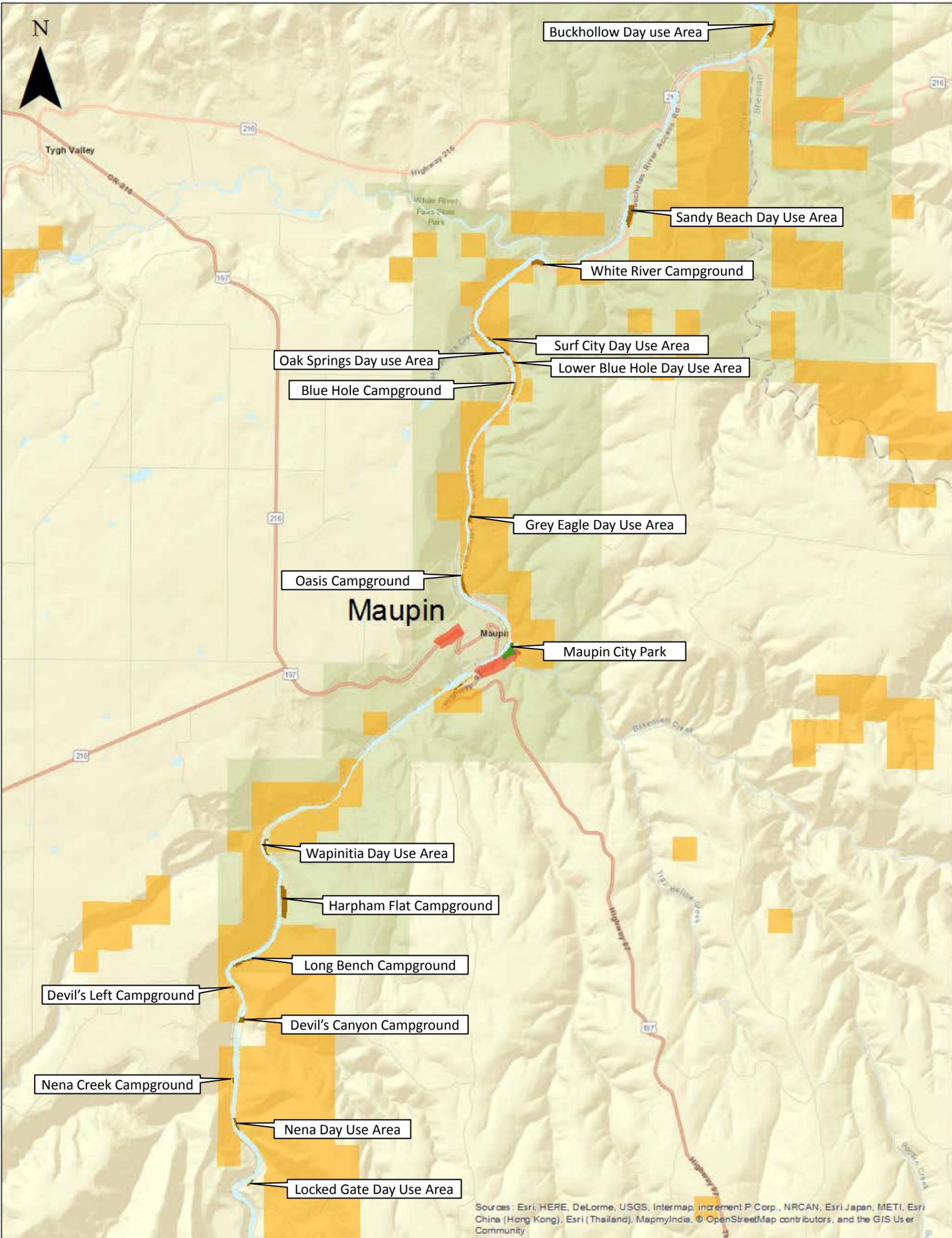
Project Development – 2022  
Construction – Summer 2023

### Estimated Project Budget

Approximately \$700,000

### Contacts

Name	Title	Office Phone	Email
Gary Farnsworth	Area Manager	541-388-6071	<a href="mailto:gary.c.farnsworth@odot.state.or.us">gary.c.farnsworth@odot.state.or.us</a>
Bob Townsend	Interim Area Manager	541-388-6252	<a href="mailto:robert.l.townsend@odot.state.or.us">robert.l.townsend@odot.state.or.us</a>
David Amiton	Active Transportation Liaison	541-388-6111	<a href="mailto:david.amiton@odot.state.or.us">david.amiton@odot.state.or.us</a>
Abbey Driscoll	Community Liaison, ODOT	541-388-6064	<a href="mailto:abbey.driscoll@odot.state.or.us">abbey.driscoll@odot.state.or.us</a>



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

- City Recreation Area
- BLM Recreation Area
- BLM Public Land
- FLAP Enhancements

## OR 197: Maupin to BLM Access Improvements



# Maupin FLAP Project Area Map



-  Shared-use path
-  Pedestrian facilities
-  Local streets pedestrian connection
-  Parking improvements

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# 2018 Oregon Federal Lands Access Program

Proposal ID #: **OR-FY18-**  
(For WFL Use Only)

**(To be completed jointly by Federal Land Manager and State/County/Local/Tribal Government)**

<b>Project Name</b>	OR 197: Maupin to BLM Access Improvements
<b>Route Name/Number</b>	The Dalles-California / State Route 004 / OR 197
<b>Federal Land(s) Accessed (Show on Map)</b>	BLM Lower Deschutes River Area
<b>Agency (ies) with Title to Road, Bridge, Trail or Transit System</b>	Oregon Department of Transportation and Wasco County
<b>Agency (ies) with Title to Enhancement Facility</b>	Oregon Department of Transportation and Wasco County
<b>Agency (ies) with Maintenance Responsibility for Road, Bridge, Trail or Transit System</b>	Oregon Department of Transportation and Wasco County
<b>Agency (ies) with Maintenance Responsibility for Enhancement Facility</b>	Oregon Department of Transportation and Wasco County
<b>Type of Proposal</b>	<input type="checkbox"/> Capital Improvements <input type="checkbox"/> Transit <input type="checkbox"/> Safety Only <input checked="" type="checkbox"/> Enhancement <input type="checkbox"/> Planning <input type="checkbox"/> Surface Preservation <input type="checkbox"/> Research
<b>Key Items of Work (check all that apply)</b>	<input type="checkbox"/> Paving <input type="checkbox"/> Earthwork <input type="checkbox"/> Major Concrete Structures <input type="checkbox"/> Bridges <input type="checkbox"/> Major Culverts <input type="checkbox"/> Road Base or Surface Course <input type="checkbox"/> Roadside Safety Structures <input type="checkbox"/> Planning Study <input checked="" type="checkbox"/> Bicycle/Pedestrian Facilities <input checked="" type="checkbox"/> Safety Enhancements <input type="checkbox"/> Chip Seal <input type="checkbox"/> Transit Facilities or Operations <input checked="" type="checkbox"/> Ancillary Parking Areas, Pullouts/Interpretive Sites <input type="checkbox"/> Major Drainage Improvements <input type="checkbox"/> Other ( <b>specify</b> ) _____
<b>Proposed Work Summary</b>	<p>The OR 197: Maupin to BLM Access Improvements Project will improve access to Bureau of Land Management and City of Maupin recreation areas along the Lower Deschutes River.</p> <p>The project will improve conditions for people walking, bicycling, and driving by constructing pedestrian and parking improvements that connect Maupin residents and visitors to BLM and local recreation areas. These improvements include:</p> <ul style="list-style-type: none"> <li>- Pedestrian improvements on Bakeoven Rd (Deschutes River Access Rd - OR 197, MP 45.96).</li> <li>- Pedestrian facilities on OR 197 (MP 45.96 - 46.08).</li> <li>- Shared-use path (the "Donkey Trail") paralleling OR 197 (6th Street - MP 44.38).</li> <li>- Parking improvements at Bakeoven Rd &amp; Deschutes River Access Rd pull-out.</li> </ul>
<b>Primary Visitor Destinations (Show on Map)</b>	The project improves access to a number of visitor destinations along Deschutes River Access Rd, including Oasis Campground, Grey Eagle Day Use Area, Blue Hole Campground, Lower Blue Hole Day Use Area, Oak Springs Campground, Surf City Day Use Area, White River Campground, Sandy Beach Day Use Area, Buckhollow Day Use Area, Wapinitia Campground, Harpham Flat Campground, Long Bend Campground, Devils Canyon Campground, Nena Creek Campground, Locked Gate Day Use Area, and Maupin City Park (non-federal).
<b>High Use Federal Recreation Sites and/or Federal Economic Generators (Show on Map)</b>	The project provides access to a number of BLM federal recreation sites along Deschutes River Access Rd, including Oasis Campground, Grey Eagle Day Use Area, Blue Hole Campground, Lower Blue Hole Day Use Area, Oak Springs Campground, Surf City Day Use Area, White River Campground, Sandy Beach Day Use Area, Buckhollow Day Use Area, Wapinitia Campground, Harpham Flat Campground, Long

		Bend Campground, Devils Canyon Campground, Nena Creek Campground, and Locked Gate Day Use Area.						
<b>Project Termini (Location)</b>		<b>Mile Posts</b>		<b>Latitude (Decimal Degrees)</b>		<b>Longitude (Decimal Degrees)</b>		
	<b>Begin</b>	44.38		45.175		-121.089		
	<b>End</b>	46.08		45.170		-121.080		
	<b>Nearest Town</b>	Maupin, OR		<b>Fed Congressional District</b>		OR-2		
<b>Estimated Total Project Costs</b>		\$684,867.00						
<b>Funds Requested from Federal Lands Access Program</b>		\$614,531.00						
<b>Project Length (miles)</b>		.65 miles		<b>County</b>		Wasco		
<b>Required Local Match (10.27%)</b>		\$70,336.00		<b>From</b>		ODOT		
<b>Other Funding Contributions to Project</b>				<b>From</b>				
<b>Acres of Federal Land Accessed by the Project</b>								
Approximately 4,500 acres of BLM land within the project vicinity, including 35 acres of dedicated BLM day use and campground sites.								
<b>Functional Classification of the Roadway (Show official designations of route)</b>		<input type="checkbox"/> National Highway System		<input type="checkbox"/> Major Collector		<input type="checkbox"/> Local Road		
		<input checked="" type="checkbox"/> Arterial		<input type="checkbox"/> Minor Collector				
<b>Traffic Volumes</b>		<b>Current</b>				<b>20 Year Projections</b>		<b>Basis for Projections? (e.g. Transportation Plan, population growth rate...)</b>
		<b>Actual Counts</b>		<b>Estimated</b>				
		<b>Start of Project</b>	<b>End of Project</b>	<b>Start of Project</b>	<b>End of Project</b>	<b>Start of Project</b>	<b>End of Project</b>	
Average Daily Traffic (ADT) on Highway		1100	500			1100	450	OTMS 2016 Start MP 43.66 End MP 46.08
Seasonal Average Daily Traffic (peak season) (SADT) on Highway				1375	625	1375	563	ATR 33-005 July Peak Season Factor 1.25
% Trucks		23	23			23	23	
% Federal Land Related								NEED BLM INPUT HERE
<b>Comments</b>								
		<b>NBI Structure Number</b>	<b>Dimensions (Overall Length x Width)</b>	<b>Bridge Type</b>			<b>No. of Spans</b>	<b>NBIS Sufficiently Rating (1-100)</b>
+	-							
<b>Problem Statement:</b> What purpose does this transportation facility serve? What is the need for this project? Who will this project serve (such as skiers, communities, hikers...)? What are the conditions requiring relief? Describe the consequences if these conditions are not addressed. Describe physical and functional deficiencies, anticipated changes in use, safety problems, capacity issues, bridge deficiencies, pavement or surface conditions, etc.								
OR 197 and Bakeoven Rd provide access to popular recreation areas along the Lower Deschutes River in and around Maupin, including over a dozen Bureau of Land Management campgrounds and day use areas on the Deschutes, the Lower Deschutes River Back County Byway, the newly designated Sherar's Falls Scenic Bikeway, and Maupin City Park.								
Unfortunately, the pedestrian facilities connecting Maupin residents, visitors, commercial, and lodging establishments to the recreation areas are extremely limited. Due to the absence of pedestrian infrastructure, walking trips to the recreation areas occur in the roadway or on narrow shoulders, which leads to unsafe conditions as people driving, walking, and bicycling negotiate the same roadway space.								
If these conditions are not addressed, walking to the recreation areas will continue to present challenges. As a result, residents and visitors will increasingly rely on driving to access these areas, which will put greater pressure on the limited parking resources throughout the project area. Specifically, the following deficiencies would be expected to persist:								

- Residents and visitors in Maupin Heights will continue to rely on driving to access federal recreation areas because there are no pedestrian facilities connecting the Heights to Downtown Maupin and the BLM Access roads.

- Residents and visitors accessing BLM campgrounds and day use areas, Maupin City Park, and businesses and services in East/South Maupin will continue to face undesirable conditions along OR 197 and Bakeoven Rd (Deschutes River Access Rd to Maupin City Park).

- Residents and visitors accessing BLM campgrounds and day use areas, Maupin City Park, and businesses and services in East/South Maupin will continue to experience an uncomfortable crossing at the intersection of Bakeoven Rd & OR 197.

**Detailed Description of Proposed Capital Improvement, Enhancement, or Surface Preservation:** Describe how the proposed project will address the problem. Describe the overall design concept, scope of work, any unusual design elements, design or operational standards, and any work affecting structures (bridges and major culverts). Include widths, surfacing type, surfacing depth, earthwork needs, roadside safety features, ancillary parking areas, signing improvements, bridge work, guardrail improvements, etc. Include optimum year work should be done and year work needs to be done no later than.

The OR 197: Maupin to BLM Access Improvements project will improve visitor and resident access to Bureau of Land Management and City of Maupin recreation areas along the Deschutes River. Currently, the lack of pedestrian facilities on OR 197 and Bakeoven Rd presents a barrier to walking to federal and local recreation areas along the Deschutes River.

The proposed project will address these deficiencies through the following improvements:

- Construction of a paved path following the "Donkey Trail" between Maupin Heights and Downtown Maupin. This is proposed to be an 8' asphalt path, connecting Maupin Heights to 6th Street.

- Construction of 800' of pedestrian facilities, proposed as 6' concrete sidewalk, along OR 197, between MP 46.08 and Bakeoven Rd.

- Inclusion of pedestrian facilities, design TBD, along Bakeoven Rd, between OR 197 MP 45.96 and Maupin City Park.

- Inclusion of parking improvements, design TBD, at the Bakeoven Rd pullout on the east side of Bakeoven Creek, adjacent to the BLM Access Rd.

**Detailed Description of Proposed Transit Service:** Provide operational details of the proposed service. What are specific destinations the route will serve? Is the service year-round or seasonal? What are the operating dates/service hours/day of week? Describe transit route details, including miles, number of stops, and variability in service operations. Describe any marketing, way finding, or other information that will be disseminated to promote service.

N/A

**Detailed Description of Proposed Planning:** Describe the details of this planning and the final product that will be developed. Would this planning effort support projects that could be submitted under future Federal Lands Access Program requests for proposals?

N/A

**Detailed Description of Proposed Research:** Describe the type of research and the final product for this effort. Describe the need for the research and how this research enhances safety, access or sustainability.

N/A

**Right-of-Way Acquisition:** Describe which agency (agencies) has title for the project and how that title is documented. Describe which agency (agencies) has maintenance responsibilities for the project. Does new ROW need to be acquired? If so, how much, how many owners, and what is the anticipated time (months) to acquire all needed ROW? How does the applicant plan to acquire the ROW? Will coordination with any railroads be needed? What is your agency's experience acquiring ROW for federally-funded or assisted projects? Include supporting documentations which clearly shows which agency has title or maintenance responsibility of the facilities.

ODOT has title and maintenance responsibility for the sections of the project on OR 197 and Wasco County has title and maintenance responsibility for the section of the project on Bakeoven Rd. ODOT's ROW for the Maupin section of OR 197 (Dalles-California HWY No. 004) was adopted by the Highway Commission on August 27, 1923. See Highway Commission Minutes, page 1490.

NEED INFORMATION FROM WASCO COUNTY REGARDING BAKEOVEN ROW.

Some new ROW acquisition will be required. There will be properties affected by the Donkey Trail improvements connecting Maupin Heights to 6th Street. There will also be affected properties on OR 197 (MP 46.08 to Bakeoven Rd). Approximately 7 files are anticipated with a minimum acquisition period of 12 months. Approximately 40,000 square feet are anticipated to be acquired for all phases (Fee, PE, TCE).

All ROW will be acquired in accordance with the Uniform Act, 49 CFR, Oregon State Law, and the ODOT Right-of-Way Manual. An intergovernmental agreement will be entered into between Wasco County, City of Maupin, and ODOT. Property will be acquired in the name of ODOT and transferred to Wasco County and/or the City of Maupin per the terms of the IGA.

No railroads will be impacted by this project.

ODOT has received major delegations of authority and responsibility from FHWA for administering the successful implementation of federal-aid programs and projects. ODOT manages the Statewide Transportation Improvement Program (STIP) which is the programming of federal-aid funds for highway projects. ODOT also performs oversight and co-certification of local public agency projects with right-of-way.

**Utilities:** Identify utilities in the roadway corridor or project site. Would relocation be needed? What agreements exist and who pays for relocation costs?

ODOT does not anticipate that utilities would need to be relocated within the project area; however, a 30% contingency has been added to the construction estimate should utilities needing relocation be identified.

**Project is identified within the following** (Check all that apply and show plan name)

<input checked="" type="checkbox"/> System Transportation Plan	City of Maupin Local Street Network Plan
<input type="checkbox"/> Federal Land Management Plan	
<input type="checkbox"/> Regional Transportation Plan	
<input type="checkbox"/> County Transportation System Plan	
<input type="checkbox"/> Tribal Transportation Plan	
Would the proposal require modification or amendments to any of these plans?	N/A

**Which of the following environmental and social issues are within the project area?**

	Yes	No	Unknown	Comments
Wetlands	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	National Wetlands inventory Maps do not indicate any wetlands adjacent to OR 197 within the proposed project area.
Threatened & endangered Species	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There are no known terrestrial T&E species along the proposed project location. T&E fish species are in the Deschutes River and associated tributaries. However, given the scope of the project, no adverse impacts are anticipated.
Other Fish & Wildlife Habitat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Wildlife Movement Corridors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Wild & Scenic River	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Deschutes River is designated as a National Wild and Scenic River and Oregon Scenic Waterway. However, the proposed project is not anticipated to have an adverse effect on the wild and scenic characteristics.
Non-Attainment Air Quality Areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Cultural/Archeological/Historic Sites	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The proposed project is not located in an archaeologically sensitive area. There are no known or suspect historic resources present. It is not anticipated that the project will impact archaeological resources given the location and area of potential impact for construction.
Public Parks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maupin City Park is located adjacent to Bakeoven Road. However, no adverse impacts to the park will occur with the proposed project.
Wildlife Refuge	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Hazardous Materials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Stream Encroachments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**Describe any other environmental or social issues that should be considered that are within the project area:** Is the route included in an area receiving special management considerations for water quality, wildlife security, connectivity?

There are no other environmental or social issues within the project area.

**Describe the range of attitudes, both support and opposition, that this proposed project may receive from organizations, the public and within your own agency:** State the basis for this supposition and include coordination efforts and public involvement efforts completed to date.

OR 197: Maupin to BLM Access Improvements is supported by the City of Maupin, Wasco County, the Oregon Department of Transportation, and the Bureau of Land Management. This level of support is based on conversations held to date with each of the listed entities and demonstrated by this application's joint endorsement from the City of Maupin, Wasco County, and the Bureau of Land Management. There is also a history of support for the proposed improvements, as evidenced by their inclusion in the City of Maupin Local Streets Network Plan.

**The lead agency for project delivery will be WFLHD:** The project proponents may request another agency take the lead for project delivery. If recommending a different agency be lead, indicate below which agency and provide rationale for recommendation. The rationale should include why another agency should take the lead, previous experience in delivering Federal-Aid (Title 23) funded projects, any certifications to deliver Federal-Aid funded projects, and ability to satisfy Federal Highway Administration project delivery requirements. The final decision for project delivery resides with the PDC.

ODOT proposes to be the lead agency for project delivery. ODOT has both the experience and staff resources to deliver the project. Many of the projects that ODOT is involved with are federally funded and vary in size.

**\*\*Transit Supplemental Questions:** *For Transit Proposals only*, please answer the following: If transit service is currently being provided to this Federal Land Management Agency unit or service has been provided in the past, please provide details about service parameters, ridership, cost per passenger, and any other pertinent information. What revenue will be collected to support the service? Describe fare pricing, discounts, pass programs, etc. Provide number, type, and age of current fleet. What is the daily number of riders estimated currently and/or at project completion? Describe how the proposed transit service will be financially sustainable with current and future sources of funding.

N/A

**\*\*Research Supplemental Questions:** *For Research Proposals only*, please answer the following: Please provide details on how this research is broad-based and not narrowly focused on a localized problem. Provide specific examples showing how this research product can be used across multiple agencies.

N/A

## Cost Estimate for Capital Improvement, Enhancement, and Surface Preservation Projects

Fill-in estimates for appropriate items. Add items as needed. **Use Current Unit Prices.**

Quantity	Item	Unit Price	Unit	Total
15	Clearing and Grubbing	\$500.00	Acres	\$7,500.00
	Roadway Excavation		Cubic Yards	
	Imported Borrow		Cubic Yards	
550	Sub-Excavation	\$30.00	Cubic Yards	\$16,500.00
	Water / Dust Abatement		Gallons	
	Recycled Asphalt (milling, pulverizing, ripping)		Square Yards	
530	Asphalt concrete pavement	\$140.00	Tons	\$74,200.00
1,450	Aggregate Base (may include stabilization)	\$25.00	Cubic Yards	\$36,250.00
	Aggregate Sub-Base		Cubic Yards	
	Major Culverts		Each	
3	Minor Culverts	\$100.00	Each	\$300.00
	Retaining Walls		Square Feet	
	Rip Rap & Slope Protection		Cubic Yards	
	Revegetation		Acres	
100	Signing	\$18.00	Square Feet	\$1,800.00
100	Pavement Marking	\$1.00	Linear Feet	\$100.00
	Roadside Safety (barriers, guardrail)		Linear Feet	
	Bridges		Lump Sum	
1	Traffic Control	\$25,000.00	Lump Sum	\$25,000.00
	Utility Relocation		Lump Sum	

**Use table on the next page for additional items.**

			<b>Sub-Total</b>	\$283,975.00
	Mobilization (As percentage of Sub-Total) Typically 10%, input estimated percentage in decimal form. For example: 0.10	0.1	Lump Sum	\$28,397.50
	Contingencies(As percentage of Sub-Total) Costs to cover undefined items. Typically 30%, input estimated percentage in decimal form. For example: 0.30	0.3	Lump Sum	\$85,192.50
			<b>Total Estimated Construction Cost</b>	\$397,565.00
			<b>Estimated Preliminary Engineering Costs</b> (As a percentage of the Total Estimated Construction Cost) Typically 5 to 25 percent, depending upon project scope and complexity. Input estimated percentage in decimal form. For example: 0.15	0.25
			<b>Estimated Right of Way Costs</b>	\$80,000.00
			<b>Total Estimated Preliminary Engineering Costs</b>	\$179,391.25
			<b>Estimated Construction Engineering Costs</b> (As a percentage of the Total Estimated Construction Cost) Typically 5 to 20 percent, depending upon project scope and complexity. Input estimated percentage in decimal form. For example: 0.10	0.2
			<b>Estimated Construction Engineering Costs</b>	\$79,513.00
	<b>Construction Modifications (CM)</b> Cost to cover changes during construction, typically 10% of construction cost. Input in decimal form. For example: 0.10	0.1	Lump Sum	\$28,397.50
			<b>Total Project Costs</b>	\$684,866.75

### Cost Estimate for Capital Improvement, Enhancement, and Surface Preservation Projects (Cont.)

Add items as needed. Use Current Unit Prices.

		Quantity	Item	Unit Price	Unit	Total
+	-	17	PG 64-28 ASPHALT IN HMAC	\$800.00	Tons	\$13,600.00
+	-	1	Survey Work	\$4,000.00	Lump Sum	\$4,000.00
+	-	1	Slope Protection	\$1,500.00	Lump Sum	\$1,500.00
+	-	1	Construction Survey	\$10,000.00	Lump Sum	\$10,000.00
+	-	15	Standard Curb	\$15.00	Foot	\$225.00
+	-	500	Low Profile Mountable Curb	\$15.00	Foot	\$7,500.00
+	-	100	Mountable Curb and Gutter	\$15.00	Foot	\$1,500.00
+	-	1,000	Concrete Driveways	\$7.00	Square Foot	\$7,000.00
+	-	14,000	Concrete Walks	\$5.50	Square Foot	\$77,000.00
<b>Sub-Total</b>						<b>\$122,325.00</b>

**Comments:**

### Cost Estimate for Transit Projects

Add items as needed. Use Current Unit Prices.

		Quantity	Item	Unit Price	Unit	Total
+	-					
<b>Total Project Costs</b>						

**Comments:**

### Cost Estimate for Planning and Research Projects

Add items as needed. Use Current Unit Prices.

		Quantity	Item	Unit Price	Unit	Total
+	-					
<b>Total Project Costs</b>						

**Comments:**

**Required Local Contribution to Project:** Describe the type and source of funds to provide the required 10.27% local match. Describe any soft match, in-kind match, or eligible Federal funds that will be used to satisfy the match requirement.

The required 10.27% local match for this project is \$70,336.00, which will be contributed by ODOT Region 4. ODOT estimates that full project costs will total approximately \$684,867.00.

**Other Contributions to the Project:** Describe any additional contributions secured or being sought to implement the project proposal. Does this opportunity possibly leverage other funds?

The City of Maupin, in partnership with South Wasco County School District, ODOT, and the Oregon Department of Land Conservation and Development, is in the early stages of a Transportation and Growth Management project to determine improvements that will help students safely and comfortably walk and bike to school in Maupin. An exploration of improvements to the Donkey Trail will be a central focus of the TGM project, including:

- Exploring design options for paving the trail for public use while maintaining road access to the private property containing the trail.
- Exploring the safety and design of walking and biking connections from the Donkey Trail to Maupin Grade School and South Wasco High School.

While these efforts do not constitute a direct contribution to the proposed FLAP project in the sense of a local match, they will absolutely inform the design, constraints, and build additional support for the proposed improvements.

## How does the project relate to the following evaluation criteria?

### 1. SAFETY

#### Improvement of the Transportation Network for the safety of its users.

- a) How would the proposed project improve unsafe conditions such as crash sites, inadequate sight distance, roadside hazards, poor vertical/horizontal alignment, hazardous intersections, inadequate lane and shoulders widths, etc?  
In the response include how many and what type of crashes have occurred on the project site in the last five years, describe the basis for your information, include reported accidents and anecdotal information. Provide maps showing accidents locations.
- b) How does the proposed project address potentially unsafe locations other than crash sites identified above, such as locations where recreational use may create traffic conflicts?
- c) How does the project address safety for a wide range of users (freight, destination motorists, touring motorists, bicyclists, pedestrians, public transportation)?

a) This project would improve unsafe conditions along OR 197 and Bakeoven Rd by removing pedestrians from the highway and County road, which has minimal shoulders, and providing pedestrian facilities for non-motorized use.

There have been 5 reported crashes on OR 197 and Bakeoven Rd within the most recent five years of crash data (2011-2015), including 3 non-fatal injuries:

- 2011: 2 crashes (2 fixed object crashes)
- 2012: 0 crashes
- 2013: 1 crashes (1 fixed object crash)
- 2014: 2 crashes (2 fixed object crashes)
- 2015: 0 crashes

Crash locations and types are shown in the attached crash map.

b) The project addresses unsafe locations where recreation use creates traffic conflicts with local and through traffic by providing pedestrians with a safe alternative to traveling on OR 197 and Bakeoven Rd. This is especially important in the case of the Donkey Trail connecting the Heights to Downtown Maupin, because there are no shoulders and visibility around curves is poor on this section of highway. The intersection of Bakeoven & OR 197 is another location that will be improved with this project. The intersection is currently difficult for pedestrians to navigate through, and will be improved with a more formalized crossing treatment.

c) The project improves safety for a wide range of users because pedestrians will no longer face potential conflicts with freight, destination, and touring traffic on OR 197 and on Bakeoven Rd.

### 2. PRESERVATION

#### Improvement of the transportation infrastructure for economy of operation and maintenance.

- a) If the proposal includes a bridge, what is the National Bridge Inventory System (NBIS) bridge rating? How will the project extend the service life of the bridge and/or improve the NBIS bridge rating? Would the proposal increase the NBIS rating above Poor (a "Poor" rating is equivalent to "Structurally Deficient" rating starting in 2018).
- b) What is the current condition of the existing surfacing? If the surfacing is pavement, what is the Pavement Condition Index (PCI)? If the surface is gravel, what is the PASER rating? How would the project improve the surface condition?
- c) Is the road included in a surface management system?
- d) How will this project reduce maintenance or operating costs?

N/A

### 3. RECREATION AND ECONOMIC

#### **Development and utilization of the Federal Land and its resources. (Show on map)**

- a) Describe any high use Federal recreation sites or Federal economic generators (as determined by the Federal Land Manager) that are accessed by this project. How many visitors access/use the site annually? How does the project enhance access to these sites?
- b) Which Federal Lands are accessed by this project? How many acres of Federal Land are accessed by the project? If multiple Federal Lands are accessed, itemize acreage by agency
- c) How will the proposed project improve the transportation network to support the community's economic goals/needs or meet the needs identified in the National Scenic Byway management plan?

a) BLM: ARE THERE ANY 'HIGH USE FEDERAL RECREATION SITES OR FEDERAL ECONOMIC GENERATORS' AS DETERMINED BY BLM? DOES BLM KNOW HOW MANY VISITORS ACCESS/USE THE SITE ANNUALLY?

b) The Federal Lands accessed by this project are BLM public lands along the Lower Deschutes River. There are approximately 4,500 acres of BLM public land in the project vicinity (river adjacent, within eight miles up- and downstream of the proposed improvements), including over 35 acres of dedicated BLM day use and campground sites along the Deschutes River Access Roads. These include Oasis Campground, Grey Eagle Day Use Area, Blue Hole Campground, Lower Blue Hole Day Use Area, Oak Springs Campground, Surf City Day Use Area, White River Campground, Sandy Beach Day Use Area, Buckhollow Day Use Area, Wapinitia Campground, Harpham Flat Campground, Long Bend Campground, Devils Canyon Campground, Nena Creek Campground, and Locked Gate Day Use Area.

c) The proposed improvements will improve the transportation network that connects Maupin with federal and local recreation areas by providing safe and comfortable pedestrian connections throughout the area. Maupin's Local Street Network Plan specifically identifies the challenge of walking between these areas, stating: "There is a problem transporting foot traffic from the City Park on the Deschutes River to the upper commercial core area...It is suggested the City initiate an improvement program to construct a series of sidewalks on the most logical paths through the City." The proposed improvements represent the most logical - and critical - links for knitting together the Heights, Downtown, East Maupin, and federal recreation sites along the Deschutes River.

BLM: PLEASE ADD ANY ADDITIONAL THOUGHTS ON HOW THE PROPOSED IMPROVEMENTS MIGHT SUPPORT THE AREA'S MANAGEMENT PLAN AND/OR THE MANAGEMENT PLAN FOR THE BACK COUNTRY BYWAY.

### 4. MOBILITY

#### **Continuity of the transportation network serving the Federal Land and its dependent communities. Mobility of the users of the transportation network and the goods and services provided**

- a) Identify and list the planning documents directly related to this project. What is the local or regional priority (high, medium, low) of the project considering the Federal Land, State or County network? How does this proposal fit within these plans and what are the consequences to the transportation system of not addressing these needs?
- b) Does the proposed project connect to a designated route on the Federal Land Management Agency's FLTP inventory? Are there any future improvements planned on the designated route?
- c) How would the proposed project address travel impediments on the route (e.g. missing links, travel restrictions, bottlenecks, size/load limits) to improve the continuity of the transportation network? What work has been completed on adjacent sections to create route continuity? Is the road the sole access to the area?
- d) How would the proposed improvements reduce travel time and congestion, increase comfort, and convenience for the federal land user?
- e) How would the proposed project improve the choices for alternative modes of travel (pedestrian, bike, bus, or rail)? Would the proposed project make any ADA improvements?

a) The proposed Donkey Trail and pedestrian improvements along OR 197 and Bakeoven Road are identified in the City of Maupin Local Street Network Plan. The Plan states that, "In-lieu of providing sidewalks on one or both sides of US 197 through town, consideration should be given to providing pedestrian pathways either in the form of sidewalks, or other type of pathway i.e. paved walkway, or designated travel paths on adjacent collector and local streets." The proposed Donkey Trail and improvements on OR 197 are identified as components of the Proposed Pedestrian Path Network in the Local Street Network Plan (Map 6).

b) BLM: DOES THE PROPOSED PROJECT CONNECT TO A DESIGNATED ROUTE ON YOUR FLTP INVENTORY? ARE THERE ANY FUTURE IMPROVEMENTS PLANNED ON THE DESIGNATED ROUTE?

c) The proposed improvements address travel impediments by completing a missing link in the pedestrian network, thereby allowing Maupin residents and visitors to safely and comfortably walk to federal and local recreation sites from the Maupin Heights and Downtown Maupin. The proposed Donkey Trail would represent the sole route connecting pedestrians from the Heights to Downtown and East

Maupin (other than walking on the unimproved highway shoulder), and OR 197 and Bakeoven Road are the primary roads accessing the BLM Access Roads.

d) The proposed improvements would make it easier, safer, and more comfortable to walk between the Heights, Downtown, and East Maupin. This would reduce the need to drive to the raft/craft launch at City Park, lessen the demand for parking, and ease congestion along OR 197 and Bakeoven Road.

e) Pedestrians and bicyclists will benefit greatly from the proposed improvements. Through a combination of shared-use path, sidewalk, and additional pedestrian improvements, the proposed project will make it much easier for residents and visitors to choose to walk or bike between town and federal recreation areas along the Lower Deschutes River. The proposed improvements are anticipated to be ADA compliant, including slopes (Donkey Trail) and ramps (sidewalk on OR 197).

## 5. SUSTAINABILITY AND ENVIRONMENTAL QUALITY

### Protection and enhancement of the rural environment associated with the Federal Lands and its resources.

**Note:** It is assumed all projects will be constructed in accordance with all environmental regulations. This scoring is for projects which enhance environmental goals.

If applicable, describe how the project:

- a) Contributes to the environmental goals and objectives of the Federal Land Management Agency and/or other applicable land management plans.
- b) Enhances wildlife connectivity, wildlife habitat and/or aquatic organism passage.
- c) Enhances water quality, riparian and/or wetland function.
- d) Uses design, materials or techniques that would exceed the minimum environmental requirements and/or mitigates an existing environmental problem.
- e) Promotes sustainable practices (e.g. reduces greenhouse gas or vehicle miles traveled).

a) BLM: PLEASE COMMENT ON HOW THE PROJECT CONTRIBUTES TO THE BLM'S GOALS/OBJECTIVES AND/OR LAND MANAGEMENT PLANS.

b) The proposed improvements are not anticipated to have any significant impacts on wildlife connectivity, habitat, and/or aquatic organism passage. To the extent that the improvements reduce automobile trips, this could in theory result in fewer wildlife collisions.

c) The proposed improvements are not anticipated to have any significant impacts on water quality, riparian, and/or wetland function.

d) N/A

e) The proposed improvements are anticipated to reduce reliance on driving by making it easier to walk and bicycle to federal and local recreation areas. Doing so will modestly reduce greenhouse gas emissions from automobiles and modestly decrease VMT for residents and visitors.

## 6. READINESS AND SUPPORT

### Project readiness, local support, financial support, capacity and project delivery

- a) List project support, describe how funding this proposal fits with agency priorities and describe the previous federal investment, if known.
- b) Describe the applicant's share of project costs, type of funds, availability of funds and certainty of funds.
- c) Describe the project readiness, and the preferred project delivery schedule (with the knowledge that construction funding for project will be programmed for 2022 and 2023).

a) OR 197: Maupin to BLM Access Improvements is supported by the City of Maupin, Wasco County, the Oregon Department of Transportation, and the Bureau of Land Management. The proposed improvements are consistent with ODOT's desire to provide multi-modal connections along and across the state highway system, and leverage additional but related efforts being undertaken by the City of Maupin via the TGM program.

b) The required 10.27% local match for this project is \$70,336.00, which will be contributed by ODOT Region 4. These funds will be programmed by ODOT Region 4 should the proposed project be funded.

c) The proposed project is in its concept phase, but ample time exists between now and the program years during which to solidify design details and finalize the specific desired improvements (particularly those along Bakeoven Rd and at the intersection of Bakeoven Rd & Deschutes River Access Rd). Moreover, the City's upcoming TGM efforts will greatly aid in determining the desired alignment and uses for the proposed Donkey Trail, which is the most significant proposed ROW acquisition.

ODOT proposes the following project schedule:

- PE: 2022
- ROW: 2022-2023

**2018 Oregon Federal Lands Access Program**  
**JOINT ENDORSEMENT - This project is supported and endorsed by**

(add agency endorsements as needed)

<b>Project Name</b>	OR 197: Maupin to BLM Access Improvements
<b>Federal Land Agency (ies)</b>	Bureau of Land Management
<b>Federal Land Unit Manager's Name</b>	
<b>Title</b>	
<b>Electronic Signature</b>	
<b>Date</b>	
<b>Email Address</b>	
<b>Telephone</b>	
<b>Point of Contact</b>	
<b>Title</b>	
<b>Email Address</b>	
<b>Telephone</b>	
<b>State, County, Local, or Tribal Government</b>	Wasco County
<b>Agency Official's Name</b>	
<b>Title</b>	County Commissioner
<b>Electronic Signature</b>	
<b>Date</b>	
<b>Email Address</b>	
<b>Telephone</b>	
<b>Point of Contact</b>	Arthur Smith
<b>Title</b>	Wasco County, Director of Public Works
<b>Email Address</b>	arthurs@co.wasco.or.us
<b>Telephone</b>	(541) 980-0487

\*\*\*Signatures (electronic signatures are acceptable) are required for BOTH the Federal Land Management Agency being accessed and the State, County, Local or Tribal Government.



**BOARD OF COUNTY COMMISSIONERS**

511 Washington St, Ste. 101 • The Dalles, OR 97058  
p: [541] 506-2520 • f: [541] 506-2551 • www.co.wasco.or.us

*Pioneering pathways to prosperity.*

Western Federal Lands Highway Division  
610 E. Fifth Street  
Vancouver, WA 98661

April 4, 2018

RE: Letter of Support for OR 197: Maupin to BLM Access Improvements

To Whom It May Concern:

Wasco County is pleased to submit this letter in support of the joint Bureau of Land Management-ODOT proposal for Federal Lands Access Program (FLAP) funding for the OR 197: Maupin to BLM Access Improvements Project.

OR 197 and Bakeoven Road provide great driving access to popular recreation areas along the Deschutes River in and near Maupin, including the Lower Deschutes River Back Country Byway, Sherar's Falls Scenic Bikeway, Maupin City Park, and over a dozen BLM campgrounds and day use areas along the Deschutes River. Unfortunately, the absence of pedestrian facilities on OR 197 and Bakeoven Road makes it difficult to access these recreation areas without driving, and the lack of parking options can make arriving by car challenging, as well.

This project will connect residents and visitors in the Maupin Heights, Downtown Maupin, and East Maupin with federal and local recreation areas along the Deschutes River. The proposed improvements on OR 197 and Bakeoven Road will make it safer, easier, and more comfortable to walk, bicycle, and drive on these roads and adjacent paths, providing access to recreation for a variety of uses and users.

Wasco County is pleased to support this joint BLM-ODOT proposal, and strongly urges your consideration of their application.

Sincerely,  
Wasco County Board of Commissioners

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Steven D. Kramer, Commissioner Chair

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Scott C. Hege, Commission Vice-Chair

---

Rod L. Runyon, County Commissioner

CC: Bob Bryant, ODOT, Region 4 Manager  
Dennis Teitzel, Bureau of Land Management, Prineville District Manager  
Jeff Kitchens, Bureau of Land Management, Deschutes Resource Area Field Manager



## DISCUSSION LIST ITEM

### Emergency Management Equipment Surplus

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[STAFF MEMO](#)

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[ORDER 18-007 SURPLUSING EMERGENCY MANAGEMENT EQUIPMENT](#)

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MEMORANDUM  
Wasco County Sheriff's Office  
Emergency Management Division

Date: March 22<sup>nd</sup>, 2018  
To: Wasco County Board of Commissioners  
From: Juston Huffman  
Emergency Manager

SUBJECT: SURPLUS OF EQUIPMENT

It is requested that the Board of Commissioners approve the surplus of the following equipment from the Wasco County Sheriff's Office inventory:

<b>Item Description</b>	<b>Serial Number</b>	<b>WC Property Tag Number</b>
<b>Icom IC-2720H Ham Radio</b>	0511079	101818
<b>Icom IC-2720H Ham Radio</b>	0510980	101844
<b>Icom IC-2720H Ham Radio</b>	0511076	None
<b>Icom IC-2720H Ham Radio</b>	0510997	101817
<b>Icom IC-208H Ham Radio</b>	0505939	101843
<b>4 ea. TigerTronic SignalLinks Model SL-1+</b>	None	None
<b>AEA PK-12 Packet Controller</b>	1873	None

The Wasco County Sheriff's Office and Wasco County Amateur Radio Service have indicated that this equipment is no longer utilized and request for the inventory to be surplussed.

Historically once items have been deemed worthy of surplus status, the Sheriff's Office "donates" the equipment to a volunteer group (within the Sheriff's Office). In this case, WARS will be the recipient of the equipment and will use funds from the sale of the equipment to purchase new equipment for the "Radio Room" at the Emergency operations center, repeater sites etc.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF SURPLUSING EMERGENCY MANAGEMENT EQUIPMENT

**ORDER #18-007**

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 equipment listed below is no longer in use; and

IT FURTHER APPEARING TO THE BOARD: That the County has no other practical use for said equipment.

<b>Item Description</b>	<b>Serial Number</b>	<b>WC Property Tag Number</b>
<b>Icom IC-2720H Ham Radio</b>	0511079	101818
<b>Icom IC-2720H Ham Radio</b>	0510980	101844
<b>Icom IC-2720H Ham Radio</b>	0511076	None
<b>Icom IC-2720H Ham Radio</b>	0510997	101817
<b>Icom IC-208H Ham Radio</b>	0505939	101843
<b>4 ea. TigerTronic SignalLinks Model SL-1+</b>	None	None
<b>AEA PK-12 Packet Controller</b>	1873	None

NOW, THEREFORE, IT IS HEREBY ORDERED: That the above listed equipment will be considered surplus and disposed of by the Wasco County Emergency Manager in accordance with state laws governing the disposition of property.

DATED this 4th day of April, 2018.

**APPROVED AS TO FORM:**

**WASCO COUNTY BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
Kristen Campbell, County Counsel

\_\_\_\_\_  
Steven D. Kramer, Commission Chair

\_\_\_\_\_  
Scott C. Hege, Vice Chair

\_\_\_\_\_  
Rod L. Runyon, County Commissioner



## DISCUSSION LIST ITEM

**CAFFA Grant**

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[STAFF MEMO](#)

---

[GRANT APPLICATION](#)

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## MEMORANDUM

**SUBJECT: CAFFA Grant (County Assessment Function Funding Assistance Grant)**

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**TO: BOARD OF COUNTY COMMISSIONERS**

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**FROM: JILL AMERY**

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**DATE: 3/26/2018**

### **BACKGROUND INFORMATION:**

The County Assessment Function Funding Assistance Program is an annual funding program through the Oregon Department of Revenue that assists Counties financially to carry out their statutory duties of valuation and tax collection on behalf of our taxing districts.

### **CAFFA History**

In the 1980's Counties could not maintain RMV, could not maintain minimum service levels and the then mandated six year appraisal cycle could not be maintained. The property tax system was in jeopardy of disintegration. HB 2338 was enacted creating the CAFFA grant in 1989 to provide additional funding for approved A & T programs by increasing delinquent interest and recording fees.

Functional areas of approved A & T expenditures are as follows:

- Assessment administration
- Assessment valuation
- Clerk/Board of Property Tax Appeals (BOPTA)
- Tax collection and distribution
- Cartography and GIS Administration
- A & T data processing

The request before you is our FY 2018-19 funding request.

Thank you.



# Form 1 Grant Application Staffing

2018-2019

County <u>WASCO</u>	<u>Column 1</u> Approved FTE current year (2017-18)	<u>Column 2</u> Budgeted FTE coming year (2018-19)	<u>Column 3</u> Change (Column 2 less Column 1)
<b>A. Assessment administration</b>			
Assessor, deputy, etc. ....	0.60	0.60	0.00
Assmt. support staff, deed clerks and data entry staff	2.30	2.15	(0.15)
Total assessment administration staff .....	2.90	2.75	(0.15)
<b>B. Valuation and appraisal staff</b>			
Chief appraisers/appraiser supervisor .....	0.85	0.95	0.10
Lead appraisers .....	0.00	0.00	0.00
Residential appraisers .....	2.25	2.20	(0.05)
Commercial/industrial appraisers .....	0.10	0.25	0.15
Farm/forest/rural appraisers.....	0.65	0.60	(0.05)
Manufactured structure/floating structure appraisers	0.20	0.20	0.00
Personal property appraisers.....	0.00	0.50	0.50
Personal property clerks.....	0.75	0.25	(0.50)
Sales data analyst .....	0.15	0.15	0.00
Data gatherers and appraisal techs.....	1.00	0.00	(1.00)
Total valuation and appraisal staff .....	5.95	5.10	(0.85)
<b>C. Board of Property Tax Appeals (BoPTA)</b>			
	0.24	0.24	0.00
<b>D. Tax collection and distribution administration</b>			
Administration, deputy, etc.....	0.50	0.50	0.00
Support and collection .....	1.88	1.88	0.00
Tax distribution .....	0.53	0.53	0.00
Foreclosure and garnishment.....	0.09	0.09	0.00
Total tax collection and distribution .....	3.00	3.00	0.00
<b>E. Cartography and GIS administration</b>			
Cartographic/GIS supervisor.....	0.40	0.40	0.00
Lead cartographers .....	0.00	0.00	0.00
Cartographers.....	0.00	0.00	0.00
GIS specialists.....	0.20	0.20	0.00
Total cartographic and GIS staff .....	0.60	0.60	0.00
<b>F. Dedicated IT services for A&amp;T</b>			
	0.95	0.95	0.00
<b>G. Total assessment and taxation staffing</b>			
	13.64	12.64	(1.00)



## Form 2 Explanation of Staffing Issues

2018-2019

County WASCO

In this section, explain any difference between approved staffing for the current year and staffing for the budgeted year. Explain why any funded positions were unfilled for the current year. Use this form to describe the intended use of nonpermanent workers (temporary help, project temporaries, and contractors) by A&T function, along with their cost. Note any special or unique aspects regarding who accomplishes the work and how they accomplish it related to Forms 4, 5, and 6. For example, if you use staff to perform personal property functions, other than those reported on Form 1, Section B, note that here and include the FTE.

Completion of data conversion into the new ProVal Valuation Program allowed us to cost all data for the first time in ProVal for the 2017-18 Roll turn. This was a major accomplishment. Roll turn was successful with no major issues.

We were unable to fill the seasonal appraisal position for this past year. Securing licensed appraisers in this area is beyond difficult. However with steadfast determination we were able to complete conversion and begin reappraisal without this position. We completed reappraisal of 616 accounts in South Wasco County summer of 2017 and we are on track for 1,025 accounts this summer again in rural South County. With conversion complete, reappraisal and clean up work becomes the priority. Many areas have not been reappraised in 20-25 years.

Staffing is shifting to meet our current needs. We are not asking for seasonal appraisal assistance this year due to the completion of data conversion and lack of licensed appraisal help available. We have however had our new personal property clerk pass the appraiser exam in October of 2017 and will be moving into a new Appraiser I position, while eliminating an Office Specialist II position. We have been able to implement some efficiencies and make changes that allow us to put resources where they are most needed. Part of the efficiency is having our Tax Deputy and Office Specialist I assist in the data entry of Personal Property returns during their down time. The efficiencies implemented over the past year has cut our processing time down to 1/3 of what the past years saw. This allows us more time to focus on valuation data.

Assessment & Tax continues to work closely with GIS and Survey on the Wasco County Remapping Project to improve the integrity of our data. We are one year into a 4 to 5 year project and things are moving along successfully.

This years FTE is down 1 as a result of the seasonal appraisal position not being asked for this year. Our current staff is focused on our priorities of acquiring more current data and the overall integrity of the data.



## Form 3 General Comments

2018-2019

County WASCO

Use this form to describe any issue in your budget that needs further clarification. Examples include significant changes on Form 7, purchase of a new data processing system, salary increases, new car purchases, personnel services, costs for mapping, etc. You can also use this form to document any miscellaneous comments about this grant application.

As we launch into a phase of stabilization within the department of Assessment & Tax, our rebuilt team continues to focus on the integrity of our data and how we can improve access to the data. With valuation conversion complete, reappraisal and clean up of data is our priority. We are focusing our resources with renewed energy.

We are gaining efficiencies on the tax side rather quickly the last few years. Presentation of our tax data was launched to the public through our new Ascend Web tax lookup system in late 2017. Lockbox payment processing continues to be an invaluable efficiency in our timely processing and depositing of tax dollars.

We are in our second year of the Remapping Project that will update and refine our map system. This will be an ongoing project for another 4 or 5 years. This technology along with others will continue to play a large roll in the identification of properties in Wasco County to carry out our statutory duties of assessment and taxation.

All of these milestones are allowing us to focus on how we can better serve the customers of Wasco County. We are committed to continued focus on providing quality data to our customers in new and innovative ways.



# Form 4 Valuation and Appraisal Resources

**2018-2019**

County <u>WASCO</u>	Number of accounts by activity		Number of FTE by activity	
	Actual (2017-18)	Estimated (2018-19)	Actual (2017-18)	Estimated (2018-19)
<b>Activities</b>				
<b>1. Real property exceptions, special assessments and exemptions</b>				
New construction.....	1,029	1,200	1.38	1.75
Zone changes.....	0	0	0.01	0.01
Subdivisions, segregations, and consolidations ..	104	75	0.02	0.02
Omitted properties .....	0	2	0.01	0.01
Special assessment qualification and disqualification	30	25	0.45	0.20
Exemptions.....	2	20	0.10	0.10
Subtotal.....	1,165	1,322	1.97	2.09
<b>2. Appeals and assessor review</b>				
Assessor review and stipulations .....	30	45	0.10	0.10
BOPTA .....	7	15	0.10	0.09
Department of Revenue.....	0	2	0.02	0.01
Magistrate Division of the Oregon Tax Court.....	0	2	0.01	0.01
Regular Division of the Oregon Tax Court .....	0	0	0.00	0.00
Subtotal.....	37	64	0.23	0.21
<b>3. Real property valuation</b>				
Physical reappraisal.....	611	1,034	2.25	2.00
Recalculation only—no appraisal review .....	15,002	14,586	1.00	0.40
Subtotal.....	15,613	15,620	3.25	2.40
<b>4. Business personal property (returns mailed) .....</b>	1,675	1,700	0.25	0.20
<b>5. Ratio .....</b>			0.15	0.10
<b>6. Continuing education .....</b>			0.10	0.10
<b>7. Other valuation—appraisal activity .....</b>			0.00	0.00
<b>8. Total valuation and appraisal staff (FTE) .....</b>			5.95	5.10



# Form 5 Tax Collection and Distribution Work Activity

**2018-2019**

County WASCO

Number of accounts by activity	
Actual (2017-18)	Estimated (2018-19)

<b>1. Number of accounts requiring roll corrections</b>		
Business personal property .....	7	5
Personal property manufactured structures .....	0	1
Real property .....	43	55
<b>2. Number of accounts requiring a refund</b>		
Business personal property .....	2	2
Personal property manufactured structures .....	0	0
Real property .....	85	85
<b>3. Number of delinquent tax notices sent</b>		
Business personal property .....	130	125
Personal property manufactured structures .....	600	600
Real property .....	1,238	1,200
<b>4. Number of foreclosure accounts processed</b>		
Real property only .....	33	50
<b>5. Number of accounts issued redemption notices</b>		
Real property only .....	46	50
<b>6. Number of warrants .....</b>	105	100
<b>7. Number of garnishments.....</b>	0	0
<b>8. Number of seizures .....</b>	0	0
<b>9. Number of bankruptcies.....</b>	13	15
<b>10. Number of accounts with an address change processed .....</b>	800	800
<b>11. How many second trimester statements do you mail? .....</b>	2,209	
<b>12. How many third trimester statements do you mail? .....</b>	2,143	
<b>13. Does the county contract for lock box service?.....</b>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>14. Does the county use in-house remittance processing? .....</b>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>15. Is tax collecting combined with another county function? .....</b>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

If yes, describe that function on Form 2.



**Form 6**  
**Assessment and Administrative**  
**Support and Cartography**  
**Work Activity**

**2018-2019**

County WASCO

**Assessment and administrative support  
work activity**

	<u>Numbers by activity</u>	
	<u>Actual (2017-18)</u>	<u>Estimated (2018-19)</u>
1. Number of deeds worked.....	<u>1,705</u>	<u>1,755</u>

**Cartography work activity**

	<u>Numbers by activity</u>	
	<u>Actual (2017-18)</u>	<u>Estimated (2018-19)</u>
1. Number of new tax lots.....	<u>36</u>	<u>30</u>
2. Number of lot line adjustments .....	<u>7</u>	<u>10</u>
3. Number of consolidations.....	<u>3</u>	<u>4</u>
4. Number of new maps .....	<u>29</u>	<u>30</u>
5. Number of tax code boundary changes.....	<u>2</u>	<u>1</u>



# Form 7 Summary of Expenses

**2018-2019**

County WASCO

	A. Assessment Administration	B. Valuation	C. BOPTA	D. Tax Collection & Distribution	E. Cartography*	F. Dedicated IT services for A&T	Totals
<b>Current operating expenses</b>							
1. Personnel services	208,145	366,110	20,941	180,894	52,878	50,394	879,362
2. Materials and services	11,216	14,501	200	18,851	17,500	131,410	193,678
3. Transportation	1,300	2,000	0	100	0	0	3,400
4. Total current operating expenses (Total direct expenses)	220,661	382,611	21,141	199,845	70,378	181,804	1,076,440

\* Include approved grant funding for ORMAP

**Indirect expenses**

5. Total direct expenses (line 4) .....	1,076,440
6. If you use the 5 percent method to calculate your indirect expenses, enter 0.05 in this box. ....	0.05
<b>Total indirect expenses</b> (line 5 multiplied by line 6) .....	53,822
6A. If you use a percent amount approved by a federal granting agency to calculate your indirect expenses, enter that percentage in this box.....	0.00000
<b>Total indirect expenses</b> (line 6A multiplied by the direct expense amount for the category/categories that your certificate allows)	0
7. <b>Total indirect expenses</b> .....	53,822

**Capital outlay**

	Assessment Administration	Valuation	BOPTA	Tax Collection & Distribution	Cartography	Data Processing Support (IT, AT)	Total capital outlay without regard to limitation
8. Enter the actual capital outlay without regard to limitation.	0	0	0	0	0	0	0
9. Total direct and indirect expenses (sum of lines 4 and 7) .....							1,130,262
10. Direct and indirect expenses multiplied by 0.06 .....							67,816
11. The greater of line 10 or \$50,000.....							67,816
12. Capital outlay (the lesser of line 8 or line 11) .....							0
13. Total expenditures for CAFFA consideration (sum of lines 4, 7, and 12).....							1,130,262

# Form 8

## Grant Application Resolution

WASCO \_\_\_\_\_ County is applying to the Department of Revenue to participate in the County Assessment Function Funding Assessment Program.

This state grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

WASCO \_\_\_\_\_ County has undertaken a self-assessment of its compliance with the laws and rules that govern the Oregon property tax system. The County is generally in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and all requiring equity and uniformity in the system of property taxation.

WASCO \_\_\_\_\_ County agrees to appropriate budgeted dollars based on 100 percent of the expenditures certified in the grant application. The total expenditure amount for consideration in the grant is \$1,130,262. If 100 percent isn't appropriated, no grant shall be made to the county for each quarter in which the county is out of compliance.

**The County designates** the following individual as the contact for this grant application.

<u>JILL AMERY</u>	<u>(541) 506-2512</u>	<u>NONE</u>	<u>jilla@co.wasco.or.us</u>
Name	Phone		Email

### County Approval

By selecting the "I Accept" checkbox, you are signing this Resolution electronically and certifying the Resolution has been approved by the board. You agree your electronic signature is the legal equivalent of your manual signature.

I Accept

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Chair/Judge or Appointee	Title	Sign Date
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## RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons<sup>1</sup> in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

1.  The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

- Women  
 Persons with Disabilities  
 African-Americans  
 Hispanics  
 Asians or Pacific Islanders  
 American Indians  
 Alaskan Natives

2.  The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

Indicate all that apply:

- Women  
 Persons with Disabilities  
 African-Americans  
 Hispanics  
 Asians or Pacific Islanders  
 American Indians  
 Alaskan Natives

3.  The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, on a separate sheet of paper, provide the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

I HEREBY CERTIFY on this \_\_\_\_ day of 0, 20\_\_\_\_, the information contained on this form and any attachment is complete and accurate to the best of my knowledge.

Printed Name: JILL AMERY

<sup>1</sup> "Minority persons" are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African-Americans, Hispanics, Asians or Pacific Islanders, American Indians and Alaskan Natives.

# Department of Assessment & Taxation 2018-19

**Assessor/Tax Collector**  
**Jill Amery**

**Larry Reeder**  
**Chief Appraiser**

Melanie Brown  
Property Appraiser II

Brandon Jones  
Property Appraiser II

Shannon Brackenbury  
Property Appraiser II

Adam Fourcade  
Property Appraiser I  
Personal Property

Linda Perkins  
Tax Collector Deputy

Julie Stephens  
Office Specialist I  
Tax Clerk

**Marci Beebe**  
**Office Manager II**

Jason Wallace  
Office Specialist II  
Deed Clerk

**FTE = 10**



## DISCUSSION ITEM

### Finance Report

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[FEBRUARY REPORT](#)

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[FEBRUARY FINANCIALS](#)

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[RECONCILIATIONS](#)

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## Wasco County Financial Report – For February 2018

This report covers through January 2018. The information is unaudited at this point and is subject to adjustments. These reports are created with the intention of aiding management of the County financially but are not final. The current fiscal year has completed eight (8) months of the year which means a straight-line assumption of budget execution is 8/12 or 66.7%. This is just a guideline as many revenues and expenses are not uniform month to month.

### Discussion of Revenue

#### General Fund

- Total Property Taxes are currently \$8,321,780 – this is \$326K more than last fiscal year at this time. The increase over last year is still at 3.8%. Current budget execution is 95.1% compared to 94.8% last year at this time. The current property taxes account for the increase, the prior year taxes being collected are less than budgeted – currently at a budget execution of 26.9% and about \$16K less than last year at this time. In the budget preparation for next fiscal year, the budget amount for prior year taxes will be reduced. While the Prior Year is over-estimated, the Current Year more than makes up for it.
- License Fees and Permits for non-departmental resources are now up by \$50K over last year at this time. This has made an increase of \$96K from last month. These revenue lines are on track to reach the budgeted amount as the current budget execution is 69.3% so just slightly ahead of the straight-line assumption rate.
- Intergovernmental Revenue – Non-Single Audit is \$26K above last year at this time. The current Intergovernmental Revenue – Single Audit does not have any revenue yet as this is normal. Typically the revenue comes in around March. This is the same as reported for January.
- Investment Earnings are \$57K more than last year and have executed at 249.8% of the budgeted amount. The current interest rates are higher than years before and the County is benefiting from the slight rise in interest rates. Investing has given the slight edge over the prior year. Interest should be budgeted higher next fiscal year.
- There has been no change in transfers as of 2/28/18. No additional Video Poker funds have come in to be transferred to the General Fund.
- The Information Technology is \$14K ahead of last year at this time, this was reported on in the January report.
- Facilities are \$22K ahead of last fiscal year at this time. The budget execution is 71.6%. This revenue area is doing good for the fiscal year.
- Administration revenue is down as the Pass-Through Grants revenue is \$22K less than last FY at this point. This is partially offset by Veterans Office coming at \$11K more than last year. The overall budget execution rate is 55.5%
- Planning is ahead of last year by \$2K overall and only at 60.3% budget execution. This is due to the License Fees & Permits coming in at 116.2% of budget execution and \$47K more than last fiscal year at this point. This is offset by the National Scenic Area Grant budgeted for FY18

actually being recorded in FY17. If this is taken into consideration, planning is \$47K ahead of last fiscal year.

- The District Attorney's Office is under last year at this time by \$26K. This is primarily due to the change in Child Support Enforcement – this moved out of the County to the State so the County will not be receiving Child Support Enforcement funds – about \$23K. Taking that into account, the DA's Office is on track to be comparable to last fiscal year.

#### Public Works Fund

- Closing out the Weed and Pest fund came in at \$195K transfer in as addressed in prior reports.
- The STP Fund Exchange revenue (part of the Intergovernmental – Non-Single Audit revenue) is budgeted for \$267K, but has not come in yet. It can in last year around January, but has not arrived in this fiscal year yet.
- Charges for Services are at 98.7% budget execution. This is expected to continue. At the current date, this has resulted in \$43K more revenue than last year at this time. At this rate, it should come in about \$20K over budgeted expectations. The driving force is petroleum products sold.
- Weed & Pest revenue has been coming in and in now at a budget execution of 91.0% This area is definitely on track to meet the budget expectations for revenue.

#### 911 Communications Fund

- Projected phone tax is at 51% budget execution. A January disbursement is normal, but did not happen this January nor in February so Finance is watching for a March disbursement. It has not happened as of 3/23/18.
- Charges from Services have a budget execution of 51.2%. This is primarily due to timing of payments.

#### Community Corrections Fund

- Client Fees are \$20K more than last year as of the end of February – budget execution is 75.3% vs 63.9% last fiscal year. The amount more than last year did not grow from January – rather it kept pace at \$20K ahead.
- Grant revenue as a whole is \$40K ahead of last year as of the end of January with a budget execution of 76.8%. The budget execution has dropped due to a budget change to increase the revenue for the Justice Reinvestment Program by \$67K.

#### Museum

- Current total revenues are \$19K less than last year (ignoring the beginning fund balance). But part of the revenue in FY17 was due to a one-time grant of \$35K. This means the Museum is currently \$16K ahead of last year when the grant is taken into consideration. This was only \$3K last month so is growing.

- Admissions and Memberships are at 75.8% and 76.2% budget execution respectively. In essence, the Museum is about a month ahead on revenue for the fiscal year. That said, the Admissions are only \$250 for the month of February. This may be slightly understated due to the timing of deposits and recording revenue, but that is at most another \$100. Admissions need to be watch closely as we near the end of the fiscal year.

#### Reserve Funds

- Several reserve fund have revenues at +100% of budget execution. This is due to the full transfers for the fiscal year being moved instead of a slower monthly level amount.
- Interest revenue for reserve funds are all over the 100% budget execution rate.
  - Road Reserve exceeds budget by \$14,495
  - Capital Acquisitions exceeds budget by \$6,436
  - General Operating Reserve exceeds budget by \$9,743
  - Facility Capital Reserve exceeds budget by \$8,588
  - Total Interest for reserves exceeds budget by \$39,262 and there are 5 more months of interest to go before year end.

#### Other Funds

- Only item of note applies to all funds – interest across all funds is \$97K above the fully budgeted amount. It is at a current budget execution of 165.0% and growing. This is \$103K more than last year at this time.
- Nothing significant that has not already been reported.

### Discussion of Expense

#### General Fund

- Most expenses are within the straight-line spending expectation (66.7%)
- Non-departmental expenditures are at 97.4% budget execution due to nearly all the scheduled transfers begin completed.
- The Prevention Division – Youth Services has been fixed with a budget change and is now on track to finish the year within budget. The overall budget execution is now 65.2% - same as last month but with an increased budget and the monthly increased actual expense.

#### Public Works Fund

- Public Works Materials & Services are at 56.3% of budget execution – last fiscal year was 58.6% at the same time. The rate is still within the expected straight-line budget execution.
- Public Works does have \$175K budgeted in capital with the expectation of purchasing a dump truck. That does not look to be happening this year due to the market pricing. This means there is \$175K that does not plan on being spent.

#### Weed and Pest

- This fund was discussed in prior months – the only cost is the transfer out to Public Works fund to close out this fund.

#### County Fair Fund

- The County Fair had not had the insurance cost moved to the Fair yet, this was done in February. The cost had previously been in the General Fund. This was a \$30K cost and now the Fair is at 91.8% execution. Costs are \$32K more than last fiscal year at this point.
- Total revenues to date do exceed the expenses at this point by \$5K.
- The largest ongoing issue is the utilities. This was thought that perhaps it was not properly split with the Park. This is not the issue as Finance researched it. The utilities have been about \$1,000 more per month since November. The reasons look to include leaving the outdoor lights on and power to keep the office warm. Currently, the office is used as the house is rented out to someone other than the caretaker. Now, the office is needed to be kept at a useable temperature. The Fair Board has been discussing this with Finance and this is when these differences were determined. Lights will be kept off in the off season now. This was the pattern before, but with the changing staff, it was missed. At this point, I am not convinced this is the sole cause of the increase. It is being examined further.
- Additionally, nothing has been budgeted for telephone, but it has \$1K in expenses to date.

#### 911 Reserve

- This fund has been fully expended. Budget execution is at 100%. This was the intended result of making up the funding shortage in the 911 Communications Fund and payment on the new Harris consoles.

#### All Other Funds

- Transfers have been completed and this has thrown off the budget execution rate in the reserve in several funds overall.
- Nothing else to note.

#### Summary

Overall, Personnel costs across all funds are at 64.0% of budget execution. Due to some timing quirk in the posting date for payroll entries in FY17. This resulted in 3 pay-periods posting to March and one to February. An adjustment has been done to the statements. The same issue occurs in FY18 and has been adjusted on the statements. However, since the adjustment was done on paper, it was an estimate. I believe the adjustment may be off by about 2%-3% across all funds or about \$250K understated. The timing issue has been examined and discussed with staff and the system has been addressed to prevent this from happening again. It is just a timing issue and will be entirely cleared up with the March reporting which you will receive at the April 18<sup>th</sup> BOCC meeting.

Materials & Services across all funds is at 60.5% budget execution to date. Now this is \$64K less than last year at this date.

Capital Outlay is \$236K more than last fiscal year at this point. Current Capital Outlay major items are the new building (\$274K) and paying for the new 911 Consoles (\$310K). Additionally, the CDBG fund expended \$29K towards capital outlay. This is unchanged from the December report.

Transfers across the organization balance – transfers in equal transfers out. 94.3% of the transfer budgets have been executed. Remaining transfers are on pace to be completed except the \$75K from Forest Health Fund. This transfer only occurs if there are reimbursable expenses incurred. So far there have been none.



# Wasco County Monthly Report

## General Fund Revenue - February 2018

Filters	
Fd	101
Cat	(Multiple Items)

		Data						
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year	
				Budget Executed	Budget Executed	Year % Change		
<b>Revenue</b>								
<b>GENERAL FUND</b>								
NON-DEPARTMENTAL RESOURCES-R								
GENERAL FUND RESOURCES-R								
PROPERTY TAXES-R								
CURRENT TAXES	8,350,000	8,321,780	7,995,548	99.7%	98.0%	4.1%	326,231.82	
PRIOR YEARS TAXES	510,966	137,636	153,783	26.9%	35.2%	-10.5%	(16,147.67)	
PILT	30,000	-	-	0.0%	#DIV/0!	#DIV/0!	-	
PROPERTY TAXES-R Total	8,890,966	8,459,415	8,149,331	95.1%	94.8%	3.8%	310,084.15	
LICENSES FEES & PERMITS-R	985,548	683,236	633,202	69.3%	72.2%	7.9%	50,034.23	
INTERGOV'T REV - NON SINGLE AUDIT-R	516,850	409,797	384,143	79.3%	72.7%	6.7%	25,654.40	
INTERGOV'T REV - SINGLE AUDIT-R	3,200	-	-	0.0%	0.0%	#DIV/0!	-	
INVESTMENT EARNINGS-R	40,200	100,425	43,465	249.8%	135.0%	131.0%	56,959.54	
RENTS-R	10,135	8,867	1,344	87.5%	100.7%	559.9%	7,522.96	
MISCELLANEOUS-R	141,501	146,021	119,685	103.2%	89.1%	22.0%	26,336.06	
TRANSFERS IN-R	664,300	454,127	988,588	68.4%	63.9%	-54.1%	(534,461.32)	
GENERAL FUND RESOURCES-R Total	11,252,700	10,261,888	10,319,758	91.2%	88.0%	-0.6%	(57,869.98)	
NON-DEPARTMENTAL RESOURCES-R Total	11,252,700	10,261,888	10,319,758	91.2%	88.0%	-0.6%	(57,869.98)	
ASSESSMENT & TAXATION-R	20,800	27,283	25,659	131.2%	146.2%	6.3%	1,623.53	
COUNTY CLERK-R								
COUNTY CLERK-R	125,850	109,312	110,020	86.9%	87.6%	-0.6%	(708.75)	
ELECTIONS-R	8,350	2,689	4,112	32.2%	45.2%	-34.6%	(1,422.30)	
COUNTY CLERK-R Total	134,200	112,001	114,132	83.5%	84.7%	-1.9%	(2,131.05)	
SHERIFF-R								
EMERGENCY MANAGEMENT-R	58,965	40,167	31,309	68.1%	28.3%	28.3%	8,858.21	
MARINE PATROL-R	55,828	54,946	26,226	98.4%	50.3%	109.5%	28,719.36	



## Wasco County Monthly Report General Fund Revenue - February 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
LAW ENFORCEMENT-R	228,010	154,227	142,301	67.6%	50.2%	8.4%	11,925.67
SHERIFF-R Total	342,803	249,339	199,836	72.7%	44.8%	24.8%	49,503.24
ADMINISTRATIVE SERVICES-R							
INFORMATION TECHNOLOGY-R	107,250	91,250	76,891	85.1%	72.4%	18.7%	14,358.06
EMPLOYEE & ADMINISTRATIVE SERVICES-R	3,650	5,195	4,016	142.3%	151.5%	29.4%	1,178.83
FACILITIES-R	243,349	174,231	152,297	71.6%	52.6%	14.4%	21,933.55
ADMINISTRATIVE SERVICES-R Total	354,249	270,675	233,204	76.4%	58.5%	16.1%	37,470.44
ADMINISTRATION-R	279,850	155,288	169,848	55.5%	57.7%	-8.6%	(14,559.57)
DISTRICT ATTORNEY-R	229,943	95,292	121,155	41.4%	69.5%	-21.3%	(25,862.82)
PLANNING-R	192,272	115,882	113,417	60.3%	77.6%	2.2%	2,464.70
PUBLIC WORKS-R							
SURVEYOR-R	12,200	12,275	19,275	100.6%	135.7%	-36.3%	(7,000.00)
WATERMASTER-R	1,865	-	1,865	0.0%	100.0%	-100.0%	(1,865.00)
PUBLIC WORKS-R Total	14,065	12,275	21,140	87.3%	131.6%	-41.9%	(8,865.00)
PREVENTION DIVISION-R	42,300	24,029	34,727	56.8%	80.2%	-30.8%	(10,697.75)
<b>GENERAL FUND Total</b>	<b>12,863,182</b>	<b>11,323,953</b>	<b>11,352,877</b>	<b>88.0%</b>	<b>84.8%</b>	<b>-0.3%</b>	<b>(28,924.26)</b>
<b>Revenue Total</b>	<b>12,863,182</b>	<b>11,323,953</b>	<b>11,352,877</b>	<b>88.0%</b>	<b>84.8%</b>	<b>-0.3%</b>	<b>(28,924.26)</b>



## Wasco County Monthly Report General Fund - Expenditures - February 2018

Filters

Fd	101
Cat	(Multiple Items)

**Data**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
<b>Expense</b>							
<b>GENERAL FUND</b>							
ASSESSMENT & TAXATION-E	764,985	504,515	503,416	66.0%	59.0%	0.2%	1,099.42
COUNTY CLERK-E							
COUNTY CLERK-E	219,022	149,644	152,297	68.3%	67.0%	-1.7%	(2,652.90)
ELECTIONS-E	102,999	50,566	84,294	49.1%	71.7%	-40.0%	(33,727.48)
COUNTY CLERK-E Total	322,021	200,211	236,591	62.2%	68.6%	-15.4%	(36,380.38)
SHERIFF-E							
EMERGENCY MANAGEMENT-E	137,115	59,046	102,805	43.1%	73.5%	-42.6%	(43,758.77)
MARINE PATROL-E	56,694	24,969	28,152	44.0%	55.9%	-11.3%	(3,182.73)
LAW ENFORCEMENT-E	2,186,464	1,398,153	1,399,802	63.9%	65.3%	-0.1%	(1,648.81)
SHERIFF-E Total	2,380,273	1,482,168	1,530,758	62.3%	65.6%	-3.2%	(48,590.30)
ADMINISTRATIVE SERVICES-E							
INFORMATION TECHNOLOGY-E	998,708	591,777	549,437	59.3%	58.4%	7.7%	42,340.76
COUNTY COMMISSION-E	206,989	137,690	136,847	66.5%	69.1%	0.6%	843.26
EMPLOYEE & ADMINISTRATIVE SERVICES-E	892,779	547,581	552,175	61.3%	61.0%	-0.8%	(4,593.82)
FACILITIES-E	914,088	419,252	479,441	45.9%	50.3%	-12.6%	(60,189.76)
ADMINISTRATIVE SERVICES-E Total	3,012,564	1,696,301	1,717,900	56.3%	57.3%	-1.3%	(21,599.56)
ADMINISTRATION-E							
ADMINISTRATION-E	715,800	371,371	475,907	51.9%	52.8%	-22.0%	(104,535.83)
PASS-THROUGH GRANTS-E	171,885	85,680	116,439	49.8%	62.6%	-26.4%	(30,758.91)
NORCOR-E	1,469,748	972,162	1,449,337	66.1%	74.6%	-32.9%	(477,175.08)
VETERANS-E	152,070	94,815	100,693	62.3%	69.3%	-5.8%	(5,878.22)
SPECIAL PAYMENTS-E	433,685	279,728	281,040	64.5%	69.0%	-0.5%	(1,312.44)
ADMINISTRATION-E Total	2,943,188	1,803,756	2,423,416	61.3%	67.6%	-25.6%	(619,660.48)
DISTRICT ATTORNEY-E	700,904	400,694	386,870	57.2%	67.1%	3.6%	13,824.20
PLANNING-E	752,362	423,405	463,403	56.3%	61.1%	-8.6%	(39,997.67)
PUBLIC WORKS-E	50,242	27,956	42,297	55.6%	62.6%	-33.9%	(14,341.21)



## Wasco County Monthly Report General Fund - Expenditures - February 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
PREVENTION DIVISION-E	618,723	403,315	378,216	65.2%	70.8%	6.6%	25,099.49
NON-DEPARTMENTAL EXPENDITURES-E							
GENERAL FUND EXPENDITURES-E							
TRANSFERS OUT-E							
TRANSFER TO 911 COMMUNICATIONS FUND	183,987	122,658	160,775	66.7%	61.6%	-23.7%	(38,116.64)
TRANSFER TO CAP ACQUISITION FUND	700,000	700,000	600,000	100.0%	66.7%	16.7%	100,000.00
TRANSFER TO COUNTY FAIR FUND	29,000	29,000	19,333	100.0%	66.7%	50.0%	9,666.64
TRANSFER TO FACILITIES CAPITAL REPLACEME	700,000	700,000	600,000	100.0%	66.7%	16.7%	100,000.00
TRANSFER TO OPERATING RESERVE	700,000	700,000	533,333	100.0%	66.7%	31.2%	166,666.64
TRANSFERS TO MUSEUM FUND	17,500	17,500	11,667	100.0%	66.7%	50.0%	5,833.36
TRANSFERS OUT-E Total	2,330,487	2,269,158	1,925,108	97.4%	66.2%	17.9%	344,050.00
GENERAL FUND EXPENDITURES-E Total	2,330,487	2,269,158	1,925,108	97.4%	66.2%	17.9%	344,050.00
NON-DEPARTMENTAL EXPENDITURES-E Total	2,330,487	2,269,158	1,925,108	97.4%	66.2%	17.9%	344,050.00
<b>GENERAL FUND Total</b>	<b>13,875,749</b>	<b>9,211,479</b>	<b>9,607,975</b>	<b>66.4%</b>	<b>64.2%</b>	<b>-4.1%</b>	<b>(396,496.49)</b>
<b>Expense Total</b>	<b>13,875,749</b>	<b>9,211,479</b>	<b>9,607,975</b>	<b>66.4%</b>	<b>64.2%</b>	<b>-4.1%</b>	<b>(396,496.49)</b>



## Wasco County Monthly Report

### Public Works - Revenue Expense - February 2018

Filters

Fd	202
Cat	(Multiple Items)

**Data**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current		Year to Year % Change	Current Year - Prior Year
				Budget Executed	Prior Year Budget Executed		
<b>Revenue</b>							
PUBLIC WORKS FUND							
NON-DEPARTMENTAL RESOURCES-R							
PUBLIC WORKS RESOURCES-R							
INVESTMENT EARNINGS-R	35,000	21,155	29,608	60.4%	125.5%	-28.6%	(8,453.00)
TRANSFERS IN-R	220,495	194,658	-	88.3%	#DIV/0!	#DIV/0!	194,657.55
INTERNAL SERVICES-R	3,180	2,120	2,120	66.7%	66.7%	0.0%	-
<b>PUBLIC WORKS RESOURCES-R Total</b>	<b>258,675</b>	<b>217,932</b>	<b>31,728</b>	<b>84.2%</b>	<b>118.5%</b>	<b>586.9%</b>	<b>186,204.55</b>
<b>NON-DEPARTMENTAL RESOURCES-R Total</b>	<b>258,675</b>	<b>217,932</b>	<b>31,728</b>	<b>84.2%</b>	<b>118.5%</b>	<b>586.9%</b>	<b>186,204.55</b>
PUBLIC WORKS-R							
PUBLIC WORKS-R							
LICENSES FEES & PERMITS-R	8,500	8,028	6,231	94.5%	62.3%	28.8%	1,797.50
INTERGOV'T REV - NON SINGLE AUDIT-R	2,291,519	1,142,755	1,500,457	49.9%	63.3%	-23.8%	(357,702.13)
INTERGOV'T REV - SINGLE AUDIT-R	122,768	174	550	0.1%	0.5%	-68.3%	(375.36)
MISCELLANEOUS-R	1,000	11,823	21,517	1182.3%	2151.7%	-45.1%	(9,693.73)
SALE OF FIXED ASSETS-R	10,000	401	-	4.0%	0.0%	#DIV/0!	401.25
CHARGES FOR SERVICES-R	160,000	157,993	114,830	98.7%	58.6%	37.6%	43,162.80
<b>PUBLIC WORKS-R Total</b>	<b>2,593,787</b>	<b>1,321,175</b>	<b>1,643,585</b>	<b>50.9%</b>	<b>61.1%</b>	<b>-19.6%</b>	<b>(322,409.67)</b>
WEED & PEST-R							
CHARGES FOR SERVICES-R	220,000	200,104	-	91.0%	#DIV/0!	#DIV/0!	200,103.97
<b>WEED &amp; PEST-R Total</b>	<b>220,000</b>	<b>200,104</b>	<b>-</b>	<b>91.0%</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>200,103.97</b>
<b>PUBLIC WORKS-R Total</b>	<b>2,813,787</b>	<b>1,521,279</b>	<b>1,643,585</b>	<b>54.1%</b>	<b>61.1%</b>	<b>-7.4%</b>	<b>(122,305.70)</b>
<b>PUBLIC WORKS FUND Total</b>	<b>3,072,462</b>	<b>1,739,211</b>	<b>1,675,313</b>	<b>56.6%</b>	<b>61.7%</b>	<b>3.8%</b>	<b>63,898.85</b>
<b>Revenue Total</b>	<b>3,072,462</b>	<b>1,739,211</b>	<b>1,675,313</b>	<b>56.6%</b>	<b>61.7%</b>	<b>3.8%</b>	<b>63,898.85</b>

**Expense**

PUBLIC WORKS FUND



## Wasco County Monthly Report

### Public Works - Revenue Expense - February 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current		Year to Year % Change	Current Year - Prior Year
				Year Budget Executed	Prior Year Budget Executed		
<b>PUBLIC WORKS-E</b>							
<b>PUBLIC WORKS-E</b>							
PERSONAL SERVICES-E	1,873,929	1,133,651	1,143,598	60.5%	70.4%	-0.9%	(9,946.66)
MATERIALS & SERVICES-E	1,247,740	754,269	723,635	60.5%	54.3%	4.2%	30,633.84
CAPITAL OUTLAY-E	235,000	7,659	-	3.3%	0.0%	#DIV/0!	7,659.00
<b>PUBLIC WORKS-E Total</b>	<b>3,356,669</b>	<b>1,895,579</b>	<b>1,867,233</b>	<b>56.5%</b>	<b>58.6%</b>	<b>1.5%</b>	<b>28,346.18</b>
<b>WEED &amp; PEST-E</b>							
PERSONAL SERVICES-E	98,236	71,388	-	72.7%	#DIV/0!	#DIV/0!	71,388.08
MATERIALS & SERVICES-E	158,400	81,753	-	51.6%	#DIV/0!	#DIV/0!	81,752.79
CAPITAL OUTLAY-E	25,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
<b>WEED &amp; PEST-E Total</b>	<b>281,636</b>	<b>153,141</b>	<b>-</b>	<b>54.4%</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>153,140.87</b>
<b>PUBLIC WORKS-E Total</b>	<b>3,638,305</b>	<b>2,048,720</b>	<b>1,867,233</b>	<b>56.3%</b>	<b>58.6%</b>	<b>9.7%</b>	<b>181,487.05</b>
<b>NON-DEPARTMENTAL EXPENDITURES-E</b>							
<b>PUBLIC WORKS EXPENDITURES-E</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>	<b>100.0%</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>2,000,000.00</b>
<b>NON-DEPARTMENTAL EXPENDITURES-E Total</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>	<b>100.0%</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>2,000,000.00</b>
<b>PUBLIC WORKS FUND Total</b>	<b>5,638,305</b>	<b>4,048,720</b>	<b>1,867,233</b>	<b>71.8%</b>	<b>58.6%</b>	<b>116.8%</b>	<b>2,181,487.05</b>
<b>Expense Total</b>	<b>5,638,305</b>	<b>4,048,720</b>	<b>1,867,233</b>	<b>71.8%</b>	<b>58.6%</b>	<b>116.8%</b>	<b>2,181,487.05</b>



## Wasco County Monthly Report

### All Funds Revenue Expense Summary - February 2018

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
<b>Revenue</b>							
911 COMMUNICATIONS FUND	1,042,906	562,046	805,844	53.9%	81.0%	-30.3%	(243,797.93)
911 EQUIPMENT RESERVE	1,500	1,454	1,375	96.9%	114.6%	5.8%	79.47
CDBG GRANT FUND	5,243,672	10,595	145,163	0.2%	2.6%	-92.7%	(134,568.12)
CLERK RECORDS FUND	7,475	6,783	6,828	90.7%	92.0%	-0.7%	(44.87)
COMMUNITY CORRECTIONS FUND	1,604,324	1,236,518	1,174,748	77.1%	78.0%	5.3%	61,769.31
COUNTY FAIR FUND	202,150	177,045	170,220	87.6%	100.4%	4.0%	6,824.57
COUNTY SCHOOL FUND	287,200	69,752	64,496	24.3%	23.0%	8.1%	5,256.10
COURT FACILITIES SECURITY FUND	27,600	13,631	17,497	49.4%	453.9%	-22.1%	(3,865.67)
DISTRICT ATTORNEY	4,100	2,187	2,807	53.3%	108.0%	-22.1%	(619.55)
FACILITY CAPITAL RESERVE	714,000	722,588	611,589	101.2%	67.1%	18.1%	110,999.31
FOREST HEALTH PROGRAM FUND	380	1,913	654	503.5%	172.2%	192.5%	1,259.19
<b>GENERAL FUND</b>	<b>12,863,182</b>	<b>11,323,953</b>	<b>11,352,877</b>	<b>88.0%</b>	<b>84.8%</b>	<b>-0.3%</b>	<b>(28,924.26)</b>
GENERAL OPERATING RESERVE	714,000	723,743	546,270	101.4%	67.3%	32.5%	177,473.25
HOUSEHOLD HAZARDOUS WASTE FUND	327,300	252,383	200,404	77.1%	60.5%	25.9%	51,979.15
KRAMER FIELD FUND	165	232	189	140.5%	114.8%	22.4%	42.47
LAND CORNER PRESERVATION FUND	34,500	22,833	22,716	66.2%	70.0%	0.5%	116.55
LAW LIBRARY FUND	30,700	25,025	26,374	81.5%	102.6%	-5.1%	(1,349.20)
MUSEUM	92,700	63,819	83,088	68.8%	73.9%	-23.2%	(19,269.46)
PARKS FUND	82,575	55,925	58,540	67.7%	83.2%	-4.5%	(2,615.04)
PUBLIC WORKS FUND	3,072,462	1,739,211	1,675,313	56.6%	61.7%	3.8%	63,898.85
ROAD RESERVE FUND	2,017,000	2,031,495	16,127	100.7%	107.5%	12496.9%	2,015,367.75
SPECIAL ECON DEV PAYMENTS FUND	1,242,200	1,158,940	1,148,958	93.3%	92.5%	0.9%	9,982.02
WEED & PEST CONTROL FUND	-	4	135,998	#DIV/0!	63.5%	-100.0%	(135,994.34)
YOUTH THINK FUND	160,963	40,656	51,824	25.3%	35.1%	-21.5%	(11,167.68)
CAPITAL ACQUISITIONS FUND	715,000	721,436	613,074	100.9%	67.2%	17.7%	108,361.68



## Wasco County Monthly Report

### All Funds Revenue Expense Summary - February 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
<b>Revenue Total</b>	<b>30,488,054</b>	<b>20,964,166</b>	<b>18,932,973</b>	<b>68.8%</b>	<b>64.4%</b>	<b>10.7%</b>	<b>2,031,193.55</b>
<b>Expense</b>							
911 COMMUNICATIONS FUND	1,054,325	679,127	690,165	64.4%	69.0%	-1.6%	(11,037.13)
911 EQUIPMENT RESERVE	91,795	91,795	-	100.0%	0.0%	#DIV/0!	91,795.00
CDBG GRANT FUND	5,365,122	49,372	143,548	0.9%	2.6%	-65.6%	(94,175.90)
CLERK RECORDS FUND	18,500	3,129	-	16.9%	0.0%	#DIV/0!	3,129.38
COMMUNITY CORRECTIONS FUND	1,813,324	1,138,761	844,996	62.8%	44.5%	34.8%	293,765.09
COUNTY FAIR FUND	187,313	171,990	139,894	91.8%	62.5%	22.9%	32,096.49
COUNTY SCHOOL FUND	312,550	-	-	0.0%	0.0%	#DIV/0!	-
COURT FACILITIES SECURITY FUND	43,000	2,482	-	5.8%	0.0%	#DIV/0!	2,482.22
DISTRICT ATTORNEY	17,400	6,690	3,585	38.4%	16.8%	86.6%	3,105.10
FACILITY CAPITAL RESERVE	3,429,005	-	16,667	0.0%	0.6%	-100.0%	(16,666.64)
FOREST HEALTH PROGRAM FUND	75,000	-	50,000	0.0%	64.8%	-100.0%	(50,000.00)
<b>GENERAL FUND</b>	<b>13,875,749</b>	<b>9,211,479</b>	<b>9,607,975</b>	<b>66.4%</b>	<b>64.2%</b>	<b>-4.1%</b>	<b>(396,496.49)</b>
GENERAL OPERATING RESERVE	3,607,552	218,205	-	6.0%	0.0%	#DIV/0!	218,205.00
HOUSEHOLD HAZARDOUS WASTE FUND	356,801	183,797	183,142	51.5%	46.1%	0.4%	654.20
KRAMER FIELD FUND	33,434	-	-	0.0%	0.0%	#DIV/0!	-
LAND CORNER PRESERVATION FUND	23,421	15,541	43,498	66.4%	62.6%	-64.3%	(27,956.62)
LAW LIBRARY FUND	46,984	14,776	13,916	31.4%	29.0%	6.2%	860.17
MUSEUM	106,230	44,576	49,699	42.0%	18.1%	-10.3%	(5,123.10)
PARKS FUND	74,562	33,595	28,167	45.1%	33.0%	19.3%	5,428.33
PUBLIC WORKS FUND	5,638,305	4,048,720	1,867,233	71.8%	58.6%	116.8%	2,181,487.05
ROAD RESERVE FUND	4,850,437	-	-	0.0%	0.0%	#DIV/0!	-
SPECIAL ECON DEV PAYMENTS FUND	1,306,283	1,133,468	1,544,718	86.8%	72.5%	-26.6%	(411,250.23)
WEED & PEST CONTROL FUND	220,495	195,385	137,942	88.6%	54.7%	41.6%	57,442.87
YOUTH THINK FUND	163,659	82,028	92,733	50.1%	44.2%	-11.5%	(10,705.48)
CAPITAL ACQUISITIONS FUND	3,709,600	273,838	-	7.4%	0.0%	#DIV/0!	273,838.00
<b>Expense Total</b>	<b>46,420,846</b>	<b>17,598,755</b>	<b>15,457,878</b>	<b>37.9%</b>	<b>36.7%</b>	<b>13.8%</b>	<b>2,140,877.32</b>



## Wasco County Monthly Report Personnel - All Funds - February 2018

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current			Current Year - Prior Year
				Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	
<b>Expense</b>							
<b>GENERAL FUND</b>							
ASSESSMENT & TAXATION-E	674,206	450,413	457,137	66.8%	59.7%	-1.5%	(6,723.26)
COUNTY CLERK-E	266,274	180,993	190,175	68.0%	68.4%	-4.8%	(9,182.52)
SHERIFF-E	2,074,603	1,337,925	1,342,633	64.5%	67.3%	-0.4%	(4,708.26)
ADMINISTRATIVE SERVICES-E	1,693,128	1,128,726	1,092,121	66.7%	64.4%	3.4%	36,604.87
ADMINISTRATION-E	136,294	87,319	91,424	64.1%	60.0%	-4.5%	(4,105.10)
DISTRICT ATTORNEY-E	605,092	348,756	356,271	57.6%	68.7%	-2.1%	(7,515.57)
PLANNING-E	681,466	406,367	431,736	59.6%	60.7%	-5.9%	(25,369.14)
PUBLIC WORKS-E	38,327	24,337	38,153	63.5%	67.3%	-36.2%	(13,815.86)
PREVENTION DIVISION-E	580,443	384,173	360,306	66.2%	71.7%	6.6%	23,866.82
<b>GENERAL FUND Total</b>	<b>6,749,833</b>	<b>4,349,008</b>	<b>4,359,956</b>	<b>64.4%</b>	<b>65.3%</b>	<b>-0.3%</b>	<b>(10,948.02)</b>
PUBLIC WORKS FUND	1,972,165	1,205,039	1,143,598	61.1%	70.4%	5.4%	61,441.42
911 COMMUNICATIONS FUND	856,332	561,031	585,239	65.5%	70.9%	-4.1%	(24,208.14)
COMMUNITY CORRECTIONS FUND	727,984	462,428	430,706	63.5%	63.7%	7.4%	31,721.89
COUNTY FAIR FUND	21,362	13,887	14,491	65.0%	32.9%	-4.2%	(604.45)
HOUSEHOLD HAZARDOUS WASTE FUND	92,176	68,842	74,458	74.7%	63.3%	-7.5%	(5,615.77)
LAND CORNER PRESERVATION FUND	17,920	13,041	41,681	72.8%	74.4%	-68.7%	(28,639.98)
MUSEUM	34,428	23,688	19,945	68.8%	44.6%	18.8%	3,743.33
PARKS FUND	26,111	17,057	9,661	65.3%	26.6%	76.6%	7,395.69
WEED & PEST CONTROL FUND	-	-	74,373	#DIV/0!	79.5%	-100.0%	(74,372.54)
YOUTH THINK FUND	78,616	53,668	53,353	68.3%	72.1%	0.6%	315.55
<b>Expense Total</b>	<b>10,576,927</b>	<b>6,767,689</b>	<b>6,807,460</b>	<b>64.0%</b>	<b>66.3%</b>	<b>-0.6%</b>	<b>(39,771.01)</b>



## Wasco County Monthly Report Materials and Services All Funds - February 2018

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
<b>Expense</b>							
<b>GENERAL FUND</b>	<b>4,181,043</b>	<b>2,536,135</b>	<b>2,995,268</b>	<b>60.7%</b>	<b>62.8%</b>	<b>-15.3%</b>	<b>(459,132.68)</b>
PUBLIC WORKS FUND	1,406,140	836,022	723,635	59.5%	54.3%	15.5%	112,386.63
911 COMMUNICATIONS FUND	197,993	118,096	104,925	59.6%	60.0%	12.6%	13,171.01
CLERK RECORDS FUND	13,500	3,092	-	22.9%	0.0%	#DIV/0!	3,091.56
COMMUNITY CORRECTIONS FUND	1,000,340	676,333	167,002	67.6%	19.6%	305.0%	509,331.20
COUNTY FAIR FUND	165,950	158,103	125,402	95.3%	69.8%	26.1%	32,700.94
COUNTY SCHOOL FUND	312,550	-	-	0.0%	0.0%	#DIV/0!	-
COURT FACILITIES SECURITY FUND	43,000	2,482	-	5.8%	0.0%	#DIV/0!	2,482.22
DISTRICT ATTORNEY	15,600	4,890	2,385	31.3%	12.2%	105.0%	2,505.10
FOREST HEALTH PROGRAM FUND	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
HOUSEHOLD HAZARDOUS WASTE FUND	253,125	108,454	108,684	42.8%	43.2%	-0.2%	(230.03)
KRAMER FIELD FUND	33,434	-	-	0.0%	0.0%	#DIV/0!	-
LAND CORNER PRESERVATION FUND	3,000	-	150	0.0%	5.0%	-100.0%	(150.00)
LAW LIBRARY FUND	46,984	14,776	8,582	31.4%	21.5%	72.2%	6,193.53
MUSEUM	71,800	18,388	29,755	25.6%	47.5%	-38.2%	(11,366.43)
PARKS FUND	48,450	16,539	18,506	34.1%	37.8%	-10.6%	(1,967.36)
SPECIAL ECON DEV PAYMENTS FUND	716,283	678,641	878,285	94.7%	77.6%	-22.7%	(199,643.55)
WEED & PEST CONTROL FUND	-	727	63,569	#DIV/0!	40.0%	-98.9%	(62,842.14)
YOUTH THINK FUND	85,043	28,360	39,381	33.3%	29.0%	-28.0%	(11,021.03)
<b>Expense Total</b>	<b>8,594,235</b>	<b>5,201,039</b>	<b>5,265,530</b>	<b>60.5%</b>	<b>55.1%</b>	<b>-1.2%</b>	<b>(64,491.03)</b>



## Wasco County Monthly Report Capital All Funds - February 2018

Filters	
Fd	(Multiple Items)
Cat	53000

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to Year % Change	Current Year - Prior Year
				Year Budget Executed	Budget Executed		
<b>Expense</b>							
<b>GENERAL FUND</b>	<b>614,386</b>	<b>57,178</b>	<b>327,643</b>	<b>9.3%</b>	<b>54.5%</b>	<b>-82.5%</b>	<b>(270,465.79)</b>
PUBLIC WORKS FUND	260,000	7,659	-	2.9%	0.0%	#DIV/0!	7,659.00
COUNTY FAIR FUND	1	-	-	0.0%	#DIV/0!	#DIV/0!	-
LAND CORNER PRESERVATION FUND	1	-	-	0.0%	0.0%	#DIV/0!	-
HOUSEHOLD HAZARDOUS WASTE FUND	11,500	6,500	-	56.5%	0.0%	#DIV/0!	6,500.00
MUSEUM	2	2,500	-	125000.0%	0.0%	#DIV/0!	2,500.00
PARKS FUND	1	-	-	0.0%	#DIV/0!	#DIV/0!	-
COMMUNITY CORRECTIONS FUND	85,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
CLERK RECORDS FUND	5,000	38	-	0.8%	0.0%	#DIV/0!	37.82
ROAD RESERVE FUND	4,850,437	-	-	0.0%	0.0%	#DIV/0!	-
CAPITAL ACQUISITIONS FUND	3,709,600	273,838	-	7.4%	0.0%	#DIV/0!	273,838.00
911 EQUIPMENT RESERVE	91,795	91,795	-	100.0%	0.0%	#DIV/0!	91,795.00
FACILITY CAPITAL RESERVE	3,429,005	-	-	0.0%	0.0%	#DIV/0!	-
GENERAL OPERATING RESERVE	3,607,552	218,205	-	6.0%	0.0%	#DIV/0!	218,205.00
CDBG GRANT FUND	5,365,122	49,372	143,548	0.9%	2.6%	-65.6%	(94,175.90)
<b>Expense Total</b>	<b>22,029,402</b>	<b>707,084</b>	<b>471,191</b>	<b>3.2%</b>	<b>2.6%</b>	<b>50.1%</b>	<b>235,893.13</b>

## Wasco County Monthly Report Transfers All Funds - February 2018

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
<b>Transfer In</b>							
911 COMMUNICATIONS FUND	183,987	122,658	160,775	66.7%	66.7%	-23.7%	(38,116.64)
COUNTY FAIR FUND	29,000	29,000	19,333	100.0%	66.7%	50.0%	9,666.64
FACILITY CAPITAL RESERVE	700,000	700,000	600,000	100.0%	66.7%	16.7%	100,000.00
<b>GENERAL FUND</b>	<b>664,300</b>	<b>454,127</b>	<b>988,588</b>	<b>68.4%</b>	<b>63.9%</b>	<b>-54.1%</b>	<b>(534,461.32)</b>
GENERAL OPERATING RESERVE	700,000	700,000	533,333	100.0%	66.7%	31.2%	166,666.64
MUSEUM	22,500	22,500	11,667	100.0%	66.7%	92.9%	10,833.36
PUBLIC WORKS FUND	220,495	194,658	-	88.3%	#DIV/0!	#DIV/0!	194,657.55
ROAD RESERVE FUND	2,000,000	2,000,000	-	100.0%	#DIV/0!	#DIV/0!	2,000,000.00
CAPITAL ACQUISITIONS FUND	700,000	700,000	600,000	100.0%	66.7%	16.7%	100,000.00
<b>Transfer In Total</b>	<b>5,220,282</b>	<b>4,922,942</b>	<b>2,913,696</b>	<b>94.3%</b>	<b>65.7%</b>	<b>69.0%</b>	<b>2,009,246.23</b>
<b>Transfer Out</b>							
COMMUNITY CORRECTIONS FUND	-	-	247,288	#DIV/0!	66.7%	-100.0%	(247,288.00)
DISTRICT ATTORNEY	1,800	1,800	1,200	100.0%	66.7%	50.0%	600.00
FACILITY CAPITAL RESERVE	-	-	16,667	#DIV/0!	18.4%	-100.0%	(16,666.64)
FOREST HEALTH PROGRAM FUND	75,000	-	50,000	0.0%	66.7%	-100.0%	(50,000.00)
<b>GENERAL FUND</b>	<b>2,330,487</b>	<b>2,269,158</b>	<b>1,925,108</b>	<b>97.4%</b>	<b>66.2%</b>	<b>17.9%</b>	<b>344,050.00</b>
LAND CORNER PRESERVATION FUND	2,500	2,500	1,667	100.0%	66.7%	50.0%	833.36
LAW LIBRARY FUND	-	-	5,333	#DIV/0!	66.7%	-100.0%	(5,333.36)
PUBLIC WORKS FUND	2,000,000	2,000,000	-	100.0%	#DIV/0!	#DIV/0!	2,000,000.00
SPECIAL ECON DEV PAYMENTS FUND	590,000	454,827	666,433	77.1%	66.7%	-31.8%	(211,606.68)
WEED & PEST CONTROL FUND	220,495	194,658	-	88.3%	#DIV/0!	#DIV/0!	194,657.55
<b>Transfer Out Total</b>	<b>5,220,282</b>	<b>4,922,942</b>	<b>2,913,696</b>	<b>94.3%</b>	<b>65.4%</b>	<b>69.0%</b>	<b>2,009,246.23</b>



# Wasco County Monthly Report

## Reserve Funds - February 2018

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
<b>Revenue</b>							
FACILITY CAPITAL RESERVE	714,000	722,588	611,589	101.2%	67.1%	18.1%	110,999.31
GENERAL OPERATING RESERVE	714,000	723,743	546,270	101.4%	67.3%	32.5%	177,473.25
ROAD RESERVE FUND	2,017,000	2,031,495	16,127	100.7%	107.5%	12496.9%	2,015,367.75
<b>Revenue Total</b>	<b>3,445,000</b>	<b>3,477,826</b>	<b>1,173,985</b>	<b>101.0%</b>	<b>67.5%</b>	<b>196.2%</b>	<b>2,303,840.31</b>
<b>Expense</b>							
FACILITY CAPITAL RESERVE	3,429,005	-	16,667	0.0%	0.6%	-100.0%	(16,666.64)
GENERAL OPERATING RESERVE	3,607,552	218,205	-	6.0%	0.0%	#DIV/0!	218,205.00
ROAD RESERVE FUND	4,850,437	-	-	0.0%	0.0%	#DIV/0!	-
<b>Expense Total</b>	<b>11,886,994</b>	<b>218,205</b>	<b>16,667</b>	<b>1.8%</b>	<b>0.2%</b>	<b>1209.2%</b>	<b>201,538.36</b>



## Wasco County Monthly Report Investment/Interest All Funds - February 2018

Filters	
Fd	(Multiple Items)
Cat	417

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Budget Executed	Budget Executed	Year % Change	
<b>Revenue</b>							
INTEREST EARNED	149,420	246,567	143,139	165.0%	120.4%	72.3%	103,427.45
LID INTEREST	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
UNSEG TAX INTEREST EARNED	200	37	4,360	18.4%	2180.0%	-99.2%	(4,323.18)
<b>Revenue Total</b>	<b>149,620</b>	<b>246,604</b>	<b>147,499</b>	<b>164.8%</b>	<b>123.7%</b>	<b>67.2%</b>	<b>99,104.27</b>

**Reconciliation Summary Report – Reporting in March**

3/15/18

Reconciliations Completed and reviewed:

- February Bank Reconciliations – All banks
  - Reconciliations are all caught up
  - Changes in effect to separate the GL accounts used by the different bank accounts
  - No variances
- February Accounts Receivable General Ledger to Accounts Receivable subledger
  - No variances
  - Following up on \$3,500 receivable from Qlife that is currently over 120 Days – this is over 1/3<sup>rd</sup> of the Overall AR balance and over ½ of the General Fund AR balance
- February Accounts Payable General Ledger to Accounts Payable subledger
  - No variances
  - Timing issue resolved with Pcards
- February Eden to Ascend Tax Receivable Reconciliation
  - No variances
- February PERS Reconciliation
  - No variances

Due to timing, the reconciliations for February Agency Funds Balance and Tax Receipts have not been completed. These will be done before month end and included on the next Reconciliation review.

Upon completion of the review, when questions have been answered, please sign & date below.

I have reviewed the completed reconciliations listed above and discussed with the Finance Director.

Name  Date 3/15/18

Name  ELIJAH Date 3/15/18

**Bank Reconciliation  
February 2017**

	LGIP	Unseg	Charter Appeal	Unseg + Charter Appeal	Investing	Main	Total		LGIP 11401	Unseg 11302 + Charter Appeal	Investing 786.12101	Main 11301	Total
Beginning Balance per Bank	19,072,861.37	1,286,437.05	139,082.99	1,425,520.04	6,506,444.50	8,442,129.25	35,446,955.16	Beginnng Balance per GL	19,074,391.94	10,873,189.12	6,506,444.50	(2,035,007.59)	34,419,017.97
Deposits	430,849.36	1,137,995.28		1,137,995.28	1,381,771.52	275,613.67	3,226,229.83	Debits	113,563.46	-	1,381,771.52	10,222,040.26	11,717,375.24
Other Deposits	-	52,858.24		52,858.24		2,874,874.31	2,927,732.55						
Interest	26,751.30	23.63	1.06	24.69			26,775.99						
Withdrawals	(1,574,393.29)	(1,271,464.95)	-	(1,271,464.95)		(2,257,928.65)	(5,103,786.89)	Credits	-	(9,427,593.83)		-	(9,427,593.83)
Fees	-	-	-	-			-						
Summary Post (Cleared Checks)						(972,049.67)	(972,049.67)	Remove Qlife	(1,231,641.26)			(269,244.24)	(1,500,885.50)
Other Checks (not in summary)													
Ending Balance per Bank	17,956,068.74	1,205,849.25	139,084.05	1,344,933.30	7,888,216.02	8,362,638.91	35,551,856.97	Ending Balance per GL	17,956,314.14	1,445,595.29	7,888,216.02	7,917,788.43	35,207,913.88
O/S Withdrawals	-	-	-	-			-	Correct Jan LGIP	(245.40)	-		245.40	-
O/S Checks	-	-	-	-		(343,335.73)	(343,335.73)	Correct LGIP Bal	-	-		-	-
O/S Payroll Checks	-	-	-	-		(10,570.76)	(10,570.76)	Correct Unseg Bal		(76,107.27)		76,107.27	-
O/S Deposits	-	24,554.72		24,554.72		282.75	24,837.47	Timing of credit cards				14,874.07	14,874.07
Other	-	-	-	-			-	Adjusted Balance	<u>17,956,068.74</u>	<u>1,369,488.02</u>	<u>7,888,216.02</u>	<u>8,009,015.17</u>	<u>35,222,787.95</u>
Adjusted Balance	<u>17,956,068.74</u>	<u>1,230,403.97</u>	<u>139,084.05</u>	<u>1,369,488.02</u>	<u>7,888,216.02</u>	<u>8,009,015.17</u>	<u>35,222,787.95</u>	Variance	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>

Deposits per bank 1,190,853.52  
 1/31 GL dep (17,433.33)  
 2/28 GL dep 24,554.72  
 S/B assessor rpt 1,197,974.91  
 assessor rpt 1,205,600.51  
 (7,625.60)

Completed  
 Debbie 3/9/18  
 Reviewed Mike  
 3/15/18

(849,035.17)

February AR GL to Subledger Reconciliation

Unadjusted 9,059.50 9,248.32 Subledger  
 Adjusted 9,059.50 - 9,059.50 - With items outside Subledger

AR Customer  
 Aging as of  
 2/28/18  
 Subledger

GL #	Mike M - 3/15/18 Fund Name	Description	GL Amount	Variance	Notes
101.13201	General	AR fund 101	6,945.80	6,945.80	There is \$3500 for Qlife over 120 days - Finance following up
			<u>6,945.80</u>	<u>6,945.80</u>	-
101.13301	General	60-Day	-	-	
			<u>-</u>	<u>-</u>	-
101.25101	General	AR on Account - Overpayment	(188.82)	-	
				(0.30)	AR On account RC0002214
				(158.52)	AR On account RC0002224
				(30.00)	AR On account RC0002353
			<u>(188.82)</u>	<u>(188.82)</u>	-
202.13201	Public Works	AR fund 202	2,272.52	2,272.52	
			<u>2,272.52</u>	<u>2,272.52</u>	-
202.13202	Public Works	202 Tooley Terrace LID	-	-	

			-	-	-
202.13301	Public Works	202 60-Day	-	-	-
			<hr/>		
			-	-	-
203.13301	County Fair	203 60-Day	-	-	-
			<hr/>		
			-	-	-
205.13301	Land Corner Preservation	205 60-Day	-	-	-
			<hr/>		
			-	-	-
207.13201	Household Hazardous Waste	207 AR	-	-	-
			<hr/>		
			-	-	-
207.13301	Household Hazardous Waste	207 60-Day	-	-	-
			<hr/>		
			-	-	-
208.13301	Special Economic Development	208 60-Day	-	-	-
			<hr/>		
			-	-	-
210.13301	District Attorney	210 60-Day	-	-	-
			<hr/>		

			-	-	-
211.13301	Museum	211 60-Day	-	-	
			<hr/>	<hr/>	
			-	-	-
219.13301	Weed & Pest Control	219 60-Day	-	-	
			<hr/>	<hr/>	
			-	-	-
220.13201	911 Communications	220 AR	30.00	30.00	
			<hr/>	<hr/>	
			30.00	30.00	-
220.13301	911 Communications	220 60-Day	-	-	
			<hr/>	<hr/>	
			-	-	-
223.13301	Parks	223 60-Day	-	-	
			<hr/>	<hr/>	
			-	-	-
227.13301	Community Corrections	227 60-Day	-	-	
			<hr/>	<hr/>	
			-	-	-
229.13301	Court Facilities Security	229 60-Day	-	-	
			<hr/>	<hr/>	
			-	-	-
232.13301	Youth Think	232 60-Day	-	-	

			<hr/>	-	-	-
237.13301	Clerk Records Fund	237 60-Day	-	-	-	-
			<hr/>	-	-	-
330.13201	CDBG Grant	330 AR	-	-	-	-
			<hr/>	-	-	-
704.13301	Mint	704 60-Day	-	-	-	-
			<hr/>	-	-	-
783.13201	CATF Trust	783 AR	-	-	-	-
			<hr/>	-	-	-

As of February 28th, 2018

Open AP invoice Report

		21101			
Fund	Fund Name	AP Report	GL	Difference	% Variance
101	General	32,622.50	32,622.50	-	0.0%
202	Public Works	64,794.46	64,794.46	-	0.0%
203	County Fair	292.82	292.82	-	0.0%
205	Land Corner Preservation	-	-	-	#DIV/0!
207	Household Hazardous Waste	-	-	-	#DIV/0!
208	Special Economic Development	-	-	-	#DIV/0!
209	Law Library	47.00	47.00	-	0.0%
210	District Attorney	78.95	78.95	-	0.0%
211	Museum	953.37	953.37	-	0.0%
219	Weed & Pest Control	47.05	47.05	-	0.0%
220	911 Communications	977.20	977.20	-	0.0%
223	Parks	168.87	168.87	-	0.0%
227	Community Corrections	2,286.87	2,286.87	-	0.0%
229	Court Facilities Security	-	-	-	#DIV/0!
232	Youth Think	2,704.53	2,704.53	-	0.0%
330	CDBFG Grant	19,888.37	19,888.37	-	0.0%
704	Mint	-	-	-	#DIV/0!
706	Library District	326,285.75	326,285.75	-	0.0%

Reviewed Mike 3/15/18

**February 2018 Eden to Ascend Reconciliation Tax Receivable**

Data from Ascend

From Eden

Eden Fund & Name	Eden GL & Name	tax_year	Sum of Beginning Balance	Sum of Certifications & Adjustments	Sum of Receipts & Adjustments	Sum of Ending Balance	Eden GL	Ascend - Eden
101 - General Fund	101.13101 - Property Taxes Principal Receivable		582,073.50	9,035,215.09	8,649,075.13	968,213.46	968,213.46	-
	101.13102 - Property Taxes Interest Receivable		3,873.07	38,706.07	35,346.37	7,232.77	7,232.77	-
	101.13103 - Miscellenous Receivable		25,093.64	11,438.89	15,053.34	21,479.19	21,479.19	-
101 - General Fund Total			611,040.21	9,085,360.05	8,699,474.84	996,925.42		
706 - Library District	706.13101 - Property Taxes Principal Receivable		89,296.86	1,393,447.36	1,333,906.80	148,837.42	148,837.42	-
	706.13102 - Property Taxes Interest Receivable		383.31	3,735.51	3,532.72	586.10	586.10	-
706 - Library District Total			89,680.17	1,397,182.87	1,337,439.52	149,423.52		
707 - 4H OSU Extension	707.13101 - Property Taxes Principal Receivable		33,786.62	527,330.81	504,795.95	56,321.48	56,321.48	-
	707.13102 - Property Taxes Interest Receivable		144.84	1,413.59	1,336.81	221.62	221.62	-
707 - 4H OSU Extension Total			33,931.46	528,744.40	506,132.76	56,543.10		
801 - Central OR CC	801.13101 - Property Taxes Principal Receivable		472.06	7,639.12	7,304.46	806.72	806.72	-
	801.13102 - Property Taxes Interest Receivable		3.09	31.19	28.55	5.73	5.73	-
801 - Central OR CC Total			475.15	7,670.31	7,333.01	812.45		
802 - CGCC	802.13101 - Property Taxes Principal Receivable		87,906.13	1,294,111.28	1,240,098.81	141,918.60	141,918.60	-
	802.13102 - Property Taxes Interest Receivable		776.85	5,891.05	5,290.69	1,377.21	1,377.21	-
802 - CGCC Total			88,682.98	1,300,002.33	1,245,389.50	143,295.81		
803 - ESD North Central	803.13101 - Property Taxes Principal Receivable		331.89	5,958.01	5,682.49	607.41	607.41	-
	803.13102 - Property Taxes Interest Receivable		1.39	20.99	18.48	3.90	3.90	-
803 - ESD North Central Total			333.28	5,979.00	5,700.97	611.31		
804 - Region 9 ESD	804.13101 - Property Taxes Principal Receivable		62,858.09	977,898.60	936,123.83	104,632.86	104,632.86	-
	804.13102 - Property Taxes Interest Receivable		411.30	4,275.99	3,829.31	857.98	857.98	-
804 - Region 9 ESD Total			63,269.39	982,174.59	939,953.14	105,490.84		
806 - Jefferson ESD	806.13101 - Property Taxes Principal Receivable		353.01	5,373.01	5,144.42	581.60	581.60	-
	806.13102 - Property Taxes Interest Receivable		2.29	24.27	21.29	5.27	5.27	-
806 - Jefferson ESD Total			355.30	5,397.28	5,165.71	586.87		
807 - School District 12	807.13101 - Property Taxes Principal Receivable		119,465.43	1,766,237.41	1,692,744.39	192,958.45	192,958.45	-
	807.13102 - Property Taxes Interest Receivable		809.04	9,017.18	7,331.04	2,495.18	2,495.18	-
807 - School District 12 Total			120,274.47	1,775,254.59	1,700,075.43	195,453.63		
808 - School District 21	808.13101 - Property Taxes Principal Receivable		517,885.88	8,007,789.55	7,666,945.34	858,730.09	858,730.09	-
	808.13102 - Property Taxes Interest Receivable		3,411.06	34,177.15	31,596.32	5,991.89	5,991.89	-
808 - School District 21 Total			521,296.94	8,041,966.70	7,698,541.66	864,721.98		
809 - School District 21J	809.13101 - Property Taxes Principal Receivable		495.57	8,098.46	7,741.15	852.88	852.88	-
	809.13102 - Property Taxes Interest Receivable		2.26	29.91	27.95	4.22	4.22	-
809 - School District 21J Total			497.83	8,128.37	7,769.10	857.10		
810 - School District 29	810.13101 - Property Taxes Principal Receivable		104,720.01	1,519,823.20	1,456,975.73	167,567.48	167,567.48	-
	810.13102 - Property Taxes Interest Receivable		652.56	6,919.13	6,237.95	1,333.74	1,333.74	-
810 - School District 29 Total			105,372.57	1,526,742.33	1,463,213.68	168,901.22		
812 - School District 59	812.13101 - Property Taxes Principal Receivable		10,503.59	160,711.66	153,910.68	17,304.57	17,304.57	-
	812.13102 - Property Taxes Interest Receivable		74.18	719.98	653.81	140.35	140.35	-
812 - School District 59 Total			10,577.77	161,431.64	154,564.49	17,444.92		

814 - School District 67	814.13101 - Property Taxes Principal Receivable	175.31	3,791.28	3,602.37	364.22	364.22	-
	814.13102 - Property Taxes Interest Receivable	0.76	10.58	9.41	1.93	1.93	-
814 - School District 67 Total		176.07	3,801.86	3,611.78	366.15		
817 - School District 9	817.13101 - Property Taxes Principal Receivable	187.14	-	-	187.14	187.14	-
	817.13102 - Property Taxes Interest Receivable	0.03	487.57	-	487.60	487.60	-
817 - School District 9 Total		187.17	487.57	-	674.74		
818 - S Wasco SD 1	818.13101 - Property Taxes Principal Receivable	94,669.38	1,490,070.02	1,426,008.70	158,730.70	158,730.70	-
	818.13102 - Property Taxes Interest Receivable	608.26	6,514.46	5,745.76	1,376.96	1,376.96	-
818 - S Wasco SD 1 Total		95,277.64	1,496,584.48	1,431,754.46	160,107.66		
830 - Antelope	830.13101 - Property Taxes Principal Receivable	166.98	4,426.14	4,193.50	399.62	399.62	-
	830.13102 - Property Taxes Interest Receivable	1.45	14.72	9.82	6.35	6.35	-
830 - Antelope Total		168.43	4,440.86	4,203.32	405.97		
831 - Dufur	831.13101 - Property Taxes Principal Receivable	5,329.36	69,322.15	66,656.54	7,994.97	7,994.97	-
	831.13102 - Property Taxes Interest Receivable	25.69	245.60	220.85	50.44	50.44	-
831 - Dufur Total		5,355.05	69,567.75	66,877.39	8,045.41		
832 - Maupin	832.13101 - Property Taxes Principal Receivable	17,209.77	276,108.17	264,151.21	29,166.73	29,166.73	-
	832.13102 - Property Taxes Interest Receivable	70.02	725.97	669.09	126.90	126.90	-
832 - Maupin Total		17,279.79	276,834.14	264,820.30	29,293.63		
833 - Mosier	833.13101 - Property Taxes Principal Receivable	4,218.84	67,668.23	64,731.75	7,155.32	7,155.32	-
	833.13102 - Property Taxes Interest Receivable	18.24	181.41	167.19	32.46	32.46	-
833 - Mosier Total		4,237.08	67,849.64	64,898.94	7,187.78		
835 - Shaniko	835.13101 - Property Taxes Principal Receivable	155.12	5,361.53	5,069.18	447.47	447.47	-
	835.13102 - Property Taxes Interest Receivable	(0.01)	3.64	3.40	0.23	0.23	-
835 - Shaniko Total		155.11	5,365.17	5,072.58	447.70		
836 - The Dalles	836.13101 - Property Taxes Principal Receivable	195,465.31	3,025,437.22	2,896,712.11	324,190.42	324,190.42	-
	836.13102 - Property Taxes Interest Receivable	846.44	8,509.39	7,730.46	1,625.37	1,625.37	-
836 - The Dalles Total		196,311.75	3,033,946.61	2,904,442.57	325,815.79		
850 - The Dalles Assmt	850.13101 - Property Taxes Principal Receivable	3,813.43	67,461.84	64,366.61	6,908.66	6,908.66	-
	850.13102 - Property Taxes Interest Receivable	18.32	152.83	140.42	30.73	30.73	-
850 - The Dalles Assmt Total		3,831.75	67,614.67	64,507.03	6,939.39		
851 - Dufur Recreation	851.13101 - Property Taxes Principal Receivable	7,677.86	116,055.51	111,172.74	12,560.63	12,560.63	-
	851.13102 - Property Taxes Interest Receivable	33.84	332.52	305.80	60.56	60.56	-
851 - Dufur Recreation Total		7,711.70	116,388.03	111,478.54	12,621.19		
852 - Jefferson Co School	852.13101 - Property Taxes Principal Receivable	660.16	10,073.51	9,645.45	1,088.22	1,088.22	-
	852.13102 - Property Taxes Interest Receivable	2.90	27.88	25.86	4.92	4.92	-
852 - Jefferson Co School Total		663.06	10,101.39	9,671.31	1,093.14		
853 - Juniper Flats Fire	853.13101 - Property Taxes Principal Receivable	5,311.45	79,591.31	76,257.69	8,645.07	8,645.07	-
	853.13102 - Property Taxes Interest Receivable	22.11	225.24	207.72	39.63	39.63	-
853 - Juniper Flats Fire Total		5,333.56	79,816.55	76,465.41	8,684.70		
854 - Mid-Col Fire Rescue	854.13101 - Property Taxes Principal Receivable	202,770.45	3,039,219.44	2,912,011.89	329,978.00	329,978.00	-
	854.13102 - Property Taxes Interest Receivable	874.39	8,677.18	7,987.22	1,564.35	1,564.35	-
854 - Mid-Col Fire Rescue Total		203,644.84	3,047,896.62	2,919,999.11	331,542.35		
856 - Mosier Rural Fire	856.13101 - Property Taxes Principal Receivable	14.12	(0.67)	-	13.45	13.45	-
	856.13102 - Property Taxes Interest Receivable	0.36	4.16	-	4.52	4.52	-
856 - Mosier Rural Fire Total		14.48	3.49	-	17.97		
857 - N Wasco Parks & Rec	857.13101 - Property Taxes Principal Receivable	71,251.21	1,128,884.29	1,079,931.65	120,203.85	120,203.85	-
	857.13102 - Property Taxes Interest Receivable	237.07	2,936.75	2,701.73	472.09	472.09	-

857 - N Wasco Parks & Rec Total		71,488.28	1,131,821.04	1,082,633.38	120,675.94		
858 - NORCOR	858.13101 - Property Taxes Principal Receivable	19,579.98	(243.35)	6,286.53	13,050.10	13,050.10	-
	858.13102 - Property Taxes Interest Receivable	151.81	1,144.53	1,037.27	259.07	259.07	-
858 - NORCOR Total		19,731.79	901.18	7,323.80	13,309.17		
860 - Port of The Dalles	860.13101 - Property Taxes Principal Receivable	20,624.13	320,868.29	307,159.23	34,333.19	34,333.19	-
	860.13102 - Property Taxes Interest Receivable	88.66	955.31	813.95	230.02	230.02	-
860 - Port of The Dalles Total		20,712.79	321,823.60	307,973.18	34,563.21		
861 - White River Health	861.13101 - Property Taxes Principal Receivable	14,558.98	230,521.69	220,597.19	24,483.48	24,483.48	-
	861.13102 - Property Taxes Interest Receivable	62.05	619.73	581.08	100.70	100.70	-
861 - White River Health Total		14,621.03	231,141.42	221,178.27	24,584.18		
862 - Wasco Soil Conservation	862.13101 - Property Taxes Principal Receivable	32,177.70	517,860.98	495,287.10	54,751.58	54,751.58	-
	862.13102 - Property Taxes Interest Receivable	123.77	1,294.02	1,209.97	207.82	207.82	-
862 - Wasco Soil Conservation Total		32,301.47	519,155.00	496,497.07	54,959.40		
864 - Mosier Fire	864.13101 - Property Taxes Principal Receivable	13,332.31	204,572.72	195,917.46	21,987.57	21,987.57	-
	864.13102 - Property Taxes Interest Receivable	56.04	560.06	530.68	85.42	85.42	-
864 - Mosier Fire Total		13,388.35	205,132.78	196,448.14	22,072.99		
878 - MH Park Ombud	878.13101 - Property Taxes Principal Receivable	443.16	7,772.30	7,420.91	794.55	794.55	-
	878.13102 - Property Taxes Interest Receivable	1.70	17.09	15.80	2.99	2.99	-
878 - MH Park Ombud Total		444.86	7,789.39	7,436.71	797.54		
879 - OR Forest Land Protection	879.13101 - Property Taxes Principal Receivable	6,938.93	99,395.45	95,341.76	10,992.62	10,992.62	-
	879.13102 - Property Taxes Interest Receivable	31.29	299.76	278.33	52.72	52.72	-
879 - OR Forest Land Protection Total		6,970.22	99,695.21	95,620.09	11,045.34		
880 - State Fire Patrol	880.13101 - Property Taxes Principal Receivable	16,867.44	231,299.82	222,069.27	26,097.99	26,097.99	-
	880.13102 - Property Taxes Interest Receivable	62.60	696.53	639.69	119.44	119.44	-
880 - State Fire Patrol Total		16,930.04	231,996.35	222,708.96	26,217.43		
881 - Urban Renewal	881.13101 - Property Taxes Principal Receivable	98,929.94	1,499,934.65	1,436,782.85	162,081.74	162,081.74	-
	881.13102 - Property Taxes Interest Receivable	431.45	4,211.22	3,908.65	734.02	734.02	-
881 - Urban Renewal Total		99,361.39	1,504,145.87	1,440,691.50	162,815.76		
882 - Rock Creek District	882.13101 - Property Taxes Principal Receivable	3.81	(0.43)	0.15	3.23	3.23	-
	882.13102 - Property Taxes Interest Receivable	0.17	(0.05)	0.03	0.09	0.09	-
882 - Rock Creek District Total		3.98	(0.48)	0.18	3.32		
Grand Total		2,490,402.32	37,451,648.67	35,859,388.04	4,082,662.95		

3/14/18 - Mike Middleton Complete





## **CONSENT AGENDA**

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[MINUTES: REVISED 2.21.2018 REGULAR SESSION](#)  
[3.21.2018 REGULAR SESSION](#)

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[AMENDED SURGEON'S QUARTERS CONTRACT](#)

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## CONSENT ITEM

### Minutes

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[STAFF MEMO](#)

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[REVISED 2.21.2018 REGULAR SESSION MINUTES](#)

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[3.21.2018 REGULAR SESSION MINUTES](#)

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## MEMORANDUM

**SUBJECT: 2.21.2018 Minutes Revisions**

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**TO: BOARD OF COUNTY COMMISSIONERS**

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**FROM: KATHY WHITE**

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**DATE: 4.4.2018**

### **BACKGROUND INFORMATION:**

The 2.21.2018 approved Board Session minutes are missing a motion to approve the Sheriff's Office Budget Adjustment Order #18-003. After reviewing the recording made of that session and confirming the motion, I have made the necessary revisions to bring it back to the Board for approval.



WASCO COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
FEBRUARY 21, 2018

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

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

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

Changes to the agenda:

- Appointment of a second alternate to the NORCOR Board of Directors
- Ms. Jones will not be here to present on the Resiliency Grant; Ms. White will provide that information.
- Letter of support for the Maupin Broadband/Civic Center project.

Commissioner Runyon explained that it is important to have County representation at all NORCOR meetings and there are times when neither he nor Vice Chair Hege can attend. He stated that a second alternate will help ensure that Wasco County always has a voice at the table.

**Public Comment – County Processes**

Jim Wilcox of The Dalles commented that he wants to commend the Board of Commissioners, especially Vice Chair Hege, on the improved appeals process for tax evaluation. He stated that the staff is 100% better and the citizen panel is 300% better which has resulted in more reasonable decisions from BOPTA. He added that the process is much friendlier than in the past.

Vice Chair Hege observed that County Assessor Jill Amery had a lot to do with those changes.

Mr. Wilcox went on to say that the County's Land Use and Development

WASCO COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
FEBRUARY 21, 2018  
PAGE 2

Ordinance is very difficult to review. He said that there is a church in Tygh Valley sitting in a residential zone, but in order to turn the property back to residential, there is a 90-day waiting period and an \$800 fee. He stated that he could not find that in the ordinance. He pointed out that if the website contained clear information, citizens could do the work themselves. He said that he wants to make the Board aware of the difficulty and asked that they work to improve the process. He observed that even the real estate community, familiar with land use and zoning, finds the LUDO very challenging.

Commissioner Runyon stated that he has spoken with Planning Director Angie Brewer and Associate Planner Brent Bybee. He said that he agrees it needs to be addressed and the Planning Department is in the process of a comprehensive update to the Ordinance. He went on to explain that any time a conditional use permit is issued, there is a process that must be followed to reverse that circumstance. He added that there are also federal considerations. He suggested that a conversation with Mr. Bybee would be a good place to start and he is hopeful that the review process will help to fix the problem.

Ellie Webb stated that there is an existing building and that the Planning staff needs to look at the property and be more in tune with what is in Wasco County. She added that citizens should get things in writing from the Planning Department as you can get different answers from different planners.

Chair Kramer said that we need to get the County professionals in the room for this discussion. Mr. Wilcox stated that he brought it to the Board to ensure that they actually heard about it.

Vice Chair Hege stated that we know that there are challenges in the LUDO and the real estate community is one of the best resources to identify issues. He pointed out that while the County can make changes, there are some rules that are driven by the state or federal government. He said that while neither staff nor the Board is perfect, the goal is for citizens to have a good experience.

Ms. Webb asked if Administrative Action does not include notifying neighbors and if it trumps the zoning. Vice Chair Hege replied that he does not know the specifics and suggested that she speak with Ms. Brewer. Ms. Webb stated that she tried that and it did not go well.

**Discussion Item - Appointments**

**{{{Vice Chair Hege moved to approve Order 18-003 reappointing Lynne Erickson to the Wasco County Planning Commission. Commissioner Runyon seconded the motion which passed unanimously.}}}**

**{{{Commissioner Runyon moved to approve Order 18-004 appointing John Hutchison to the Wasco County Investment Committee. Vice Chair Hege seconded the motion which passed unanimously.}}}**

**{{{Commissioner Runyon moved to appoint Chair Kramer as an alternate to the NORCOR Board of Directors. Vice Chair Hege seconded the motion which passed unanimously.}}}**

**\*\*\*The Board was in consensus for Ms. White to apply their electronic signatures to an order of appointment for Chair Kramer as an alternate representative on the NORCOR Board of Directors.\*\*\***

**Discussion Item – Finance Report**

Finance Director Mike Middleton reviewed the finance report included in the packet.

Commissioner Runyon asked if there are any updates regarding the video poker revenue. Mr. Middleton replied that there are no recent updates; he expects a payment this month.

**Agenda Item – Sheriff’s Report & Budget Adjustment**

Mr. Middleton explained that the Sheriff’s Department had an opportunity to purchase NARCAN with a grant that would fully cover the cost. He stated that this adjustment will accept and appropriate those funds. He added that the appropriation request is a little higher than the cost of the medication so as to cover any shipping charges.

Sheriff Magill explained that with the opioid epidemic they face the issue of fentanyl which is being laced into the opioids. He stated that fentanyl is highly dangerous and lethal – a constable died in Canada and three officers in Delaware were hospitalized. He said that in response, the Sheriff’s Office has implemented new protocols which include a requirement for two officers to be present for any drugs. The antidote to fentanyl is NARCAN and is being brought

in largely for officer safety although it can be used for citizens as well. Through the grant, the Sheriff's Office will be able to distribute NARCAN to both City Police and NORCOR staff once they have completed required training. He said that have already seen fentanyl in Wasco County. It is primarily manufactured in China and comes to the U.S. by way of the Middle East or Mexico.

Commissioner Runyon asked if all deputies will be trained and carry NARCAN. Sheriff Magill responded that they will. He added that he will be purchasing the nasal application for immediate relief. He stated that training will come through Public Health and Mid-Columbia Fire and Rescue. He noted that the shelf-life of the medication is 2 years and that when they are approaching that threshold, the medication will be moved on to agencies with higher exposure rates.

Sheriff Magill went on to say that he is looking at testing technology that will reduce or eliminate officer exposure. The infrared technology will allow identification of narcotics without having to open the container.

Mr. Stone asked if NARCAN will be a recurring expense. Sheriff Magill replied that they are working with partner agencies to mitigate costs through grant funding.

Mr. Stone asked how the liability issue is being addressed; has our insurance carrier signed off on the use of NARCAN for citizens? Sheriff Magill replied that CIS is aware and supportive but he does not have anything in writing. He added that NARCAN has no known adverse side effects and has been in use since the 1960s. County Counsel Kristen Campbell said that she has a legal conference on Friday and will work through the details. Mr. Stone said that he wants official confirmation.

Mr. Stone asked if we are purchasing for the City. Sheriff Magill stated that the grant is intended to cover the costs for the City and NORCOR but is issued to only one agency. Mr. Middleton added that if we were purchasing for just the County the cost would be approximately \$1,300.

Vice Chair Hege asked if the grant is still in process or has been awarded. Mr. Middleton responded that we have been awarded the grant.

**{{Vice-Chair Hege moved to approve Resolution 18-003 in the matter of increasing appropriations and additional revenue within a fund. Commissioner Runyon seconded the motion which passed**

**unanimously.}}}**

Sheriff Magill reported that his department will be conducting interviews next Monday and Tuesday.

Commissioner Runyon congratulated Sheriff Magill on his recent awards event. Sheriff Magill noted that Vice Chair Hege and his wife, Betsy, received citizenship awards at that event.

**Agenda Item – Grading Petitions/Road Rally**

Public Works Director Arthur Smith reported that Rally America has submitted an application for the Oregon Trail Rally to take place on April 22<sup>nd</sup>; this will be year six. Landowners from the previous years are in agreement. He went on to say that the organizers want two new staging areas. He said that last year there was some backlash as the organizers did not follow-through on commitments.

Mr. Smith continued by saying that one of the new staging areas, Fulton Road, has no residents. However, the second requested staging area is on Pleasant Ridge Road and impacts at least eight full-time residents. He stated that he does not support the Pleasant Ridge Road staging area and will likely deny that request.

Commissioner Runyon stated that he believes the Public Works Director should work with citizens for the best outcome. If the organizers bring it to the Board, they will be heard but the Board relies on the judgement of the County Professionals.

Chair Kramer said he does not have a good feeling about the organizers' lack of follow-through. Mr. Smith said he came to the Board to be sure they are aware and are not taken by surprise should the issue come to them individually or as a Board.

Vice Chair Hege asked if the rally itself is going well. Mr. Smith replied that the landowners currently involved still support it on their land.

Mr. Smith reported that over the years, Public Works has received numerous requests for grading of local access roads. Per statute, the County is not required nor does it have the resources to maintain those roads. He said that a citizen called about Dell Road which connects State Road with Hwy 30 and provides sole access to approximately 1,000 acres of public land. He said that

he does not want to take a hardline but there are 105 miles of local access roads in Wasco County and he does not have the staff to maintain those.

Mr. Smith went on to say that a portion of Dell Road was at one time a County road and even after it was vacated, a group of landowners had an agreement with the County to add culverts, grade and gravel the road. Allison Smith contacted him and asked if the County could help. He reiterated that the County is not obligated to maintain the road but because of the public lands access it provides, it is different than most of the other local access roads, some of which are no more than glorified driveways.

Mr. Smith explained that 30 years ago, the County accepted grading petitions from landowners to grade roads with a waiver to hold the County harmless. That practice ended when funding began to dry up. He said that Dell Road has 14 residences but with the 1,000 acres of public land accessed by Dell, many other citizens are using it – that is why it is in such poor condition. He said that the County cannot spend dedicated road dollars on local access roads which in effect become orphan properties. He commended Ms. Smith's tenacity, adding that he does not have a clear answer.

Mr. Stone stated that this would be a 180° policy shift and as has been pointed out, the County cannot address this for all public access roads. He said he believes this deserves some additional discussion. He observed that we can accept it as a public road which has its pros and cons; we need to step very carefully.

Ms. Campbell added that she would like some time to do legal due diligence so as to better advise the Board.

Commissioner Runyon stated that this is definitely a work session topic. He asked how the petition process would work, noting that our financial position in Public Works has improved. Mr. Smith replied that he would have to say he cannot take on even one additional mile – that is the hardline. He said that his greatest worry is that increased costs for healthcare and PERS will consume the additional funds coming in from the State. In addition, the price of oil has risen 20%. He also pointed out that the increase from HB 2017 is spread over a 10 year period.

Vice Chair Hege pointed out that even with the \$1 million increase over the next

10 years, it will not fill the hole left by the loss of timber revenue. He stated that he lives in the same kind of rural area with local access roads. He said that the petition is a good place to start as it does delineate some winners and losers and states that the work will only be performed if the personnel and equipment are available. He said that some of the roads we already maintain might not meet the criteria laid out in the petition. He agreed that bringing this to a work session is a good plan.

Ms. Smith stated that she is here to represent the 14 residences. Although she does not live on Dell, she lives on a road only accessed through Dell. She said she would like to see a map of the all the local access roads for comparison. She noted that the residents do not own the road but have tried to keep it in good condition – it is beyond their capacity. Doug Smith added that he has tried to keep up with the road using his own equipment and is not sure if he is even legally permitted to do so. Ms. Campbell stated that once her research is complete, she will draft a memo accessible to all parties.

Ms. Smith asked to be notified when the topic will go to work session.

#### Agenda Item – Resiliency Grant

Ms. White read the following email from Youth Think Coordinator Debby Jones.

*YouthThink had the opportunity to apply for transformation funding through the Columbia Gorge CCO. Through the application process, YouthThink had the vision of expanding its already successful resiliency building efforts throughout the Gorge region and team up with the Hood River County Prevention Department.*

*The awarded grant funds, \$119,000, extend over a three-year period and will allow YouthThink the opportunity to continue its work of behavioral health promotion as a way to prevent the future negative effects of risky behaviors such as youth substance use and potential addiction.*

*Funds will be used to support the efforts of the two counties Prevention Coordinators as well as training and materials. We anticipate spending just over \$50,000 the first year of the grant and the remaining funds split up over years 2 and 3. No new county positions are needed for the project and there is no match requirement.*

*This is the second funding opportunity that YouthThink has received through the Columbia Gorge CCO. YouthThink was awarded a \$20,000 grant in 2014, which assisted in our initial efforts of upstream prevention and behavioral health promotion.*

**{{Commissioner Runyon moved to approve the Building Resiliency in the Columbia Gorge Grant Agreement. Vice Chair Hege seconded the motion which passed unanimously.}}**

It was determined that there was not a need for legal updates and not enough time to complete the employee review. Therefore, the executive session was cancelled.

#### Commission Call

Vice Chair Hege stated that the new plans for the Pine Hollow recreation area are for ODFW to take on the north ramp on a reduced scale and the Marine Board to fund repairs to the south ramp. Both projects will need the support of the County. He said that he has been working to help facilitate the projects and anticipates that they will come to the Board in the near future.

Chair Kramer adjourned the session at 10:31 a.m.

#### Summary of Actions

#### MOTIONS

- **To approve Order 18-003 reappointing Lynne Erickson to the Wasco County Planning Commission.**
- **To approve Order 18-004 appointing John Hutchison to the Wasco County Investment Committee.**
- **To appoint Chair Kramer as an alternate to the NORCOR Board of Directors.**
- **To approve Resolution 18-003 in the matter of increasing appropriations and additional revenue within a fund.**
- **To approve the Building Resiliency in the Columbia Gorge Grant Agreement.**

#### CONSENSUS

- **For Ms. White to apply their electronic signatures to an order of**

**appointment for Chair Kramer as an alternate representative on the  
NORCOR Board of Directors.**

Wasco County  
Board of Commissioners

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Steven D. Kramer, Board Chair

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Scott C. Hege, Vice-Chair

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Rod L. Runyon, County Commissioner



**WASCO COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MARCH 21, 2018**

**PRESENT:** Steve Kramer, Chair  
Scott Hege, Vice-Chair  
Rod Runyon, County Commissioner

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

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

Changes to the agenda:

- Remove Executive Session
- Add NORCOR to the Discussion List
- Add letter of support for SWPRD Grant application to the Discussion List.

**Discussion List – SWPRD Grant Application**

County Clerk Lisa Gambée reminded the Board that they previously signed letters of support for South Wasco Park and Recreation District grant applications to the Oregon State Marine Board and the Oregon Department of Fish and Wildlife. She explained that those grants will address repair/replacement at the north and south boat ramps. She went on to say that the SWPRD is applying for a grant from the State Park and Recreation Department to improve the land deeded by the County to the District. She stated that they hope to include a vault toilet and picnic tables. She explained that the SWPRD is requesting a letter of support for the new grant application.

Vice-Chair Hege stated that the possibilities for what could happen at the Pine Hollow Reservoir are amazing. He asked when the grant might be awarded. Ms. Gambée replied that the State Parks grant awards will be announced in October. She added that the SWPRD hopes to begin work in the fall with a target completion in the spring of 2019.

**\*\*\*The Board was in consensus to sign a letter of support for the South Wasco Park and Recreation District's Oregon State Parks and Recreation Department grant application.\*\*\***

Discussion List – Clear Ballot Agreement

Ms. Gambie explained that Wasco County already has an MOU with many of the other Oregon Counties using the Clear Ballot system for voting tabulation. The MOU provides for continuity of services; if one county is experiencing circumstances that prevent them from processing through Clear Ballot, they can go to another county to process their votes. She stated that some of the larger counties requested a more robust agreement which is what is before the Board today for consideration. She stated that some of the smaller participating counties are not entering into the new agreement but will still honor the original MOU.

Vice-Chair Hege asked how many counties use Clear Ballot. Ms. Gambie replied that there are sixteen counties using Clear Ballot although not all are signing the updated agreement.

**{{{Commissioner Runyon moved to approve the Omnibus Intergovernmental Agreement Clear Ballot Elections Systems to provide aid for ballot tabulation in the event that a county cannot undertake or complete election ballot tabulation at their own facility. Vice-Chair Hege seconded the motion which passed unanimously.}}}**

Discussion List – MCCFL Bid Recommendation

Vice-Chair Hege reported that the bids for the Mid-Columbia Center for Living Mental Health Clinic construction project came back higher than the last set of bid submissions. He said that the MCCFL Board of Directors had met regarding the bids; they have asked for more information from staff before formulating a recommendation and will meet again on Friday. He stated that he would recommend delegating authority to Tyler and/or Chair Kramer to act on the recommendation of the MCCFL Board.

Commissioner Runyon said that he wants to be clear that any delegation of authority applies only to this bid process; were the project to be reopened for bidding, it would be an entirely new process.

Mr. Stone commented that the State defers to our process but he has a bit of discomfort around this not being a Board decision. He said that he would still bring it back to the Board of Commissioners at the first session in April. He asked if there is any reason we would not want to go with the lowest bidder.

Vice-Chair Hege responded that the MCCFL Board will make a supported recommendation but it is likely to be the lowest bidder.

Mr. Stone suggested that delegating to the Board Chair would be ideal. Commissioner Runyon said that it would be to approve staff to move forward pending Board of County Commissioners approval.

Chair Kramer noted that he will be out of town next week and asked if an electronic signature would be appropriate. Vice-Chair Hege stated that it will likely be a letter rather than an agreement.

Mr. Stone said that the motion would be to delegate the authority to award the MCCFL Mental Health Clinic construction project contract to the Board Chair and County Administrative Officer contingent on the MCCFL Board recommendation to be affirmed by the Wasco County Board of Commissioners. Commissioner Runyon asked County Counsel if she is comfortable with that process. Ms. Campbell responded affirmatively.

**{{{Vice-Chair Hege moved to delegate the authority to award the MCCFL Mental Health Clinic construction project contract to the Board Chair and County Administrative Officer contingent on the MCCFL Board recommendation to be affirmed by the Wasco County Board of Commissioners. Commissioner Runyon seconded the motion which passed unanimously.}}}**

Discussion List – AOC Dues

Chair Kramer reported that AOC has approved a budget for the year and he is confident that County dues will be expended appropriately; therefore, he is in support of renewing Wasco County's membership in all the categories where we have previously held membership.

**\*\*\*The Board was in consensus to pay the full amount of AOC Dues.\*\*\***

Commissioner Runyon observed that there are a number of counties as active in

AOC as Wasco County, but we are in the top group. He said that the organization is a positive force.

**Discussion List – Construction Excise Tax**

Mr. Stone stated that school districts have the authority to charge a small fee on top of building codes permits. Prior to the separation of Building Codes from MCCOG; MCCOG collected and dispersed that tax. The State, currently operating Building Codes on behalf of Wasco County, has declined to take on that function. He said that the agreement before the Board today is nearly identical to the agreement between MCCOG and North Wasco County School District #21 and delegates authority to collect and disburse the tax on behalf of the School District. He reported that the Planning Department is acting as the collection point; Building Codes staff calculates the tax for the customer and sends them to the Planning front desk to make payment. He explained that the other alternative was to send citizens to the School District office to make payment directly but it did not seem reasonable to place that burden on the citizen.

Commissioner Runyon observed that there are other counties using the building codes services located in The Dalles. He asked if we are collecting only on behalf of our county. Mr. Stone replied that we will collect only on behalf of District #21.

Vice-Chair Hege asked if we have the authority for the collection of the taxes. He noted that the agreement references the passage of a resolution by the School District. Mr. Stone replied that the resolution was passed when the excise tax was first enacted; he said he does not believe it is necessary to pass a new one.

**{{{Vice-Chair Hege moved to approve the IGA between North Wasco County School District 21 and Wasco County to collect and remit construction excise taxes. Commissioner Runyon seconded the motion which passed unanimously.}}}**

**Discussion List – NORCOR**

Commissioner Runyon commented that he believes a recent article about NORCOR in The Dalles Chronicle misrepresents the facts. He said that the participating counties cannot determine if they will spend on the juvenile or adult side of NORCOR. The Counties pay into the facility based on an agreed-

upon formula; the NORCOR Board determines how those funds will be expended. He added that each participating county has representation on the NORCOR Board. It is not two facilities – it is one facility serving two populations. Should a county decide to use only one side of the facility, it is possible that they could become an independent buyer of services. He stated that there are a lot of questions to be addressed and NORCOR is a large part of Wasco County's budget – we are the largest provider of funds with Hood River County being the second largest. However, it is a multi-county facility and each county has an equal vote.

Commissioner Runyon went on to say that we have gone from a jail facility with some mental health services to a facility with a number of mental health programs. He said that we also need to address our spending issues and find a balance; there are many valid questions to be addressed.

Juvenile Services Director Molly Rogers said that Commissioner Runyon covered it well; she agrees that it is one entity providing services to both the juvenile and adult populations. She stated that the DRO report is still affecting the facility with decreased revenues – about \$60,000 in losses since December. She said that even without that revenue, the facility will still hit revenue numbers for the juvenile side but there needs to be realistic discussions. She reported that costs for housing juveniles in Multnomah County are over \$2,000 per night – had we housed our juveniles there for the first three months of this year, it would have cost over \$100,000 for long-term care. She pointed out that those costs are just for jail time and do not include transportation and other costs of incarceration. She added that the volatility of the juvenile side is so chaotic that it is difficult to do any trending. She added that just before the budget process began this year, the funding formula was confirmed.

Mr. Stone, serving as Chair of the NORCOR Budget Committee, said that while the closure of the juvenile side of the facility is on the table the question is: Can you close just a piece of a facility and not look at it as a whole? The implications need to be evaluated. He stated that another issue is the idea of an 8% increase in subsidies – for Wasco County that translates to approximately \$200,000 in increased annual costs. Hood River, currently struggling financially, would face similar increases and cannot afford them. He said that Commissioner Runyon will represent the County at NORCOR and the Board of Commissioners needs to have a discussion about what the County's position is and how we want to move forward. Commissioner Runyon commented that it should be a work session

topic.

Sheriff Magill said that mental health services is a good conversation. He stated that there has been discussion in the community around those services. He reported that recidivism is down from 80% TO 63% since some of the programming has been implemented. He said that while he agrees there needs to be a balance, that discussion has to include the benefits of the programming. Commissioner Runyon agreed, saying that it is complex and all aspects should be evaluated.

Mr. Stone said that all avenues are being explored so we can have a holistic view as we move forward.

Commissioner Runyon commented that while he knows all the committees on which the Commissioners serve are active, there needs to be more reporting at County Board sessions on their activities.

#### Agenda Item – Sheriff’s Report

Sheriff Magill reported that the first of two Community Corrections new-hires started today. He stated that they have been busy with some major calls including the drowning of a 4-year-old in the southern portion of the County. He said that his budget is ready; he is working with the Emergency Manager for additional revenue. He announced that all the new patrol vehicles are here and should be on the road in the next three weeks – they will be steel gray. He concluded by saying that there is another potential deputy transition to another law enforcement agency.

Sheriff Magill said that the Sheriff’s Reserve Program is submitting an application to North Wasco PUD for equipment/uniform purchases. He stated that his budget for that program is \$3,000; supplemental funds are necessary.

Chair Kramer asked how much the grant request is. Sheriff Magill replied that it is \$2,200 per reserve officer for a total of nearly \$20,000.

Sheriff Magill said that the 9-1-1 Task Force, which includes representatives from the City of The Dalles, Wasco County, 9-1-1, and the Sheriff’s Office, is having discussions around funding for that service. One of the ideas being explored is a 9-1-1 taxing district which is how Hood River County funds their program. Mr. Stone said that the larger discussion is how to address expenses; the City has asked for a reduction in their contribution.

Sheriff Magill stated that the Task Force has been effective and is exploring options. They have done an analysis of calls for service and the City of The Dalles has the bulk of those calls. There will have to be more research including cost analysis and projections.

**\*\*\*The Board was in consensus to provide letter of support for the Sheriff's Reserve Deputy Program North Wasco County PUD grant application.\*\*\***

Commissioner Runyon commented that he appreciated the Sheriff's invitation to his departmental staff meeting, saying that it was a great experience for Board members.

**Agenda Item – Multnomah County Detention IGA**

Ms. Rogers stated that this agreement is to set the cost of detention should Wasco County need to house juveniles at the Multnomah facility. She said that the agreement goes through this fiscal year and will be amended going forward. She stated that while there are no current plans to house juveniles in Multnomah County, we need to be proactively prepared for that possibility as NORCOR decides what services they will provide.

Vice-Chair Hege asked if there are other options on the table such as Deschutes County. Ms. Rogers replied that there will likely be an agreement with them as well; however, they have a set number of spaces that we have to compete for – it is unlikely we could house all of our juvenile detainees there at the same time.

Commissioner Runyon clarified that the costs outlined in the agreement are for bed space only and do not include transportation and investigation costs. Ms. Rogers confirmed his statement. She said that we want to address public safety and do the right thing. Commissioner Runyon added that we also have to be fiscally responsible.

Mr. Stone commented that we are obligated to pay our 50% of NORCOR funding; if the juvenile side closes, that would reduce our costs at NORCOR. He observed that when we responded to the DRO report by suspending sending youth to NORCOR, we had to pay both our NORCOR obligation and the cost of incarcerating juveniles at another facility.

**{{{Commissioner Hege moved to approve the Intergovernmental**

**Agreement for Delivery of Detention Services and Facilities Operation and Maintenance between Wasco County and Multnomah County.  
Commissioner Runyon seconded the motion which passed unanimously.}}**

**Agenda Item – ORMAP Grant**

Survey & Engineering Technician Ivan Donahue explained that the ORMAP project is designed to remap all the tax lots in Wasco County and bring them into alignment with their actual location in the real world to within in one foot of accuracy. He displayed a series of maps (attached) that outlined the progress of the project as well as displaying an overlay comparison of old mapping to new mapping. The maps clearly demonstrated significantly improved accuracy in lot line placement.

Commissioner Runyon commented that this is not unusual throughout the state and is not unique to Wasco County. Mr. Donahue agreed, saying that every county in the state is going through this process. He said he is here to seek permission to apply for the next grant cycle – applications are submitted every six months with the majority of the work being done by staff and summer interns. He added that Lane County receives the majority of the funding as they do the actual remapping work based on data gathered by Wasco County staff. The grant request is for \$72,580.

Vice-Chair Hege asked if the completed maps are available online. Mr. Donahue replied that they are; completed mapping is indicated by the rose colored areas on the display map (attached).

Commissioner Runyon asked if there is a match required. County Surveyor Bradley Cross replied that there is a \$6,000 in-kind match which is met with staff time.

**\*\*\*The Board was in consensus to approve the Spring 2018 ORMAP grant application.\*\*\***

**Agenda Item – VOCA Grant Agreements**

Victims Assistance Coordinator Judy Urness explained that the VOCA Support Services and Training and includes things like lock changes, hotel stays, help with restraining orders and custody issues, etc. She stated that what is new is the counseling piece. She said that Mid-Columbia Center for Living is not

always able to provide those services in a timely fashion and Ms. Bartholomew has agreed to see clients within ten days. She cited recent in-home burglaries which can be very traumatic – getting victims into counseling quickly is important. She explained that the grant ends September 30, 2019.

Ms. Urness went on to say that there were also flexible funds that she did not feel we would be able to apply in full and therefore some of that funding is going to HAVEN to help with the counseling piece. She explained that the money will stay in Wasco County but services will be through HAVEN; state funding will go directly to HAVEN.

Ms. Urness said that changes have been made to the subcontractor agreements but there has not been time for the subcontractors to review and respond to those changes.

Commissioner Runyon noted that one of the attorney subcontractors is currently involved in a lawsuit against Wasco County. He asked if that presents a conflict.

Ms. Campbell replied that the attorney would represent the victim rather than the County so there is not a legal conflict. She said that the Board may decide that it is not in our best interest to enter into a contract with an attorney who is opposing us in a legal matter. She said that she would defer to Ms. Urness.

Ms. Urness stated that she has worked with him in the past and is also contracting with one other attorney.

Chair Kramer asked if there is a set dollar amount. Ms. Campbell replied that there is a \$5,000 cap in each agreement which is in line with our contracting rules. Ms. Urness added that she has only \$5,200 budgeted for these services. She added that the grant also provides for some administrative costs for the County.

**{{{Vice-Chair Hege moved to approve the Memorandum of Understanding between HAVEN from Domestic Violence and Sexual Violence and Wasco County District Attorney's Office Victim Assistant Program March 1, 2018 through September 30, 2019. Commissioner Runyon seconded the motion which passed unanimously.}}}**

**{{{Vice-Chair Hege moved to approve the Subcontract for Counseling**

**Services with Sandra Bartholomew, LSCW. Commissioner Runyon seconded the motion which passed unanimously.}}**

**{{Commissioner Hege moved to approve Subcontracts for Legal Services with Andrew Myers and Jason Corey. Chair Kramer seconded the motion which passed unanimously.}}**

**Agenda Item – Fort Dalles Museum Update**

Museum Commission Chair Donna Lawrence explained that they are ready to move forward with the staining of the Surgeon's Quarters using the enterprise zone funds awarded to them by the City and County more than a year ago. Ms. Lawrence shared some photos of a recently completed project to replace the retaining wall; that project was done with volunteer labor and donated supplies.

Ms. Lawrence went on to say that they got a total of four quotes for the work and had tried to get contractors familiar with antiquities which was very difficult. She stated that Mr. Stroud is the contractor who came through in the end and has been approved by the Museum Commission. She said that she only recently learned that there needed to be a more formal contract and Museum Commissioner Eric Gleason, who is also one of the project managers, worked with Ms. Campbell to develop that.

Chair Kramer commented that Steve Stroud is an excellent contractor. Vice-Chair Hege noted that the wood is really old and asked Mr. Gleason if he is happy with the materials and approach. Mr. Gleason replied that they had hired a preservation architect who outlined options for preservation and this was the path the Museum Commission chose. He said that paint would last longer but would be initially more expensive; it all balances out. Ms. Lawrence added that there is also some carpentry work that needs to happen.

**{{Vice-Chair Hege moved to approve the Personal Services Contract with Steve Stroud for the staining of the Surgeons Quarters at the Fort Dalles Museum. Commissioner Runyon seconded the motion which passed unanimously.}}**

Commissioner Runyon commented that the pictures depicted Museum Commission members and volunteers doing the work at the Museum. He said that the passion of the group is great and so much different than in the past. He said that Mr. Gleason's knowledge and expertise is valuable and it is wonderful

to have a working Board.

Mr. Stone said that the Budget Team met with the Museum Board and this was one of the items. He said that this is over the budgeted amount. He asked that Ms. Lawrence take a look at that and then meet with the Budget Team to get the budget in order.

#### Agenda Item – Confluence Project

Confluence Project Executive Director Colin Fogarty stated that he is here to request a letter of support for the Celilo Park Project. He distributed a brochure (attached) that outlined the completed Confluence projects along the Columbia Gorge and contained drawings of the planned Celilo Park Project. All the projects bring permanent art to the Columbia River to commemorate the Lewis and Clark expedition and the local tribal history. He said that each of the projects is art landscaping in collaboration with Maya Lin, who designed the Vietnam Wall, and stakeholders. He noted that this is Ms. Lin's longest project. He added that the Vancouver Bridge is the only piece not designed by Ms. Lin; it was created by John Paul Jones.

Mr. Fogarty pointed out that early in our country's history, Celilo Falls was the Wall Street of the West for trading. He said that the designs are reflective of that and sensitive to tribal history. He reported that Federal Land Access Program and the Army Corps of Engineers support the application. The upgrades to the facility are funded through the grants while the artwork is privately funded. He said it is believed that the project will attract visitors to the area and will have a significant impact on the economy.

**\*\*\*The Board was in consensus to approve the letter of support for the Confluence Project at Celilo Falls.\*\*\***

#### Agenda Item – Columbia Basin Presentation

Columbia Basin Marketing Director Drew Myron provided the Board with a packet of information and showed a short video about the facility. She noted that the facility opened under County ownership 50 years ago and became a non-profit organization 20 years ago and is the only non-profit facility in the region. She added that they have a staff of 100 which makes them one of the City's largest employers. She described many of their activities and services including an onsite geriatric nurse-practitioner and a staff of physical, speech and occupational therapists.

Columbia Basin Board members John Hutchison and Mike Courtney described their Board as a good mix. Mr. Courtney stated that they have worked hard to transform the facility from a warehouse for the dying to a home for the aging and recovering. He said that are looking at reorganizing the space and have done all the work without borrowing or begging.

Commissioner Runyon stated that the transformation over the years has been incredible. He said that it has been some time since the Board of Commissioners has been at Columbia Basin for a tour.

Vice-Chair Hege echoed Commissioner Runyon's comments saying that it is wonderful to see what is happening now.

Consent Agenda – 3.7.2018 & 3.8.2017 Minutes

**{{{Vice-Chair Hege moved to approve the consent agenda. Commissioner Runyon seconded the motion which passed unanimously.}}}**

Chair Kramer adjourned the session at 11:00 a.m.

Summary of Actions

**MOTIONS**

- **To approve the Omnibus Intergovernmental Agreement Clear Ballot Elections Systems to provide aid for ballot tabulation in the event that a county cannot undertake or complete election ballot tabulation at their own facility.**
- **To delegate the authority to award the MCCFL Mental Health Clinic construction project contract to the Board Chair and County Administrative Officer contingent on the MCCFL Board recommendation to be affirmed by the Wasco County Board of Commissioners.**
- **To approve the IGA between North Wasco County School District 21 and Wasco County to collect and remit construction excise taxes.**
- **To approve the Intergovernmental Agreement for Delivery of Detention Services and Facilities Operation and Maintenance between Wasco County and Multnomah County.**
- **To approve the Memorandum of Understanding between HAVEN from Domestic Violence and Sexual Violence and Wasco County**

**District Attorney's Office Victim Assistant Program March 1, 2018 through September 30, 2019.**

- **To approve the Subcontract for Counseling Services with Sandra Bartholomew, LSCW.**
- **To approve Subcontracts for Legal Services with Andrew Myers and Jason Corey.**
- **To approve the Personal Services Contract with Steve Stroud for the staining of the Surgeons Quarters at the Fort Dalles Museum.**
- **To approve the consent agenda – 3.7..2018 Regular Session Minutes & 3.8.2018 Work Session Minutes.**

**CONSENSUS**

- **To sign a letter of support for the South Wasco Park and Recreation District's Oregon State Parks and Recreation Department grant application.**
- **To pay the full amount of AOC Dues.**
- **To provide letter of support for the Sheriff's Reserve Deputy Program North Wasco County PUD grant application.**
- **To approve the Spring 2018 ORMMap grant application.**
- **To approve the letter of support for the Confluence Project at Celilo Falls.**

Wasco County  
Board of Commissioners

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Steven D. Kramer, Board Chair

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Scott C. Hege, Vice-Chair

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Rod L. Runyon, County Commissioner



## CONSENT ITEM

**Surgeon's Quarters**

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[STAFF MEMO](#)

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[REVISED FORT DALLES MUSEUM PERSONAL SERVICES CONTRACT](#)

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## MEMORANDUM

**SUBJECT: Fort Dalles Museum Surgeon's Quarters**

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**TO: BOARD OF COUNTY COMMISSIONERS**

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**FROM: KATHY WHITE**

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**DATE: 4.4.2018**

### **BACKGROUND INFORMATION:**

Since the 3.21.2018 approval of the Personal Services Contract for work to be done at the Fort Dalles Museum Surgeon's Quarters, the contractor has identified a superior product and modified his scope of work accordingly. In addition, the Contractor has requested partial payment at the outset of the project with final payment to be made upon completion; language in section 3 has been revised to reflect that change. The Museum President has approved this change.

## **PERSONAL SERVICES CONTRACT**

This Contract is by and between Wasco County (“**COUNTY**”) and Steve Stroud (“**CONTRACTOR**”), for the performance of painting and associated services as set forth in the Scope of Work attached as Exhibit A.

### **A. RECITALS**

COUNTY has the need for the services of a person or entity with particular training ability, knowledge and experience as possessed by CONTRACTOR. COUNTY has determined that CONTRACTOR is qualified and capable of performing the professional services as COUNTY requires, under the terms and conditions set forth.

### **B. CONTRACT EXHIBITS**

The following exhibits are 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 August 31, 2018, and may be extended for additional periods of time upon mutual agreement of both parties.

#### **2. Scope of Work**

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

#### **3. Compensation**

3.1 Payment. CONTRACTOR shall complete the Scope of Work as defined above for not to exceed \$27,500.00.

3.2 Payments. COUNTY shall pay a Material and mobilization payment of \$11,000.00 following execution of contract with a retainage of \$16,500.00 payable following COUNTY’S approval of CONTRACTOR’S invoice to

COUNTY but only after COUNTY has determined that CONTRACTOR has completed, and COUNTY has accepted, all Services required under this Contract.

**4. CONTRACTOR Is an Independent Contractor**

CONTRACTOR 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 CONTRACTOR’s completed work, COUNTY cannot and will not control the means and manner of CONTRACTOR’s performance. CONTRACTOR is responsible for determining the appropriate means and manner of performing work. CONTRACTOR is responsible for all federal and state taxes applicable to compensation and payment paid to CONTRACTOR under the Contract and will not have any amounts withheld by COUNTY to cover CONTRACTOR’s tax obligations. CONTRACTOR 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: Tyler Stone  
Wasco County  
511 Washington Street, Suite 101  
The Dalles, OR 97058

CONTRACTOR: Steve Stroud  
3004 E 12th St  
The Dalles, OR 97058-4024

**6. Indemnification**

To the extent permitted by applicable law, CONTRACTOR 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 CONTRACTOR, including but not limited to the activities of CONTRACTOR or its officers, employees, agents or subcontractors under this Agreement. CONTRACTOR 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, CONTRACTOR shall maintain, at its own expense, Professional Liability Insurance covering any damage caused by error, omission or negligent act related to the CONTRACTOR'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 8.1 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 CONTRACTOR 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 CONTRACTOR 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, CONTRACTOR shall furnish COUNTY with executed copies of such policies of insurance. CONTRACTOR 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**

- 8.1 CONTRACTOR, its subcontractors, if any, and all employers working under this Contract are subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all subject workers.
- 8.2 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 Oregon 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**

CONTRACTOR 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. CONTRACTOR 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**

CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR, and it is agreed by the parties that such documents are works made for hire. CONTRACTOR 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 CONTRACTOR. Upon termination under this paragraph, CONTRACTOR 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 CONTRACTOR. Pursuant to this paragraph, CONTRACTOR shall submit an itemized invoice for all unreimbursed Contract work completed before termination and all Contract closeout costs actually incurred by CONTRACTOR. COUNTY shall not be liable for any costs invoiced later than thirty (30) days after termination unless CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR to provide the services required by this Contract is for any reason denied, revoked, or not renewed.

#### **14. Termination for Default**

Either COUNTY or CONTRACTOR 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 ten (10) 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 CONTRACTOR fails to perform in the manner called for in this Contract or if CONTRACTOR 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 CONTRACTOR setting forth the manner in which CONTRACTOR is in default. CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR, COUNTY also shall be entitled to any other equitable and legal remedies that are available.
- 15.3 If COUNTY breaches this Contract, CONTRACTOR's remedy shall be limited to termination of the Contract and receipt of Contract payments to which CONTRACTOR 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, CONTRACTOR shall immediately cease all activities related to the services and work under this Contract. As directed by COUNTY, CONTRACTOR 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, CONTRACTOR 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 CONTRACTOR 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**

CONTRACTOR shall comply with all state and local laws, regulations, executive orders and ordinances applicable to this Contract or to the delivery of services hereunder. Without limiting the generality of the foregoing, CONTRACTOR expressly agrees to comply with the following laws, regulations and executive orders to the extent they are applicable to this Contract: a) All applicable licensure requirements; and d) ORS 659A.400 to 659A.409, ORS 659A.145, and all regulations and administrative rules established pursuant to those laws. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to this Contract and required by law to be so incorporated.

**19. Experience, Capabilities and Resources**

By execution of this Contract, the CONTRACTOR agrees that: CONTRACTOR has the skill, legal capacity, and professional ability necessary to perform all the services required under this Contract. CONTRACTOR 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 CONTRACTOR 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 CONTRACTOR'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, CONTRACTOR shall retain all pertinent records for not less than three years or until all litigation is resolved, whichever is longer. CONTRACTOR shall provide full access to these records to COUNTY, and its duly authorized representatives in preparation for and during litigation.

**22. Representations and Warranties**

CONTRACTOR represents and warrants to COUNTY that (1) CONTRACTOR 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 CONTRACTOR enforceable in accordance with its terms, (3) CONTRACTOR 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**

CONTRACTOR 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 CONTRACTOR from establishing a claim or defense in an adjudicatory proceeding. CONTRACTOR shall require similar agreements from COUNTY's and/or CONTRACTOR's subCONTRACTORS to maintain the confidentiality of information of COUNTY.

**26. Force Majeure**

CONTRACTOR 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 CONTRACTOR of the same or any other provision. COUNTY's consent to or approval of any act by CONTRACTOR 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 CONTRACTOR, 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

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

\_\_\_\_\_  
STEVEN D. KRAMER  
Commission Chair

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

\_\_\_\_\_  
SCOTT C. HEGE  
Commission Vice-Chair

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

\_\_\_\_\_  
ROD L. RUNYON  
County Commissioner

CONTRACTOR

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

By: \_\_\_\_\_  
STEVE STROUD

Title: \_\_\_\_\_

Address: 3004 E. 12<sup>th</sup> St., The Dalles, OR 97058

Tax Id. No. \_\_\_\_\_

Contractor's License # \_\_\_\_\_

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

\_\_\_\_\_  
KRISTEN A. CAMPBELL  
Wasco County Counsel

STELE STROUD PAINTING

CCP# 152574

PHONE (541) 980-1009

3004 E 12TH SE

THE DALLES, OR 97058

Contractors Invoice

WORK PERFORMED AT:

TO: FORT DALLES MUSEUM  
500 WEST 15TH  
THE DALLES, OR 97058

SAME

DATE: 3/29/18

YOUR WORK ORDER NO.: EXTERIOR CLEAR FINISH

OUR BID NO.

DESCRIPTION OF WORK PERFORMED

A) Prep work: 1) Spray wood cleaner on siding and apply a light scrub to remove dirt and grime  
2) After cleaner is used wash building with a light wash of water. (GARDEN HOSE AND NOZZLE)

B) TOP COAT: 1) Apply several coats of water based clear stain on all wood surfaces.  
2) Continue process until the wood is saturated.  
3) The process of clear stain application is spray and back brush.

C) PAINT FINISH: 1) Prime and paint all window sash (window sash) using Sherwin Williams Duration Acrylic Latex paint.

D) CLEAN-UP: 1) Clean-up all areas around the structure during and after the work.

MATERIAL AND LABOR

\$27,500<sup>00</sup>-

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of \_\_\_\_\_

Dollars (\$ \_\_\_\_\_).

This is a  Partial  Full invoice due and payable by:

Month

Day

Year

in accordance with our  Agreement  Proposal

No. \_\_\_\_\_

Dated \_\_\_\_\_

Month

Day

Year



## AGENDA ITEM

**National Scenic Area**

**Land Use and Development Ordinance Revisions**

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[STAFF MEMO](#)

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[STAFF SUMMARY](#)

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[STAFF REPORT](#)

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[EDITS](#)

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[PLANNING COMMISSION RECOMMENDATIONS/BOARD OPTIONS](#)

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[ORDINANCE # 18-001](#)

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**Memo**

TO: Wasco County Board of County Commissioners

FROM: Will Smith, Senior Planner; Riley Marcus, Associate Planner

DATE: April 4, 2018 Board of Commissioners Meeting

SUBJECT: NSA LUDO Updates

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In February of 2016, the Columbia River Gorge Commission adopted revisions to their Management Plan. This was in response to an Oregon Court of Appeals' decision after a previous Management Plan update went through litigation. These revisions included mandatory changes to the General Management Area guidelines as well as mandatory changes to the Special Management Area guidelines that the U.S. Forest Service had already adopted.

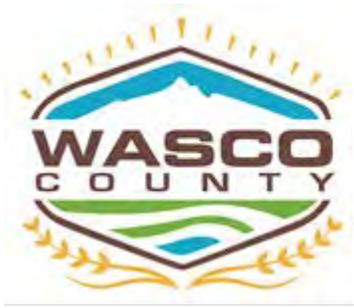
These revisions were transmitted to all six National Scenic Area counties in July of 2017, requiring adoption into each local National Scenic Area (NSA) land use ordinance. Wasco County Planning staff received the amendments and incorporated them into the Wasco County NSA Land Use and Development Ordinance (LUDO) for your review. Wasco County Planning staff has also taken this opportunity to update the NSA LUDO with minor formatting and grammatical edits.

On October 19, 2017 staff brought suggested edits to the Planning Commission, who reviewed, edited, and recommended Board approval. The Wasco County Board of County Commissioners reviewed and edited these updates as well, on December 6, 2017, and approved the changes on December 20, 2017. When the suggested edits were submitted to the Gorge Commission staff to review, some inconsistencies were identified between Wasco County's suggested edits and the NSA Management Plan. These inconsistencies have been addressed with these updated revisions. These new edits were presented to the Planning Commission on March 6, 2018 where a recommendation for approval was made.

If the Board of County Commissioners approves staff's updated revisions based on these mandatory changes to our ordinance, staff will then submit the revised NSA ordinance to the Gorge Commission for approval. The final step will be approval of the ordinance by the U.S. Secretary of Agriculture, or his designee.

The intent of these changes is to clarify some of the processes used to protect Scenic, Cultural, Natural, and Recreational resources in the Gorge. Anticipated impacts include slightly longer staff reports for some proposed developments and may require additional information for application completeness when a natural or cultural resource is present.

We look forward to meeting with you and are happy to answer any questions in anticipation of the meeting. Please feel free to schedule office hours or reach out to us by phone/email.



## SUMMARY OF INFORMATION

### Prepared for Board of County Commissioners Hearing

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<b>File Number:</b>	PLALEG-17-10-0001
<b>Request:</b>	<u>Amend the Wasco County National Scenic Area Land Use and Development Ordinance (WC NSA LUDO)</u> <ol style="list-style-type: none"><li>1. Add the definition of "Adversely Affect" from the Management Plan into the WC NSA LUDO.</li><li>2. Adopt SMA language into the GMA sections of the WC NSA LUDO ensuring no adverse cumulative effects for natural resources.</li><li>3. Adopt new language into the WC NSA LUDO from the Management Plan regarding requiring a reconnaissance survey if any element of any land use application requires a reconnaissance survey.</li><li>4. Correct grammatical, formatting and spelling errors within the WC NSA LUDO.</li></ol>
<b>Prepared By:</b>	Will Smith, Senior Planner; Riley Marcus, Associate Planner, on behalf of the Wasco County Planning Commission
<b>Prepared For:</b>	Wasco County Board of Commissioners
<b>Board of County Commissioners Hearing Date:</b>	April 4, 2018
<b>Procedure Type:</b>	Legislative
<b>Applicant:</b>	Wasco County
<b>Owners &amp; Location:</b>	Amendments may affect development for all zones inside the Columbia River Gorge National Scenic Area within Wasco County.
<b>Planning Commission Recommendation:</b>	Recommend approval of the WC NSA LUDO amendments to the Wasco County Board of County Commissioners and the Gorge Commission, with the findings in Planning Commission report PLALEG-17-10-0001 and the additional edits suggested by the Planning Commission.

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**Attachments:**

- A. Planning Commission Recommendation & Board Options
- B. Staff Report
- C. Proposed Ordinance Text Amendments

## ATTACHMENT B – STAFF REPORT

### Amendments to the Wasco County National Scenic Area Land Use and Development Ordinance PLALEG-17-10-0001

<b>Request:</b>	<u>Amend the Wasco County National Scenic Area Land Use and Development Ordinance (WC NSA LUDO)</u> <ol style="list-style-type: none"><li>1. Add the definition of “Adversely Affect” from the Management Plan into the WC NSA LUDO.</li><li>2. Adopt SMA language into the GMA sections of the WC NSA LUDO ensuring no adverse cumulative effects for natural resources.</li><li>3. Adopt new language into the WC NSA LUDO from the Management Plan regarding requiring a reconnaissance survey if any element of any land use application requires a reconnaissance survey.</li><li>4. Correct grammatical, formatting and spelling errors within the WC NSA LUDO.</li></ol>
<b>Prepared by:</b>	Will Smith, Senior Planner
<b>Prepared for:</b>	Wasco County Board of County Commissioners
<b>Applicant:</b>	Wasco County Planning Department
<b>Staff Recommendation:</b>	Approval of the Wasco County Planning Commission recommendation to adopt the proposed amendments of the WC NSA LUDO.
<b>Board of County Commissioners</b>	
<b>Hearing Date:</b>	April 4, 2018
<b>Procedure Type:</b>	Legislative
<b>Attachments:</b>	- Attachment C: WC NSA LUDO Proposed Changes (Strikes and Underlines)

#### I. APPLICABLE CRITERIA

##### B. Wasco County National Scenic Area Land Use & Development Ordinance (WC NSA LUDO)

###### Chapter 9 – Zone Change, Ordinance Amendment and Revision of Urban Area Boundaries

- Section 9.050 Conditions Relative to the Approval of a Zone Change
- Section 9.060 Amendments to the Zoning Ordinance
- Section 9.070 Recommendation on Zone Change or Amendment to the Land Use and

	Development Ordinance
Section 9.080	Notice of Planning Commission Recommendation
Section 9.090	Action By County Governing Body
Section 9.100	Action by the Gorge Commission

## II. SUBMITTED COMMENTS

As of March 13, 2018 the Wasco County Planning Department has received no comments about the proposed revisions.

## III. PUBLIC INVOLVEMENT

In addition to the hearings associated with this legislative process, which allows for public testimony and the ability to provide written comment, Wasco County has included the following measures to ensure the process is open to the public.

### A. Newspaper Notification

#### Initial Edits

##### Planning Commission Hearing:

The notice for Planning Commission Hearing #1 was published in The Dalles Chronicle on September 15, 2017, more than 15 days prior to the October 19, 2017 hearing date.

##### Board of County Commissioners Hearings:

The notice for Board of County Commission Hearing #1 was published in The Dalles Chronicle on November 21, 2017, more than 10 days prior to the December 6 and December 20, 2017 hearing date.

#### Revised Edits

##### Planning Commission Hearing:

The notice for Planning Commission Hearing #1 was published in The Dalles Chronicle on February 13, 2018, more than 15 days prior to the March 6, 2018 hearing date.

##### Board of County Commissioners Hearings:

The notice for Board of County Commission Hearing #1 was published in The Dalles Chronicle on March 20, 2018, more than 10 days prior to the April 4 and April 18, 2018 hearing dates.

### B. Information Available on Website

The information regarding the proposed amendments was placed on the Wasco County Planning & Development Department Website (<http://co.wasco.or.us/departments/planning/index.php>) on October 12, 2017. If updates are made following each hearing, the webpage will be updated to reflect such changes. At the time of this document, the following information was available:

- A listing of the hearing dates, times and locations.
- The drafts of the proposed amendments
- Staff report describing the process and changes
- A way to submit comments via email

#### IV. FINDINGS

##### A. WC NSA LUDO CRITERIA

###### 1. Chapter 9 – Zone Change, Ordinance Amendment and Revision of Urban Area Boundaries

###### ***SECTION 9.050 Conditions Relative to the Approval of a Zone Change***

**FINDING:** The request is not for a zone change therefore this section does not apply. It is included in this report due to requirements in Section 9.060.

###### ***SECTION 9.060 Amendments to the Zoning Ordinance***

*Amendments to this Ordinance may be initiated as follows:*

*(\*\*\*)*

*D. By request of the Director of Planning or the District Attorney to conform the Ordinance to changes in the State Law;*

*E. Any Ordinance amendment that will require an amendment to the Management Plan shall first be reviewed by the Gorge Commission and concurred upon by the Secretary of Agriculture pursuant to those procedures set out in Section 9.100, Amendment to the Management Plan. Upon amendment of the Management Plan, the application shall be reviewed by the County, pursuant to those procedures set out in Sections 9.050, 9.060, 9.070, 9.080 and 9.090 of this ordinance.*

**FINDING:** The Director of Planning for Wasco County is requesting that these changes be made to the WC NSA LUDO to conform to the Oregon Court of Appeals decision in *Friends of the Columbia Gorge v. Columbia River Gorge Commission*, issued in 2012. These ordinance revisions required an amendment of the Management Plan. These changes were adopted on February 9, 2016 by the Gorge Commission, and thence adopted by the U.S. Secretary of Agriculture designee on August 4, 2016.

On September 6, 2017 the Wasco County Board of County Commissioners (BOCC) unanimously approved staff's request to initiate the amending of the WC NSA LUDO. On September 7, 2017, Staff conveyed that information to the Gorge Commission with a letter indicating the County's intent to be consistent with the transmitted revisions and to adopt them within 270 days.

Requirements in Section 9.050 are addressed above; Sections 9.070, 9.080, and 9.090 are addressed below. Staff finds that this request complies with Section 9.060.D. and E.

*(\*\*\*)*

###### ***SECTION 9.070 Recommendation on Zone Change or Amendment to the Land Use and Development Ordinance***

*After the hearing, the Approving Authority shall recommend that the proposed zone change or amendment to the Zoning Ordinance be granted or denied. The Planning*

*Director or his/her assistants shall reduce to writing the Planning Commission's recommendations together with a brief statement of the facts and reasons upon which such recommendation is based.*

**FINDING:** This criterion in Section 9.070 was met.

- The Planning Commission conducted a legally notified hearing on March 6, 2018 at 3:00 pm at the Wasco County Planning Department Conference Room, 2705 East Second Street, The Dalles, Oregon. Staff will present their report and those in the audience will have the opportunity to provide testimony.
- Following this, or any further hearings if necessary, criterion c. will be adhered to in two ways. The first will be in the form of a notice of the Planning Commission recommendation to all persons who provided written comments or testified at either hearing and all affected agencies. This notice will include a very brief statement indicating the recommendation.
- Should anyone wish to find a more detailed statement of facts this report will be available on the Wasco County website before and after each hearing and upon request at the Wasco County Planning Department. This report will transform throughout the process according to the following:
  - At the Planning Commission hearing(s) the first draft of this report which includes all of the facts and reasons to support the decision is the Staff Report.
  - At the Board of County Commissioner's hearing the Staff Report becomes the Planning Commission Report and includes any additional facts and reasons to the support the decision made by the Planning Commission.
  - A final version which is the Board of County Commissioner's Report includes any additional facts and reasons to support the decision made by the Board of County Commissioner's.

***SECTION 9.080 Notice of Planning Commission Recommendation***

*Within ten (10) days of the Planning Commission hearing, the Director of Planning or his/ her assistants shall give notice thereof to any persons who signed in and testified at the hearing and to such other persons as may have requested the same in writing.*

**FINDING:** This Criterion in Section 9.080 was met.

- No persons or agencies, or their representatives, submitted written testimony or provided oral testimony at the Planning Commission hearing or requested to receive notification of the action of the Planning Commission. A notice of the vote of the Planning Commission was signed by the Planning Director on behalf of the Chair of the Planning Commission on March 13, 2018.

***SECTION 9.090 Action by County Governing Body***

*Upon receipt of the Commission report, the County Governing Body shall take such action as may appear appropriate to that body, or as it feels the public interest requires, provided that in no*

*event shall the County Court act until at least twenty (20) days after the Notice of Planning Commission Recommendation has been mailed.*

**FINDING:** This Criterion in Section 9.090 was met.

- A hearing on this matter with the Wasco County Board of County Commissioners is scheduled for April 4, 2018. The Planning Commission met on this matter on March 6, 2018, more than 20 days prior to the scheduled Board of County Commissioners meeting on this report. No persons or agencies, or their representatives submitted testimony at this hearing, nor requested to be notified in writing regarding this decision, and no mailing of the Notice of Planning Commission Recommendation was required per Section 9.080. Notice of Planning Commission Recommendation was signed on March 13, 2018.

***SECTION 9.100 Action by the Gorge Commission***

*The Columbia River Gorge Scenic Area Act governs the process for counties to adopt land use ordinances consistent with the management plan. The following is a summary of 16 U.S.C. § 544e (7)(b):*

*All ordinance amendments shall require review by the Gorge Commission, and approval, before the ordinance amendments can be implemented.*

*Upon receipt of the final order of the Ordinance amendment by the County Court, the Gorge Commission shall schedule a hearing on the matter and take such action as may appear appropriate to that body.*

*Within ninety (90) days after receipt of the final order by the County Court of the ordinance amendments, the Gorge Commission, by majority vote including at least three members from each State, shall approve the ordinance amendments, unless the Gorge Commission determines the ordinance amendments are inconsistent with the Management Plan for the Columbia River Gorge National Scenic Area.*

*Should the Gorge Commission fail to act within ninety (90) days, the ordinance amendments shall be deemed to be approved.*

*The commission shall submit amendments to the Special Management Area ordinance to the Secretary of Agriculture. If the Secretary fails to act within ninety (90) days the Secretary shall be deemed to have concurred on the Special Management Area ordinance amendments.*

**FINDING:** This criterion in Section 9.100 will be met.

- After the Wasco County Board of County Commissioners meets on this matter on April 4 and April 18, 2018, and upon receipt of the final order of the Ordinance amendment by the Board, the Gorge Commission shall schedule a hearing on the matter and take such action as may appear appropriate to that body.

# Attachment C

## Proposed Ordinance Text Amendments

**SECTION 1.200 Definitions**

For the purpose of this Ordinance, certain words and terms are defined as follows: Words used in the present tense include the future; words in the singular number include the plural, and words in the plural include the singular.

**Abandoned WECS** - A WECS that does not generate energy during a period of twelve (12) consecutive months for reasons other than lack of wind, lack of demand for the electricity produced, repair, or modernization.

**Accepted Agricultural Practice** - A mode of operation that is common to farms or ranches of similar nature, necessary for the operation of such farms or ranches to obtain a profit in money and customarily utilized in conjunction with agricultural use.

**Access** - A way or means of approach to provide pedestrian, bicycle, and/or motor vehicular entrances or exits to a property. Includes driveways and private accesses.

**Access easement** - An easement recorded for the purpose of providing vehicle, bicycle, and/or pedestrian access from a public or private road to a parcel across intervening property under separate ownership from the parcel being provided access. See Private Easement Road.

**Accessory structure/building** - A structure or detached building whose use is incidental and subordinate to that of the main use of the property, and that is located on the same parcel as the main building or use. The term "detached" means that the main building and accessory building do not share a common wall. An accessory building connected to the main building by a breezeway is a detached building.

**Accessory Use** - A use customarily incidental and subordinate to the primary use and located on the same legal parcel.

**Active Wildlife Site** - A wildlife site that has been used within the past 5 years by a sensitive wildlife species.

**Addition** - An extension or increase in the area or height of an existing building.

**Adversely affect or Adversely affecting** - A reasonable likelihood of more than moderate adverse consequences ~~for~~ the scenic, cultural, recreation or natural resources of the scenic area, the determination of which is based on-

- (1) The context of a proposed action;
- (2) The intensity of a proposed action, including the magnitude and duration of an impact and the likelihood of its occurrence;
- (3) The relationship between a proposed action and other similar actions which are individually insignificant but which may have cumulatively significant impacts; and
- (4) ~~And provided~~ mitigation measures which the proponent of an action will implement as part of the proposal to reduce otherwise significant effects to an insignificant level.

**Comment [WS1]:** Changed to exactly match definition as written in the Act. Previous submittal from Gorge Commission had some differences.

similar drainage and erosion control features employed for the duration of the use; and the location of storage, processing and equipment areas employed for the duration of the use;

- b. Cross-sectional drawings of the site showing pre-mining and post-mining grades;
  - c. Descriptions of the proposed use, in terms of estimated quantity and type of material removed, estimated duration of the use, and processing activities;
  - d. A landscaping plan providing for revegetation consistent with the vegetation patterns of the subject landscape setting, indicating the species, number, size and location of plantings for the final reclaimed grade, as well as a description of irrigation provisions or other measures necessary to ensure the survival of plantings.
  - e. Descriptions of drainage/erosion control features to be employed for the duration of the use.
2. All reclamation plans for new quarries or expansion of existing quarries shall be sent to the Oregon Department of Geological and Mineral Industries (DOGAMI) for review and comment. DOGAMI shall have 30 calendar days from the date a reclamation plan is mailed to submit written comments on the proposal. DOGAMI comments shall address the following:
- a. whether the proposed mining is subject to state reclamation permit requirements;
  - b. if subject to state jurisdiction, whether an application has been received for a state reclamation permit and, if so, the current status of the application; and
  - c. for uses subject to state jurisdiction, any issues or concerns regarding consistency with state reclamation requirements, or any suggested modifications to comply with state reclamation requirements.

The County may request technical assistance from DOGAMI and other State Agencies on reclamation plans for proposed mining not within the state agency's jurisdiction.

**B. Mineral and Aggregate Operations Visible from Key Viewing Areas**

1. For proposed mining and associated activities on lands visible from Key Viewing Areas applicants shall submit perspective drawings of the proposed mining areas as seen from applicable Key Viewing Areas.
2. Expansion of existing quarries and new production and/or development of mineral resources proposed on sites more than three miles from the nearest Key Viewing Areas from which it is visible may be allowed upon a demonstration that:

A. ~~The~~ The site plan requirements for such proposals that are pursuant to this chapter have been met.

B. The area to be mined and the area to be used for primary processing, equipment storage,

~~stockpiling, etc. associated with the use would be visually subordinate as seen from any key viewing areas.~~

~~C. aA~~ reclamation plan to restore the site to a natural appearance that blends with and emulates surrounding landforms to the maximum extent practicable has been approved. ~~At a minimum the reclamation plan shall comply with Sections 10.300.A.1 and 10.300.A.2 above.~~

~~D. and the area to be mined and the area to be used for primary processing, equipment storage, stockpiling, etc., associated with the use would be visually subordinate in the GMA as seen from any Key Viewing areas. A written report on a determination of visual subordination has been completed, with~~ based on findings addressing the extent of visibility of proposed mining activities from Key Viewing Areas, including:

- ~~a1.~~ a list of Key Viewing Areas from which exposed mining surfaces (and associated facilities/ activities) would be visible;
- ~~2b.~~ an estimate of the surface area of exposed mining surfaces which would be visible from those Key Viewing Areas;
- ~~3c.~~ the distance from those Key Viewing Areas and the linear distance along those Key Viewing Areas from which proposed mining surfaces are visible;
- ~~4d.~~ the slope and aspect of mining surfaces relative to those portions of Key Viewing Areas from which they are visible;
- ~~5e.~~ the degree to which potentially visible mining surfaces are screened from Key Viewing Areas by existing vegetation, including winter screening and considerations;
- ~~6f.~~ The degree to which potentially visible mining surfaces would be screened by new plantings, berms, etc., and approximate time frames to achieve such results, including winter screening considerations.

**Comment [WS2]:** Exactly matches management plan, renumbered, numbered. Previous update left section out.

- 3. An interim time period to achieve compliance with visual subordination requirements in the GMA, for expansion of existing quarries and development of new quarries located more than three miles from the nearest visible Key Viewing Area shall be established prior to approval. The interim time period shall be based on site-specific topographic and visual conditions, but shall not exceed three years beyond the date of approval.
- 4. New production and/or development of mineral resources on sites less than 3 miles from the nearest Key Viewing Area may be allowed upon a demonstration that the area to be mined and the area used for primary processing, equipment storage, stockpiling, etc., associated with the use would be fully screened from any Key Viewing Area as described in 5 below. The applicant shall also meet the requirements of B(2) above.
- 5. An interim time period to achieve compliance with full screening requirements for new quarries located less than three miles from the nearest visible Key Viewing Area shall be established prior

**Section 14.500 Cultural Resources (GMA Only)**

**A. Purpose:**

1. Protect and enhance cultural resources.
2. Ensure that proposed development and uses do not have an adverse effect on significant cultural resources.

**B. Applicability of the Cultural Resource Reconnaissance and Historic Survey Requirements**

1. The reconnaissance survey standards of C, Cultural Resource Reconnaissance and Historic Survey, apply until a cultural resource survey of the General Management Areas is complete.

a. Each proposed use or element of a proposed use within an application shall be evaluated independently to determine whether a reconnaissance survey is required; for example, an application that proposes a land division and a new dwelling would require a reconnaissance survey if a survey would be required for the dwelling.

**Comment [WS3]:** Was included in original submittal, left out of previous strikes and underlines copy, but discussed in presentation.

**ba.** A reconnaissance survey shall be required for all proposed uses, except:

- (1) The modification, expansion, replacement, or reconstruction of existing buildings and structures.
- (2) Proposed uses that would not disturb the ground, including:
  - (a) land divisions and lot-line adjustments/replats;
  - (b) storage sheds that do not require a foundation;
  - (c) low-intensity recreation uses, such as fishing, hunting, and hiking;
  - (d) installation of surface chemical toilets;
  - (e) hand treatment of brush within established rights-of-way; and
  - (f) new uses of existing structures.
- (3) Proposed uses that involve minor ground disturbance, as defined by depth and extent, including:
  - (a) repair and maintenance of lawfully constructed and serviceable structures;
  - (b) home gardens;

- (c) live-stock grazing;
- (d) cultivation that employs minimum tillage techniques, such as replanting pastures using a grassland drill;
- (e) construction of fences;
- (f) new utility poles that are installed using an auger, post-hole digger, or similar implement; and
- (g) placement of mobile homes where septic systems and underground facilities are not involved.

The Gorge Commission will review all land use applications and determine if proposed uses would have a minor ground disturbance.

- (4) Proposed uses that occur on sites that have been disturbed by human activities, provided the proposed uses do not exceed depth and extent of existing ground disturbance.
  - (a) To qualify for this exception, a project applicant must demonstrate that land disturbing activities occurred in the project area.
  - (b) Land disturbing activities include grading and cultivation.
- (5) Proposed uses that would occur on sites that have been adequately surveyed in the past.
  - (a) The project applicant must demonstrate that the project area has been adequately surveyed to qualify for this exception.
  - (b) Past surveys must have been conducted by a qualified professional and must include a surface survey and subsurface testing.
  - (c) The nature and extent of any cultural resources in the project area must be adequately documented.
- (6) Proposed uses occurring in areas that have a low probability of containing cultural resources, except:
  - (a) residential development that involves two or more new dwellings for the same project applicant;
  - (b) recreation facilities that contain parking areas for more than 10 cars, overnight camping facilities, boat ramps, and visitor information and

environmental education facilities;

- (c) public transportation facilities that are outside improved rights-of-way;
- (d) electric facilities, lines, equipment, and appurtenances that are 33 kilovolts or greater; and
- (e) communications, water and sewer, and natural gas transmission (as opposed to distribution) lines, pipes, equipment, and appurtenances.

Areas that have a low probability of containing cultural resources will be identified using the results of reconnaissance surveys conducted by the Gorge Commission, the U.S. Forest Service, public agencies, and private archaeologists.

cb. A reconnaissance survey shall be required for all proposed uses within 500 feet of a known cultural resource, including those listed above in (a)(1) through (6). The location of known cultural resources are shown in the cultural resource inventory.

d. The Gorge Commission may choose to conduct a reconnaissance survey for proposed uses listed in the exceptions if, in its professional judgement, a reconnaissance survey may be necessary to ensure protection of cultural resources.

2. A historic survey shall be required for all proposed uses that would alter the exterior architectural appearance of buildings and structures that are 50 years old or older, or compromise features of the surrounding area that are important in defining the historic or architectural character of the buildings or structures that are 50 years old or older.
3. The Gorge Commission will conduct and pay for all reconnaissance and historic surveys for small-scale uses in the General Management Area.
  - a. When archaeological resources or traditional cultural properties are discovered, the Gorge Commission also will identify the approximate boundaries of the resource or property and delineate a reasonable buffer zone.
  - b. Reconnaissance surveys and buffer zone delineations for large-scale uses shall be the responsibility of the project applicant.
  - c. The Gorge Commission will conduct and pay for evaluations of significance and mitigation plans for cultural resources that are discovered during construction, subsection G, for small and large-scale uses in the General Management Area.
  - d. For this Ordinance, large-scale uses include development involving:
    - (1) two or more new residential dwellings;

- (2) Published guidelines regarding the protection and management of the affected wildlife species. Examples include: tThe Oregon Department of Forestry has prepared technical papers that include management guidelines for osprey and great blue heron; the Washington Department of Wildlife has prepared similar guidelines for a variety of species, including the western pond turtle, the peregrine falcon, and the Larch Mountain salamander (Rodrick and Milner 1991).
  - (3) Physical characteristics of the subject parcel and vicinity, including topography and vegetation.
  - (4) Historic, current, and proposed uses in the vicinity of the sensitive wildlife area or site.
  - (5) Existing condition of the wildlife area or site and the surrounding habitat and the useful life of the area or site.
- d. The wildlife protection process may terminate if the County, in consultation with the state wildlife agency, determines:
- (1) The sensitive wildlife area or site is not active, or
  - (2) The proposed use would not compromise the integrity of the wildlife area or site or occur during the time of the year when wildlife species are sensitive to disturbance.
- e. If the County, in consultation with the State wildlife agency, determines that the proposed use would have only minor effects on the wildlife area or site that could be eliminated through mitigation measures recommended by the state wildlife biologist, or by simply modifying the site plan or regulating the timing of new uses:
- (1) A letter shall be sent to the project applicant that describes the effects and measures needed to eliminate them.
  - (2) If the project applicant accepts these recommendations, the County will incorporate them into its development review order, and
  - (3) The wildlife protection process may conclude.
- f. If the County, in consultation, with Oregon Department of Fish and Wildlife, determines that the proposed use would adversely affect a sensitive wildlife area or site and the effects of the proposed use cannot be eliminated through site plan modifications or project timing, the project applicant shall prepare a wildlife management plan as specified in 5, Wildlife Management Plans.
- g. The County shall submit a copy of all field surveys and wildlife management plans to

Comment [WS4]: Added WA info back in as it was intended as an example of where to find info on species protection.

Oregon Department of Fish and Wildlife.

- (1) The state wildlife agency will have 20 days from the date that a field survey or management plan is mailed to submit written comments to the County Planning Office.
- (2) The county shall record and address any written comments submitted by the state wildlife agency in its development review order.
- (3) Based on the comments from the state wildlife agency, the County will make a final decision on whether the proposed use would be consistent with the wildlife policies and guidelines.

If the final decision contradicts the comments submitted by the state wildlife agency, the County shall justify how it reached an opposing conclusion.

- h. The County shall require the project applicant to revise the wildlife management plan to ensure that the proposed use would not adversely affect a sensitive wildlife area or site.
- 4i. Proposed uses within 1,000 feet of a sensitive wildlife area or site shall be evaluated for adverse effects, including cumulative effects, and adverse effects shall be prohibited.

Comment [WSS]: Matching MR, I-3-41

5. Site Plans and Field Surveys

- a. In addition to the information required for all site plans, site plans for uses within 1,000 feet of a sensitive wildlife area or site shall include a map prepared at a scale of 1 inch equals 100 feet (1:1,200), or a scale providing greater detail.
- b. A field survey to identify sensitive wildlife areas or sites shall be required for:
  - (1) Land divisions that create four or more parcels;
  - (2) Recreation facilities that contain parking areas for more than 10 cars, overnight camping facilities, boat ramps, and visitor information and environmental education facilities;
  - (3) Public transportation facilities that are outside improved rights-of-way;
  - (4) Electric facilities, lines, equipment, and appurtenances that are 33 kilovolts or greater; and
  - (5) Communications, water and sewer, and natural gas transmission (as opposed to distribution) lines, pipes, equipment, and appurtenances and other project related activities, except when all of their impacts will occur inside previously disturbed

- e. If a proposed use must be allowed within a sensitive plant buffer zone in accordance with Chapter 6, Variances the project applicant shall prepare a protection and rehabilitation plan that complies with the standards in (7) below, Protection and Rehabilitation Plans.
- f. The County shall submit a copy of all field surveys and protection and rehabilitation plans to the Oregon Natural Heritage Program.
  - (1) The state heritage program will have 20 days from the date that a field survey is mailed to submit written comments to the County.
  - (2) The County shall record and address any written comments submitted by the state heritage program in its development review order.
- g. Based on the comments from the State Heritage Program, the County will make a final decision on whether the proposed use would be consistent with the rare plant policies and guidelines. If the final decision contradicts the comments submitted by the state heritage program, the County shall justify how it reached an opposing conclusion.
- h4. Proposed uses within 1,000 feet of a sensitive plant shall be evaluated for adverse effects, including cumulative effects, and adverse effects shall be prohibited.

Comment [WS6]: Matching ME, I-3-41

5. Site Plans and Field Surveys

- a. In addition to the information required in all site plans, site plans for uses within 1,000 feet of a sensitive plant shall include a map prepared at a scale of 1 inch equals 100 feet (1:1,200), or a scale providing greater detail.
- b. A field survey to identify sensitive plants shall be required for:
  - (1) land divisions that create four or more parcels;
  - (2) recreation facilities that contain parking areas for more than 10 cars, overnight camping facilities, boat ramps, and visitor information and environmental education facilities;
  - (3) Public transportation facilities that are outside improved rights-of-way;
  - (4) electric facilities, lines, equipment, and appurtenances that are 33 kilovolts or greater; and
  - (5) communications, water and sewer, and natural gas transmission (as opposed to distribution) lines, pipes, equipment and appurtenances and other project related activities, except when all of their impacts will occur inside previously disturbed road, railroad or utility corridors, or existing developed utility sites, that are maintained annually.

demonstrate that the water system has adequate capacity to meet the facility's emergency fire suppression needs without adversely affecting the remainder of the water system with respect to fire suppression capabilities.

- (2) To provide access for fire-fighting equipment, access drives shall be constructed to a minimum of 12 feet in width and a maximum grade of 12 percent. Access drives shall be maintained to a level that is passable to fire-fighting equipment.
- D. For proposed trail or trailhead projects: compliance with applicable trail policies in the Management Plan.
- E. For proposed projects providing boating or windsurfing access to the Columbia River or its tributaries: compliance with applicable "River Access and Protection of Treaty Rights" objectives in the [Management Plan](#).
- F. For proposed projects on public lands or proposed projects providing access to the Columbia River or its tributaries shall comply with guidelines for protection of tribal treaty rights, as defined in [Sections 14.800](#) and [14.810](#), Indian Tribal Treaty Rights and Consultation.
- G. Proposed projects which include interpretation of natural or cultural resources shall demonstrate that the interpretive facilities will not adversely affect natural or cultural resources and that appropriate and necessary resource protection measures shall be employed.
- H. For proposed Recreation Intensity Class 4 projects (except for projects predominantly devoted to boat access), demonstration that the project accommodates provision of mass transportation access to the site. The number and size of the mass transportation facilities shall reflect the physical capacity of the site. This requirement may be waived upon a demonstration that providing such facilities would result in overuse of the site, either degrading the quality of the recreation experience or adversely affecting other resources at the site.

Comment [WS7]: Format matching MP.

#### Facility Design Standards for All Recreation Projects

1. Recreation facilities which are not resource-based in nature may be included at sites providing resource-based recreation uses consistent with the standards and criteria contained herein, as long as such facilities comprise no more than one-third of the total land area dedicated to recreation uses and/or facilities. Required landscaped buffers may be included in calculations of total land area dedicated to recreation uses and/or facilities.
2. The facility design standards contained herein are intended to apply to individual recreation facilities. For the purposes of these standards, a recreation facility is considered a cluster or grouping of recreational developments or improvements located in relatively close proximity to one another.

To be considered a separate facility from other developments or improvements within the same Recreation Intensity Class, recreation developments or improvements must be separated by at

## ATTACHMENT A – PLANNING COMMISSION RECOMMENDATION

The full Planning Commission recommendation (Staff Report) with all proposed findings of fact and conclusions of law is enclosed as **Attachment B** and was made available at the Wasco County Planning Department and Board of Commissioners Office for review one week prior to the April 4, 2018, hearing. The full staff report is made a part of the record. This summary does not supersede or alter any of the findings or conclusions in the Staff Report, but summarizes the results of the Planning Commission’s review and recommendation made March 6, 2018.

### **PLANNING COMMISSION RECOMMENDATION:**

**REQUEST:** Amend the Wasco County National Scenic Area Land Use and Development Ordinance (WC NSA LUDO)

1. Add the definition of “Adversely Affect” from the Management Plan into the WC NSA LUDO.
2. Adopt SMA language into the GMA sections of the WC NSA LUDO ensuring no adverse cumulative effects for natural resources.
3. Adopt new language into the WC NSA LUDO from the Management Plan regarding requiring a reconnaissance survey if any element of any land use application requires a reconnaissance survey.
4. Correct grammatical, formatting and spelling errors within the WC NSA LUDO.

**Recommendation:** Upheld the recommendation of the Director, and **recommend** approval of the WC NSA LUDO amendments to the Wasco County Board of County Commissioners and the Gorge Commission, with the findings in Planning Commission report PLALEG-17-10-0001 and the additional edit suggested by the Planning Commission to change “County Court” to “County Board of Commissioners”.

### **BOARD OPTIONS**

#### Continue:

- Based on testimony and evidence presented at the hearing, continue the hearing if necessary. Note: additional testimony may provide specific reasons to approve or deny.

#### Approval:

- Based upon all of the findings of fact, the Board may approve the request as recommended by the Planning Commission; or
- Based upon amended findings of fact, the Board may approve the request with amendments.

#### Denial:

- Based upon amended findings of fact, the Board may deny the request.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

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IN AND FOR THE COUNTY OF WASCO

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IN THE MATTER OF THE WASCO COUNTY PLANNING DEPARTMENT'S REQUEST TO APPROVE THE REVISED PROPOSED LEGISLATIVE AMENDMENTS TO UPDATE THE WASCO COUNTY NATIONAL SCENIC AREA LAND USE AND DEVELOPMENT ORDINANCE TO CREATE CONSISTENCY WITH UPDATES TO THE MANAGEMENT PLAN OF THE COLUMBIA RIVER GORGE NATIONAL SCENIC AREA AND MAKE OTHER AMENDMENTS APPROPRIATE FOR WASCO COUNTY (FILE NUMBER PLALEG-17-10-0001)

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**ORDINANCE #18-001**

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

WHEREAS, the Columbia River Gorge Commission adopted revisions to the Management Plan for the Columbia River Gorge National Scenic Area on February 9, 2016 and the Wasco County National Scenic Area Land Use and Development Ordinance is required to be consistent with the Management Plan for the Columbia River Gorge National Scenic Area. The Wasco County Planning Department therefore requested to initiate a legislative text amendment to the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with the Management Plan for the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County;

WHEREAS, The Wasco County Planning Department was directed by the Executive Director of the Columbia River Gorge Commission on July 20, 2017 in accordance with Sections 7(b) and 8(h) of the National Scenic Area Act and pursuant to Section 9.020(A) of the Wasco County Land Use & Development Ordinance to initiate a legislative text amendment to the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with the Management Plan for the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County; and

WHEREAS, That on September 15, 2017 the Wasco County Planning Department sent notification to all property owners in the unincorporated portion of Wasco County within the National Scenic Area of the Planning Commission hearing scheduled for October 19, 2017; and

WHEREAS, That on October 19, 2017, the Wasco County Planning Commission met to conduct a legally notified public hearing on the above matter. The Commission reviewed the record, heard the Staff recommendation and all relevant testimony from parties, deliberated and voted unanimously to elevate the request for a legislative amendment to the Wasco County National Scenic Area Land Use and Development Ordinance with a

**ORDINANCE 18-001:** Wasco County National Scenic Area Land Use and Development Ordinance

recommendation of approval to the Wasco County Board of County Commissioners with additional amendments; and

WHEREAS, That on December 6, 2017 at the hour of 10:55 a.m. in the Wasco County Courtroom, Room 302, of the Wasco County Courthouse, the Wasco County Board of County Commissioners met to conduct the first of two legally notified public hearings on the above matter. The Board of County Commissioners reviewed recommendations by the Wasco County Planning Commission, staff's presentation, and received testimony from the public. The meeting was continued to December 20, 2017 pursuant to Chapter 9 timeline requirements of legislative text amendments to the ordinance; and

WHEREAS, That on December 20, 2017 at the hour of 9:30 a.m. in the Wasco County Courtroom, Room 302, of the Wasco County Courthouse, the Wasco County Board of County Commissioners met to conduct the second of two legally notified public hearings on the above matter. The Board of County Commissioners again reviewed the ordinance updates, deliberated on this matter, and on a vote of 3-0 approved the recommendation by the Wasco County Planning Commission on the above matter and as laid out in the staff report and amended zoning ordinances; and

WHEREAS, That on February 5, 2018 the Wasco County Planning Department was informed of inconsistencies between the revised document and the Management Plan for the Columbia River Gorge National Scenic Area requiring a revisiting of the legislative text amendment to the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with the Management Plan for the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County; and

WHEREAS, That on February 13, 2018 the Wasco County Planning Department sent notification to all property owners in the unincorporated portion of Wasco County within the National Scenic Area of the Planning Commission hearing scheduled for March 6, 2018; and

WHEREAS, That on March 6, 2018, the Wasco County Planning Commission met to conduct a legally notified public hearing on the above matter. The Commission reviewed the record, heard the Staff recommendation and all relevant testimony from parties, deliberated and voted unanimously to elevate the request for a legislative amendment to the Wasco County National Scenic Area Land Use and Development Ordinance with a recommendation of approval to the Wasco County Board of County Commissioners with additional amendments; and

WHEREAS, That on April 4, 2018 at the hour of 9:30 a.m. in the Wasco County Courtroom, Room 302, of the Wasco County Courthouse, the Wasco County Board of County Commissioners met to conduct the first of two legally notified public hearings on the above matter. The Board of County Commissioners reviewed recommendations by the Wasco County Planning Commission, staff's presentation, and received testimony from the public. The meeting was continued to December 20, 2017 pursuant to Chapter 9 timeline requirements of legislative text amendments to the ordinance; and

WHEREAS, That on April 18, 2018 at the hour of 9:30 a.m. in the Wasco County Courtroom, Room 302, of the Wasco County Courthouse, the Wasco County Board of County Commissioners met to conduct the second of two

legally notified public hearings on the above matter. The Board of County Commissioners again reviewed the ordinance updates and deliberated on this matter. On a vote of 3-0 they approved the recommendation by the Wasco County Planning Commission on the above matter and as laid out in the staff report and amended zoning ordinances; and

NOW THEREFORE IT IS HEREBY ORDERED: That the request by the Wasco County Planning Department for a legislative text amendment to the National Scenic Area Land Use and Development Ordinance to create consistency with the Management Plan for the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County is hereby approved; and

WHEREAS, Pursuant to Section 9.090 of the Wasco County National Scenic Area Land Use and Development Ordinance and Sections 7(b) and 8(h) of the National Scenic Area Act, all General Management Plan Ordinance amendments shall require review and approval by the Gorge Commission before they can be implemented and all Special Management Area Ordinance amendments require concurrence by the US Secretary of Agriculture before they can be implemented. The Board of County Commissioners approved amendments are hereby transmitted to the Gorge Commission for their review of the General Management Area Ordinance amendments and the US Secretary of Agriculture’s review of the Special Management Area Ordinance amendments. If the General Management Area Ordinance amendments are approved by the Gorge Commission and the Special Management Area Ordinance amendments are concurred with by the US Secretary of Agriculture, the amendments will become effective on the date of concurrence by the US Secretary of Agriculture if later than the date of approval of the Gorge Commission.

DATED this 18<sup>th</sup> day of April, 2018.

**APPROVED AS TO FORM:**

**WASCO COUNTY BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
Kristen Campbell, County Counsel

\_\_\_\_\_  
Rod L. Runyon, Commission Chair

\_\_\_\_\_  
Steve D. Kramer, County Commissioner

\_\_\_\_\_  
Scott C. Hege, County Commissioner



## **AGENDA ITEM**

### **Gorge Built Hotel Development Tax Abatement**

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[STAFF MEMO](#)

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[CONSULTATION SUMMARY](#)

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[RESOLUTION 18-006 GBHD TAX ABATEMENT](#)

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[GBHD TAX ABATEMENT AGREEMENT](#)

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## AGENDA STAFF REPORT

### AGENDA LOCATION: Action Item

**MEETING DATE:** March 26, 2018

**TO:** Honorable Mayor and City Council

**FROM:** Matthew Klebes, Enterprise Zone Manager

**ISSUE:** Resolution 18-009 Approving an Enterprise Zone Tax Abatement Agreement Between The Sponsors Of The Dalles/Wasco County Enterprise Zone And GBHD, LLC

**BACKGROUND:** Wasco County and the City of The Dalles sponsor an Oregon Enterprise Zone in The Dalles. One of the tools available to an enterprise zone is to enter into an Extended Abatement (4-5 year) property tax exemption agreement with businesses that meet certain minimum and negotiated criteria. Minimum criteria include number of new hires, average compensation, and average wage.

Gorge Built Hotel Development (GBHD), LLC has applied for an Extended Enterprise Zone Agreement for 5 years. The company intends to invest roughly 19 million to construct a national brand hotel with over 100 rooms in Downtown The Dalles. This development would also include convention/meeting space, restaurant, and other amenities. Construction is set to begin in mid-2019 with estimated completion in late-2020. An estimated 85-100 new employees will be hired under this investment. This use is eligible under, "Special Cases" as a hotel, motel or destination resort.

Representatives from GBHD have met with staff to craft the agreement and resolution presented below incorporating guidelines from Resolution 17-026.

Under new legislative rules that went into effect October 6, 2017, key provisions of the agreement include; an increase in permanent employment by the greater of one new job or 10%; average annual compensation of 1.3 times the County average annual wage throughout the abatement; average annual wage that must be 100% or greater of the county average annual wage in the 4<sup>th</sup> and 5<sup>th</sup> year of the abatement; and a cash contribution to the zone sponsors in the 4<sup>th</sup> and 5<sup>th</sup> year of their abatement. This cash contribution will be computed as a percentage of the tax savings the applicant receives

following the chart established under Resolution No. 17-026.

The data source used to set the annual wage is the Employment and Wages by Industry (QCEW), from the Oregon Employment Department. The most recent data sets the annual wage at \$38,024.00. Annual compensation of 130% is \$49,431.00.

GBHD, LLC is a limited liability company registered in the State of Oregon.

**BUDGET IMPLICATIONS:** There are no budget impacts as this investment and resulting taxes were not budgeted for. The applicant will receive a tax abatement and will pay a cash contribution dependent on the final amount of taxes saved.

**COUNCIL ALTERNATIVES:**

1. *Staff recommendation: Move to adopt Resolution No. 18-005 approving an Extended Enterprise Zone Tax abatement agreement between the sponsors of The Dalles/Wasco County Enterprise Zone and GBHD, LLC pending approval by the Wasco County Board of Commissioners.*
2. Modify the proposed agreement and direct staff to bring such modifications to the applicant to continue negotiations and bring back to Council.
3. Decline to adopt the resolution at this time.

Enterprise Zone  
Pre-Authorization Consultation Summary

Gorge Built Hotel Development  
February 16, 2018

The pre-authorization checklist was reviewed and is attached to this consultation summary. In attendance were Michael Leash, principal of GBHD, LLC (Gorge Built Hotel Development) and Jill Amery, Assessor for Wasco County. GBHD is a limited liability company registered in the State of Oregon.

GBHD, LLC intends to build a hotel located at 200 Union Street, The Dalles, OR 97058. The project includes tax lot: 1N 13E 3BA 1500. The hotel will be a National Brand Hotel with 112 guest rooms. This use is eligible under, "Special Cases" as a hotel, motel, or destination resort.

The development is a mixed use hotel, fitness center, convention & meeting space, restaurant and bar, breakfast dining area, 8,000 sq. ft. of indoor meeting space, 7,000 sq. ft. of roof top terrace, indoor pool and whirlpool, health and wellness center, business center, market pantry and guest laundry room. It may also include rental space for a complimentary business like a winery, brewery or other food and beverage unit.

On February 13, 2018, GBHD, LLC submitted an Oregon Enterprise Zone Authorization Application for an extended abatement of 5 years. The developer anticipates an investment of 19 million dollars and the estimated total number of new employees to be hired for the development is 85-100.

Applicant is aware that with the development set for completion in Fall 2020 the first year of the abatement will be claimed in 2021 and continuing for the next 5 years if requirements are met. Applicant is also aware of the 130% annual *compensation* requirement and has affirmed that they will be able to meet this requirement. Applicant is also aware of the 100% annual *wage* requirement and affirmed that they will be able to meet this requirement. Applicant is also aware of the eligible uses at the development and how those uses are determined.

For the Extended abatement, in years 4 and 5, the applicant is agreeable to the, "Tax Savings and Cash Contribution" table detailed in Resolution No. 18-009 and will submit a cash contribution accordingly. Applicant expressed interest in possibly amending the cash contribution agreement if a community in-kind partnership of comparable value can be established and agreed to by the City of The Dalles and Wasco County.

Authorization Approval will be signed pending approval from the City of The Dalles City Council and Wasco County Board of Commissioners.

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Matthew B. Klebes, Enterprise Zone Manager



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF APPROVING AN ENTERPRISE ZONE TAX ABATEMENT AGREEMENT BETWEEN THE SPONSORS OF THE DALLES/WASCO COUNTY ENTERPRISE ZONE AND GORGE BUILT HOTEL DEVELOPMENT (GBHD), LLC

**RESOLUTION #18-006**

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

WHEREAS: The Oregon Legislative Assembly has adopted provisions of ORS 285C.050 to 285C.250 to provide tax incentives to certified business firms that invest in a qualifying facility located within a non-urban enterprise zone in a county with chronically low income or chronic unemployment; and

WHEREAS: the City of The Dalles and Wasco County jointly sponsor a non-urban enterprise zone known as The Dalles/Wasco County Enterprise Zone; and

WHEREAS: GBHD, LLC, proposes to make investments to construct a hotel located on real property inside The Dalles/Wasco County Enterprise Zone, which will increase full-time, permanent employment of the firm inside the Enterprise Zone by the greater of one new job or 10%, provide employment compensation on average at a rate of at least 1.3 times that of the County average annual wage by the first year of the abatement, and provide an annual average wage that is 100% or greater of the county average annual wage in the fourth and fifth year of the abatement; and

WHEREAS: to facilitate the investment in such a facility by Integrated GBHD, LLC within The Dalles/Wasco County Enterprise Zone, it is necessary for a written agreement between GBHD, LLC and the City of The Dalles and Wasco County to be executed, and for the governing bodies of the City and County to adopt a resolution approving the property tax exemption for GBHD, LLC; and

WHEREAS, County Resolution 17-013/City Resolution 17-026 established a general policy for any future “extended abatement” agreements with similar businesses that meet the qualifications for the tax exemption of the fourth and fifth years

*“In the fourth and fifth calendar years of the extended abatement period and prior to December 31 of those fourth and fifth years, a qualifying firm shall contribute to the Zone Sponsors a cash contribution calculated from the table below, which shall be split equally between the Zone Sponsors. The cash contributions will be used by the Zone Sponsors to support public infrastructure, economic development, and/or public services.”*

	Year 4 of Abatement	Year 5 of Abatement
Cash Contribution Owed	50% of tax savings	75% of tax savings

NOW, THEREFORE, THE WASCO COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES AS FOLLOWS:

*Section 1 Agreement Approved.* The Wasco County Board of Commissioners hereby approves an Enterprise Zone Tax Abatement Agreement between the City of The Dalles, Wasco County and GBHD, LLC.

*Section 2 Effective Date.* This Resolution shall be considered effective as of March 26, 2018.

DATED this 4<sup>th</sup> day of April, 2018.

**APPROVED AS TO FORM:**

**WASCO COUNTY BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
Kristen Campbell, County Counsel

\_\_\_\_\_  
Steve D. Kramer, Commission Chair

\_\_\_\_\_  
Scott C. Hege, Vice Chair

\_\_\_\_\_  
Rod L. Runyon, County Commissioner

THE DALLES/WASCO COUNTY ENTERPRISE ZONE  
**EXTENDED ABATEMENT AGREEMENT**

With  
GBHD, LLC

**WRITTEN AGREEMENT WITH THE SPONSORS OF THE DALLES/WASCO  
COUNTY ENTERPRISE ZONE AND GBHD, LLC TO EXTEND PROPERTY  
TAX EXEMPTION TO FIVE (5) CONSECUTIVE YEARS IN TOTAL FOR  
CAPITAL INVESTMENT AND JOB CREATION.**

The sponsors of The Dalles/Wasco County Enterprise Zone comprised of the governing bodies of the City of The Dalles and Wasco County, Oregon, hereinafter the “Zone Sponsors”, and GBHD, LLC hereinafter the “Firm” do hereby enter into the GBHD, LLC, Extended Abatement Agreement, hereinafter the “Agreement”; which Agreement extends the period of time in which the Firm shall receive an exemption on its proposed investments in qualified property in The Dalles/Wasco County Enterprise Zone contingent on certain special requirements, under ORS 285C.160.

The Zone Sponsors and Firm jointly acknowledge that, subject to the approval of the application for authorization submitted on February 14, 2018, and the satisfaction of other requirements under ORS 285C.050 to 285C.250, the Firm is eligible for three years of complete exemption on its qualified property; that nothing in this Agreement shall modify or infringe on this three-year exemption or the requirements thereof; and that this Agreement becomes null and void if the Firm does not qualify for the three years of the exemption.

The Zone Sponsors extend the Firm’s property tax exemption an additional two (2) years on all property that initially qualifies in The Dalles/Wasco County Enterprise Zone in the assessment year beginning immediately after the third year of the standard abatement, and thereby sets a total period of exemption of five (5) consecutive years during which statutory requirements for the standard three-year enterprise zone exemption must also be satisfied and maintained.

**CONFIRMATION OF STATUTORY PROVISIONS**

In order to receive the additional two (2) years of enterprise zone exemption granted herein, the Firm agrees herewith under 285C. 160(3)(a)(A) that for each year of the entire five-year exemption period, all of the Firm’s new employees shall receive an average level of compensation equal to or greater than 130 percent of the county average annual wage, in accordance with the specific definitions and guidelines in Oregon Administrative Rules (OAR) Chapter 123, Division 674 (123-674-0600), which provides that:

1. Such compensation may include non-mandatory benefits that can be monetized; and

2. The county average annual wage is set at the time of authorization, except as pursuant to ORS 285C.160(4), according to the Employment and Wages by Industry (QCEW), Oregon Employment Department, 2016 average annual wage by County; the average wage for Wasco County is \$38,024.00, of which 130 percent equals \$49,431.00; and

3. Only employees working at jobs filled for the first time after the application for authorization but by December 31<sup>st</sup> of the first full year of the initial exemption and performed within the current boundaries of The Dalles/Wasco County Enterprise Zone are counted; and

4. Only full time, year-round and non-temporary employees engaged a majority of their time in the Firm’s eligible operations consistent with ORS 285C.135 & 285C.200(3) are counted, regardless if such employees are leased, contracted for or otherwise obtained through an external agency or are employed directly by the Firm.

Furthermore, in order to receive the additional two (2) years of enterprise zone exemption granted herein, the Firm agrees that all of the Firm’s new employees shall receive an average annual wage that is 100% or higher than the County average annual wage in the fourth and fifth years of the abatement.

#### LOCAL ADDITIONAL REQUIREMENTS

For the Firm to receive the additional two (2) years of enterprise zone exemption granted herein, the Zone Sponsors and the Firm agree that the Firm shall do the following, in addition to statutory requirements, as reasonably requested by the Zone Sponsors under ORS 285C.160(3)(a)(B);

*In the fourth and fifth calendar years of the extended abatement period and prior to December 31<sup>st</sup> of those fourth and fifth years, a qualifying firm shall contribute to the Zone Sponsors a cash contribution calculated from the table below, which shall be split equally between the Zone Sponsors. The cash contributions will be used by the Zone Sponsors to support public infrastructure, economic development, and/or public services.*

	Year 4 of Abatement	Year 5 of Abatement
Cash Contribution Owed	50% of tax savings	75% of tax savings

The Zone Sponsors agree to review proposals put forth by the Firm that would provide, “sweat equity” services, products, or other proposals that would provide equivalent value as the cash contribution the Firm would normally pay. The Firm agrees to put forth any such proposal six (6) months before the end of the third exemption year.

The Zone Sponsors reserve the right to reject any such proposals and any such rejection does not exempt the Firm from the cash contribution requirement per the table above as agreed upon.

ACCEPTING FOR THE SPONSORS

City of The Dalles  
Stephen E. Lawrence, Mayor

\_\_\_\_\_  
Signature Dated, \_\_\_\_\_, 2018

Wasco County Commission  
Steve Kramer, Commission Chair

\_\_\_\_\_  
Signature Dated, \_\_\_\_\_, 2018

ACCEPTING FOR GBHD, LLC

GBHD, LLC

\_\_\_\_\_, \_\_\_\_\_  
(Name) (Position)

\_\_\_\_\_  
Signature Dated, \_\_\_\_\_, 2018



## AGENDA ITEM

### Mid-Columbia Center for Living Construction Project Bid

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[MCCFL SPECIAL SESSION MINUTES 3.23.2018](#)

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[MCCFL BOARD APPROVAL](#)

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[CONSTRUCTION CONTRACT – WORKING DRAFT](#)

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# Speical Meeting - Tri-County Mental Health Board

## Draft Meeting Minutes: March 23, 2018

**IN ATTENDANCE:**

Sherman County Commissioner Tom McCoy  
 Wasco County Commissioner Scott Hege  
 Hood River County Commissioner Karen Joplin (on the phone)  
 Barb Seatter MCCFL Executive Director  
 Al Barton, MCCFL Deputy Director  
 Mel Heuberger MCCFL Accounting Manager  
 Angie Millard, MCCFL Executive Assistant

**DRAFT**

**GUESTS:**

None

TOPIC	KEY DISCUSSION POINTS	ACTION/TASK/ DECISION LOG	REPOS IBLE PARTY	DUE DATE
<b>COMMUNITY MEETING</b>	Everyone participated in the community meeting			
<b>ACCEPT OR REJECT NEW BUILDING BIDS FROM 3-7-18</b>  Approve financial viability plan developed and recommended by MCCFL managment	Commissioner Joplin, on the phone, requested Commissioner Hege to facilitate the meeting. Scott Hege opened the meeting at 10:05. Commissioner Hege requested that the decision require a unanimous vote, and that if everyone could not agree the building project would not move forward. Commissioners Joplin and McCoy agreed and also requested that each MCCFL management team representative state their recommendations/approval for the record. Barb and Mel presented the MCCFL new building project financial viability plan that supports the latest construction bid that is \$2.25 million dollars over the building expected and approved budget. Barb and Mel explained in detail the projected costs of servicing both the previously approved \$1.5 million US Bank Loan and the currently proposed \$750,000 Greater Oregon Behavioral Health loan. In addition, management proposed utilizing \$1.5 million in reserves in addition to the already committed MCCFL	<i>Motion: Commissioner Joplin Second: Commissioner Mccoy Approve: Unanimous</i>		

	reserves of \$2.0 million. The financial plan would include selling the Lincoln building once services are relocated to the new building. The financial viability plan reviewed projected revenue and expenses over the next 5 years and management team reviewed all the assumptions and strategies that will be used for the plan to be successful. Members of the board and management team analyzed the financial plan and discussed in detail the risks and benefits to the plan. Tri-County board members were adamant that the funding of the additional costs for the building would not come at the expense of a reduction in employees that would have a negative impact on access to services at MCCFL, and management stressed that it would not. Commissioner Joplin stated that there is still a fair amount of risk going forward and each board member and management team member has to be comfortable with the risks prior to making a decision. Commissioner Joplin made a motion to approve the plan and additional funding and for MCCFL to move forward with construction of the building. Commissioner McCoy seconded. The motion was unanimously passed. With this motion the board recommends Wasco County accept the lowest apparent bidder for the construction of the building.			
<b>PUBLIC COMMENT</b>	There was no public comment			
<b>ADDITIONS TO AGENDA: Executive Leadership Team New Building Approval</b>	Commissioner Joplin requested that the executive leadership team state on record their approval of the financial viability plan and their support of moving forward with the new building. A vote was conducted and unanimously approved.  Meeting adjourned at 11:00 AM	Barb Seatter, Executive Director : Yes Al Barton, Deputy Director: Yes Mel Heuberger, Accounting Manager: Yes		
<b>NEXT MEETING</b>	April 10 <sup>th</sup> 2018 9:30 AM – 11:00 AM			



## MID-COLUMBIA CENTER FOR LIVING

Providing Mental Health, Developmental Disabilities & Alcohol and Drug Services to Wasco, Hood River, and Sherman Counties

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BUSINESS OFFICE, THE DALLES  
Wasco County Courthouse, Annex A  
419 E. 7<sup>th</sup> Street, Room 207  
The Dalles, OR 97058  
Tel (541) 296-5452  
Fax (541) 296-9418

HOOD RIVER OFFICE  
1610 Woods Court  
Hood River, OR 97031  
Tel (541) 386-2620  
Fax (541) 386-6075

Wasco County Board of Commissioners  
511 Washington St, Ste 302  
The Dalles, OR 97058

Dear Commissioners:

During a special meeting on March 23, 2018, the Tri-County Board of Directors from Mid-Columbia Center for Living unanimously approved the commitment of \$1.5 million dollars to fund a portion of the additional construction costs for the new behavioral health clinic on 1040 Weber Street, The Dalles, OR.

Please let me know if you have any questions,

Sincerely,

Barb

Barbara J. Seatter, M.S., Executive Director  
MID-COLUMBIA CENTER FOR LIVING  
1610 Wood Court  
Hood River, Oregon 97031  
Phone: (541) 386-2620, ext. 2214  
Fax: (541) 386-6075

# DRAFT AIA<sup>®</sup> Document A101<sup>™</sup> - 2017

## Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the «» day of «» in the year «»  
(In words, indicate day, month and year.)

**BETWEEN** the Owner:  
(Name, legal status, address and other information)

«»  
«»  
«»  
«»

and the Contractor:  
(Name, legal status, address and other information)

«»  
«»  
«»  
«»

for the following Project:  
(Name, location and detailed description)

»  
«»  
«»

The Architect:  
(Name, legal status, address and other information)

Scott|Edwards Architecture, L.L.P.  
2525 E Burnside Street»  
Portland, OR 97214 »  
t: 503-226-3617 »

The Owner and Contractor agree as follows.

**ADDITIONS AND DELETIONS:** The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101<sup>™</sup>-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201<sup>™</sup>-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

**ELECTRONIC COPYING** of any portion of this AIA<sup>®</sup> Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
  - 2 THE WORK OF THIS CONTRACT
  - 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
  - 4 CONTRACT SUM
  - 5 PAYMENTS
  - 6 DISPUTE RESOLUTION
  - 7 TERMINATION OR SUSPENSION
  - 8 MISCELLANEOUS PROVISIONS
  - 9 ENUMERATION OF CONTRACT DOCUMENTS
- EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others. The Work shall also include maintaining in good order and marked currently two (2) sets of Record Documents (or "as-builts") to precisely record locations of systems not limited to structural members, plumbing, electrical, communications, HVAC, and other utilities whose location will be difficult to determine after completion, as well as field changes and selections either not shown on the Drawings and Specifications or constructed at locations different than specified in the Drawings and Specifications. Contractor shall demonstrate compliance with this requirement upon every application for payment. Contractor shall deliver both sets prior to and as a condition of Final Completion.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:  
(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:  
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

**§ 3.3 Substantial Completion**

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:  
(Check one of the following boxes and complete the necessary information.)

[  ] Not later than  (  ) calendar days from the date of commencement of the Work.

[  ] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
<input type="text"/>	<input type="text"/>

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

[§ 3.3.4 Contractor shall be responsible for posting and recording Notices of Substantial Completion for the Work in accordance with ORS 87.045 within 3 days of the Architect certifying Substantial Completion.](#)

**ARTICLE 4 CONTRACT SUM**

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be  (\$  ), subject to additions and deductions as provided in the Contract Documents.

**§ 4.2 Alternates**

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
<input type="text"/>	<input type="text"/>

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.  
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
<input type="text"/>	<input type="text"/>	<input type="text"/>

§ 4.3 Allowances, if any, included in the Contract Sum:  
(Identify each allowance.)

Item	Price
<input type="text"/>	<input type="text"/>

§ 4.4 Unit prices, if any:  
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
<input type="text"/>	<input type="text"/>	<input type="text"/>

§ 4.5 Liquidated damages, if any:  
(Insert terms and conditions for liquidated damages, if any.)

« »

§ 4.6 Other:  
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

« »

## ARTICLE 5 PAYMENTS

### § 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the « » day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the « » day of the « » month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than « » ( « » ) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.4.1 As a condition of each progress and the final payment, Contractor shall provide to Owner in a form acceptable to Owner partial and final releases and waivers of claims from Contractor, each subcontractor, and every material or equipment supplier on whose labor or materials any part of the pay request is based. The releases will apply to all work performed through the payment date and may be conditional upon payment of the amount of the pay request.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;

- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

**§ 5.1.7 Retainage**

**§ 5.1.7.1** For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:  
*(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)*

« »

**§ 5.1.7.1.1** The following items are not subject to retainage:  
*(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)*

« »

**§ 5.1.7.2** Reduction or limitation of retainage, if any, shall be as follows:  
*(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)*

« »

**§ 5.1.7.3** Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:  
*(Insert any other conditions for release of retainage upon Substantial Completion.)*

« »

**§ 5.1.8** If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

**§ 5.1.9** Except with the Owner’s prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

**§ 5.2 Final Payment**

**§ 5.2.1** Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor’s responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.
- .3 the conditions for Final Payment specified in the General Conditions Article 9.10.2 have been satisfied including but not limited to an affidavit from Contractor that all indebtedness related to the Work has been paid, evidence that insurance will remain in effect, consent of any surety, and final and complete releases and waivers of claim from Contractor, all subcontractors, and all material and equipment suppliers.

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**§ 5.2.2** Provided that the conditions set forth in 5.2.1 are met, the Owner’s final payment to the Contractor shall be made Seventy-five (75) days after Substantial Completion and the posting and recording of Notices of Substantial

Completions as required in 3.3. The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

**§ 5.3 Interest**

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.  
*(Insert rate of interest agreed upon, if any.)*

« » % « »

**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.  
*(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

« »  
« »  
« »  
« »

**§ 6.2 Binding Dispute Resolution**

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:  
*(Check the appropriate box.)*

- [  ] Arbitration pursuant to Section 15.4 of AIA Document A201–2017
  - [  ] Litigation in a court of competent jurisdiction
  - [  ] Other *(Specify)*
- « »

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

**§ 7.1.1** If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:  
*(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)*

« »

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:  
(Name, address, email address, and other information)

« »  
« »  
« »  
« »  
« »  
« »

§ 8.3 The Contractor's representative:  
(Name, address, email address, and other information)

« »  
« »  
« »  
« »  
« »  
« »

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

#### § 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

*(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)*

« »

§ 8.7 Other provisions:

« »

#### ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:  
*(Insert the date of the E203-2013 incorporated into this Agreement.)*

« »

- .5 Drawings

Number	Title	Date
« »		

.6 Specifications

Section	Title	Date	Pages
« »			

.7 Addenda, if any:

Number	Date	Pages
« »		

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[  ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:  
(Insert the date of the E204-2017 incorporated into this Agreement.)

[  ] The Sustainability Plan:

Title	Date	Pages
« »		

[  ] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
« »			

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

« »  
 \_\_\_\_\_  
**OWNER (Signature)**  
 \_\_\_\_\_  
 « »« »  
 \_\_\_\_\_  
 (Printed name and title)

« »  
 \_\_\_\_\_  
**CONTRACTOR (Signature)**  
 \_\_\_\_\_  
 « »« »  
 \_\_\_\_\_  
 (Printed name and title)



## AGENDA ITEM

North Wasco County School District Facilities Plan

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[PRESENTATION](#)

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**North Wasco County School**

**District 21**

**School Facilities Plan**

# History Challenge

Rank these schools from oldest to newest:

- The Dalles High School
- Wahtonka High School
- The Dalles Middle School
- Chenoweth Elementary
- Colonel Wright
- Dry Hollow Elementary



The building is completely used for several purposes.  
Earthquake resistance is poor.





30 acre campus





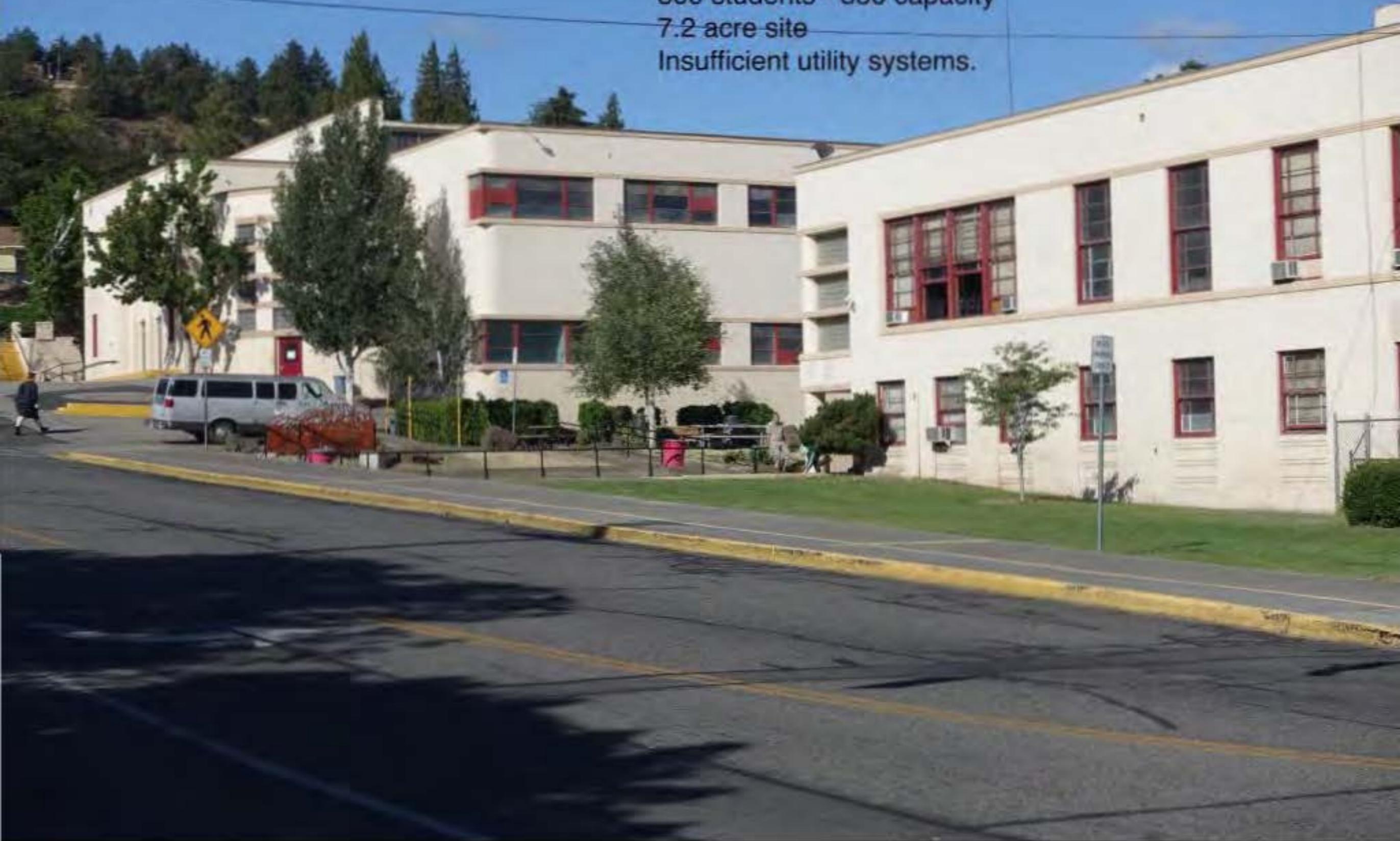






16.8 acres  
Partly within Gorge Scenic Area

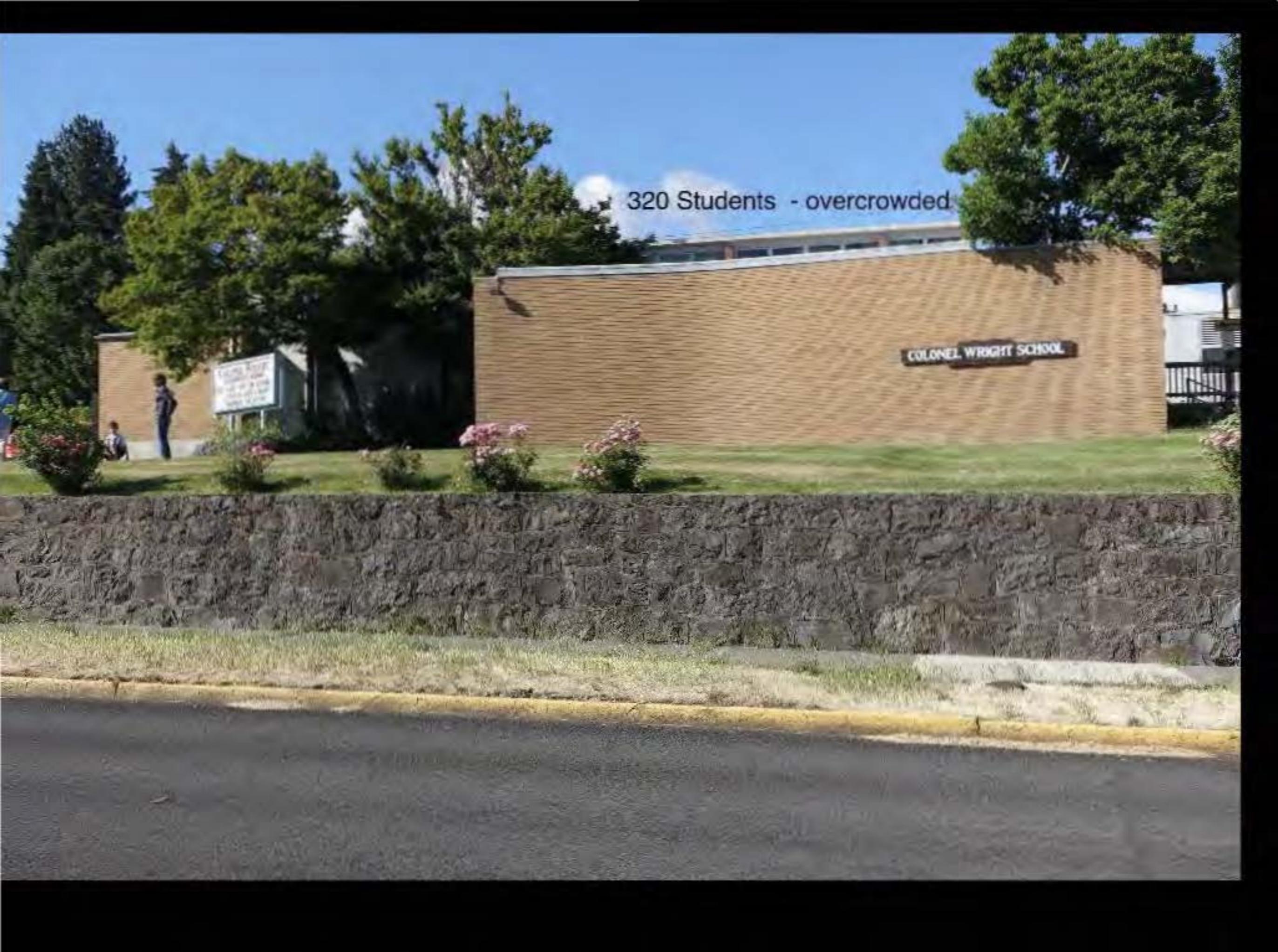
800 students - 850 capacity  
7.2 acre site  
Insufficient utility systems.





320 Students - overcrowded

COLONEL WRIGHT SCHOOL



Built in 1924  
Remodeled in 1999



Uses twice as much energy as other Eastern Oregon elementary schools.



Built in 1960  
580 Students

DRY HOLLOW  
ELEMENTARY SCHOOL



Six portables added







Built in 2002  
600 students

THE DALLES  
MIDDLE SCHOOL



# History Challenge:

From oldest to newest, the schools are

- Colonel Wright, 1924
- The Dalles High School, 1940
- Wahtonka High School, 1965
- Chenoweth Elementary, 1961
- Dry Hollow Elementary, 1960
- The Dalles Middle School, 2002

# The Goal

Guiding Principles of the Facility Planning Committee:

- Safe
- Secure
- Healthy
- Timeless
- Maintainable
- Learner-Centered
- Community Resources

A welcoming and beautiful source of  
community pride.

# The Plan

- First project: Construct a new high school on the site of the old Wahtonka High School with modern education and athletic facilities.
- Future projects include replacement of three elementary schools and an early learning center.

# Improve Safety and Security

- New security camera systems
- Improved emergency communications
- Internal classroom door locks
- Secured entrances

# Modernize our Classrooms

- Expanded CTE classrooms and labs.
- Classroom technology upgrades district-wide.
- Technology infrastructure improvements.
- Increased access to up-to-date job training opportunities.

# Upgrade and Update Buildings

- New HVAC and other building systems.
- Repair or Replace Roofs
- Upgrade Energy Efficiency

## How will we pay for it?

- Total cost of the facilities plan is estimated at \$235 million.
- General obligation bonds issued every 4-5 years will be used to finance these costs.
- Estimated total tax rate to repay the bonds will be no more than \$2.99 per \$1,000 of assessed value over the life of the bonds.

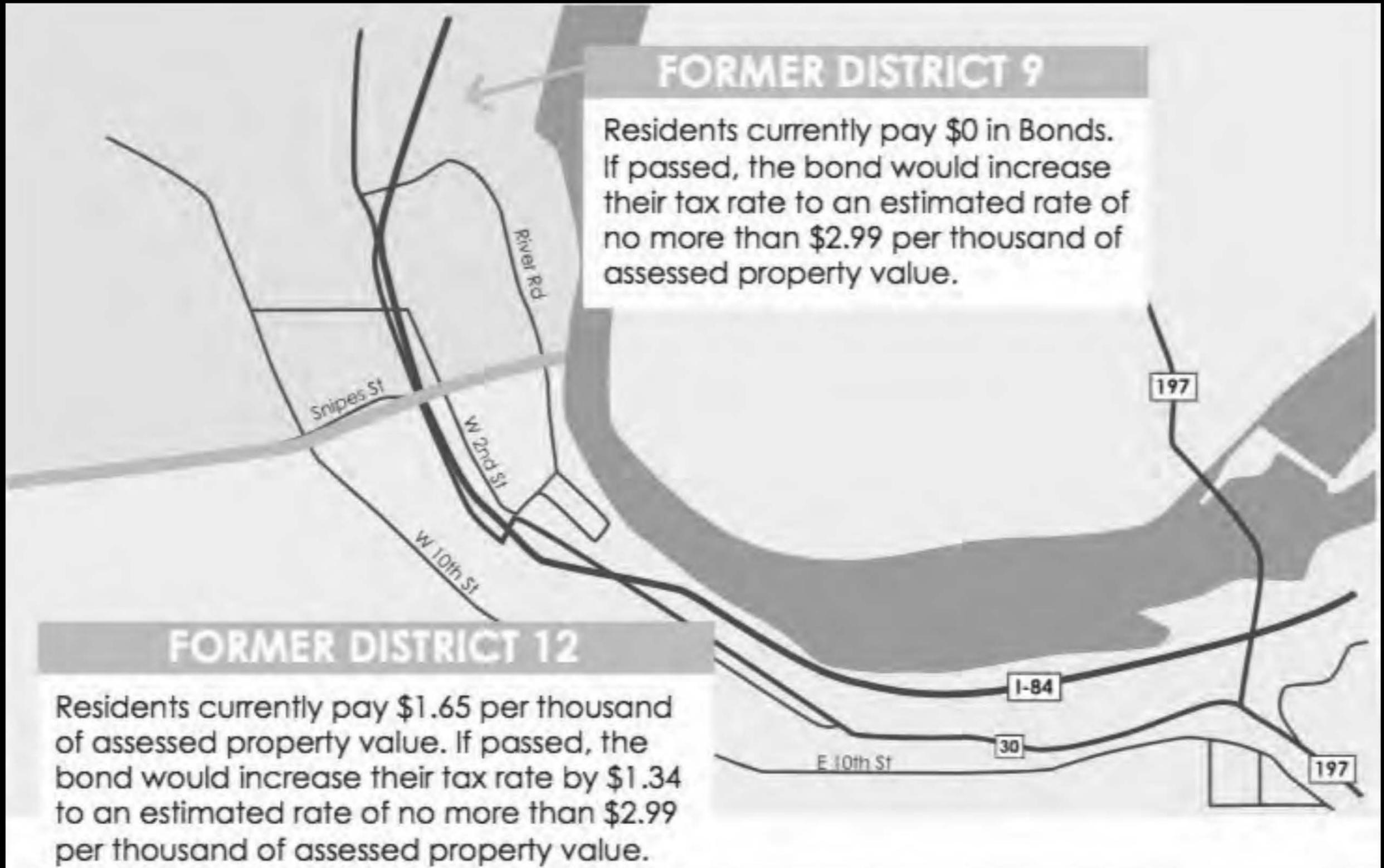
# Tax rate change depends on location.

## FORMER DISTRICT 9

Residents currently pay \$0 in Bonds. If passed, the bond would increase their tax rate to an estimated rate of no more than \$2.99 per thousand of assessed property value.

## FORMER DISTRICT 12

Residents currently pay \$1.65 per thousand of assessed property value. If passed, the bond would increase their tax rate by \$1.34 to an estimated rate of no more than \$2.99 per thousand of assessed property value.



# The Goal

Over the next 20 years, we will replace four old and declining schools in North Wasco County School District with new, safe, secure and healthy campuses that are timeless, maintainable, learner-centered, serve as a community resource and are a welcoming and beautiful source of community pride.



## AGENDA ITEM

**Executive Session** – Pursuant to [ORS 192.660\(2\)\(i\)](#) to review and evaluate the job performance of a public employee

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[NO DOCUMENTS HAVE BEEN SUBMITTED FOR THIS ITEM – RETURN TO AGENDA](#)

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# North Wasco County School District 2018 Building Bond Proposal

## Fast Facts

### District Achievements



Nick Nelson was named the 2017 Oregon High School Principal of the Year by the Oregon Association of Secondary School Administrators.



Chenoweth Elementary School Music teacher Corin Parker, received the Excellence in Elementary Music Education Teacher of the Year Award for 2017.

The Dalles Middle School Principal Sandra Harris was named the 2018 Outstanding Administrator by the Oregon Music Educators Association.

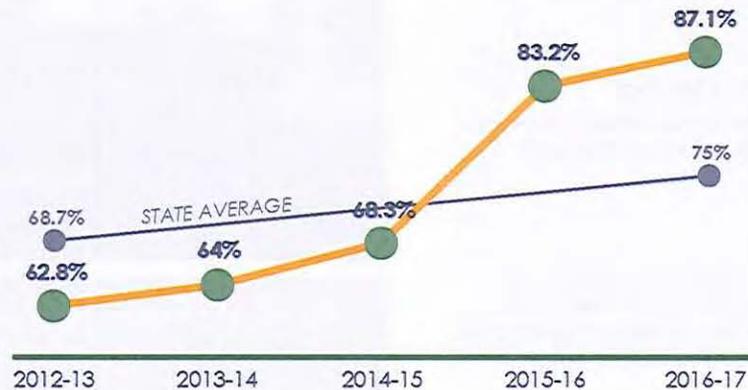


### When Were Our Schools Built?

Mosier Community School	1920
Colonel Wright Elementary	1924
The Dalles High School	1940
Dry Hollow Elementary	1960
Chenoweth Elementary	1961
Wahlonka Community School	1965
The Dalles Middle School	2003

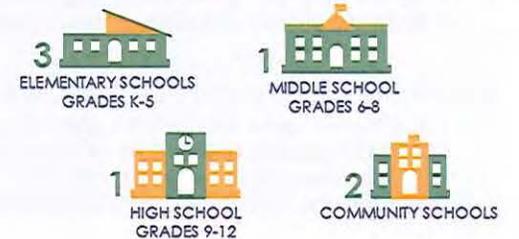
### Graduation Rates

The latest four year cohort graduation rate for The Dalles High School is 87.1%. The dropout rate is headed in the opposite direction of the graduation rate! For the 2015-2016 year it was at 2.2%.



### Our Schools

North Wasco County School District serves approximately 3,000 students from Kindergarten through grade 12.





# North Wasco County School District 2018 Building Bond Proposal

## Fast Facts

### Why is the School District Considering Asking Voters to Support a Bond?

- Safety and Security is an Urgent Priority**  
No school in the District, with the exception of the new middle school, has a fire suppression system. Our High School has multiple points of entry and some of our schools lack important modern safety features such as classroom doors that lock from the inside, emergency alert systems, and security cameras.
- Our School Buildings are Aging and in Need of Repair**  
The average age of a school in the North Wasco School District is 60 years old and some schools are nearly 100 years old. This means their electrical, heating, and cooling systems are inefficient, out-of-date and in some cases so old the district cannot find replacement parts anymore.
- Classrooms are Outdated, Small and Lacking in Technology**  
Many of our school buildings are outdated, classrooms are too small and every school is lacking in basic technology needed to give our students the tools they need to graduate college and career ready.
- Efficient, Modern Schools Save Taxpayers Dollars**  
This bond will allow the District to pay off existing debt, freeing up nearly four hundred thousand dollars of operating funds a year. Investing in these facilities will save taxpayers money in the long run, by making them more energy efficient, and allow the District to invest more taxpayer dollars to classroom learning.

### Our Vision

Over the next 20 years we will replace four aging and declining schools in the North Wasco School District with safe, secure and healthy campuses that are timeless, maintainable, student-centered, serve as a community resource and are a welcoming and beautiful source of community pride.



**We want to hear from you! Tell us your thoughts on the proposal and provide feedback!**



## MID-COLUMBIA CENTER FOR LIVING

Providing Mental Health, Developmental Disabilities & Alcohol and Drug Services to Wasco, Hood River, and Sherman Counties

BUSINESS OFFICE, THE DALLES  
Wasco County Courthouse, Annex A  
419 E. 7<sup>th</sup> Street, Room 207  
The Dalles, OR 97058  
Tel (541) 296-5452  
Fax (541) 296-9418

HOOD RIVER OFFICE  
1610 Woods Court  
Hood River, OR 97031  
Tel (541) 386-2620  
Fax (541) 386-6075

Wasco County Board of Commissioners  
511 Washington St, Ste 302  
The Dalles, OR 97058

Dear Commissioners:

During a special meeting on March 23, 2018, the Tri-County Board of Directors from Mid-Columbia Center for Living unanimously approved the commitment of \$1.5 million dollars to fund a portion of the additional construction costs for the new behavioral health clinic on 1040 Weber Street, The Dalles, OR.

In addition, MCCFL has accepted a \$750,000 loan from Greater Oregon Behavioral Health, Inc. to complete the necessary additional funding required for the lowest apparent construction bid.

Please let me know if you have any questions,

Sincerely,

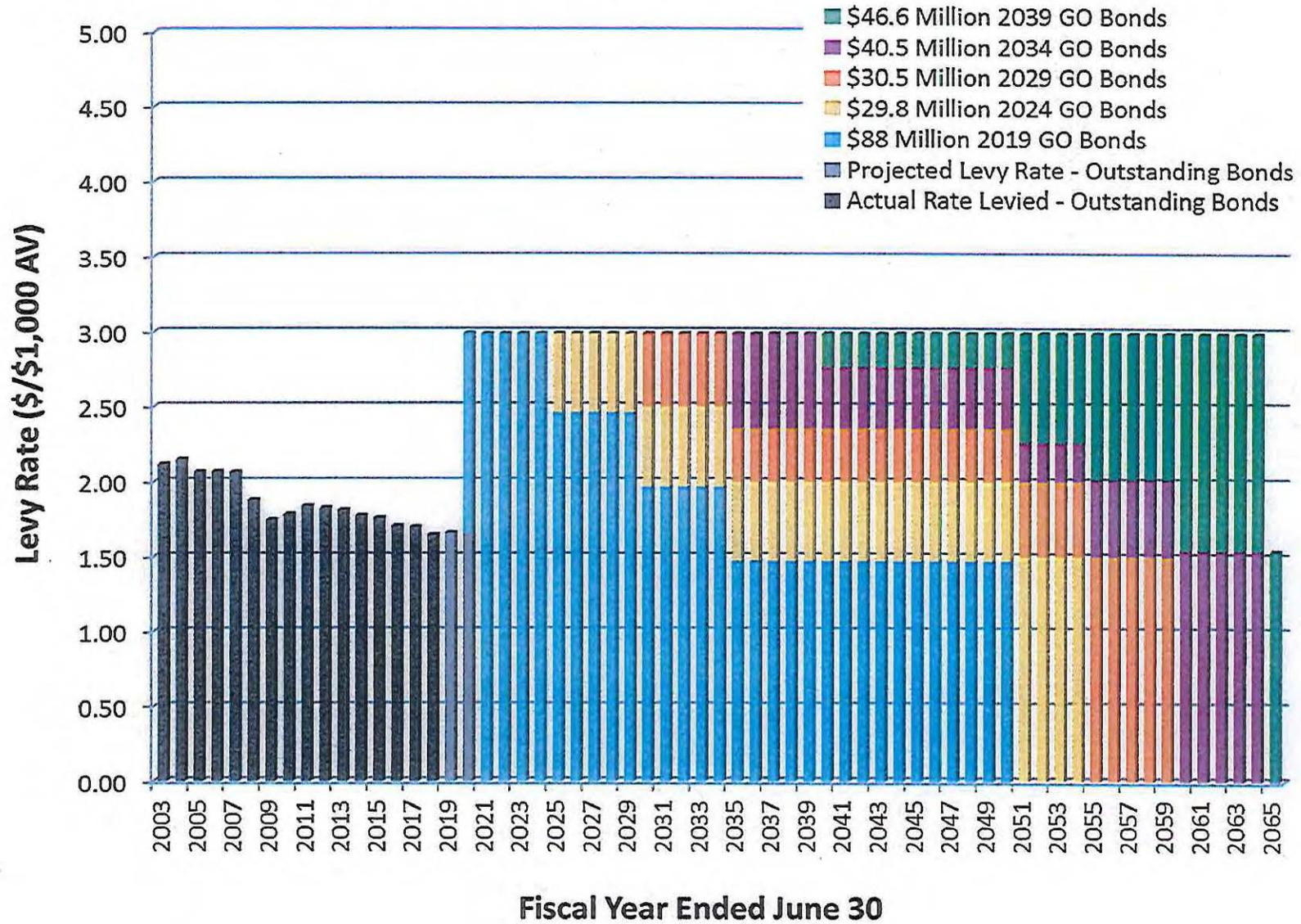
Barb

Barbara J. Seatter, M.S., Executive Director  
MID-COLUMBIA CENTER FOR LIVING  
1610 Wood Court  
Hood River, Oregon 97031  
Phone: (541) 386-2620, ext. 2214  
Fax: (541) 386-6075

[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	<p>Loan Opportunity for Mid-Columbia Center for Living: Barb Seatter declared a conflict of interest. A discussion was had around providing a 4 - 5 year loan of up to \$750,000 to MCCFL so that they can continue with their plan to construct a new building. The Lincoln Street building could be held as collateral for the loan. A recommendation was made that the loan be repaid in 5 years at a 2.5% interest rate. If there is a change in the recommendation, it needs to come back to the budget committee for review.</p>	<p><b>MOTION:</b> A Dill/Selander motion to loan MCCFL up to \$750,000.00 at an interest rate of 2.5% to be paid back in 5 years with a lien on the Lincoln building as collateral was approved. Barb Seatter abstained.</p>
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	

## NORTH WASCO COUNTY SCHOOL DISTRICT NO. 21

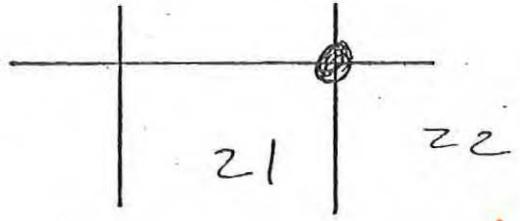
2018 General Obligation Bond Authorization – \$235 Million Total - \$2.99 Projected Levy Rate



2

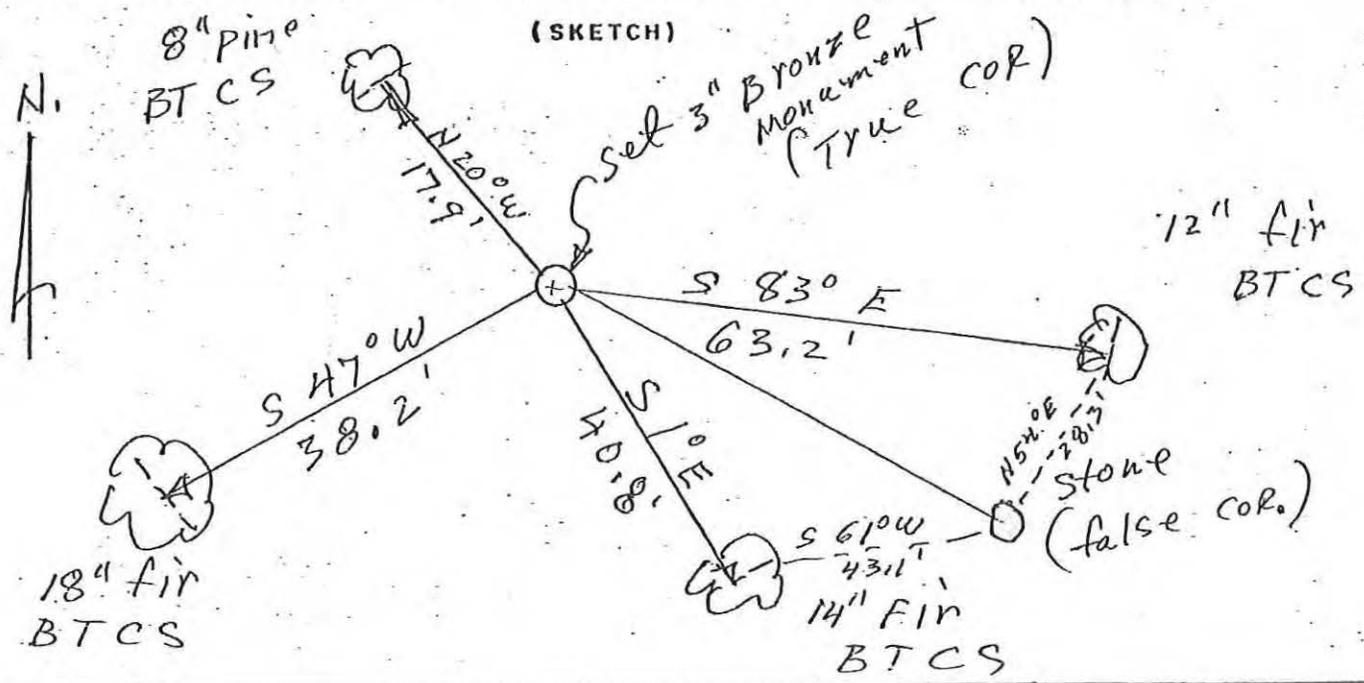
N

	19	20	21	22	23	24
	30	29	28	27	26	25
	31	32	33	34	35	36



TOWNSHIP 2 N. RANGE 12 E. SECTION 22 (H.W. COR.)

TYPE OF MONUMENT; TIES TO BEARING TREES, OBJECTS, etc.



REMARKS: (History of corner, etc.)

Corner set in accordance with survey made by T.E.C. (CS. file NO. E-14-16)

NAME C. Dennis Kramer  
 TITLE County Surveyor  
 DATE 11-6-78

1/4 Sec. 15, 16, 21, 22  
in this plat is figured to the center  
of all adjoining roads.

# SUNNYDALE ORCHARDS

PROPERTY OF THE

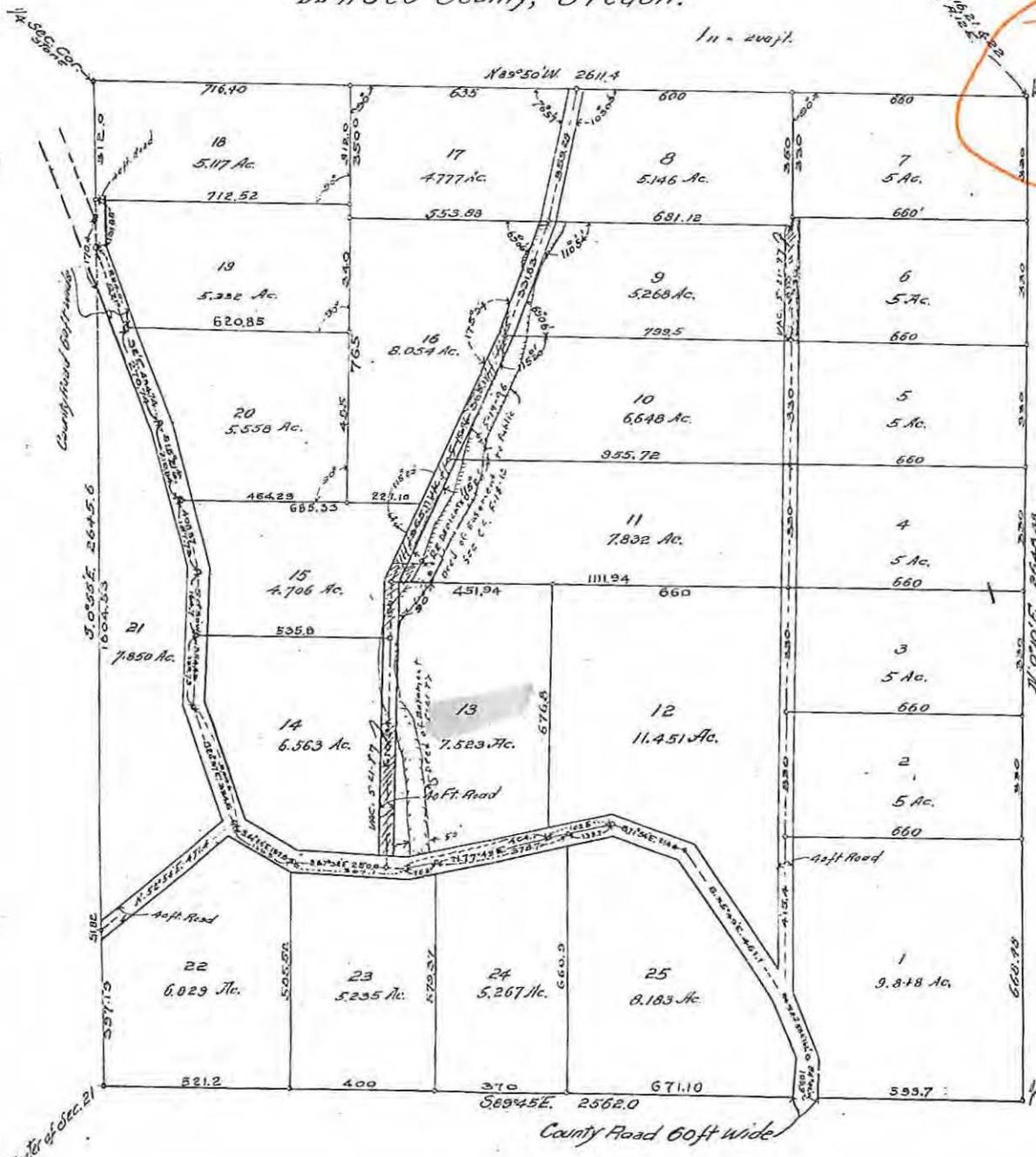
Hood River Orchard Land Company.

situated in

Sec. 21, T. 2 N., R. 12 E., W. M.

Masco County, Oregon.

11 - 200 ft.



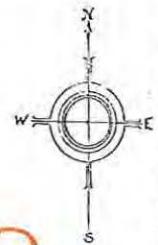
### Dedication

know all men by these presents, that the Hood River Orchard Land Company a corporation duly organized and existing under and by virtue of the laws of the State of Oregon, and having its principal office and place of business at Portland, Oregon, does hereby declare the annexed map or plat to be a plat of Sunnydale Orchards.

The property herein plotted is located in Wasco County, State of Oregon, and is particularly described in the survey and plat hereto attached, and the lots or tracts are of the dimensions indicated on said plat and the roads or highways shown and set out on said plat are of the width delineated thereon, and said Hood River Orchard Land Company, does hereby dedicate all said roads or highways shown and set out on said plat to the use of the Public or highway forever.

Eric Nord, Administrator of the Estate of Eric Granlund deceased, who is mortgagee on the lands hereby plotted does hereby consent to the foregoing plat and dedication, and in witness whereof I, Eric Nord, President of the Hood River Orchard Land Company has caused this instrument to be executed by its President and Secretary, and its corporate seal to be hereunto affixed this 16th day of December, 1911.

Witness to the signature of Eric Nord  
 J. E. Nicholas  
 Witness to the signature of Eric Nord  
 M. E. Jewell  
 J. E. Nicholas  
 Hood River Orchard Land Company  
 W. H. Firebaugh President  
 Hood River Orchard Land Company  
 J. H. Davlin Secretary  
 Eric Nord (Seal)  
 Administrator of the Estate of Eric Granlund, deceased.



State of Oregon } ss.  
 County of Multnomah }  
 On this 16th day of December, 1911, before me appeared W. H. Firebaugh & J. H. Davlin to me personally known, who being duly sworn did say that they are the President and Secretary respectively of the Hood River Orchard Land Company, the corporation named and described in the within and foregoing instrument, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation, by authority of its Board of Directors and that said W. H. Firebaugh as President aforesaid, and J. H. Davlin as Secretary aforesaid acknowledged said instrument to be the free act and deed of said corporation. In testimony whereof, I have hereunto set my hand and official seal the day and year first in this my certificate written.



M. E. Jewell  
 Notary Public for Oregon

State of Oregon } ss.  
 County of Wasco }  
 This certificate that on this 24th day of January, 1912, before me the undersigned a Notary Public in and for the County of Wasco, Oregon, appeared Eric Nord, Administrator of the Estate of Eric Granlund, deceased, who executed the within and foregoing instrument as Administrator of the Estate of Eric Granlund, deceased, and acknowledged to me that as Administrator of said Estate, he executed the same freely, voluntarily and for the purposes therein mentioned. In testimony whereof, I have hereunto set my hand and Notary seal, the day and year first in this my certificate written.



M. E. Jewell  
 Notary Public for Oregon

State of Oregon } ss.  
 County of Multnomah }  
 I, Eric Nord, being first duly sworn, depose and say, that I surveyed the tract of land described in the dedication of Sunnydale Orchards, hereto annexed and that the accompanying map of Sunnydale Orchards is a true and correct map of the survey of said premises, that I correctly surveyed and marked with proper monuments, the land represented in said annexed plat and at the initial point thereof I set a galvanized pipe 2 ins. in diameter and 36 ins. long driven 6 ins. below the surface of the ground; said initial point is located at the Cor. of Secs. 15, 16, 21 & 22 T. 2 N., R. 12 E., W. M.  
 The boundaries of this survey are particularly described as follows: Beginning at said initial point thence running N 89° 50' W 2611.4' along the line bet Secs. 16 & 21, to the 1/4 Sec. Cor. thereof which is a stone 10x10x10 ins. above ground, thence S 89° 45' E 2562.0' to the 1/4 Sec. Cor. 25 & 24, thence N 89° 45' E 2562.0' to the place of Beginning.



Subscribed and sworn to before me this 16th day of December, 1911  
 M. E. Jewell  
 Notary Public for Oregon

All taxes from \_\_\_\_\_ to 1911 are paid  
 Levi Chiseman Sheriff of Wasco County  
 Approved this 16th day of March 1912  
 J. H. Davlin County Assessor  
 The annexed plat is of a suitable and convenient character and is approved this 6th day of March 1912  
 Chiseman County Surveyor.

Approved; this 6th day of March 1912  
 J. E. Kline County Judge  
 J. H. Firebaugh Commissioner  
 H. J. R. R. Commissioner

Attest:  
 F. R. Allen  
 County Clerk

State of Oregon } ss.  
 County of Wasco }  
 I hereby certify that this instrument was received for record on the 16th day of March, 1912 at 8 o'clock P. M., and was recorded in Book 33 page \_\_\_\_\_ records of Town Plats of said County and State. Witness my hand and seal of said County affixed.  
 F. R. Allen  
 County Clerk

A14

3

### NARRATIVE:

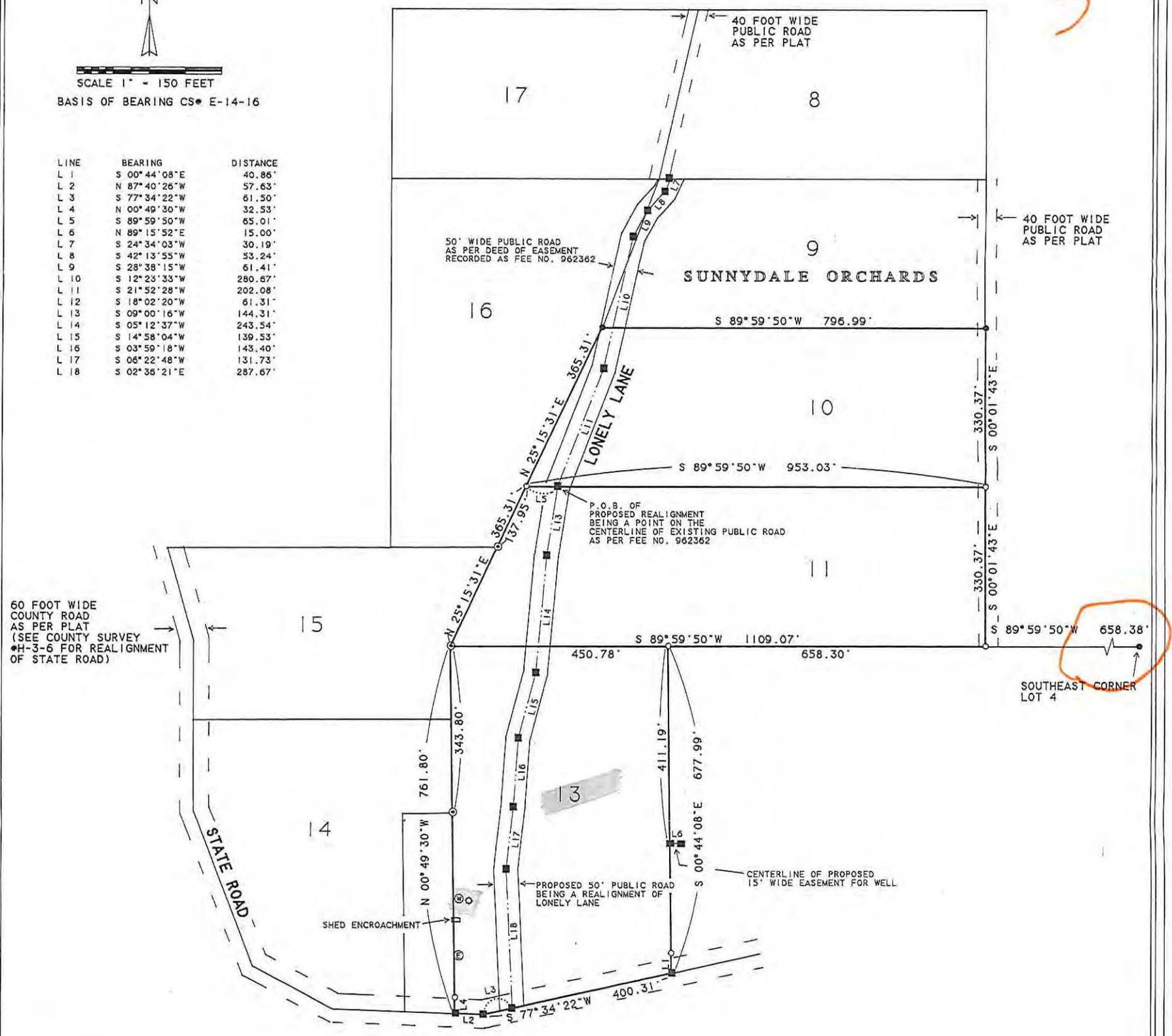
THE PURPOSE OF THIS SURVEY IS TO ESTABLISH THE BOUNDARIES OF LOTS 10, 11 AND 13 SUNNYDALE ORCHARDS. THE TRACTS ARE ALSO DESCRIBED AS TAX LOTS 102, 104 AND 400, 2N 12 21. LOT CORNERS WERE ESTABLISHED AT PROPORTIONATE PLAT MEASUREMENT AS PER CS\* E-14-16.



SCALE 1" = 150 FEET

BASIS OF BEARING CS\* E-14-16

LINE	BEARING	DISTANCE
L 1	S 00° 44' 08" E	40.86'
L 2	N 87° 40' 26" W	57.63'
L 3	S 77° 34' 22" W	61.50'
L 4	N 00° 49' 30" W	32.53'
L 5	S 89° 59' 50" W	65.01'
L 6	N 89° 15' 52" E	15.00'
L 7	S 24° 34' 03" W	30.19'
L 8	S 42° 13' 55" W	53.24'
L 9	S 28° 38' 15" W	61.41'
L 10	S 12° 23' 33" W	280.67'
L 11	S 21° 52' 28" W	202.08'
L 12	S 18° 02' 20" W	61.31'
L 13	S 09° 00' 16" W	144.31'
L 14	S 05° 12' 37" W	243.54'
L 15	S 14° 58' 04" W	139.53'
L 16	S 03° 59' 18" W	143.40'
L 17	S 06° 22' 48" W	131.73'
L 18	S 02° 36' 21" E	287.67'



60 FOOT WIDE COUNTY ROAD AS PER PLAT (SEE COUNTY SURVEY \*H-3-6 FOR REALIGNMENT OF STATE ROAD)

50' WIDE PUBLIC ROAD AS PER DEED OF EASEMENT RECORDED AS FEE NO. 962362

40 FOOT WIDE PUBLIC ROAD AS PER PLAT

40 FOOT WIDE PUBLIC ROAD AS PER PLAT

P.O.B. OF PROPOSED REALIGNMENT BEING A POINT ON THE CENTERLINE OF EXISTING PUBLIC ROAD AS PER FEE NO. 962362

PROPOSED 50' PUBLIC ROAD BEING A REALIGNMENT OF LONELY LANE

CENTERLINE OF PROPOSED 15' WIDE EASEMENT FOR WELL

SOUTHEAST CORNER LOT 4

### LEGEND:

- SET 5/8" IRON ROD WITH YELLOW PLASTIC CAP STAMPED "WYEAST SURVEYS LS 2393"
- FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP STAMPED "WYEAST SURVEYS PLS 2393" AS PER CS\* 9-194
- ⊙ FOUND IRON ROD AS PER CS\* E-14-16
- CALCULATED POSITION
- ⊗ WELL
- ◇ UTILITY POLE
- ⊕ ELECTRIC HOOKUP

REGISTERED PROFESSIONAL LAND SURVEYOR

*Kevin Dowd*

OREGON JULY 26, 1989 KEVIN DOWD 2593

RENEW DATE: 12-31-03 MAY 25, 2002

### RECORD OF SURVEY

LOTS 10, 11 AND 13, SUNNYDALE ORCHARDS SITUATED IN THE NORTHEAST QUARTER OF SECTION 21 T2 NORTH, R12 EAST, W.M. WASCO COUNTY, OREGON

FOR: GUY BRYANT

WYEAST SURVEYS KEVIN DOWD 4399 WOODWORTH DR. MT HOOD, OR 97041 (541) 352-6065