



CURRY COUNTY BOARD OF COMMISSIONERS

GENERAL MEETING

Wednesday, June 21, 2017 – 10:00 A.M.
Commissioners' Hearing Room, Courthouse Annex
94235 Moore Street, Gold Beach, Oregon

www.co.curry.or.us

AGENDA

*Items may be taken out of sequence to accommodate staff availability and the public.
For public comment, a completed speaker's slip must be submitted prior to start of the meeting.*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. AGENDA AMENDMENTS (5 Minutes)

3. APPROVAL OF AGENDA

4. ANNOUNCEMENTS (5 Minutes)

- A. June 20, 2017 Board of Commissioner's Special Meeting at 9A with Executive Session
- B. June 28, 2017 Board of Commissioners' Meeting at 10A – Commissioners' Hearing Room
- C. July 1, 2017 Vets Day at McVay Rock State Park at 10A -- Harbor, OR
- D. July 4, 2017 County offices closed

5. PUBLIC COMMENTS (3 minutes per person; 30 minute limit for all public comment)

6. PUBLIC HEARING

- A. 10:00A 4-H Budget Public Hearing (10 min)
- B. 10:10A Curry Public Transit Budget Public Hearing (10 min)
- C. 10:20A Curry County Budget Public Hearing (10 min)
- D. 10:30A Zoning Ordinance Repeal And Replacement Of Zoning Ordinance Section 4.050 – Access Management (10 min)
- E. 10:30A County Fees Public Hearing/ Curry Transfer (CTR) (10 min)
- F. 10:30A Resolution Adopting County Department Fee Increases/Changes (10 min)

7. AMINISTRATIVE ACTIONS/APPOINTMENTS

8. CONSENT CALENDAR

- A. Order Appointing Members to South West Area Commission on Transportation (SWACT) (5 min)
- B. Order Approving Re-Hire County Accountant In Irregular Status. (5 min)
- C. Order Filling A Vacancy On The Curry County 4H & Extension Service District's Budget Committee (2 min)
- D. 2016-17 Budget Appropriations Transfer from General Fund To Community Development (10 min)
- E. 2016-17 Budget Appropriations Transfer From General Fund To Airport-Grants (10 min)

Curry County does not discriminate against individuals with disabilities and all public meetings are held in accessible locations. Auxiliary aids will be provided upon request with 48 hours advance notification. Please call 541.247.3296 if you have questions regarding this notice.

- F. Approval of Oregon Health Authority (OHA) Intergovernmental Agreement (IGA) #154675-0 For Environmental Health Services (5 min)
- G. Amendment to Intergovernmental Agreement - Title IV-El Dependency Legal Services (5 min)
- H. Curry Community Health (CCH) Lease Extension For Building In Port Orford Through 9-30-17. (10 min)
- I. Oregon State Marine Board (OSMB) Boating Safety Action Plan FY 2017-18 (5min)
- J. Bid Awards - 2017 Paving Project and 2017 Chip Seal Project (4 min)
- K. Agreement Between Curry County And The South Coast Development Council (SCDC) For Economic Development Services For FY 2017.2018. (5 min)
- L. Order Designating Curry Coastal Pilot And Curry County Reporter As County's Newspapers Of Record (5 min)
- M. IGA With Douglas County To Provide Juvenile Detention Services (10 min)

9. PRESENTATIONS

- A. Biennial review of Public Health, Mental Health, and Addictions services by Curry Community Health (CCH) (10 min)

10. PROCLAMATIONS/RESOLUTIONS/LEGISLATIVE ACTIONS

- A. Ordinance Adopting The Revision Of The Road Standards (Curry County Code Article 3 – Roads) (5 min)

11. NEW BUSINESS

12. OLD BUSINESS

Professional Recruitment Services - County Administrator (10 min)

13. COMMISSIONER UPDATES/LIAISON & DEPARTMENT ACTIVITY REPORTS

- A. July 5, 2017 Board of Commissioners' Meeting at 10A – Commissioners' Hearing Room
- B. July 19, 2017 Board of Commissioners' Special Meeting at 2P -- Floras Lake Forest Lands – Commissioners' Hearing Room
- C. July 26, 2017 Workshop at 10A Wild Rivers Coast Alliance. – Commissioners' Hearing Room
- D. May 2017 Community Development Department Monthly Activity Report. (5 min)
- E. Surveyor's Report For May, 2017 (2 min)

14. ADJOURN

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Resolution Adopt 2017-2018 Curry County 4-H Budget Appropriations**AGENDA DATE^a:** 06/21/2017 **DEPARTMENT:** Financer **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Louise **PHONE/EXT:** 3232 **TODAY'S DATE:** 06/13/2017**BRIEF BACKGROUND OR NOTE^b:** Resolution to Adopt the 2017-2018 Curry County 4-H and Extension Service District Budget for Fiscal Year 2017-2018 beginning July 1, 2017.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE: Resolution**

(1) Resolution

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☒ **No** ☐**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk☐ Send Printed Copy to:☐ Email a Digital Copy to:☐ Other

Name:

Address:

City/State/Zip:

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE: Administrative Actions****LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Statutory requirement to adopt district budget**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

**BEFORE THE BOARD OF COMMISSIONERS FOR CURRY COUNTY
STATE OF OREGON
ACTING AS THE GOVERNING BODY OF THE
CURRY COUNTY 4-H AND EXTENSION SERVICE DISTRICT**

In the matter of Adopting, Making Appropriations,)
And Imposing and Categorizing Taxes for the)
Fiscal Year 2017-2018 Budget for the Curry)
County 4-H and Extension Service District) RESOLUTION NO. _____

Whereas, ON June 21, 2017 the Governing Body of the Curry County 4-H and Extension Service District (District) met to hear public comment on the 2017-2018 budget for the Curry County 4-H and Extension Service District, as approved by its Budget Committee, which has been published according to law; and,

WHEREAS, that budget requires an ad valorem property tax rate on all property within the district in the amount of \$0.1021 per thousand dollars of assessed value,

BE IT RESOLVED that the Governing Body of the Curry County 4-H and Extension Service District hereby adopts the budget for fiscal year 2017-2018 in the sum of \$758,459, now on file at the Curry County Extension Service Office; and

BE IT FURTHER RESOLVED that the following appropriations are made for the Curry County 4-H and Extension Service District for the Fiscal Year beginning July 1, 2017, and ending June 30, 2018:

<u>General Fund</u>	<u>Appropriation</u>
Materials & Services	\$294,589
Capital Outlay	\$ 500
Contingencies	<u>\$ 29,459</u>
TOTAL APPROPRIATIONS ALL FUNDS	\$324,548
 Total Unappropriated & Reserve Amounts:	 <u><u>\$433,911</u></u>
 Total Adopted Budget, All Funds:	 \$758,459

AND, BE IT FURTHER RESOLVED that the Governing Body of the Curry County 4-H and Extension Service District hereby imposes taxes as provided for in the adopted budget at the rate of \$0.1021 per \$1000 of assessed value for operations; and that these taxes are hereby imposed for the tax year 2017-2018 upon the assessed value of all taxable property within the boundaries of the District and are categorized as follows:

	General	Excluded from
	<u>Government</u>	<u>Limit</u>
Permanent Rate Tax	\$0.1021/\$1000	
Totals	<u>\$0.1021/\$1000</u>	

DATED this 21st day of June, 2017.

BOARD OF COUNTY COMMISSIONERS FOR
CURRY COUNTY, OREGON, ACTING AS THE
GOVERNING BODY OF THE 4-H AND
EXRENSION SERVICE DISTRICT

Court Boice

Tom Huxley

Sue Gold

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Resolution Adopt 2017-2018 CCPTSD Budget Appropriations**AGENDA DATE^a:** 06/21/2017 **DEPARTMENT:** Financer **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Louise **PHONE/EXT:** 3232 **TODAY'S DATE:** 06/13/2017**BRIEF BACKGROUND OR NOTE^b:** Resolution to Adopt the 2017-2018 Curry County Public Transit Services District Budget for Fiscal Year 2017-2018 beginning July 1, 2017.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Resolution

(1)Resolution

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☒ **No** ☐**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** **Administrative Actions****LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Statutory requirement to adopt district budget**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

**IN THE BOARD OF CURRY COUNTY
PUBLIC TRANSIT SERVICE DISTRICT**

IN THE MATTER OF ADOPTING THE)
2017-2018 FISCAL YEAR BUDGET) **RESOLUTION**

WHEREAS, Curry County Public Transit Service District needs to adopt a budget by July 1, 2017 to have legal spending authority;

THEREFORE, BE IT RESOLVED that the Curry County Public Transit Service District Board of Directors hereby adopts the budget for the 2017-2018 Fiscal Year in the amount of \$523,707 available in the County Clerk's Office; and,

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown are hereby appropriated as stated.

Materials and Services	\$425,957
Capital Outlay	\$ 97,750

Dated this 21st day of June 2017.

CURRY COUNTY PUBLIC TRANSIT SERVICE DISTRICT
BOARD OF DIRECTORS

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

Approved as to form:

John Hutt
Curry County Counsel

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Resolution Adopt 2017-2018 Budget Appropriations**AGENDA DATE^a:** 06/21/2017 **DEPARTMENT:** Financer **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Louise **PHONE/EXT:** 3232 **TODAY'S DATE:** 06/13/2017**BRIEF BACKGROUND OR NOTE^b:** Resolution to Adopt the 2017-2018 Curry County Budget for Fiscal Year 2017-2018 beginning July 1, 2017.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Resolution

(1)Resolution

(2)Exhibit A

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☒ **No** ☐**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☒ **No** ☐
(If Yes, brief detail) All departments must have budget appropriations by 7/1/17
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** **Administrative Actions****LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Statutory Requirement to Formally Adopt Budget**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

IN THE MATTER OF ADOPTING THE)
2017-2018 FISCAL YEAR BUDGET) **RESOLUTION**

John Hutt
Curry County Counsel

APPROVED BUDGET APPROPRIATIONS

Tab	<u>ADOPTED</u>							<u>17/18 Total</u>
	<u>Personal</u>	<u>Materials &</u>	<u>Capital</u>	<u>Debt</u>	<u>Interfund</u>	<u>Operating</u>	<u>Other</u>	
	<u>Services</u>	<u>Services</u>	<u>Outlay</u>	<u>Service</u>	<u>Transfers</u>	<u>Contingencies</u>	<u>Expenses</u>	<u>Adopted</u>
Board of Property Tax Appeals	3,880	1,264	-	-	-	-	-	5,144
Non-Departmental	-	1,005,000	-	-	-	-	-	1,005,000
Elections	131,925	63,450	-	-	-	-	-	195,375
Treasurer's Office	92,844	16,894	-	-	-	-	-	109,738
Tax Collection	76,704	55,998	-	-	-	-	-	132,702
Assessor	423,787	127,047	4,500	-	-	-	-	555,334
GIS	-	25,127	-	-	-	-	-	25,127
District Attorney	297,119	85,281	-	-	-	-	-	382,400
Recording	168,267	51,701	-	-	-	-	-	219,968
Comm Dev-Planning	78,259	25,224	-	-	-	-	-	103,483
Surveyor	38,937	9,821	-	-	-	-	-	48,758
Sheriff	2,917,412	961,701	-	-	-	-	-	3,879,113
Juvenile	394,388	126,077	-	-	-	-	-	520,465
Emergency	77,637	41,784	-	-	-	-	-	119,421
Solid Waste	19,482	3,133	-	-	-	-	-	22,615
Veterans	75,171	18,603	-	-	-	-	-	93,774
Other Requirements	-	154,526	25,000	-	155,194	115,362	-	450,082
General Fund Total Appropriations	4,795,812	2,772,631	29,500	-	155,194	115,362	-	7,868,499
Commissioners Fund	115,317	8,524	-	-	-	-	-	123,841
Road Department Fund	1,488,193	1,999,507	1,388,000	-	-	250,000	-	5,125,700
Roadside Improvement Fund	-	-	-	-	-	-	-	-
Court Mediation Fund	-	19,500	-	-	-	-	-	19,500
Bike & Footpath Fund	-	7,500	-	-	-	9,460	-	16,960
Clerk's Reserve Fund	-	18,100	-	-	40,000	-	-	58,100
Cornerstone Preservation Reserve Fund	-	-	-	-	35,000	90,000	-	125,000
State Court Security Fund	-	-	232,000	-	-	-	-	232,000
Law Library Fund	12,494	9,506	-	-	-	-	-	22,000
Economic Development Fund	50,796	46,722	-	-	-	-	-	97,518
Sheriff's Special Revenue Funds	740,649	285,380	20,000	-	-	84,344	-	1,130,373
Brookings Airport Fund	-	19,953	135,000	-	8,347	-	-	163,300
Pt Orford Landfill Trust Fund	-	34,961	36,032	-	-	169,007	-	240,000
Towers Maintenance Fund	-	88,347	18,955	-	-	-	-	107,302
County Parks Fund	93,283	90,412	-	-	37,500	10,000	-	231,195
Victims' Assistance Fund	70,654	2,185	-	-	-	-	-	72,839
Child Advocacy/ Crisis Assessment	21,604	51,472	-	-	-	-	-	73,076
County Fair Fund	93,222	258,930	1,000	-	-	-	-	353,152
Community Development Fund	269,361	116,274	2,500	-	-	-	-	388,135

APPROVED BUDGET APPROPRIATIONS

Tab	<u>ADOPTED</u>							<u>17/18 Total</u>
	<u>Personal Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Debt Service</u>	<u>Interfund Transfers</u>	<u>Operating Contingencies</u>	<u>Other Expenses</u>	<u>Adopted</u>
Public Health Fund	20,369	381,893	-	-	-	-	-	402,262
Administrative Services Fund	668,965	465,268	27,194	-	-	-	-	1,161,427
General Services Fund	-	280,099	-	-	-	64,874	-	344,973
Vehicle Replacement Fund	-	3,537	120,098	-	-	-	-	123,635
Road Capital Improvement Fund	-	6,790,989	-	-	2,873,436	-	-	9,664,425
County Lands Fund	-	-	-	-	30,000	-	-	30,000
Cable TV Franchise Fund	-	-	-	-	130,000	-	-	130,000
Cable TV Peg Access Fund	-	-	13,000	-	-	-	-	13,000
Construction Projects Fund	55,541	57,534	82,599	16,710	-	-	-	212,384
Children & Families Fund	-	-	-	-	-	-	-	-
Federal Grants Fund	105,821	395,491	1,400,000	-	-	-	-	1,901,312
State and Other Grants Fund	-	135,000	150,000	-	-	-	-	285,000
General Equipment Self-Insurance Fund	-	41,760	-	-	60,000	-	-	101,760
Road Equipment Self-Insurance Fund	-	1,164,587	-	-	-	-	-	1,164,587
Bridge Lighting Fund	-	300	-	-	-	-	-	300
Unemployment Self Ins Reserve Fund	-	150,934	-	-	127,000	-	-	277,934
PERS Expense Reserve Fund	-	220,000	-	-	-	-	-	220,000
County Schools Fund	-	-	-	-	-	-	400,000	400,000
Title III Reserve Fund	-	840,907	-	-	190,093	-	-	1,031,000
Other Funds Total Appropriations	3,806,269	13,985,572	3,626,378	16,710	3,531,376	677,685	400,000	26,043,990
County Total Appropriations	8,602,081	16,758,203	3,655,878	16,710	3,686,570	793,047	400,000	33,912,489

Footnote: The following is a listing of the budgeted ending fund balances for the 2017-2018 fiscal year. These amounts are a part of the 2017-2018 fiscal year budget, but are not appropriated. There is no spending authority given to "reserve for future expenditure".

Road Department Fund	1,273,665	Roaside Improvement	22,608
Clerk's Reserve	93,000	Economic Development Fund	-
Pt Orford Landfill Trust	75,000	Towers Maintenance Fund	5,522
County Fair Fund	74,248	Vehicle Replacement Fund	63,365
Road Capital Improvement Fund	21,657,740	Cable TV Franchise Fund	-
Total Reserve for Future Expenditure			23,265,148
General Fund Total Resources	7,868,499	Total County Budget for Fiscal 2017/2018	57,177,637
Road Funds Resources	38,908,725		-
Other Non-General Fund Total Resources	10,400,413		

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Resolution Impose and Categorize Tax 2017-2018 Fiscal Year**AGENDA DATE^a:** 06/21/2017 **DEPARTMENT:** Financer **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Louise **PHONE/EXT:** 3232 **TODAY'S DATE:** 06/13/2017**BRIEF BACKGROUND OR NOTE^b:** Resolution to Impose and Catagorize the 2017-2018 Curry County Property Tax for Fiscal Year 2017-2018 beginning July 1,2017.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Resolution

(1)Resolution

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☒ **No** ☐**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☒ **No** ☐
(If Yes, brief detail) General Fund departments are dependent on property taxes
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

^c**Note: Most signed documents are filed/recorded with the Clerk per standard process.****PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** **Adminstrative Actions****LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Statutory Requirement to impose and categorize property taxes**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

IN THE MATTER OF CATERORIZING)
AND IMPOSING PROPERTY TAXES) **RESOLUTION**
FOR THE 2017-2018 FISCAL YEAR)

John Hutt
Curry County Counsel

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:**Zoning Ordinance Amendment 2017.01, Repeal and replacement of Curry County
Zoning Ordinance Article IV, Section 4.050, Access Management**AGENDA DATE^a:** 06.21.2017 **DEPARTMENT:** Community Development **TIME
NEEDED:** 5 minutes^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Carolyn Johnson **PHONE/EXT:** 3228 **TODAY'S DATE:** 06.06.2017**BRIEF BACKGROUND OR NOTE^b:** The Zoning Ordinance standards for private roads require
update as detailed in the attached staff report. Public Hearing per published notice. First Reading.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE: Ordinance**

- (1) June 21, 2017 staff report
(2) Ordinance (to be filed with County Clerk)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk☐ Send Printed Copy to:☒ Email a Digital Copy to:☐ Other

Name: Carolyn Johnson

Address:

City/State/Zip:

Phone:

Due date to send: 06 /22 / 2017

Email: johnsonc@co.curry.or.us

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE: Legislative Actions****LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☐ **No** ☒
(If Yes, brief detail) Public Hearing and First Reading of Zone Change Ordinance**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**

Commissioner Thomas Huxley **Yes** ☐ **No** ☐
Commissioner Sue Gold **Yes** ☐ **No** ☐
Commissioner Court Boice **Yes** ☐ **No** ☐

Not applicable to Sheriff's Department since they do not have a liaison ☐



Board of Commissioners Agenda Report

Date: June 21, 2017

From: Carolyn Johnson, Community Development Director

Issue/Agenda Title: Zoning Ordinance Amendment 2017-01; Repeal and replacement of Zoning Ordinance Article IV, Section 4.050, Access Management

Recommendation: Adopt Ordinance

Recommended Motion: "I move adopt Ordinance 2017-01.

Summary: In 2016, the Community Development and Road Departments began a review of the current County's Road standards. The current standards include regulations and criteria for the County's public private roads. Zoning Ordinance Article IV, Section 4.050 also includes standards for private roads. To streamline these regulations the departments worked together to remove the standards for private roads from the County Road standards. Subsequently the Road department undertook the very large task of updating the County Road standards. The update ZO Section 4.050 to reflect appropriate standards for private roads was undertaken by the Community Development Department/Planning Division.

The Planning Commission in a number of public hearings reviewed the revised ZO Section 4.050 and has recommended repeal of the current section and replacement of same with an updated version. Ordinance 2017-01 is attached and includes as an exhibit the revised updated regulations.

New features of note in the updated ZO regulations include:

- a requirement for engineered plans for private roads to be presented to the County Building Official prior to issuance of a Building Permit.
- certification from the engineer who prepared the plans that the road was constructed per plan in accordance with the requirements of ZO 4.050. The certification will be required before the Building Official will issue a certificate of occupancy.

Fiscal impact of amendments: None

Attachment: Attachment 1 – Ordinance

BEFORE THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of the Adoption of	)	
Zoning Ordinance Amendment 2017.01	)	
Repeal and replacement of Curry County	)	ORDINANCE NO. 17-01
Zoning Ordinance Article IV, Section 4.050	)	
Access Management	)	

The Board of Curry County Commissioners ordains as follows:

Section 1 – Repeal of Zoning Ordinance Article IV Section 4.050.

This ordinance repeals Curry County Zoning Ordinance Article IV.

Section 2 – Adoption of Zoning Ordinance Article IV Section 4.050.

This ordinance adopts Curry County Zoning Article IV – Access Management; attached hereto as Exhibit 1.

Section 3 - Authority

This ordinance is being adopted under the authority of ORS Chapters 197 and 215, and Curry County Zoning Ordinance (CCZO) Article IX, Section 9.010 following published notice. This Ordinance shall be effective upon adoption.

Section 4 – Ordinance Validity

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional or unlawful, such decision shall not affect the validity of the remaining portions of this ordinance.

DATED this 21st day of June, 2017.

BOARD OF CURRY COUNTY COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice-Chair

Court Boice, Commissioner

Recording Secretary:

First Reading: June 21, 2017

Effective Date: June 21, 2017

Approved as to Form:

John HuttI

Curry County Legal Counsel

EXHIBIT 1

ARTICLE IV. SUPPLEMENTAL PROVISIONS

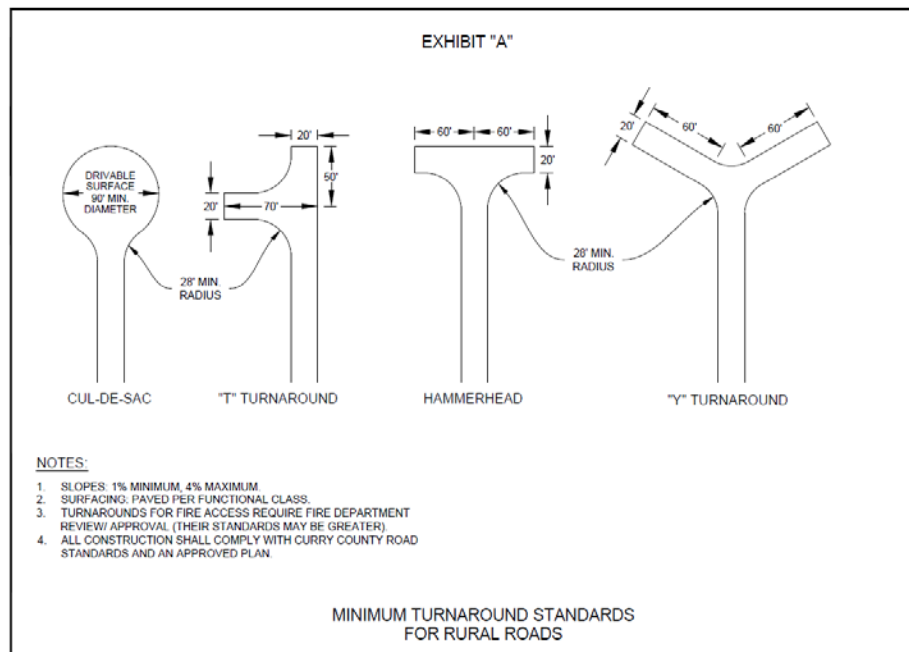
Section 4.050.	Access Management.	Page
1.	Purpose.	1
2.	Definitions.	1
3.	Applicability.	2
4.	Frontage Requirements.	2
5.	Functional classification of roads and road standards.	2
6.	Minimum right-of-way and roadway widths within urban growth boundaries.	2
7.	Exceptions to minimum right-of-way and roadway widths within urban growth boundaries.	3
8.	Minimum right-of-way and roadway widths outside urban growth boundaries.	3
9.	Minimum intersection spacing for roads of various functional classes shall be as noted in Table 9A.	6
10.	Additional criteria and standards – Land Divisions.	7
11.	Corner Clearance.	9
12.	Joint and cross access for commercial/ industrial development.	10
13.	Access connection and driveway design for commercial/ industrial development.	11
14.	Requirements for phased development plans.	12
15.	Nonconforming access features.	12
16.	Reverse frontage.	13
17.	Flag lot standards.	13
18.	Lot/parcel width-to-depth ratios.	13
19.	Shared access.	13
20.	Connectivity.	13
21.	Variances to access management standards for driveways/intersections.	14
22.	Liability for Maintenance.	15
23.	County Private Road, Driveway and Bridge Standards.	15
24.	Private Bridges.	20
25.	Pre-existing Roads, Driveways and Bridges.	21
26.	Interpretation.	21
27.	Abatement and Penalty.	22
28.	Inspection of Private Roads/Driveways/Bridges.	22
29.	Address Number Plates.	22

Section 4.050. Access Management.

1. Purpose. The purpose of this section is to identify appropriate access standards for land development to accommodate vehicular safety, capacity, and function. The provisions of this section shall apply to all private property within Curry County. This section of the ordinance is intended to implement the access management policies set forth in the Curry County Transportation System Plan (TSP), and sets standards for the review of land division proposals.

2. Definitions.

- A. Private Road. A private road is owned, controlled and maintained by the persons it serves, provides the principal means of access to abutting private properties and is not intended for use by the general public.
- B. Private Driveway. A private driveway is a drivable surface providing access from a road to a structure over a single lot or parcel of land which is constructed, controlled, maintained and otherwise kept in a drivable condition by the owner of the property it crosses.
- C. Private Bridge. A private bridge is any bridge located on a private road or driveway.
- D. Private Cul-de-sac or T-shaped Hammerhead or Loop. A private road terminated by a vehicle turnaround. A road over 150' in length must be terminated by a turnaround; turnaround alternatives are identified below in Exhibit A:



3. Applicability. The private road standards in this section are applicable to new roads, driveways and bridges and cul-de-sacs on private property in the County; however properties located in the Forest Grazing zone are subject to specific road standards specified in Section 3.046 consistent with Oregon Administrative Rule 660-006-0040.

4. Frontage Requirements. All lots in the **RR, R-1, R-2, R-3, RCR, RRC, RC, C-1, C-2, I, RI, MA, and PF** zones shall abut a county, public or private road as defined by the Curry County Code Article 3 - Roads for a distance of at least twenty-five (25) feet to provide adequate access for a private driveway, except flag lots which shall have a 20 foot minimum access.

Lots in the **T, FG, AFD, EFU, CON, ER** and **SW** zones shall have access to a county, public or private roadway by driveway or easement for a distance of at least twenty-five (25) feet or of a greater width if needed to provide adequate access for firefighting and other emergency equipment. This 25 foot access point may be shared by no more than 3 proposed parcels, by benefit of an easement for a distance of no more than 80 feet from the existing roadway. This access easement must be a minimum of 25 feet in width. In instances when the existing roadway is paved, this access easement must have a paved apron in the area adjacent to the existing roadway for a depth of 20 feet. Such an access easement requires an access maintenance agreement to be described on the partition plat. An access easement as described above may not be used in areas where adjacent undeveloped land would be land-locked as a result.

5. Functional classification of roads and road standards. Roadways within Curry County have been classified according to their function in moving vehicles and providing access to property. The functional class of all major public roads within the county is indicated in Table 12.2A of the Curry County Comprehensive Plan and in Appendix B of the Curry County Transportation System Plan.

6. Minimum right-of-way and roadway widths within urban growth boundaries.

The minimum right-of-way and roadway widths for roads of various functional classes that are located within Curry County within the urban growth boundaries of the three incorporated cities shall be as shown in Tables 6A – 6C.

**Table 6A. URBAN STANDARDS
FOR THE CITY OF BROOKINGS URBAN GROWTH AREA**

Functional Class	Minimum ROW	Minimum Roadway Paved Surface Width (feet)	Sidewalk Improvements *
Arterial Road/Hwy	80	70	5 foot/both sides
Major Collector	50	36	6 foot/both sides
Hillside Streets	50	24	4 foot paved shoulders
Local Road/Street serving 21 or more dwelling units	50	36	6 foot/both sides
Local Road/Street	45	30	6 foot/both sides
Commercial Industrial Road	60	44	6 foot/both sides
Alley	20	20	None
Cul-de-sac	45R	45R	6 foot
* Different means of providing for pedestrian or bicycle transportation may be allowed if it is consistent with existing conditions on adjacent properties/developments.			

**Table 6B. URBAN STANDARDS
FOR THE CITY OF GOLD BEACH URBAN GROWTH AREA**

Functional Class	Minimum ROW	Minimum Roadway Paved Surface Width (feet)	Sidewalk Improvements *
HWY 101**			
Section 1	80	70	5 foot/both sides
Section 2	80	56	6 foot/both sides
Section 3	80	64	6 foot/both sides
Section 4	80	48	6 foot/both sides
Section 5	80	34	6 foot/both sides
Major Collector	50	36	5 foot/both sides
Minor Collector	50	24	5 foot/ one side
Hillside Streets	50	24	2 foot gravel shoulders
Local Road/Street water and sewer available	50	30	4 foot/both sides or 6 foot/one side
Local Road/Street water and/or sewer not available	50	24	6 foot striped ped/bike path on one side
Commercial Industrial Road	60	40	5 foot/both sides
Alley	20	20	None
Cul-de-sac	60R	45R	5 foot
**Segments of US 101 are defined in the City of Gold Beach Transportation System Plan; ODOT is the authority for these areas.			

**Table 6C. URBAN STANDARDS
FOR THE CITY OF PORT ORFORD URBAN GROWTH AREA**

Functional Class	Minimum ROW	Minimum Roadway Paved Surface Width (feet)	Sidewalk Improvements *
Arterial Road/Hwy	80	70	5 foot/both sides
Major Collector	50	36	6 foot/both sides
Minor Collector	50	24	5 foot/ one side
Hillside Streets	50	24	2 foot gravel shoulders
Local Road/Street water and sewer available	50	30	6 foot/both sides
Local Road/Street water and/or sewer not available	50	24	6 foot/one side
Commercial Industrial Road	60	40	6 foot/both sides
Alley	20	20	None
Cul-de-sac	60R	50R	5 foot
*Different means of providing for pedestrian or bicycle transportation may be allowed if it is consistent with existing conditions on adjacent properties/developments.			

7. Exceptions to minimum right-of-way and roadway widths within urban growth boundaries.

- A. Land division resulting in four or less new parcels or lots may utilize a road of less width than a hillside or local road if the road will serve no more than 10 dwelling units and:
 - i. The new parcels or lots may not be further divided.
 - ii. Findings are submitted with the application that show service to adjacent units of land is prevented by existing development pattern, topography, physical characteristics, land use regulations or other circumstances affecting the area to be served.
 - iii. For roads serving 1-10 dwelling units, the minimum surface width is 20 feet with a striped pedestrian/bike path of at least 6' on one side.

8. Minimum right-of-way and roadway widths outside urban growth boundaries. Minimum right-of-way and roadway widths for roads of various functional classes that are located outside of urban growth boundaries, including Rural Communities, shall be as shown on Table 8A:

Table 8A. RURAL STANDARDS FOR CURRY COUNTY

Functional Class	Minimum ROW	Minimum *Paved Road Surface Width (feet)	Shoulder Width
Minor Arterial	50	26	6 feet
Major Collector with or without bike lanes	50	26	4 feet
Minor Collector	50	24	2 feet
Industrial Commercial	50	24	2 feet
11+ dwelling units Residential	50	20	2 feet
5 to 10 dwelling units Residential	50	18	*Intervisible Turn-Outs
4 or less dwelling units Residential	50	16	*Intervisible Turn-Outs
Cul-de-sac	50R	45R	
*InterVisible Turn-Outs are required as set forth in (d) iii) below.			

- A. Existing residential and collector roads may be paved or graveled when extending the existing road as allowed by the decision maker; newly created residential roads may be paved or graveled, but must be consistent with, or better than, existing road surface conditions on adjacent and surrounding development, as determined by the decision maker.
- B. Turnarounds shall be one of the alternatives listed in Exhibit "A", "Minimum Turnaround Standards for Rural Roads" in subsection 2 D above Sidewalks are not required for a cul-de-sac in a rural area, except in a rural community where the decision maker may require them if necessary for the reasonable safety of the residents and public.
- C. Generally, sidewalks are not required in a rural area; however, the decision making body must allow means of providing for pedestrian or bicycle transportation, especially within a Rural Community. Such provision shall be consistent with existing conditions on adjacent properties/developments; if no facilities for pedestrian or bicycle transportation exist on adjacent properties/developments, the facilities required by the decision maker shall set the standard and shall be reasonable given development patterns and potential.
- D. A land division resulting in three or less parcels, or four or less lots, may utilize a road of less width, as indicated in Table 8a, if the road will serve no more than 10 dwelling units and:
- The new parcels or lots may not be further divided.

- ii. Findings are submitted with the application that show service to adjacent units of land is prevented by existing development pattern, topography, physical characteristics, land use regulations or other circumstances affecting the area to be served.
- iii. For roads serving 5-10 dwelling units, the minimum surface width is 18 feet with no shoulders; for roads serving 4 or less dwelling units, the minimum surface width is 16 feet with no shoulders; however on roads where 16 foot or 18 foot surfaces are allowed, inter-visible opposing turnouts that result in an area of road surface at least 50 feet in length, not including entry and exit tapering, by 22 feet in width, are mandatory. Turnouts shall be sited at least one every 500 feet, and opposing inter-visible where curves prohibit visibility.
- iv. Adjacent to fire hydrants, roads shall have a minimum driving surface of not less than 26 feet in width, exclusive of shoulders, extending 20 feet in either direction of a fire hydrant.
- v. All road shall have a minimum vertical height clearance of not less than 14 feet.
- vi. Additional requirements, as stipulated by the rural fire protection district of the area in which the road is located, as well as the section entitled "Appendix D, Fire Apparatus Access Roads" of the Oregon Fire Code, may be required.

9. Minimum intersection spacing for roads of various functional classes shall be as noted in Table 9A:

Table 9A

Functional Class Intersection Type	Public Road Type	Spacing*	Private Driveway Type	Spacing**
Arterial Road/Hwy	At-grade	1/4 mile	L/R turns	500 ft.
Collector Road	At-grade	250 ft.	L/R turns	100 ft.
Local Road	At-grade	250 ft.	L/R turns	each lot
Alley	At-grade	250 ft.	L/R turns	each lot
* Between roads				
**Between driveways & intersections (measured from center to center)				

10. Additional criteria and standards – Land Divisions.

A. Hillside Streets may be allowed in accordance with the definition in Section 1.030 as follows: A road or street traversing lands composed predominantly of slopes greater than 25%. Predominantly means 50 percent or more of the total acreage of the parcel as determined by a Registered Professional Engineer licensed in the State of Oregon. A specific report or findings, signed and stamped by the Engineer, must be included in any application for land division in order to allow a Hillside Street.

B. A statement in writing must be obtained from the County Roadmaster, and submitted with the Land Division application, that the new road(s) as designed is consistent with the requirements for road construction as found in Article III of the Curry County Code, specifically the following sections of the Code:

- i. SECTION 3.01.030
- ii. SECTION 3.01.050 CONSTRUCTION SPECIFICATIONS OF COUNTY ROADS
 - 2) GRADES
 - 3) ROAD STANDARDS CHART
 - 4) DRIVEWAYS
 - 5) HORIZONTAL CURVATURE
 - 6) VERTICAL CURVATURE
- iii. SECTION 3.01.090 ROADWAY MATERIAL STANDARD SPECIFICATIONS
- iv. SECTION 3.01.100 GRADATION CHARTS
- v. SECTION 3.01.140 PUBLIC ROAD STANDARDS
- vi. Exhibits A, B & C at the end of the Curry County Road Standards.

The statement shall also include an assessment of whether or not the access route proposed to the boundary of the subject property meets these requirements.

C. In any area outside of an Urban Growth Boundary, turnarounds shall be provided for emergency vehicle maneuvering at the end of any road over 150 feet in length as identified in definition 2d, including Exhibit A.

D. A written statement is required to be submitted with the Land Division application from the Chief of the Rural Fire Protection District of the area in which the road (s) is/are located verifying that the District's large fire-fighting equipment can safely negotiate the road and serve all new parcels or lots. The statement shall also include an assessment of whether or not the access route proposed to each boundary of the subject property.

E. Access to a property being divided must be deemed adequate, according to the standards set forth below, by the decision maker. The access route is the proposed route from an intersection with a County Road, or, State or Federal Highway, to the boundary of the property proposed for division. Findings addressing the adequacy of the access must take into account the total traffic load on the access route, including that added from full build-out of the subject property, and must address the entire access route.

A determination of "adequate" shall be made based on the following factors:

- i. If a Traffic Impact Study (TIS) is required for the proposed development, and reveals that mitigation measures are necessary, the mitigation measures proposed must be approved by the county and constructed by the applicant prior to final plat or plan approval.
- ii. The written statements from the Road Department and the appropriate Rural Fire Protection District Chief must indicate that the access route is "adequate" according to the standards for those entities as set forth in A through C above.
- iii. If the land division is proposed within an Urban Growth Area, the City must agree that the access route is "adequate" according to A through C above. If A through C are deemed not met by the City, but are deemed met by the decision maker, Roadmaster and Fire Protection Authority, the City may present other findings; however, those findings must be overwhelming and compelling in order to negate the determination of adequacy of the other authorities as set forth in this section.

F. All roads utilized for access to new parcels or lots, whether existing or proposed, shall be platted roads within the boundaries of the property being divided; easements may not be used for access within the boundaries of the property being divided.

G. Areas utilized for roads and easements shall be allowed to be included as part of the total lot area; however, within the Brookings Urban Growth Area, the area of any lot or parcel outside road right-of-ways and access easements shall not be reduced below 6000 square feet in size.

H. Zoning Ordinance Article 4 Supplementary Provisions and Article 3 Use Zones include required setbacks from property lines, easements, roads and streets, etc., and limitations on buildable area due to natural hazards, and are applicable.

I. Roads platted as part of a land use approval shall not be part of the County Road system unless accepted by the Board of Commissioners. Roads may be accepted by the Board of Commissioners in accordance with the requirements for such acceptance as set forth in Curry County Code Article 3, Division 1, Section 3.01.130 ACCEPTANCE BY COUNTY. Roads not accepted into the County Road system shall not be constructed or maintained by the County.

J. The disclosure statement for the land division must include a statement that the County is not responsible for the construction or maintenance of any roads not accepted into the County Road system.

K. A road maintenance agreement must be approved by the decision maker and recorded in conjunction with the final plat for any roads not accepted into the County Road system.

L. Prior to Final Plat approval, the applicant shall provide the County Community Development Department/Planning Division, in a format specified by the County, "as-built" engineering/construction grade documents for all road, driveway and bridge development, including but not limited to, grading, transportation facilities and utilities.

M. Prior to Final Plat approval, the applicant shall obtain a statement from a Registered Professional Engineer that the roads have been constructed as preliminarily approved by the County.

N. Signage. Upon completion of construction of a private roads in a subdivision, the applicant shall provide and install standard road name signs for each road, said signs having a retro-reflectorized green background with retro-reflectorized white letters as specified in the Manual on Uniform Traffic Control Devices. The Building Division shall not issue a certificate of occupancy for any new dwelling along private roads of the subdivision until standard road signs as specified in this section are installed.

11. Corner Clearance.

A. Corner clearance for connections shall meet or exceed the minimum connection spacing requirements for the functional class of the roadway abutting the property.

B. New connections shall not be permitted within the functional area of an intersection as defined by the connection spacing standards of this section, unless no other reasonable access to the property is available.

C. Where no other alternatives exist, the County may allow construction of an access connection along the property line farthest from the intersection. In such cases, directional connections (i.e. right in/out, right in only, or right out only) may be required.

12. Joint and cross access for commercial/ industrial development.

A. Adjacent commercial or office properties classified as major traffic generators (i.e. shopping centers, office parks), shall provide a cross access drive and pedestrian access to allow circulation between sites.

B. A system of joint use driveways and cross access easements shall be established wherever feasible and shall incorporate the following:

- i. A continuous service drive or cross access corridor extending the entire length of each block served to provide for driveway separation consistent with the access management classification system and standards;
- ii. A design speed of 10 mph and maximum width of 20 feet to accommodate two-way travel aisles designed to accommodate automobiles, service vehicles, and loading vehicles;
- iii. Stub-outs and other design features to make it visually obvious that the abutting properties may be tied in to provide cross-access via a service drive;
- iv. A verified access and circulation system plan for coordinated or shared parking areas is encouraged.

C. Shared parking areas shall be permitted if peak use demands do not occur at the same time period.

D. Pursuant to this section, the property owner shall:

- i. Record an easement with the deed allowing cross access to and from other properties served by the joint use driveways and cross access of service drive;

- ii. Record an agreement with the deed that remaining access rights along the roadway will be dedicated to the County and pre-existing driveways will be closed and eliminated after construction of the joint-use driveway;
 - iii. Record a joint maintenance agreement with the deed defining maintenance responsibilities of property owners.
 - iv. Recorded agreements specified in Di, Dii, and Diii above shall be submitted with the Building Permit application for any new development or additions to existing development.
- E. The County may reduce required separation distance of access points where they prove impractical, provided all of the following requirements are met:
- i. Joint access driveways and cross access easements are provided in accordance with this section;
 - ii. The site plan incorporates a unified access and circulation system in accordance with this section;
 - iii. The property owner enters into a written agreement with the County, recorded with the deed, that pre-existing connections on the site will be closed and eliminated after construction of each side of the joint use driveway.
- F. The County may modify or waive the requirements of this section where the characteristics or layout of abutting properties would make the development of a unified or shared access and circulation system impractical.

13. Access connection and driveway design for commercial/ industrial development.

- A. Driveways shall meet the following standards:
- i. If the driveway is a one-way in or one-way out drive, then the driveway shall be a minimum width of 10 feet and a maximum width of 15 feet and have appropriate signage designating the driveway as a one way connection.
 - ii. For two-way access, each lane shall have a minimum width of 10 feet and maximum width of 12 feet.

B. Driveway approaches must be designed and located to provide an exiting vehicle with an adequate sight distance. Driveway approaches shall be limited to a 60-90 degree intersection angle with any public road. There shall be enough room at the approach for a vehicle to be at a 90 degree angle to the road. Construction of driveways along acceleration or deceleration lanes and tapers shall be avoided due to the potential for vehicle weaving conflicts.

C. The length of driveways shall be designed in accordance with the anticipated storage length for entering and exiting vehicles to prevent vehicles from backing into the flow of traffic on the public road or causing unsafe conflicts with on-site traffic circulation.

14. Requirements for phased development plans.

A. In the interest of promoting unified access and circulation systems, development sites under the same ownership or consolidated for the purposes of development and comprised of more than one building site shall be reviewed as single properties in relation to the access standards of this ordinance. The number of access points permitted shall be the minimum number necessary to provide reasonable access to these properties, not the maximum available for that frontage. All necessary easements, agreements, and stipulations shall be met. This shall also apply to phased development plans. The owner and all lessees within the affected area are responsible for compliance with the requirements of this ordinance and both shall be cited for any violations.

B. All access must be internalized using the shared circulation system of the principal development or retail center. Driveways shall be designed to avoid queuing across surrounding parking and driving aisles.

15. Nonconforming access features. Legal access connections in place as of the date of adoption of this ordinance that do not conform with the standards herein are considered nonconforming features and shall be brought into compliance with applicable standards under the following conditions:

A. A new access connection permit is requested;

B. A change in use, enlargements or improvements that will increase trip generation occurs.

16. Reverse frontage.

A. Lots that front on more than one road shall be required to locate vehicle accesses on the road with the lower functional classification.

B. When a residential subdivision is proposed that would abut an arterial, it shall be designed to provide through lots along the arterial with access from a frontage road or interior local road. Access right of these lots to the arterial shall be dedicated to the County and recorded with the deed. A berm or buffer yard may be required at the rear of the through lots to buffer residences from traffic on the arterial. The berm or buffer yard shall not be located within the public right-of-way.

17. Flag lot standards.

A. Flag lot shall not be permitted when the result would be to increase the number of properties requiring direct and individual access connections to the Oregon State Highway System arterials, or collectors.

B. Flag lots may be permitted for residential development when necessary to achieve planning objectives, such as reducing direct access to roadways, providing internal platted lots with access to a residential road, or preserving natural or historic resources, under the following conditions:

- i. Flag lot driveways shall be separated by at least twice the minimum frontage requirement of the zoning designation of the property;
- ii. The flag driveway shall be 20 feet in width;
- iii. In no instance shall flag lots constitute more than 10 percent of the total number of buildable lots in a recorded subdivision or buildable parcels in a partition plat, or three lots, whichever is greater. This does not apply when lots are served by a Local Road.

18. Lot/parcel width-to-depth ratios. To provide for proper site design and to prevent the creation of irregularly shaped parcels, the depth of any lot or parcel shall not exceed four (4) times its width unless there is a topographical or environmental constraint or an existing man-made feature.

19. Shared access.

A. Subdivisions with frontage on the state highway system shall be designed into shared access points to and from the highway. Normally a maximum of two accesses shall be allowed regardless of the number of lots served. If access off a secondary road is possible, then access should not be allowed onto the state highway. If access off of a secondary road becomes available, then conversion to that access is encouraged and the access to the state highway will be closed.

20. Connectivity.

A. The road system of proposed subdivisions shall be designed to connect with existing, proposed, and planned roads outside of the subdivision as provided in this section of the ordinance.

B. Whenever a proposed development abuts unplatted land or a future development phase of the same development, road stubs shall be provided for access to abutting properties or to logically extend the road system into the surrounding area. All road stubs shall be provided with a temporary turn around unless specifically exempted from this requirement by the Community Development Director and Roadmaster. The extension of the road shall be the responsibility of any future developer of the abutting land.

C. Minor collector and local residential access roads shall connect with surrounding roads to permit the convenient movement of traffic between residential neighborhoods or facilitate emergency access and evacuation. Connections shall be designed to avoid or minimize through traffic on local roads. Appropriate design and traffic control such as four-way stops and traffic calming measures are the preferred means of discouraging through traffic.

21. Variances to access management standards for driveways/intersections.

A. The granting of the variance by the decision maker shall meet the purpose and intent of these regulations and shall not be considered until every feasible option for meeting the access management standards has been explored.

B. Applicants for a variance from these standards must provide proof of unique or special conditions that make strict application of the provisions impractical. Applicants shall include proof that:

i. Indirect or restricted access cannot be obtained;

ii. No engineering or construction solutions can be applied to mitigate the condition; and

iii. No alternate access is available from a road with a lower functional classification than the primary roadway.

C. No variance shall be granted where such hardship is self-created.

D. The applicant shall provide a written statement from the governing board of the fire protection district having responsibility for structural fire protection in the area where the new dwelling or structure is to be located which states that their fire-fighting vehicles and equipment can negotiate the proposed private road and/or driveway.

22. Liability for Maintenance. A maintenance agreement shall be recorded against the title of the property prior to issuance of a Conditional or Permitted Use Permit or a Planning Clearance along with any map or plot creating a private road, and include the following terms:

A. The owner(s) of the private road, driveway and/or bridge are solely responsible for maintaining these facilities in a safe condition and to the standards set forth in this division; and

B. The agreement for maintenance shall be enforceable by any person served by the road.

C. The owners of land served by the road, their successors, or assigns shall maintain the road, either equally or in accordance with a specific formula.

D. No County funds will be spent in the construction, reconstruction, or maintenance of a private road, driveway or bridge.

23. County Private Road, Driveway and Bridge Standards.

New or reconstructed private roads, driveways and bridges shall be designed by a Professional Engineer licensed in the State of Oregon as a Civil or Structural Engineer. Preliminary plans demonstrating compliance with the above requirements shall be furnished to the Curry County Community Development Department/Planning Division and the Roadmaster prior to construction. The Preliminary Plans will include the Engineer's statement that the plans for the new or reconstructed private road, driveway and/or bridge comply with Zoning Ordinance Section 4.050. The following standards shall be met with the design of any private road, driveway or bridge:

A. Right-of-Way and Design.

i. The minimum right-of-way width is fifty (50) feet except as otherwise provided for by an alternative County ordinance or law.

ii. The right-of-way may have to exceed the above stated minimums in order to accommodate cuts, fills, drainage structures, fire protection requirements, etc.

iii. In any area outside of an Urban Growth Boundary, turnarounds shall be provided for emergency vehicle maneuvering at the end of any road over 150' in length; with a "T" shaped hammerhead no less than 120'. See Exhibit "A", subsection 2D above for typical turnaround designs. Turnarounds shall have an all-weather drivable surface identical to the road surface.

iv. Roads, driveways, bridges and culverts shall be designed consistent with NFPA standards for the passage of fire fighting vehicles or equipment.

B. Surface.

i. Private roads and driveways shall be constructed with an all-weather drivable surface consistent with the following materials:

1. Subgrade. All subgrade will be compacted in accordance with the Earthwork Compaction Requirements, Section 00330.43 of the Oregon Standard Specifications for Construction.
2. Aggregate Base. Aggregates for aggregate base shall be crushed rock or pit run rock. Pit run materials, when used in place of crushed rock, shall be placed at 1.25 times the required depth of aggregate. Crushed rock shall meet the requirements of Section 02630 of the Oregon Standard Specifications for Construction. Pit run material shall meet the durability and sand equivalent requirements of Section 02630 of the Oregon Standard Specifications for Construction and shall have the gradation approved by the Curry County Road Department. See the following tables.
3. Asphalt Concrete Pavement. Where asphalt concrete pavement is required it shall be hot mix asphalt concrete pavement done in accordance with Section 00744 of the Oregon Standard Specifications for Construction. The class and grade mix design shall be in the contract consistent with the following tables:

Base aggregate Table.

Table 02630-1 Grading Requirements for Dense-Graded Aggregate					
Sieve Size	Separated Sizes				
	2 1/2" - 0	2" - 0	1 1/2" - 0	1" - 0	3/4" - 0
Percent Passing (by Weight)					
3"	100				
2 1/2"	95 - 100	100			
2"	—	95 - 100	100		
1 1/2"	—	—	95 - 100	100	
1 1/4"	55 - 75	—	—	—	
1"	—	55 - 75	—	90 - 100	100
3/4"	—	—	55 - 75	—	90 - 100
1/2"	—	—	—	55 - 75	—
3/8"	—	—	—	—	55 - 75
1/4"	30 - 45	30 - 45	35 - 50	40 - 55	40 - 60
No. 4 ¹	—	—	—	—	—
No. 10	2	2	2	2	2

¹ Report percent passing sieve when no grading requirements are listed

² Of the fraction passing the 1/4 inch sieve, 40 percent to 60 percent shall pass the No. 10 sieve

Fracture of Base Aggregate Table. Fracture of base aggregates produced from rounded rock shall be determined according to AASHTO T 335. Provide at least one fractured face based on the following percentage of particles retained on the 1/4 inch sieve for the designated size:

Minimum Percent of Fractured Particles
(by Weight of Material)

Designated Size	Retained on 1/4 inch Sieve
1 1/2" - 0 and larger	50
Smaller than 1 1/2" - 0	70

Durability Table. Dense graded base aggregate shall meet the following durability requirement.

Test	Test Method	Requirements
Abrasion	AASHTO T 96	35.0% maximum
Degradation (coarse aggregate)		
Passing No. 20 sieve	ODOT TM 208	30.0% maximum
Sediment Height	ODOT TM 208	3.0" maximum

Asphalt Concrete Aggregates Table *

	Sieve Size	1/2" ACP Control Points (% passing by Weight) Min. Max.		
*Aggregate for shall conform with the "Oregon Specifications for	3/4"	100		flexible pavements Section 00744 of Standard Construction"
	1/2"	90	100	
	3/8"	-	90	
	No. 4	-	-	
	No. 8	28	58	
	No. 200	2.0	10.0	
	Asphalt Cement	5	6	

Durability Table. Provide aggregate not exceeding the following maximum values:

Test	Test Method		Aggregates Coarse
	ODOT	AASHTO	
Abrasion		T 96	30.0%
Degradation			
Passing No. 20 sieve	TM 208		30.0%
Sediment Height	TM 208		3.0"

Fractured Faces Table. Provide crushed aggregate with not less than the minimum number of fractured faces as determined by AASHTO T 335 as follows:

Type of Mix	Percent of Fracture (by Weight)	
	Material Retained on 1", 3/4", 1/2" and No. 4 Sieve (two fractured faces)	Material Retained on No. 8 sieve (one fractured face)
All ACP	75	75

ii. Private roads and driveways shall have an unobstructed horizontal clearance of not less than sixteen (16) feet and an unobstructed vertical clearance of not less than twelve (12) feet.

iii. Private roads serving 11+ dwelling units, the minimum drivable surface width is 20 feet with 2 foot shoulders.

- iv. Private roads serving 5-10 dwelling units, the minimum drivable surface width is 18 feet with no shoulders, however, on roads where 18 foot surfaces are allowed, inter-visible opposing turnouts that result in an area of road surface at least 50' in length, not including entry and exit tapering, by 22' in width, are mandatory. Turn-outs shall be sited at least one every 500 feet, and opposing inter-visible where curves prohibit visibility.
- v. Private roads serving 4 or less dwelling units and driveways, the minimum drivable surface width is 16 feet with no shoulders; however, on roads and driveways where 16 foot surfaces are allowed, inter-visible opposing turnouts that result in an area of road surface at least 50' in length, not including entry and exit tapering, by 22' in width, are mandatory. Turn-outs shall be sited at least one every 500 feet, and opposing inter-visible where curves prohibit visibility.
- vi. A private road access point at a County road shall have a drivable surface not less than thirty (30) feet in width along the County road to provide ingress to or egress from the County road. A facility permit must be obtained from the County Road Department prior to construction.
- vii. A private driveway access point at a County road shall have a drivable surface not less than sixteen (16) feet in width along the County road to provide ingress to or egress from the County road. See Exhibit "B", Article 3 of the Curry County Code for Typical Design. A facility permit must be obtained from the County Road Department prior to construction.
- vii. Culverts, ditches and other drainage features shall be installed as needed to effectively remove water from the drivable surface under all types of weather conditions. Culverts shall be capable of supporting a single axle load of 32,000 pounds (Highway Loading H-20). Prior to submitting a development application and its related access feature where a stream crossing will be required, the applicant shall submit an Oregon Department of Fish and Wildlife (ODFW) determination to the Building Official indicating whether the stream crossing location is a fish habitat as required by ORS 509.585. If the ODFW determines that there is a potential for fish habitat or there is fish habitat in the stream crossing that will be impacted, fish passage shall be required consistent with Division 412 of the Oregon Administrative Rules (635-412-0005 through 635-412-0040).

C. Grade. Average grade for a private road or driveway shall not exceed thirteen and one-half (13.5) percent for any one mile of road length; or exceed twenty (20) percent for any four hundred (400) consecutive feet of road length.

D. Drainage and erosion control. A drainage and erosion control plan designed by a licensed engineer, is required for any private road/driveway. The drainage and erosion control plan shall identify methods to minimize the amount of runoff siltation, and pollution created from the private road/driveway both during and after construction. The drainage and erosion control plan shall identify methods to insure offsite impacts can be mitigated. General standards for drainage and erosion control may include:

- i. Controls that do not damage the natural environment.
- ii. A drainage system free of pollutants, including sedimentary materials.
- iii. French drains, or similar methods, as necessary to supplement the drainage system for the private road/driveway.
- iv. Where culverts cannot provide sufficient capacity without significant environmental degradation, the County may require the water course to be bridged or spanned.
- v. Natural drainage pattern shall not be substantially altered.
- vi. Greatly accelerated release of stored water is prohibited.

E. Address Signs. Upon completion of construction of a private road, the applicant shall provide and install standard road name signs for each road, said signs having a retro-reflectorized green background with retro-reflectorized white letters as specified in the Manual on Uniform Traffic Control Devices. The Building Division shall not issue a certificate of occupancy for a new dwelling along a private road will not be issued until a standard road sign as specified in this section is installed.

24. Private Bridges.

A. Roads, driveways, bridges and culverts shall be designed and maintained consistent with NFPA standards for the passage of fire fighting vehicles or equipment.

- B. New bridges to be used by emergency vehicles shall be designed by a Professional Engineer licensed in the State of Oregon as a Civil or Structural Engineer. Preliminary plans demonstrating compliance with the above requirements shall be furnished to the Curry County Community Development Department and the Roadmaster prior to construction of the structure. The design engineer shall perform a final inspection of the bridge upon its completion to certify that the bridge was built in compliance with the plans and meets the above requirements. A copy of the final inspection report and certification shall be filed with the Community Development Department to be kept as a permanent record for all emergency service providers in the County.
- C. A Professional Engineer licensed in the State of Oregon as a Civil or Structural Engineer funded by the property owner shall inspect and certify a bridge constructed to serve a private property owner or owners at an interval not greater than every two years from the date of this ordinance. The inspection report shall be filed with the Curry County Community Development Department and the local Fire District servicing the subject site as a permanent record for all emergency service providers in the County.

25. Pre-existing Roads, Driveways and Bridges.

- A. Substandard roads, driveways and bridges in existence on the effective date of adoption of this division are considered nonconforming roads, driveways and bridges.
- B. Expansion of nonconforming roads, driveways and/or bridges shall be accomplished in the following manner:
 - i) Upgrade the road, driveway or bridge to the minimum standard required by this division; or
 - ii) Obtain an approved variance of the minimum standards subject to Subsection 21 of this Section.
 - iii) Expansion of a nonconforming road or driveway includes the creation of additional parcels or lots by partitioning or subdivision of land accessed by the road and the construction of new habitable structures on land accessed by the road or driveway.

26. Interpretation. The provisions of this division shall be held to be the minimum requirements fulfilling its objectives. Where the conditions imposed by a provision of this division are less restrictive than conditions imposed by any other provisions of this division or of any other ordinance, resolution, regulation or statute; the provisions which are more restrictive shall govern.

27. Abatement and Penalty. Violations of the provisions of this division are subject to the following forms of abatement or penalties:

- A. If a person builds or maintains a road, driveway or bridge in violation of this division, or violates this ordinance in any way, the County, in addition to other remedies provided by law, may institute an injunction, mandamus, abatement, or other appropriate proceedings to prevent, temporarily or permanently enjoin, abate or remove the unlawful road, driveway or bridge.
Y6
- B. In addition to the provisions of subsection (A) above, any violation of this division may be punishable by other provisions of the Curry County Code.

28. Inspection of Private Roads/Driveways/Bridges. The inspection of the base and paving shall be coordinated with the Curry County Building Division. The applicant shall provide the Building Division with a certification stamped by a licensed engineer that the installation of the private road/driveway/bridge complies with Curry County standards specified in Zoning Ordinance Section 4.050 and as presented on the plans submitted prior to construction. A final inspection and Certificate of Occupancy will not be issued without a completed approved inspection of any private road, driveway or bridge by the licensed engineer who prepared the plans and inspected the completed private road/driveway/bridge.

29. Address Number Plates: The County Community Development Department shall assign addresses to new dwellings or developments when the owner is granted a building permit. At that time the Community Development Department will advise the Road Department of the address and the address number plate may be purchased from the County Road Department. If the address number plate is not purchased from the County Road department, it shall have a retro-reflectorized green background with retro-reflectorized white numbers. The numbers shall not be less than three inches in height. Upon completion of the dwelling or development the address number plate shall be posted by the property owner prior to the issuance of a certificate of occupancy. Said plates shall be conspicuously posted at all times by the resident in a manner to allow emergency vehicle drivers to immediately ascertain the address of each residence.

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Resolution Adopting New Solid Waste Rates for the Unincorporated Area of Curry County**AGENDA DATE^a:** 06-21-17 **DEPARTMENT:** Counsel **TIME NEEDED:** 10 min.^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Hutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 06-05-17**BRIEF BACKGROUND OR NOTE^b:** 10:30A.M. Curry Transfer and Recycle Representative Luke Pyke presented before the Board on 6-7-17. Requires Public Hearing.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE: Resolution**

(1)Public Legal Notice published with County fee legal notice exhibit for County fee AGRS above

(2)Resolution with Exhibit Attachment

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk☒ Send Printed Copy to:☐ Email a Digital Copy to:☐ Other

Name: CTR

Address: P.O. Box 4008

City/State/Zip: Brookings, Oregon 97415

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE: Administrative Actions****LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐

(If Yes, brief detail) This action proposes an increase in solid waste rates - public hearing required

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

**IN THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON**

In the Matter of a Resolution)
Adopting New Solid Waste)
Rates for the Unincorporated)
Area of Curry County)

RESOLUTION No. _____

WHEREAS, on or around May 9, 2017, Curry Transfer and Recycling (CTR) submitted to Curry County a request for an increase in the solid waste rates pursuant to Section 2.06.080 of the Curry County Code; and

WHEREAS, on June 7, 2017, CTR made a presentation before the Board of Commissioners; and

WHEREAS, the proposed increase is reflected in Exhibit “A” that is incorporated by reference; and

WHEREAS, pursuant to Section 2.06.080(3) of the Curry County Code, CTR is entitled to an annual rate increase based upon the Portland CPI; and

WHEREAS, CTR submitted to the County documentation showing that the Portland CPI for the year 2016 was 2.10%; and

WHEREAS, the proposed rates contemplate maintaining the Port Orford Post-Closure funding at the same rate as previously imposed; and

WHEREAS, the proposed rates also maintain the previously added component to fund the Household Hazardous Waste (HHW) Program; and

WHEREAS, on June 21, 2017, following published notice, the Board of Curry County Commissioners held a public hearing to review the proposed fee increase; and

WHEREAS, the Board of Curry County Commissioners did not object to the proposed increase;

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the rate schedule attached as Exhibit “A” and incorporated by reference, be adopted for the unincorporated area of Curry County effective July 1, 2017, and that Exhibit “A” replace the prior schedules.

DATED this 21st day of June, 2017.

BOARD OF CURRY COUNTY COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

Approved as to Form:

**John HuttI
Curry County Legal Counsel**



Curry County Rate Schedule

Exhibit A

Effective July 1, 2017

			Previous Year 2016	CPI Adjustment	New Rate 2017
Residential Cart Service					
32	gallon	per month	24.23	2.10% 0.51	24.74
48	gallon	per month	36.36	2.10% 0.76	37.12
64	gallon	per month	48.47	2.10% 1.02	49.49
96	gallon	per month	72.71	2.10% 1.53	74.24
Commercial Cart Service					
32	gallon	per month	27.54	2.10% 0.58	28.12
48	gallon	per month	41.29	2.10% 0.87	42.16
64	gallon	per month	55.08	2.10% 1.16	56.24
96	gallon	per month	82.61	2.10% 1.73	84.34
Commercial/Container Rental Service					
Per Loose Yard Trash Service			30.79	2.10% 0.65	31.44
Per Loose Yard Brush Service			13.50	1.10% 0.15	13.65
Per Loose Yard Metal Service			13.50	1.10% 0.15	13.65
Auto Lock Charge			4.07	1.26% 0.05	4.12
Dumpster Rental			16.06	2.10% 0.34	16.40
Extra bag- on route			6.28	2.10% 0.13	6.41
Medical Waste- 1 Gallon Sharps			25.59	2.10% 0.54	26.13
Medical Waste Tub collection per gallon			3.37	2.10% 0.07	3.44
Return Trip Charge- next day			13.98	2.10% 0.29	14.27
Roll- Off Daily Rent Charge			2.30	2.10% 0.05	2.35
Special Handling Charge			1.29	1.25% 0.02	1.31
Special Trip/ Off Route Trip/Delivery Charge			28.84	2.10% 0.61	29.45
Start; Stop; Resume; Seasonal Stop			7.03	1.25% 0.09	7.11
Recycling					
Residential recycle only (no solid waste service)			18.93 per month		
Commercial Cardboard- routed			up to 25% of commercial yard rate		
Commercial Commingle			up to 50% of commercial yard rate		
Heavy Roofing or Demolition			1.5 times yard rate		
Extra Heavy Demolition or Mechanically Compacted Waste			2.75 times yard rate		



Transfer Site Rates
Exhibit A
Wridge Creek; Nesika Beach; Port Orford
Effective July 1, 2017

	Previous Year 2016	CPI Adjustment		New Rate 2017
Gate Fee	10.35	2.02%	0.21	10.55
Additional Cans	5.20	2.00%	0.10	5.30
Recycle Credit (off gate fee)	-3.20	3.00%	-0.10	-3.30
Yard Waste 1 to 5 yards	13.50	2.20%	0.30	13.80
Metal Waste Per Yard	13.50	2.20%	0.30	13.80
Loose Garbage Per Yard	26.70	2.25%	0.60	27.30
Demolation Rate Per Yard	40.05	2.00%	0.80	40.85
Compacted Rate Per Yard	73.45	2.11%	1.55	75.00
Batteries- Vehicle	4.15	2.29%	0.10	4.25
Bulky Item- furniture; appliances; etc	12.90	2.30%	0.30	13.20
Oil- per gallon	1.45	3.60%	0.05	1.50
Refrigerators with Freon	18.75	2.11%	0.40	19.15
RV refrigerators with Amonia	116.50	2.02%	2.35	118.85
Tires- Car/PU Truck not mounted	5.80	1.70%	0.10	5.90
Tires- Car/PU Truck mounted	10.30	1.90%	0.20	10.50
Tires- Tractor not mounted	10.30	1.90%	0.20	10.50
Tires- Tractor mounted	40.15	2.00%	0.80	40.95
	399.85	2.06%	8.25	408.09

rates are rounded to .05 cents

U.S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS
 Western Information Office, 90 7th St., Suite 14-100, San Francisco, CA 94103
 Information Staff (415) 625-2270 / Fax (415) 625-2351

01/19/17

PORTLAND-SALEM
 Consumer Price Index, All Items, 1982-84=100 for All Urban Consumers (CPI-U)

YEAR	SEMI-ANNUAL AVERAGE			OVER-THE-YEAR PERCENT CHANGE		
	1st Half	2nd Half	ANNUAL AVERAGE	1st Half	2nd Half	ANNUAL AVERAGE
1989	119.3	121.6	120.4	5.0	4.9	5.0
1990	124.9	129.8	127.4	4.7	6.7	5.8
1991	132.8	135.1	133.9	6.3	4.1	5.1
1992	138.8	140.9	139.8	4.5	4.3	4.4
1993	143.6	145.8	144.7	3.5	3.5	3.5
1994	147.7	150.1	148.9	2.9	2.9	2.9
1995	152.5	153.9	153.2	3.2	2.5	2.9
1996	157.2	160.0	158.6	3.1	4.0	3.5
1997	162.6	165.5	164.0	3.4	3.4	3.4
1998	166.1	168.1	167.1	2.2	1.6	1.9
1999	170.8	174.4	172.6	2.8	3.7	3.3
2000	176.4	179.5	178.0	3.3	2.9	3.1
2001	181.2	183.6	182.4	2.7	2.3	2.5
2002	183.5	184.0	183.8	1.3	0.2	0.8
2003	186.0	186.5	186.3	1.4	1.4	1.4
2004	189.8	192.5	191.1	2.0	3.2	2.6
2005	194.5	197.5	196.0	2.5	2.6	2.6
2006	199.8	202.5	201.1	2.7	2.5	2.6
2007	206.653	210.460	208.556	3.4	3.9	3.7
2008	214.619	216.159	215.389	3.9	2.7	3.3
2009	214.102	217.191	215.647	-0.2	0.5	0.1
2010	217.508	219.179	218.344	1.6	0.9	1.3
2011	223.105	226.077	224.590	2.6	3.1	2.9
2012	228.746	230.811	229.779	2.5	2.1	2.3
2013	233.735	237.322	235.528	2.2	2.8	2.5
2014	239.751	242.679	241.215	2.6	2.3	2.4
2015	242.976	245.405	244.190	1.3	1.1	1.2
2016	247.143	251.710	249.426	1.7	2.6	2.1

Table of over-the-year percent increases. An entry for 2ndHalf 2005 indicates the percentage increase from 2ndHalf 2004 to 2ndHalf 2005 (in this example 2.6 percent).

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Resolution Adopting County Department Fee Increases/Changes**AGENDA DATE^a:** 06-21-17 **DEPARTMENT:** Counsel **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Hutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 06-05-17**BRIEF BACKGROUND OR NOTE^b:** This action requires a public Hearing 10:30A.M.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Resolution

(1)Public Legal Notice

(2)Resolution with Exhibits

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☒ **No** ☐
(If Yes, brief detail) Roads, Comm. Development, Surveyor, County Parks
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☐

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name: To listed depts. above

☒ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Administrative Actions**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐

(If Yes, brief detail) Resolution increases/changes county department fees - public hearing required

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

PUBLIC LEGAL NOTICE

On Wednesday, June 21, 2017, starting at 10:30A.M. in the Commissioner's Hearing Room, Courthouse Annex, 94235 Moore St., Gold Beach, Oregon, the Board of Curry County Commissioners will hold Hearings to consider updating (1) Curry Transfer and Recycling (CTR) fees, and (2) County Department fees for the 2017-2018 fiscal year. The public is welcome to attend and to comment at the hearings. For further information on the proposed fee increases and new fees, please contact the Office of County Legal Counsel at (541) 247-3291.

Publish Date: **Saturday, June 10, 2017**

CURRY COASTAL PILOT

IN THE BOARD OF COUNTY COMMISSIONERS

IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of a Resolution)
Establishing County Fees)
For Fiscal Year 2017-2018) **RESOLUTION NO.**_____

WHEREAS, the Board of Commissioners has initiated a policy to streamline the setting of County fees by having most County fees reviewed and adjusted as necessary once a year around July 1st; and

WHEREAS, the fees listed on the attached Exhibit “A” which is incorporated by reference are in need of being established or updated; and

WHEREAS, Curry County has published notice of its intent to charge fees pursuant to Article Nine Division One of the Curry County Code (Ordinance 96-7, as amended), and held a hearing on the proposal; and

WHEREAS, the Board is in agreement with the proposed new rate schedules found on the attached Exhibit “A”; and

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

- 1) The new or amended fees shown on Exhibit “A” Curry County Surveyor A-2, Road Department A-3, Community Development - Planning Division A-4, and Assessment & Taxation A-5 are adopted effective July 1, 2017, at which time any previous schedule of fees for the same service is repealed.
- 2) The new or amended fees shown on Exhibit “A” Curry County Parks, A-1, are adopted effective October 1, 2017, at which time any previous schedule of fees for the same service is repealed.

- 3) All other County fees shall remain the same as they currently are until further resolution of the Board.
- 4) The department head for each department is delegated the right to waive a fee or fees (or a portion of said fee or fees) in appropriate circumstances, such as for indigent persons seeking essential public services, or for other services that are provided to a member of the public, but that also provide a direct benefit to the department.

DATED this 21st day of June, 2017.

BOARD OF CURRY COUNTY COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

Approved as to Form:

John HuttI
Curry County Legal Counsel

EXHIBIT "A"

"A-1" Curry County Parks

"A-2" Curry County Surveyor

"A-3" Road Department

"A-4" Community Development – Planning Division

"A-5" Assessment & Taxation

Curry County Parks**Boice-Cope Park / Lobster Creek Camp**94235 Moore Street, Suite 413
Gold Beach, Oregon 97444**Jonathan J. Trost, Director**

**Curry County Parks
Fees 2017-2018
(Effective 10/1/2017)**

LOBSTER CREEK YOUTH CAMP

<u>Description</u>	<u>Previously</u>	<u>2017/2018</u>
Advanced Cleaning Deposit (Refundable upon satisfactory cleanup)	\$150.00	same
Exclusive Group Overnight Fee (1-150 guests)	\$300/night	same
Exclusive Group Overnight Fee (150+ guests)	\$350/night	same
Youth Education Group Overnight Fee	n/a	\$250/night
Exclusive Day Use Group Fee	\$125	same

Propane and garbage service will be charged to renter at our cost for above occupancy.

RV Site (if vacancy exists)	\$18/day	same
Tent Site (if vacancy exists)	\$12/day	same

LOBSTER CREEK INDIVIDUAL BUILDING RENTAL RATES
(Off Season: October 1 – March 31)

Description	Previously	2017/2018
-------------	------------	-----------

Rental of individual buildings does not represent exclusive use of the camp.

Exclusive group overnight fee (OCT 1 – Mar 31)	N/A	\$175/day
--	-----	-----------

A-Frame (kitchen, dining/community hall, Sleeps 14 with 1/2 bath upstairs)	\$150/day	\$100/day
---	-----------	-----------

Staff 1 Cabin (full bath, sleeps 7)	\$75/day	\$50/day
-------------------------------------	----------	----------

Staff 2 Cabin (sleeps 6)	\$50/day	\$30/day
--------------------------	----------	----------

Propane and garbage service will be charged to renter at our cost for above occupancy.

Camping Cabins (each individual, sleeps 5-8)	\$18/day	\$15/day
--	----------	----------

Open year round. Park subject to closure for weather conditions and maintenance.

BOICE COPE PARK – PEAK SEASON RATES (April 1 – September 30)

<u>Description</u>	<u>Previously</u>	<u>2017/2018</u>
RV Site (with electric & water service)	\$22/day	\$24/day
Weekly Rate RV Site (with electric & water service) (Pay for 6 days, get 7th day free)	\$132/week	expired
RV Site (without electric & water service)	\$18/day	\$20/day
Weekly Rate RV Site (without electric & water service) (Pay for 6 days, get 7th day free)	\$108/week	expired
Tent Site	\$15/day	same
Weekly Rate Tent Site (Pay for 6 days, get 7th day free)	\$84/week	expired
Day Use Fee	\$2.00	same
RV Dump Fees (for Non-Park Users)	\$20	same
Yearly Pass (calendar year)	\$25	\$35.00
Extra Vehicle Fee	\$5 per vehicle	same
Firewood (per bundle)	\$5	same
Veteran discount	N/A	\$4.00/day

BOICE COPE PARK – OFF SEASON RATES (October 1 – March 30)

<u>Description</u>	<u>Previously</u>	<u>2017/2018</u>
RV Site (with electric & water service)	\$16/day	\$20/day
Weekly Rate RV Site (with electric & water service) (Pay for 6 days, get 7th day free)	\$96/week	expired
RV Site (without electric & water service)	\$12/day	\$15/day
Weekly Rate RV Site (without electric & water service) (Pay for 6 days, get 7th day free)	\$72/week	expired
Tent Site	\$10/day	same
Weekly Rate Tent Site (Pay for 6 days, get 7th day free)	\$60/week	expired

Day Use Fee	\$2.00	same
<u>Description</u>	<u>Previously</u>	<u>2017/2018</u>
RV Dump Fees (for Non-Park Users)	\$20	same
Yearly Pass (calendar year)	\$25	\$35
Extra Vehicle Fee	\$5 per vehicle	same
Firewood (per bundle)	\$5	same

Open year round. Park subject to closure for maintenance.

EXHIBIT "A-2"

CURRY COUNTY SURVEYOR
Proposed Fee Schedule Adjustment
(Effective July 1, 2017)

<u>FILING FEES:</u>	<u>PREVIOUSLY:</u>	<u>EFFECTIVE</u> <u>JULY 1, 2017:**</u>
Map of Survey (Public Land Survey*).....	\$140.00	NO CHANGE
Map of Survey (Boundary Survey).....	\$200.00	NO CHANGE
Map of Survey (Property Line Adjustment).....	\$300.00	NO CHANGE
Partition Plat.....	\$600.00	NO CHANGE
Subdivision Plat.....	\$1,000.00 + \$100.00 per lot	NO CHANGE
Affidavit of Correction.....	\$30.00	NO CHANGE
 <u>COPY FEES:</u>		
11"x17"	\$8.00	NO CHANGE
18"X24".....	\$10.00	NO CHANGE
24"X36".....	\$20.00	NO CHANGE
Scanned & email data.....	\$40.00 per file	\$10.00
Prepare data disc & mail.....	\$50.00 per file	NO CHANGE
Annual subscription to print all data available online.....	NEW FEATURE	\$200.00
Cost to print online file.....	NEW FEATURE	\$3.00 per file

*A Public Land Survey is a survey only utilizing the "Public Land Survey System" (PLSS) established by the B.L.M. AND G.L.O. Found PLSS monuments are rehabilitated and new monument ties set or checked. New monuments set are standard corners per the PLSS with new reference points set.

**After consideration of a request to justify charges, compared to the actual time required to perform the required filing and checking functions, it is the County Surveyor's belief that this reduced charge and new charges will be more in line with actual costs and changes in the availability of data and the ability to pay online with a credit card with the new website. The "new features" charges will help defray the cost of constantly updating data and adding new files.

EXHIBIT "A-3"

**Road Department
2017 - 2018 Fee Schedule**

Permits	<u>Current</u>	<u>Proposed</u>
Driveway/Road Approach Permit	\$110	\$120
Road Encroachment Permit	\$230	\$230
Special Permit	\$35	\$35
Road Vacation Petition		
Filing Fee for petition with 100% of Owners	\$600	\$600
Filing Fee for petition w/o 100% of Owners	\$600	\$600
Signs		
Road Name Sign	\$100	\$150
Memorial Sign	\$100	\$150
Address Plate		\$20
Copy and Print Fees		
8.5x11 or 8.5x17 (laserjet printer)	\$0.25	\$0.25
18x20 or 18x24	\$4	\$4
24x36	\$6	\$6
Custom Size	\$2/sq.ft.	\$2/sq.ft.
Aerial Photos		\$2/copy
Plotted Maps		
34x44 or 24x36 Themed	\$12	\$12
34x44 or 24x36 Orthophoto	\$25	\$25
Map Services -- GIS related analysis (1 hr. min.)	\$75/hr.	\$75/hr.
Equipment Rental		
Portable Bridge	\$500/mo. (plus \$1000 damage deposit)	\$500/mo. (plus \$1000 damage deposit)
Truck Scales	\$5/single trip \$.20/ton for production use (user must furnish scales operator)	\$5/single trip \$.20/ton for production use (user must furnish scales operator)
Traffic Plates	\$5/plate/day	\$5/plate/day
Surplus Material		
Used Culvert	\$1/ft	\$1/ft
Misc. Metal Bin Items	\$5/trip or load regardless of the number of items	\$5/trip or load regardless of the number of items
Broken sign posts, broken guardrail post, pallets, etc.	\$5/trip or load regardless of the number of items	\$5/trip or load regardless of the number of items
Barrels	\$10/barrel	\$10/barrel
Keys (Lost Key - Replacement)	\$100	\$100

EXHIBIT "A-4"

CURRY COUNTY COMMUNITY DEVELOPMENT DEPARTMENT								
FY 2017-2018 PROPOSED PLANNING DIVISION FEE SCHEDULE								
(Actual Cost reference for many fees can be found in Note 1 at the end of the fee schedule)								
Type of Fee				2016-2017		2017-2018		
Comprehensive Plan/Zoning								
One Comprehensive Plan with Zone Change Application				\$6,177.00				
Two or more Comprehensive Plan with Zone Change Applications				Actual Cost & Requires deposit equal to \$6,177				
One Zone Change with exceptions to Statewide Planning				\$6,177.00				
Two or more Zone Changes with exceptions to Statewide Planning Goals				Actual Cost & Requires deposit equal to \$6,177		Actual Cost & Requires deposit equal to \$6,177		
Master Plan of Development				Actual Cost & Requires deposit equal to \$6,177				
Destination Resorts				Actual Cost & Requires deposit equal to \$6,177				
One Zone Change (without Plan change or Goal exceptions)				\$4,124.00		Actual Cost & Requires deposit equal to \$4,124		
Two or more Zone Changes (without Plan change or Goal exceptions)				Actual Cost & Requires Deposit equal to \$4,124				
One Land Use Decision by Planning Commission				\$1,860.00		Actual Cost & Requires deposit		

Two or more Land Use Decisions by Planning Commission				Actual Cost & Deposit equal to \$1,860		equal to \$1,860		
Type of Fee				2016-2017		2017-2018		
One Administrative Land Use Decision by Planning Director				\$1,449		Actual Cost & Requires deposit equal to \$1,449		
Two or more Administrative Land Use Decision by Planning Director				Actual Cost Requires Deposit equal to \$1,449				
Renewal – Conditional Use Permit Planning Commission Renewal – CUP				Actual Cost & Requires deposit equal to \$200		Actual Cost & Requires deposit equal to \$200		
Administrative Renewal – CUP				Actual Cost & Requires deposit equal to \$66		Actual Cost & Requires deposit equal to \$66		
Land Divisions								
	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018
	1-5 lots		6-10 lots		11-20 Lots		20+ Lots	
Property Line Adjustment or Vacation	\$1,242.00	\$1,242.00						
Determination of Discrete Parcel Status (with research)	Actual Cost & Requires Deposit of \$2,066	Actual Cost & Requires Deposit of \$2,066		Actual Cost & Requires Deposit of \$2,066		Actual Cost & Requires Deposit of \$2,066		Actual Cost & Requires Deposit of \$2,066
Tentative Partition Plat Review and Replat	\$4,124.0	Actual Cost & Requires Deposit of \$4,124	\$6,509	Actual Cost & Requires Deposit of \$6,509	\$10,282	Actual Cost & Requires Deposit of \$10,282	\$14,051	Actual Cost & Requires Deposit of \$14,051

	1-5 lots		6-10 lots		11-20 lots		20+ lots	
	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018
Tentative Subdivision Plat Review and Replat	\$4,124.00	Actual Cost & Requires Deposit of \$4,124	\$6,509.00	Actual Cost & Requires a Deposit of \$6,509	\$10,282.00	Actual Cost & Requires a Deposit of \$10,282	\$14,051.00	Actual Cost & Requires a Deposit of \$14,051
Tentative Planned Unit Development Plat Review	\$4,124.00	Actual Cost & Requires Deposit of \$4,124	\$6,509.00	Actual Cost and Requires a Deposit of \$6,509	\$10,282.00		\$14,051.00	
Tentative Planned Unit Development Plat Review	\$4,124.00	Actual Cost & Requires Deposit of \$4,124	\$6,509.00	Actual Cost and Requires a Deposit of \$6,509	\$10,282.00		\$14,051.00	
Final Partition Plat Review	\$1,242.00	Actual Cost &						
Final Subdivision Plat Review	\$1,242.00	Requires Deposit of \$1,242	\$1,830	Actual Cost and Requires a Deposit of \$1,830	\$2,080.00	Actual Cost and Requires a Deposit of \$2,080	\$2,610.00	Actual Cost & Requires Deposit of \$2,610
Final Planned Unit Development	\$1,242.00		\$1,830		\$2,080.00		\$2,610.00	
				2016-2017		2017-2018		
Rural Address/Road Naming								
Rural Address - New address				\$212		\$212		
Rural Address - Re-number Address				\$132		\$132		
Rural Address - Replacement or extra number plate				\$36		\$36		
New Road Name Review/Change Road Name				\$624		\$624		
Flood Damage Prevention								
Flood Damage Prevent. Ord. Development Permit Review				\$1,449		Actual Cost, Requires a Deposit of \$1,449		
Appeals								
Appeal - Administrative Land Use Decision				\$250		Actual Cost. Requires deposit equal to \$500		

Appeal - Planning Commission Land Use Decision				Actual Cost. Requires deposit equal to \$1,934 + 20% of initial application fee		Actual Cost. Requires deposit equal to \$1,934 + 20% of initial application fee		
Remand Hearing				\$538		Actual Cost. Requires deposit equal to \$538		
Planning Consistency Reviews								
Planning Clearance, Agriculture Building, Septic and/or Erosion Prevention Review				\$151		\$151		
State/Federal Agency Permit Review (LUCS)				\$75		\$75		
Other Fees								
Pre-Application Conference				\$212		\$212		
Annual Subscription to Land Use/Limited Land Use Notices				\$70 to cover postage for sub- scription to all land use notices		\$70 to cover postage for sub- scription to all land use notices		
Audio Recording (CD) of a public meeting				\$6 & staff Research time		\$6 & staff Research time		
Service Charge Rates (per hour) Note 2								
Planning Director				\$80		\$50		
Permit/Planning Clerk				\$62		\$30		
Building Official						\$42		
County Counsel						\$59		
County Administrator						\$52		
Contract staff						\$billing rate		

2017-2018 Note 1. Actual Cost includes, but is not limited to mailing costs for notices, copy charges and staff and contracted staff time. Applicant/appellant must pay deposit amount at time of submission of application or appeal. If the actual cost of processing the application or appeal is less than the deposit amount received, the County will issue a refund to the applicant/appellant. If the actual cost exceeds the deposit amount received, the applicant will be responsible for the excess amount. Should the applicant decline to fund the required actual costs, County processing of the application will cease. If two or more applications are recieved related to the same project/property, the larger deposit of the two applications will be applied.

2017-2018 Note 2. Hourly Building rates noted in this section are estimates - hourly billing rates are subject to change and shall be the responsibility of the applicant/appellant as per Note 1 .

EXHIBIT "A-5"**Curry County Assessment & Taxation - Fee Schedule
2017-18 Budget Year**

		CURRENT	PROPOSED
Photocopies		\$0.25	\$0.25
	<i>(This includes screen shots)</i>		
Faxing		*\$1.00 per page	*\$1.00 per page
Postage & Handling			
Copies	1-4 Copies	\$3.00	\$3.00
	5-7 Copies	\$3.50	\$3.50
	8-10 Copies	\$4.50	\$4.50
	11-15 Copies	\$5.00	\$5.00
	16-20 Copies	\$5.50	\$5.50
	20-Up, have them weighed & handling		
Maps			
	18" x 20" Assessor's Map	\$3.00	\$3.00
	2-3 maps	\$4.50	\$4.50
	4-6 maps	\$5.50	\$5.50
	6-Up, have them weighed & handling		
Record Request (**includes dup. tax statements, etc)		\$5 per acct	\$5 per acct
Research time		\$25 research fee	\$25 research fee
Data download - Assessment Roll		\$200.00	\$200.00
Audit Packet - Tax Department			\$25.00
Monthly Delinquent Files - Tax Department			\$50.00
Manufactured Structure Transactions			
***Form Print Fee			0.25 per page
***Form Completion Assistance			\$20.00
Maps			
18" x 20"	Large B/W Assessor Maps	\$10.00	\$10.00
8 1/2" x 11"	Small colored GIS generated	\$6.00	\$6.00
8 1/2"x 11"	Small B/W Assessor Maps	\$2.00	\$2.00
Plotted Maps			
34" x 44" or 24" x 36" Themed Map Paper		\$25.00	\$25.00
(Smaller themed maps @ \$0.60 per vertical inch.)			
34" x 44" or 24" x 36" Orthophoto (theme opt.)		\$50.00	\$50.00
(Smaller Ortho Maps @ \$1.20 per vertical inch.)			

Data Exports - from Data Analyst

Large Export	\$125.00	
--------------	----------	--

Small Export	\$75.00	
--------------	---------	--

District Export (\$25 minimum)	\$25.00	
--------------------------------	---------	--

Cartographic Processing

Simple LLA, LLV, C&C, Annex., Partitions & Subs	\$200.00	\$200.00
---	----------	----------

Subdivions w/4 lots or more	Add'l \$10	Add'l \$10
-----------------------------	------------	------------

Per Lot	Per Lot
---------	---------

Disqualificaiton Estimates

\$75.00	\$75.00
---------	---------

Exemption/Special Assessment Applications

\$75.00 per App	\$75.00 per App
-----------------	-----------------

(Excludes Veterans & Senior & Disabled)

Appraiser Revaluation ****

****\$25.00/hr	****\$25.00/hr
----------------	----------------

Secured Web Query Access to Assessment Data

\$50.00/month	\$50.00/month
---------------	---------------

******Curry County is currently not contracted with DCBS through Oregon Building Codes Division to process manufactured home transactions.***

This status could change in the future when contract terms can be upon by all parties.

*******When appraiser initially denied access to appraise***

Emailing information:

This office shall charge the applicable fees above for the request and must receive funds prior to information being emailed to the customer.

Local and surrounding area businesses are encouraged to set up an account and will be billed on a monthly basis. This would apply to information requested by phone, mail, fax and email.

***Faxing:**

\$1.00 per page will now be charged for faxing (This is in addition to copy fee, record request fee)

****Record Request Fees:** This fee also applies for requests of duplicate tax statements and any other tax account information

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Order Appointing Court Boice & Doug Robbins to South West Area Commission on Transportation (SWACT)**AGENDA DATE^a:** 06-21-17 **DEPARTMENT:** Counsel **TIME NEEDED:** 5min.^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Hutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 06-07-17**BRIEF BACKGROUND OR NOTE^b:** Order appoints Commissioner Court Boice & Doug Robbins as representative and alternate to SWACT per Board direction on 6-7-17 meeting^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Order

(1)Order

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name: Court Boice

☐ Send Printed Copy to:

Address:

☒ Email a Digital Copy to:

City/State/Zip:

☒ Other boicec@co.curry.or.us & robbinsd@co.curry.or.us

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Consent Calendar**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐

(If Yes, brief detail) Appoints Curry County representative and alternate to SWACT

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

BEFORE THE BOARD OF COUNTY COMMISSIONERS

IN AND FOR THE COUNTY OF CURRY

In the Matter of an Order)
Appointing a Representative) ORDER NO. _____
And Alternate To Serve on)
the SWACT)

WHEREAS, the South West Area Commission on Transportation (SWACT) is an advisory commission on the Oregon Transportation Commission (OTC) representing Coos, Curry and Douglas Counties; and

WHEREAS, the SWACT was formed to strengthen the state/local partnership in transportation planning, programming and development; and

WHEREAS, the SWACT is charged with providing project recommendations to the OTC based on regional priorities; and

WHEREAS, the SWACT's role is increasing as funding and project selection processes are changing to select the best projects around the state; and

WHEREAS, there is a vacancy on the SWACT;

NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS THAT Commissioner Court Boice is appointed as a representative member of the SWACT, and Road Master Doug Robbins is appointed as the Alternate.

DATED this 21st day of June, 2017.

BOARD OF CURRY COUNTY COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

Approved as to Form:

John Huttl
Curry County Legal Counsel

CURRY COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM ROUTING SLIP
FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US

AGENDA ITEM TITLE: Order approving re-hire of Louise Kallstrom, in status of irregular employee performing Interim County Accountant functions effective June 22, 2017.

AGENDA DATE^a: June 21 2017 **DEPARTMENT:** BOC **TIME NEEDED:** 5 min.

^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)

CONTACT PERSON: Huxley **PHONE/EXT:** 3213 **TODAY'S DATE:** 06-09-17

BRIEF BACKGROUND OR NOTE^b: L. Kallstrom will be retained as an irregular employee, Interim County Accountant, until such time the position is filled, or otherwise terminated per County Personnel Rules.

^bIndicate if more than one copy to be signed

FILES ATTACHED:

SUBMISSION TYPE: Order

- (1) Order
(2)

Are there originals in route (paper copies with pre-existing signatures) Yes ☐ No ☒

QUESTIONS:

1. Would this item be a departure from the Annual Budget if approved? Yes ☐ No ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? Yes ☐ No ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? Yes ☐ No ☐ N/A ☒

INSTRUCTIONS ONCE SIGNED:

☐ No Additional Activity Required

OR

☒ File with County Clerk

☐ Send Printed Copy to:

☐ Email a Digital Copy to:

☐ Other

Name:

Address:

City/State/Zip:

Phone:

Due date to send: / /

Email:

***Note: Most signed documents are filed/recorded with the Clerk per standard process.**

PART II – COUNTY CLERK REVIEW

EVALUATION CRITERIA:

CLERK ASSESSMENT: Does this agenda item meet filing/recording standards? Yes ☐ No ☐ N/A ☐
(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW

EVALUATION CRITERIA 1-4:

1. Confirmed Submitting Department's finance-related responses Yes ☐ No ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials Yes ☒ No ☐ N/A ☐
Comment:
3. If job description, Salary Committee reviewed: Yes ☐ No ☐ N/A ☒
4. If hire order requires an UA, is it approved? Yes ☐ No ☐ Pending ☐ N/A ☒

PART IV – COUNTY COUNSEL REVIEW

AGENDA ASSIGNMENT TYPE: Consent Calendar

LEGAL ASSESSMENT: Does this agenda item have a legal impact? Yes ☒ No ☐
(If Yes, brief detail) Irregular Employee Status

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT

LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:

Commissioner Thomas Huxley Yes ☐ No ☐

Commissioner Sue Gold Yes ☐ No ☐

Commissioner Court Boice Yes ☐ No ☐

Not applicable to Sheriff's Department since they do not have a liaison ☐

IN THE MATTER OF A RE-HIRE OF)
LOUISE KALLSTROM AS AN IRREGULAR) ORDER _____
EMPLOYEE PERFORMING DUTIES AS)
COUNTY ACCOUNTANT)

WHEREAS, Louise Kallstrom (Kallstrom) has provided her notice that she intends to resign from her position as Curry County Accountant effective June 21, 2017; and

WHEREAS, the Board of Commissioners for Curry County desire to allow Kallstrom to resign effective that day, but further desire to retain the services of Kallstrom in the status as an irregular employee as Interim County Accountant, and

WHEREAS Kallstrom agrees to re-establish employment with Curry County as an irregular employee after her resignation; with a hire date of June 22, 2017; and

WHEREAS, it is the recommendation of Liaison Commissioner Thomas Huxley that Kallstrom's employment status upon re-hiring be the following:

Position	Salary Range/Step	Rate	Status
Interim County Accountant		\$31.61/hr.	Irregular

WHEREAS, Kallstrom is granted VPN access, as well as key cards for entry into County Offices;

WHEREAS, Kallstrom will be paid at half (\$15.80) the hourly rate stipulated above for travel round trip (approximately 3 hours);

WHEREAS, Kallstrom will fill out time cards as an irregular employee during her employment in this status; and

WHEREAS, Kallstrom will have use of the Finance County Credit Card for meals and lodging; and

WHEREAS, Kallstrom will have signature authority of the County Accountant;

WHEREAS, Kallstrom will perform tasks of County Accountant, including but not limited to those tasks described in the Annual Financial Reports, Management Letter, Communications with Commissioner, and others presented by Moss Adams to the Board on June 14, 2017, specifically management of all grants including registration and administration of DELPHI system for Brookings Airport Grant; and

WHEREAS, the Board of Commissioners of Curry County, a political subdivision of the State of Oregon, is in agreement with the above stated recommendation;

///

///

NOW, THEREFORE, IT IS HEREBY ORDERED that the above stated recommendation be in effect as of June 22, 2017 until the County hires a replacement County Accountant or as Kallstrom irregular employment is otherwise terminated per County Personnel Rules.

Dated this 21st day of June, 2017.

CURRY COUNTY BOARD OF COMMISSIONERS

Approved as to form:

John Hutt
Curry County Legal Counsel

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Filling a vacancy on the Curry County 4H and Extension Service District's Budget Committee**AGENDA DATE^a:** 06-21-2017 **DEPARTMENT:** 4H **TIME NEEDED:** 2 minutes^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Sheryl McDonald **PHONE/EXT:** 541 247 6672 **TODAY'S DATE:** 06-05-2017**BRIEF BACKGROUND OR NOTE^b:** Curry County 4H and Extension Service District is asking for the BOC to appoint Lyn Boniface to fill a vacancy on the District's Budget Committee. If appointed, Ms Boniface's term would expire 4/17/2020.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Appointment

(1) Order

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Consent Calendar**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Appoints Lyn Boniface to 4H service district budget committee**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐

Commissioner Court Boice

Yes ☐ No ☐

Not applicable to Sheriff's Department since they do not have a liaison ☐

**BEFORE THE BOARD OF COMMISSIONERS FOR CURRY COUNTY
STATE OF OREGON
ACTING AS THE GOVERNING BODY OF THE
CURRY COUNTY 4-H AND EXTENSION SERVICE DISTRICT**

In the Matter of Appointment of Members)
To the Curry County 4-H and Extension)
Service District Budget Committee) ORDER NO. _____

WHEREAS, it has come to the attention of the Curry County Board of Commissioners, acting as the Governing Body of the Curry County 4-H and Extension Service District (District), that there are vacancies on the District's Budget Committee; and

WHEREAS, it is both proper and necessary that the Governing Body of the District fill said vacancies by making appointments as provided herein; and

WHEREAS, by Order No. 13628 adopted on March 7, 2012, the Board approved a procedure for appointing members to the 4-H and Extension Service District Budget Committee;

NOW, THEREFORE, the Curry County Board of Commissioners, acting as the governing body of the Curry County 4-H and Extension Service District HEREBY ORDERS that the following person be appointed to the District's Budget Committee with a term expiring as hereinafter set forth:

Lyn Boniface to a 3-year term expiring April 17, 2020.

DATED this _____ day of June, 2017.

**BOARD OF COUNTY COMMISSIONERS FOR
CURRY COUNTY, OREGON, ACTING AS THE
GOVERNING BODY OF THE 4-H AND
EXTENSION SERVICE DISTRICT**

Tom Huxley

Sue Gold

Court Boice

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** 2016-17 Budget Appropriations Transfer**AGENDA DATE^a:** 06/21/2017 **DEPARTMENT:** Surveyor **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Reily **PHONE/EXT:** 3225 **TODAY'S DATE:** 06/06/2017**BRIEF BACKGROUND OR NOTE^b:** Move funds from Surveyor to Community Development-Planning Department^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Resolution

(1)Resolution

(2)Exhibit A

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☒ **No** ☐**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☒ **No** ☐
(If Yes, brief detail) Transfer from Gen Fund to CommDev
2. Does this agenda item impact any other County department? **Yes** ☒ **No** ☐
(If Yes, brief detail) All departments submitting supplemental budgets
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk☐ Send Printed Copy to:☐ Email a Digital Copy to:☐ Other

Name:

Address:

City/State/Zip:

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Consent Calendar**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Supplemental Budget**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

**BEFORE THE BOARD OF CURRY COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY**

IN THE MATTER OF REALLOCATION OF)
APPROPRIATIONS BETWEEN CATEGORIES)
IN THE **2016-2017 FISCAL YEAR BUDGET**) **RESOLUTION**

WHEREAS, there exists a need to transfer appropriated spending authority in the Curry County budget between expenditure categories for the purpose of providing for costs beyond the amount that was anticipated in the 2016-2017 fiscal year budget: and,

WHEREAS, such increase and reallocation of appropriation is allowed under ORS 294.471; now,

BE IT RESOLVED that the 2016-2017 fiscal year budget for Curry County be modified as detailed in ***Exhibit A*** for the specific purpose of providing appropriations to cover expenditures through June 30, 2017.

Dated this _____ day of June, 2017.

CURRY COUNTY BOARD OF COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

Approved as to form:

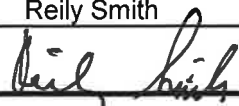
John Huttl
Curry County Counsel

Supplemental Budget #

FY2016-17

Fund Budget Must Balance To \$0.00

Department: Surveyor / CommDev Planning

Department: Surveyor / CommDev Planning		BUDGET		
G/L ACCT NUMBER	ACCT DESCRIPTION	EXISTING BUDGET	CHANGE	NEW Budget
			+ = increase - = decrease	
Revenue				
-311.10-000-00				-
2.17-419.10-391.12-000-00	Trans In-Gen Fund-Surveyor	-	750	750
-399.01-000-00	Assigned Fund Balance			-
-399.03-000-00	Restricted Fund Balance			-
	Total Resources	-	750	750
Personal Services				
-490.00-110-00	Sal-Regular	-	-	-
-490.00-120-00	Sal-Irregular		-	-
-490.00-130-00	Sal-Overtime			-
-490.00-213-00	Ben-Health Ins	-	-	-
-490.00-214-00	Ben-Life Ins	-	-	-
-490.00-220-00	Ben- FICA 7.65%	-	-	-
-490.00-230-00	PERS-County	-	-	-
-490.00-235-00	PERS-Employee	-	-	-
-490.00-260-00	Ben-Workers Comp	-	-	-
-490.00-290-00	Ben-OR W/Comp Assessment	-	-	-
	Total Personal Services -	-	-	-
Materials & Services				
-490.00-	Pro Services-Training & Ed		-	-
-490.00-	Other Services-Emergency		-	-
2.17-419.10-490.00-550	Copying & Printing	800	750	1,550
-490.00-	Travel-Meals & Lodging		-	-
-490.00-	Travel-Mileage Allowance		-	-
1.10-419.15-490.00-615	Other Materials & Supplies	1,000	(750)	250
-490.00-	Supplies-Non-Capital		-	-
-490.00-	Other Supplies-Comfort Kits		-	-
-490.00-				-
-490.00-				-
-490.00-				-
	Total Materials & Services	1,800	-	1,800
Debt, Capital, Transfers				
-490.00-847-00	Debt Interest Payments			-
-490.00-849-00	Debt Principal Payments			-
-490.00-745-00	Capital Outlay			-
-490.00-745-00	Capital Outlay			-
1.10-419.15-491.08-000-00	Tran To Comm Dev-Planning	-	750	750
-491. - -00	Tran To			-
-492. - -00	Tran To (use 492 for Tran within a Fund)			-
	Total Expenditures	1,800	750	2,550
	Total Change should = 0 >> -			
Note: Total change should = 0, or Total Revenue change should match Total Expense change.				
Prepared By Reily Smith		Date 6/6/2017		
Elected Official or Department Head 		Date 6/6/17		
Approved By 		Date 6/6/17		
Liasion Commissioner		Supp #7		

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** 2016-17 Budget Appropriations Transfer**AGENDA DATE^a:** 06/21/2017 **DEPARTMENT:** Financer **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Louise **PHONE/EXT:** 3232 **TODAY'S DATE:** 06/13/2017**BRIEF BACKGROUND OR NOTE^b:** Move funds from General Fund to Airport-Grants to cover 10% matching funds.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Resolution

(1)Resolution

(2)Exhibit A

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☒ **No** ☐**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☒ **No** ☐
(If Yes, brief detail) Transfer from Gen Fund to Airport-Grants
2. Does this agenda item impact any other County department? **Yes** ☒ **No** ☐
(If Yes, brief detail) All departments submitting supplemental budgets
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Consent Calendar**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Local budget law requirement to allocate funds for anticipated expense**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

**BEFORE THE BOARD OF CURRY COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY**

IN THE MATTER OF REALLOCATION OF)
APPROPRIATIONS BETWEEN CATEGORIES)
IN THE **2016-2017 FISCAL YEAR BUDGET**) **RESOLUTION**

WHEREAS, there exists a need to transfer appropriated spending authority in the Curry County budget between expenditure categories for the purpose of providing for costs beyond the amount that was anticipated in the 2016-2017 fiscal year budget: and,

WHEREAS, such increase and reallocation of appropriation is allowed under ORS 294.471; now,

BE IT RESOLVED that the 2016-2017 fiscal year budget for Curry County be modified as detailed in ***Exhibit A*** for the specific purpose of providing appropriations to cover expenditures through June 30, 2017.

Dated this _____ day of June, 2017.

CURRY COUNTY BOARD OF COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice Chair

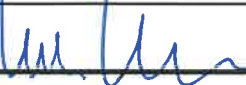
Court Boice, Commissioner

Approved as to form:

John Huttl
Curry County Counsel

Supplemental Budget # FY2016-17

Fund Budget Must Balance To \$0.00

Department: Gen Fund / Airport Grant		BUDGET		
G/L ACCT NUMBER	ACCT DESCRIPTION	EXISTING BUDGET	CHANGE + = increase - = decrease	NEW Budget
Revenue				
-311.10-000-00				-
1.30-419.88-391.12-000-00	Trans In-Gen Fund-Other Requirements	18,627	70,000	88,627
-399.01-000-00	Assigned Fund Balance			-
-399.03-000-00	Restricted Fund Balance			-
	Total Resources	18,627	70,000	88,627
Personal Services				
-490.00-110-00	Sal-Regular	-	-	-
-490.00-120-00	Sal-Irregular	-	-	-
-490.00-130-00	Sal-Overtime	-	-	-
-490.00-213-00	Ben-Health Ins	-	-	-
-490.00-214-00	Ben-Life Ins	-	-	-
-490.00-220-00	Ben- FICA 7.65%	-	-	-
-490.00-230-00	PERS-County	-	-	-
-490.00-235-00	PERS-Employee	-	-	-
-490.00-260-00	Ben-Workers Comp	-	-	-
-490.00-290-00	Ben-OR W/Comp Assessment	-	-	-
	Total Personal Services -	-	-	-
Materials & Services				
-490.00-	Pro Services-Training & Ed		-	-
-490.00-	Other Services-Emergency		-	-
1.10-413.90-490.00-615-00	Other Materials & Supplies	107,677	(88,627)	19,050
-490.00-	Travel-Meals & Lodging		-	-
-490.00-	Travel-Mileage Allowance		-	-
1.30-419.88-490.00-615-00	Other Materials & Supplies		-	-
-490.00-	Supplies-Non-Capital		-	-
-490.00-	Other Supplies-Comfort Kits		-	-
-490.00-			-	-
-490.00-			-	-
-490.00-			-	-
	Total Materials & Services	107,677	(88,627)	19,050
Debt, Capital, Transfers				
1.10-419.10-490.00-847-00	Debt Interest Payments			-
-490.00-849-00	Debt Principal Payments			-
1.30-419.88-490.00-725-14	Capital Outlay	170,116	70,000	240,116
-490.00-745-00	Capital Outlay			-
1.10-419.15-491.06-000-00	Tran To Airport-Grants	-	88,627	88,627
-491. - -00	Tran To			-
-492. - -00	Tran To (use 492 for Tran within a Fund)			-
	Total Expenditures	277,793	70,000	347,793
Total Change should = 0 >> -				
Note: Total change should = 0, or Total Revenue change should match Total Expense change.				
Prepared By	Louise Kallstrom	Date	6/13/2017	
Elected Official or Department Head		Date	6/13/17	
Approved By		Date	6/14/17	
Liaison Commissioner			Supp #8	

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US

AGENDA ITEM TITLE: Approval of Oregon Health Authority IGA #154675-0 for Environmental Health Services with signature authority to Ben Cannon, Public Health Administrator

AGENDA DATE^a: 6/21/2017 **DEPARTMENT:** Public Health **TIME NEEDED:** 5 minutes

^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)

CONTACT PERSON: Ben Cannon **PHONE/EXT:** 373-7011 **TODAY'S DATE:** 6/7/17

BRIEF BACKGROUND OR NOTE^b: This IGA is for and between OHA and Curry County. CCH serves as the subcontractor in providing the services described in the IGA.

^bIndicate if more than one copy to be signed

FILES ATTACHED:**SUBMISSION TYPE: Agreement**

- (1) IGA #154675-0
- (2) CTII Form
- (3) Document Return Statement

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒

QUESTIONS:

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:

☐ No Additional Activity Required

OR

☐ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☒ Other (1) Ben Cannon, CCH Public Health

Phone:

Due date to send: / /

Email:

***Note: Most signed documents are filed/recorded with the Clerk per standard process.**

PART II – COUNTY CLERK REVIEW**EVALUATION CRITERIA:**

CLERK ASSESSMENT: Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW

AGENDA ASSIGNMENT TYPE: (Select)

LEGAL ASSESSMENT: Does this agenda item have a legal impact? **Yes** ☐ **No** ☐
(If Yes, brief detail)

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**

Commissioner Court Boice	Yes ☐ No ☐
Commissioner Thomas Huxley	Yes ☐ No ☐
Commissioner Susan Gold	Yes ☐ No ☐

Not applicable to Sheriff's Department since they do not have a liaison ☐

Confidential
CONTRACTOR TAX IDENTIFICATION INFORMATION
For Accounting Purposes Only

The State of Oregon requires contractors to provide their Federal Employer Identification Number (FEIN) or Social Security Number (SSN). This information is requested pursuant to ORS 305.385 and OAR 125-246-0330(2). Social Security numbers provided pursuant to this section will be used for the administration of state, federal and local tax laws. The State of Oregon may report this information to the Internal Revenue Service (IRS). Contractors must keep this information current at all times. Contractors are required to notify the State of Oregon contract administrator within 10 business days if this information changes. The State of Oregon reserves the right to ask contractors to update this information at any time during the document term.

Document number: AGREEMENT # 154675-0

Legal name (tax filing): Curry County

DBA name: _____

Billing address: 94235 Moore Street, Suite 122

City: Codd Beach State: OR. Zip: 97444

Phone: (541) 247-3296

FEIN: 93-6002291

- OR -

SSN: _____

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

Document number: _____, hereinafter referred to as "Document."

I, _____
Name Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

_____ by email.

Contractor's name

On _____
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

Authorizing signature

Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

FOR BEN
@ OCH
to fill
out

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha.publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

AGREEMENT # 154675-0

**OREGON HEALTH AUTHORITY
INTERGOVERNMENTAL AGREEMENT
FOR ENVIRONMENTAL HEALTH SERVICES**

This Agreement is between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and Curry County, the Local Public Health Authority (“LPHA”), acting by and through its Health and Human Services Department, each a “Party” and together, the “Parties.”

SECTION 1. AUTHORITY

- ORS 446.310 to 446.350 establishes a state licensure program for tourist facilities.
- Upon request from a county, ORS 446.425 requires OHA to delegate to the county board of commissioners any of the duties and functions of the director under ORS 446.310, 446.320, 446.330 to 446.340, 446.345, 446.350 and 446.990 if OHA determines that the county is able to carry out the rules of OHA relating to fee collection, inspections, enforcement and issuance and revocation of permits and licenses in compliance with standards for enforcement by the counties and monitoring by OHA.
- ORS 448.005 to 448.090 establishes a state licensure program for pool facilities.
- Upon request from a county, ORS 446.100 requires OHA to delegate to the county board of commissioners any of the duties and functions of the director under ORS 448.005, 448.011, 448.020 to 448.035, 448.040 to 448.060 and ORS 448.100 if OHA determines that the county is able to carry out the rules of OHA relating to fee collection, licensing, inspections, enforcement and issuance and revocation of permits and certificates in compliance with standards for enforcement by the counties and monitoring by OHA.
- ORS 624.010 to 624.121 establishes a state licensure program for restaurants and bed and breakfast facilities.
- ORS 624.310 to 624.340 establishes a state licensure program for commissaries, mobile units, warehouse and vending machines.
- ORS 624.510 requires OHA to enter into this Agreement with a LPHA delegating to the LPHA the administration and enforcement within the jurisdiction of the LPHA of the powers, duties and functions of the OHA director under ORS 624.010 to 624.121, 624.310 to 624.430, 624.650 and 624.992. This Agreement must describe the powers, duties and functions of the local public health authority relating to fee collection, licensing, inspections, enforcement, civil penalties and issuance and revocation of permits

and certificates, standards for enforcement by the LPHA and the monitoring to be performed by the OHA.

SECTION 2. PURPOSE

The purposes of this Agreement are:

- For OHA to delegate responsibility to LPHA for carrying out these programs:
 - The tourist facility program in ORS 446.310 to 446.350 pursuant to ORS 446.425(1);
 - The pool facility program in ORS 448.005 to 448.090 pursuant to ORS 448.100(1); and
 - The restaurant, bed and breakfast facility, commissary, mobile unit, warehouse and vending machine licensing programs in ORS 624.010 to 624.121, 624.310 to 624.430, 624.650 and 624.992 pursuant to ORS 624.510(1).
- To establish the duties, standards and responsibilities of the LPHA in carrying out the delegated duties.
- To establish OHA's duties and responsibilities under this Agreement to enable the LPHA to meet the requirements of the delegation and to provide for OHA's review and monitoring of the county's performance.

SECTION 3. EFFECTIVE DATE

This Agreement shall become effective on the date this Agreement has been fully executed by each Party and, when required, approved by Department of Justice or on **July 1, 2017**, whichever date is later. Unless extended or terminated earlier in accordance with its terms, this Agreement shall expire on **June 30, 2023**. Agreement termination or expiration shall not extinguish or prejudice either Party's right to enforce this Agreement with respect to any default by the other Party that has not been cured.

This Agreement supersedes and replaces any previous delegations of authority under ORS 446.425, 448.100, and 624.510.

SECTION 4. AUTHORIZED REPRESENTATIVES

4.1 AGENCY'S AUTHORIZED REPRESENTATIVE IS:

Name: Jere High
Title: Administrator, Center for Health Protection
Date: 5/10/17
Phone: (971) 673-0403
Email: Jere.high@state.or.us

4.2 COUNTY'S AUTHORIZED REPRESENTATIVE IS:

Name: BEN CANNON
Title: PUBLIC HEALTH ADMINISTRATOR
Date: 6-15-17
Phone: (541) 425-7545
Email: Cannonb@currych-org

4.3 A Party may designate a new Authorized Representative by written notice to the other Party.

SECTION 5. DEFINITIONS

- “CLEHS” means the Conference of Local Environmental Health Supervisors.
- “FIPP” means the Foodborne Illness Prevention Program.

SECTION 6. LPHA RESPONSIBILITIES

LPHA accepts OHA’s delegation of authority to carry out the following programs:

- Tourist facility program in ORS 446.310 to 446.350 and 446.990;
- Pool facility program in ORS 448.005 to 448.090; and
- Restaurant, bed and breakfast facility, commissary, mobile unit, warehouses and vending machine licensing programs in ORS 624.010 to 624.121, 624.310 to 624.430, 624.650 and 624.992.

Pursuant to OHA’s delegation of authority, LPHA shall:

- 6.1 Carry out the statutes and rules of OHA relating to fee collection, inspections, enforcement and issuance and revocation of permits and licenses in compliance with standards for enforcement in ORS 446.310 to 446.350 and 446.990, ORS 448.005 to 448.090, ORS 624.010 to 624.121, 624.310 to 624.430, 624.650 and 624.992, OAR 333, Divisions 12, 29 to 31, 60, 62, 150, 157, 158, 160, 162, 170, and 175.
- 6.2 Not later than thirty (30) days following receipt of an invoice from OHA, remit the following licensing fees to OHA:
 - For the tourist facility program, fifteen percent (15 %) of the state licensing fee or fifteen percent (15 %) of the county licensing whichever is less collected by county that quarter, in accordance with ORS 446.425;
 - For the pool facility program, in the amount of \$45, for each license issued by the LPHA in that quarter under ORS 448.035 or such other amount agreed upon by the parties;
 - For the restaurant, bed and breakfast facility, commissary, mobile unit and warehouse licensing programs, a predetermined percentage of licensing revenue. For each biennium, this amount is determined by dividing OHA’s food program costs by the total projected statewide licensing revenue. Statewide revenue is calculated using marker fees set forth in ORS 624.490. The projected food program cost for the 2017-2019 biennium is \$1,537,673. This figure is reduced by existing funds in the food program account (\$350,000). The total projected licensing revenue for all LPHAs for the 2017-19 biennium is \$10,913,165. $(\$1,537,673 - \$350,000) / \$10,913,165 = 10.88\%$.
 - For the final invoice of a given fiscal year, LPHA may request an invoice in advance of the actual due date and pay the required licensing fees in advance.
- 6.3 Provide to OHA’s Agreement Administrator with each remittance a written summary report that:
 - Describes all work performed with particularity and by whom it was performed;
 - Itemizes and explains each remittance category contained in the report; and
 - Includes the total amount remitted to date by LPHA prior to the current remittance.

SECTION 7. OHA RESPONSIBILITIES

OHA hereby delegates authority to administer the following programs to the LPHA:

- The tourist facility programs in accordance with 446.425;
- The pool facility program in accordance with 448.100(1); and
- The restaurant, bed and breakfast facility, commissary, mobile unit and vending machine licensing programs to the LPHA in accordance with ORS 624.510.

To enable LPHA to carry out its delegated duties under this agreement, OHA shall:

- 7.1 Provide training to LPHA staff including at least one annual conference relating to the food, pool and lodging programs and one in-person regional meeting. OHA will cover the costs for these meetings such as registration, room rental, food and beverages, and speaker fees but will not cover LPHA staff travel expenses (e.g. lodging, mileage, per diem beyond meals provided, etc.).
- 7.2 Provide a statewide computer licensing and inspection program and database for use by LPHA's. OHA will provide support and technical assistance to users of the system. OHA will develop a communication protocol to provide direction on how to request support and technical assistance from contract vendors or FIPP staff.
- 7.3 Provide at no cost, printed materials required in statute or rule that are necessary to implement the programs and are listed on OHA General Requisition for 34-00A, such as but not limited to handwashing placards, compliance stickers, inspection forms, closure orders and license applications. OHA will consult with the CLEHS to determine additional printing needs.
- 7.4 Ensure access to electronic versions of the administrative rules, food handlers manuals and other educational materials.
- 7.5 Work with the CLEHS, using the Four-Factor Analysis adopted by the federal Department of Health and Human Services to determine which forms and documents need to be translated into Spanish, and which forms and documents will be provided to the LPHA in printed form.

In addition, work with CLEHS using the following Four Factor analysis to determine which forms and documents need to be translated into other languages and applicable timelines. The Four Factors are:

- The number or proportion of limited English proficiency (LEP) persons eligible to be served or likely to be encountered by the LPHA;
- The frequency with which LEP individuals come into contact with the LPHA's environmental health services program;
- The nature and importance of the program, activity or service provided by the LPHA to its beneficiaries; and
- The resources available to OHA and the costs of interpretation/translation services.

LPHA is responsible for translating and/or printing any materials in additional languages to meet their own local needs in compliance with any applicable federal standards.

- 7.6 Provide consultation and technical assistance to LPHA's to support implementation of the administrative rules and other laws enforced by LPHA under this Agreement relating to the food, pool and tourist facility programs.

- 7.7 Provide FIPP standardization and certificate of completion to at least one person in each LPHA as required in OAR 333-012-0060(3).
- 7.8 Provide training to LPHA staff on public pool plan review.
- 7.9 Provide public pool plan review and construction inspection services.
- 7.10 Provide LPHA with information relating to the status of variance applications within the LPHA's jurisdiction and communicate when necessary with LPHA's Environmental Health Supervisor if the status changes.
- 7.11 In September of each year, provide the LPHA with the FPLHS program budget and expenditures and provide a list of all county remittance fees for review at a regularly scheduled CLEHS meeting. Starting July 1, 2017, this information shall be provided on a quarterly basis. Starting July 1, 2019, and thereafter, this information shall be provided semi-annually. OHA will communicate the amount of the remittance fee by US Mail to the LPHA.
- 7.12 In March of each year convene a workgroup consisting of CLEHS representatives, a local public health administrator and food service industry members to review and provide recommendations for the Annual Foodborne Illness Prevention Program and Public Pool and Tourist Facility Program Plans. OHA staff shall provide the workgroup and CLEHS members with a report summarizing program activities from the previous year.
- 7.13 Consult with CLEHS prior to any substantive modification to the Annual Foodborne Illness Prevention Program and Public Pool and Tourist Facility Program Plans and, in a timely manner, consult with CLEHS regarding any other major changes to those programs that affect the LPHA, to the extent possible and feasible.
- 7.14 Provide personnel to LPHA to perform inspection services in the case of an emergency.
- 7.15 Comply with applicable provisions of ORS 446.310 to 446.350 and 446.990, ORS 448.005 to 448.090, ORS 624.010 to 624.121, 624.310 to 624.430, 624.650 and 624.992, OAR 333, Divisions 12, 29 to 31, 60, 62, 150, 157, 158, 160, 162, 170, and 175.

SECTION 8. CONFLICT RESOLUTION

The Parties agree to meet, in person if possible, to discuss any conflict that arises between the Parties concerning this Agreement and to work in good faith to resolve the matter in a way that is mutually agreeable.

SECTION 9. REVIEW OF AGREEMENT

The Parties will review this Agreement every five years or sooner upon the agreement of both Parties.

SECTION 10. SUSPENSION AND TERMINATION

- 10.1 Either Party may terminate this Agreement upon 180 days written notice to the other Party.
- 10.2 OHA may terminate this Agreement in accordance with OAR 333-012-0070(6) to (8).
- 10.3. If the delegations in this Agreement are suspended or terminated the LPHA must return unexpended portion of the fees collected under ORS 446.425(2), 448.100(2) and 624.510(2) to OHA for carrying out the powers, duties and functions under ORS 446, 448 and 624.
- 10.4 The LPHA may terminate this Agreement if the LPHA requests a transfer of the LPHA's responsibilities to OHA in accordance with ORS 431.382, but such a termination does not take effect until 180 days after OHA receives the request.

- 10.5 Upon termination of this Agreement, LPHA shall have no further obligation to make remittance payments to OHA under this Agreement, except as specified in paragraph 10.3.
- 10.6 Any termination of this Agreement shall not prejudice any obligations or liabilities of either Party accrued prior to such termination.

SECTION 11. AMENDMENTS

- 11.1 The terms of this Agreement may not be waived, altered, modified, supplemented or otherwise amended, in any manner whatsoever, except by written mutual agreement of the Parties.
- 11.2 This Agreement must be amended if the percentages or formulas for remittance in Section 6.2 change.

SECTION 12. NOTICE

Except as otherwise expressly provided in this Agreement, any notices to be given relating to this Agreement shall be given in writing by personal delivery, facsimile, or mailing the same, postage prepaid, to a Party's Authorized Representative at the address or number set forth in this Agreement, or to such other addresses or numbers as a Party may indicate pursuant to this section.

SECTION 13. SURVIVAL

All rights and obligations shall cease upon termination of this Agreement, except for those rights and obligations that by their nature or express terms survive termination of this Agreement. Termination shall not prejudice any rights or obligations accrued to the Parties prior to termination.

SECTION 14. SEVERABILITY

The Parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

SECTION 15. COUNTERPARTS

This Agreement may be executed in several counterparts, all of which when taken together shall constitute one agreement, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of the Agreement so executed shall constitute an original.

SECTION 16. LIABILITY AND INSURANCE

NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT. NEITHER PARTY SHALL BE LIABLE FOR ANY DAMAGES OF ANY SORT ARISING SOLELY FROM THE TERMINATION OF THIS AGREEMENT OR ANY PART HEREOF IN ACCORDANCE WITH ITS TERMS.

SECTION 17. DAS REPORTING REQUIREMENT

The Parties agree that OHA shall be the Reporting Party for purposes of ORS 190.115, Summaries of Agreements of State Agencies. OHA shall submit a summary of this Agreement to the Oregon Department of Administrative Services through the electronic Oregon Procurement Information Network (ORPIN), within the 30-day period immediately following the Effective Date of the Agreement.

SECTION 18. RECORDS

The Parties shall create and maintain records documenting their performance under this Agreement. The Oregon Secretary of State's Office, the federal government, the other Party, and their duly authorized representatives shall have access to the books, documents, papers, and records of a Party that are directly related to this Agreement for the purposes of making audit, examination, excerpts, and transcripts for a period of six years after termination of this Agreement.

SECTION 19. NO THIRD PARTY BENEFICIARIES

OHA and LPHA are the only Parties to this Agreement and are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

SECTION 20. MERGER, WAIVER AND MODIFICATION

This Agreement and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given.

SECTION 21. SUBCONTRACTS AND ASSIGNMENT

- 21.1 Neither Party may enter into any subcontracts for the performance of any of its obligations under this Agreement, without the prior written consent of the other Party.
- 21.2 Neither Party may assign, delegate or transfer any of its rights or obligations under this Agreement, without the prior written consent of the other Party.

SECTION 22. INDEMNIFICATION BY SUBCONTRACTORS.

LPHA shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of LPHA's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the Parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

SECTION 23. ADDITIONAL PROVISIONS

23.1 Vendor or Sub-Recipient Determination.

In accordance with the State Controller's Oregon Accounting Manual, policy 30.40.00.102, OHA's determination is that:

☐ LPHA is a sub-recipient ☐ LPHA is a vendor ☒ Not applicable

Catalog of Federal Domestic Assistance (CFDA) #(s) of federal funds to be paid through this Agreement: _____

23.2 LPHA Data and Certification.

- a. **LPHA Information.** LPHA shall provide information set forth below. This information is requested pursuant to ORS 305.385.

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

LPHA Name (exactly as filed with the IRS): Curry County
94235 Moore St, Suite 122
Street address:
City, state, zip code: Cold Beach, OR. 97444
Email address: BOC-OFFICE@co.curry.or.us
Telephone: (541) 247-3296 Facsimile: (541) 247-2718
Federal Employer Identification Number: 93-6002291

Proof of Insurance:

Workers' Compensation Insurance Company: SATF Corporation
Policy #: 486686 Expiration Date: 7-1-2017

The above information must be provided prior to Agreement approval. LPHA shall provide proof of Insurance upon request by OHA or OHA designee.

- b. **Certification.** The LPHA acknowledges that the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any "claim" (as defined by ORS 180.750) that is made by (or caused by) the LPHA and that pertains to this Agreement or to the project for which the Agreement work is being performed. The LPHA certifies that no claim described in the previous sentence is or will be a "false claim" (as defined by ORS 180.750) or an act prohibited by ORS 180.755. LPHA further acknowledges that in addition to the remedies under this Agreement, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the LPHA. Without limiting the generality of the foregoing, by signature on this Agreement, the LPHA hereby certifies that:
- (1) The information shown in this Section 23.2., LPHA Data and Certification, is LPHA's true, accurate and correct information;
 - (2) To the best of the undersigned's knowledge, LPHA has not discriminated against and will not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts;
 - (3) LPHA and LPHA's employees and agents are not included on the list titled "Specially Designated Nationals" maintained by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at:
<https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>;
 - (4) LPHA is not listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal procurement or Non-procurement Programs" found at: <https://www.sam.gov/portal/public/SAM/>; and
 - (5) LPHA is not subject to backup withholding because:
 - (a) LPHA is exempt from backup withholding;

- (b) LPHA has not been notified by the IRS that LPHA is subject to backup withholding as a result of a failure to report all interest or dividends; or
 - (c) The IRS has notified LPHA that LPHA is no longer subject to backup withholding.
- c. LPHA is required to provide its Federal Employer Identification Number (FEIN). By LPHA's signature on this Agreement, LPHA hereby certifies that the FEIN provided to OHA is true and accurate. If this information changes, LPHA is also required to provide OHA with the new FEIN within 10 days.

EACH PARTY, BY EXECUTION OF THIS AGREEMENT, HEREBY ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

6. Signatures.

Curry County Health Department

By:

_____	_____	_____
Authorized Signature	Title	Date

State of Oregon, acting by and through its Oregon Health Authority pursuant to ORS 190

By:

_____	_____	_____
Authorized Signature	Title	Date

Approved for Legal Sufficiency:

Shannon Ofallon, Assistant Attorney General

_____	_____
Assistant Attorney General	Date

OHA Program Representative:

_____	_____	_____
Authorized Signature	Title	Date

**OREGON HEALTH AUTHORITY
INTERGOVERNMENTAL AGREEMENT
FOR ENVIRONMENTAL HEALTH SERVICES**

EXHIBIT A

Subcontractor Insurance Requirements

LPHA shall require its first tier contractor(s) that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before the contractors perform under contracts between LPHA and the contractors (the "Subcontracts"), and ii) maintain the insurance in full force throughout the duration of the Subcontracts. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to OHA. LPHA shall not authorize contractors to begin work under the Subcontracts until the insurance is in full force. Thereafter, LPHA shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. LPHA shall incorporate appropriate provisions in the Subcontracts permitting it to enforce contractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing stop work orders (or the equivalent) until the insurance is in full force or terminating the Subcontracts as permitted by the Subcontracts, or pursuing legal action to enforce the insurance requirements. In no event shall LPHA permit a contractor to work under a Subcontract when the LPHA is aware that the contractor is not in compliance with the insurance requirements. As used in this section, a "first tier" contractor is a contractor with whom LPHA directly enters into a contract. It does not include a subcontractor with whom the contractor enters into a contract.

TYPES AND AMOUNTS.

1. **WORKERS COMPENSATION.** Insurance in compliance with ORS 656.017, which requires all employers that employ subject workers, as defined in ORS 656.027, to provide workers' compensation coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Employers Liability insurance with coverage limits of not less than \$1,000,000 must be included.
2. **PROFESSIONAL LIABILITY:** Covers any damages caused by an error, omission or negligent act related to the services to be provided under the Subcontract, with limits not less than the following, as determined by OHA, or such lesser amount as OHA approves in writing:

☒ Per occurrence for all claimants for claims arising out of a single accident or occurrence:

Subcontract not-to-exceed under this Agreement:	Required Insurance Amount:
\$0 - \$1,000,000.	\$1,000,000.
\$1,000,001. - \$2,000,000.	\$2,000,000.
\$2,000,001. - \$3,000,000.	\$3,000,000.
In excess of \$3,000,001.	\$4,000,000.

Professional liability insurance is required for entities that employ professionals and when professional liability insurance is available for the profession.

3. **COMMERCIAL GENERAL LIABILITY:** Covers bodily injury, death, and property damage in a form and with coverages that are satisfactory to OHA. This insurance shall include personal injury liability, products and completed operations. Coverage shall be written on an occurrence form basis, with not less than the following amounts as determined by OHA, or such lesser amount as OHA approves in writing:

Bodily Injury, Death and Property Damage:

- ☒ Per occurrence for all claimants for claims arising out of a single accident or occurrence:

Subcontract not-to-exceed under this Agreement:	Required Insurance Amount:
\$0 - \$1,000,000.	\$1,000,000.
\$1,000,001. - \$2,000,000.	\$2,000,000.
\$2,000,001. - \$3,000,000.	\$3,000,000.
In excess of \$3,000,001.	\$4,000,000.

4. **AUTOMOBILE LIABILITY INSURANCE:** Required for first tier contractors when the scope of work includes transportation. Covers all owned, non-owned and hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for "Commercial General Liability" and "Automobile Liability"). Automobile Liability Insurance must be in not less than the following amounts as determined by OHA, or such lesser amount as OHA approves in writing:

Bodily Injury, Death and Property Damage:

- ☒ Per occurrence for all claimants for claims arising out of a single accident or occurrence:

Subcontract not-to-exceed under this Agreement:	Required Insurance Amount:
\$0 - \$1,000,000.	\$1,000,000.
\$1,000,001. - \$2,000,000.	\$2,000,000.
\$2,000,001. - \$3,000,000.	\$3,000,000.
In excess of \$3,000,001.	\$4,000,000.

5. **ADDITIONAL INSURED.** The Commercial General Liability insurance and Automobile Liability insurance must include the State of Oregon, its officers, employees and agents as Additional Insureds but only with respect to the contractor's activities to be performed under the Subcontract. Coverage must be primary and non-contributory with any other insurance and self-insurance.
6. **"TAIL" COVERAGE.** If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subcontract, for a minimum of 24 months following the later of :
(i) the contractor's completion and LPHA's acceptance of all Services required under the Subcontract or,
(ii) the expiration of all warranty periods provided under the Subcontract. Notwithstanding the foregoing 24-month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then the contractor may request and OHA may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If OHA approval is granted, the contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

7. **NOTICE OF CANCELLATION OR CHANGE.** The contractor or its insurer must provide 30 days' written notice to LPHA before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).
8. **CERTIFICATE(S) OF INSURANCE.** LPHA shall obtain from the contractor a certificate(s) of insurance for all required insurance before the contractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

**OREGON HEALTH AUTHORITY
INTERGOVERNMENTAL AGREEMENT
FOR ENVIRONMENTAL HEALTH SERVICES**

EXHIBIT B

Required Sub-Contractor Provisions

1. Subcontractor shall comply with all applicable provisions of this Agreement between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and LPHA.
2. Subcontractor shall comply with all applicable federal, state and local laws, administrative rules, ordinances, and regulations.
3. Subcontractor shall make available to OHA or to any Client, any and all written materials in alternate formats in compliance with OHA’s policies or administrative rules. For the purposes of the foregoing, “written materials” includes, without limitation, all work product and subcontracts related to this contract.
4. Unless Subcontractor is a State of Oregon governmental agency, Subcontractor agrees that it is an independent contractor and not an agent of the State of Oregon, OHA or LPHA.
5. Section 22. INDEMNIFICATION BY SUBCONTRACTORS and Exhibit A Subcontractor Insurance Requirements are hereby incorporated into this Exhibit by reference.

Confidential
CONTRACTOR TAX IDENTIFICATION INFORMATION
For Accounting Purposes Only

The State of Oregon requires contractors to provide their Federal Employer Identification Number (FEIN) or Social Security Number (SSN). This information is requested pursuant to ORS 305.385 and OAR 125-246-0330(2). Social Security numbers provided pursuant to this section will be used for the administration of state, federal and local tax laws. The State of Oregon may report this information to the Internal Revenue Service (IRS). Contractors must keep this information current at all times. Contractors are required to notify the State of Oregon contract administrator within 10 business days if this information changes. The State of Oregon reserves the right to ask contractors to update this information at any time during the document term.

Document number: _____

Legal name (tax filing): _____

DBA name: _____

Billing address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____

FEIN: _____

- OR -

SSN: _____

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

Document number: _____, hereinafter referred to as "Document."

I, _____
Name Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

_____ by email.

Contractor's name

On _____,
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

Authorizing signature

Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Amendment to Intergovernmental Agreement - Title IV-Et**AGENDA DATE^a:** 6.21.17 **DEPARTMENT:** D.A. **TIME NEEDED:** 5 minutes^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Everett Dial **PHONE/EXT:** 3214 **TODAY'S DATE:** 6.1.17**BRIEF BACKGROUND OR NOTE^b:** This is an amendment of the agreement for reimbursement of Dependency Legal Services. The D.A. office receives (Federal) reimbursement for allowable dependency legal services. Signature authority to Commissioner Boice.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Agreement

(1)Amendment to Intergovernmental Agreement

(2)

Are there originals in route (paper copies with pre-existing signatures) Yes ☐ No ☒**QUESTIONS:**1. Would this item be a departure from the Annual Budget if approved? Yes ☐ No ☒
(If Yes, brief detail)2. Does this agenda item impact any other County department? Yes ☐ No ☒
(If Yes, brief detail)3. If Land Transaction, filed with the clerk? Yes ☐ No ☐ N/A ☒**INSTRUCTIONS ONCE SIGNED:**☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☒ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: 06 /23 / 17

Email:

louie.thomas@state.or.us

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? Yes ☐ No ☐ N/A ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**1. Confirmed Submitting Department's finance-related responses Yes ☐ No ☐
Comment:2. Confirmed Submitting Department's personnel-related materials Yes ☐ No ☐ N/A ☒
Comment:3. If job description, Salary Committee reviewed: Yes ☐ No ☐ N/A ☒4. If hire order requires an UA, is it approved? Yes ☐ No ☐ Pending ☐ N/A ☒**PART IV – COUNTY COUNSEL REVIEW****AGENDA ASSIGNMENT TYPE:** Consent Calendar**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? Yes ☒ No ☐

(If Yes, brief detail) Amendment to agreement for dependent legal services

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley Yes ☐ No ☐Commissioner Sue Gold Yes ☐ No ☐Commissioner Court Boice Yes ☐ No ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

Fact Sheet: Title IV-E Entitlement Reimbursement for Dependency Legal Services

Title IV-E Entitlement Reimbursement for Dependency Legal Services

Who may claim these funds?

County District Attorney Office's providing allowable dependency legal services.

Description:

Title IV-E is a federal non-capped entitlement program to reimburse District Attorneys for allowable dependency legal Services. The program is designed to augment, improve or to otherwise maintain the quality of dependency litigation programs.

Benefits:

The County District Attorney offices receive (Federal) reimbursement for allowable dependency legal services.

Amount of Allocation:

Although there is no cap on reimbursement, it is limited to Administration (allowable expenses, activities and other operating expenses). The amount of reimbursement is based on the actual amount of reimbursable costs and percent of time staff spent on Child Welfare dependency cases. Therefore, the exact amount of Title IV-E reimbursement that a DAs office can receive cannot be projected but will be based on actuals.

FOR MORE INFORMATION CONTACT:

Elizabeth M. Lair, M.Ed.
DHS, Child Welfare, FPPR
Operations and Policy Analyst 4
(503) 569-3815
500 Summer Street NE E16
Salem, OR 97301
Elizabeth.lair@state.or.us

FAQ's

1. Are the District Attorney offices required to enter into an Inter-Governmental Agreement (IGA) with DHS to claim Title IV-E Entitlement Reimbursement?

Yes and to get started contact:
Elizabeth M. Lair, M.Ed.

2. Is it true District Attorney offices can receive a state allocation *and* federal entitlement dollars for the same dependency legal services?

Yes. The reason is they are two different types of funds and come from two different sources.

3. Are District Attorney Offices guaranteed the NTE amount? What if we exceed the NTE?

No, the NTE amount for Title IV-E is not guaranteed. The Title IV-E Reimbursement is not capped, but a NTE was required for the IGA to be processed. If your office approaches and/ or exceeds the NTE, an amendment will be submitted.

4. Is it true District Attorney Offices will be able to claim Title IV-E funds retro-active to a prior date?

No, Your IGA will indicate the date your office may begin to claim Title.

How do District Attorney Offices claim a Title IV-E reimbursement for legal services?

Contact:
Elizabeth M. Lair, M.Ed.



Agreement Number 148540

**AMENDMENT TO
STATE OF OREGON
INTERGOVERNMENTAL AGREEMENT**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to dhs-oha.publicationrequest@state.or.us or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This is amendment number **01** to Agreement Number **148540** between the State of Oregon, acting by and through its Department of Human Services, hereinafter referred to as "DHS" and

**Curry County
Court Boice, Commissioner
94235 Moore Street Suite 122
Gold Beach, Oregon 97444
Telephone: 541-247-3298
Facsimile: 541-247-6680**

hereinafter referred to as "County," acting by and through the:

**Office of the Curry County District Attorney
Everett Dial, District Attorney
94235 Moore Street Suite 232
Gold Beach, Oregon 97444
Telephone: 541-247-3298
Facsimile: 541-247-6680
Email: diale@co.curry.or.us**

hereinafter referred to as "District Attorney."

1. Upon signature by all applicable parties, this Amendment shall be effective on the later of (a) **June 30, 2017** or (b) when required, the date this Amendment has been approved by the Department of Justice, regardless of the date the Amendment is actually signed by all other parties.
2. The Agreement is hereby amended as follows. Language to be deleted or replaced is [~~bracketed and struck through~~]; new language is **underlined and bold**:

- a. **Section 1 “Effective Date and Duration”** of the Agreement is hereby amended to extend the Agreement end date, as follows:

“This Agreement shall become effective on the date this Agreement has been fully executed by every party and, when required, approved by Department of Justice or on July 1, 2015, whichever date is later. Unless extended or terminated earlier in accordance with its terms, this Agreement shall expire on [~~June 30, 2017~~] **June 30, 2019**. Agreement termination or expiration shall not extinguish or prejudice any party’s right to enforce this Agreement with respect to any default by any other party that has not been cured.”

- b. **Section 3 “Consideration,” subsection (a)** of the Agreement is hereby amended to change the total not-to-exceed amount of the Agreement, as follows:

- a. The maximum not-to-exceed amount payable to County and District Attorney under this Agreement, which includes any allowable expenses, is [~~\$40,000.00~~] **\$80,000.00**. DHS will not pay County or District Attorney any amount in excess of the not-to-exceed amount for completing the Work, and will not pay for Work until this Agreement has been signed by all parties.

- c. On July 1, 2017, **Attachment 1 “Example Title IV-E Reimbursement Form and Instructions”** of the Agreement is hereby superseded and restated in its entirety, as set forth in Attachment 1 “Example Title IV-E Reimbursement Form and Instructions,” attached hereto and incorporated herein by this reference. Attachment 1 effective July 1, 2017 has changes from the previous version identified and highlighted for reference only. The ‘Juvenile Dependency Title IV-E Claim Form’ itself, although substantially unchanged, has been replaced in its entirety.

3. **Certification.**

- a. The County acknowledges that the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any “claim” (as defined by ORS 180.750) that is made by (or caused by) the County and that pertains to this Agreement or to the project for which the Agreement work is being performed. The County certifies that no claim described in the previous sentence is or will be a “false claim” (as defined by ORS 180.750) or an act prohibited by ORS 180.755. County further acknowledges that in addition to the remedies under this Agreement, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the County. Without limiting the generality of the foregoing, by signature on this Agreement, the County hereby certifies that:
- (1) The information shown in County Data and Certification, of original Agreement or as amended is County’s true, accurate and correct information;
 - (2) To the best of the undersigned’s knowledge, County has not discriminated against and will not discriminate against minority, women or emerging

small business enterprises certified under ORS 200.055 in obtaining any required subcontracts;

- (3) County and County's employees and agents are not included on the list titled "Specially Designated Nationals" maintained by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at: <https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>
 - (4) County is not listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal procurement or Nonprocurement Programs" found at: <https://www.sam.gov/portal/public/SAM/>; and
 - (5) County is not subject to backup withholding because:
 - (a) County is exempt from backup withholding;
 - (b) County has not been notified by the IRS that County is subject to backup withholding as a result of a failure to report all interest or dividends; or
 - (c) The IRS has notified County that County is no longer subject to backup withholding.
- b. County is required to provide its Federal Employer Identification Number (FEIN). By County's signature on this Agreement, County hereby certifies that the FEIN provided to DHS is true and accurate. If this information changes, County is also required to provide DHS with the new FEIN within 10 days.
- c. Except as expressly amended above, all other terms and conditions of the original Agreement and any previous amendments are still in full force and effect. County certifies that the representations, warranties and certifications contained in the original Agreement are true and correct as of the effective date of this amendment and with the same effect as though made at the time of this amendment.

(Remainder of page intentionally left blank)

4. **County Data.** County shall provide current information as required below. This information is requested pursuant to ORS 305.385 and OAR 125-246-0330(1).

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

County Name (exactly as filed with the IRS): _____

_____ County OF CURRY
Street address: 94235 MODE ST. Suite 125
City, state, zip code: Gold Beach OR 97444
Email address: deionges@co.curry.or.us
Telephone: (541) 247-3298 Facsimile: (541) 247-6680

Proof of Insurance:

Workers' Compensation Insurance Company: SAIF CORP.
Policy #: 4866686 Expiration Date: 7.1.17

County shall provide proof of Insurance upon request by DHS or DHS designee.

(Remainder of page intentionally left blank)

5. Signatures.

**COUNTY: YOU WILL NOT BE PAID FOR SERVICES RENDERED PRIOR TO
NECESSARY STATE APPROVALS**

Curry County

By:

Authorized Signature

Printed Name

Title

Date

Curry County District Attorney

By:

Authorized Signature

Printed Name

Title

Date

State of Oregon acting by and through its Department of Human Services

By:

Authorized Signature

Printed Name

Title

Date

Approved for Legal Sufficiency:

Not Required per OAR 137-045-0030(1)(a)

Assistant Attorney General

Date

Attachment 1

Example Title IV-E Reimbursement Form and Instructions

Version effective July 1, 2017 with changes identified from the previous version

(Language added is bold and underlined ; language deleted is bracketed with a single line drawn through)

Instructions for DHS Juvenile Dependency “Title IV-E Claim Form”:

The claim form has been developed in Excel and should be completed electronically, then printed for signature and submitted via email/electronically. Please submit the completed claim form to DHS to the email address listed on the last page of these instructions. Each claim form must include an identifying number assigned by your accounting office to ensure the funds are routed to the appropriate department (invoice, grant or fund). DHS will provide confirmation of receipt of claim form and the date the form is submitted for payment. The DA must maintain documentation to support the information reported on the form. The supporting documentation is subject to review, upon request by DHS, and is subject to audit by state and federal auditors (does not have to be attached to quarterly claim form). **The County will track the Not-to-Exceed (“NTE”) balance on each claim form to ensure no claim is submitted which would exceed the agreed upon amount, and will notify DHS of the need to increase the NTE, by amendment, when necessary.** DHS may update and modify the claim form as needed for accounting and federal compliance.

The methodology for tracking the percentage of time staff spent on Child Welfare dependency cases must be approved by DHS. A daily time tracking methodology is recommended, but must be no less than one random five consecutive day period per quarter. A time tracking methodology has been developed in Excel and is available for use. The DA must maintain this documentation in support of claim all forms submitted.

Please complete the blue shaded sections of the claim form as follows:

- A. County Identification and Amount Claimed. Record the county name, [~~and mailing address~~] **mailing address and Invoice number**. Include the date the form is completed, the quarter for which the claim is being submitted, and the amount of the quarterly claim. The first quarter of the Federal Fiscal Year is the month of October. The Total Quarterly Reimbursement amount is calculated automatically after all data has been input
- B. Qualifying Children’s Cases Worked. For each Qualified Child who had Work performed on the Child’s case during the reporting quarter, record the Child’s name and birth date. A Qualifying Child is a child who, at the time Work was performed on the child’s case, was at any point in the juvenile dependency process between the filing of a dependency petition and entry of a disposition order on the merits on all allegations in that petition.

Work includes any of the acts to be performed and requirements to be fulfilled by the District Attorney as described in the Agreement. List a Qualified Child only once each quarter, regardless of the number of time Work was performed on the Child’s case. If work is performed on a case involving multiple Qualified Children, list all children on the

form. If the District Attorney's office prefers, a separate list of Qualified Children and their birth dates may be attached as long as reference to it is made on the claim form.

- C. Eligible personnel costs. Record the name of each staff member who worked on the qualifying cases. Record their "Salary and Fringe Benefits" for the quarter and the "Percentage of Time Spent on CW Cases" worked for the quarter on the qualifying cases. The "Eligible Cost" field will automatically calculate.

Personnel costs include the salary (including any overtime or other differential) and other personnel expenses such as health insurance, retirement, and other employee benefits paid for the quarter to, or on behalf of, the staff member listed.

Enter the number of staff members listed to calculate the average percentage of time spent working on CW Cases during the quarter.

- D. Other Operating Expenses. Record the amount of "Other Operating Expenses" for the quarter for each staff person reported in section C above.

Other operating expenses includes:

- a. Service and supplies necessary for legal staff working on Child Welfare cases.
- b. Costs associated with legal actions for Child Welfare cases including filing fees, costs for expert witnesses, and transcription costs.
- c. Costs for travel and training for legal staff who work on Child Welfare cases, including participating in Child Welfare training.
- d. Genetic testing to determine paternity to expedite a court case.

Note: The *eligible cost* for Other Operating Expenses (averaged) is automatically calculated by the total average percentage of time spent on child welfare cases multiplied by the Operating Expenses reported. The eligible cost is 100% for Other Operating Expenses (traceable, such as Witness Expenses) before required federal calculations.

- E. Total Reimbursable Costs. The field represents the total costs that will be used to calculate the Title IV-E reimbursement for the quarter.
- F. DHS Foster Care IV-E Eligibility Rate. The "Eligibility Rate" is automatically multiplied by the "Total Reimbursable Costs" which is then multiplied by the Federal IV-E Administrative Reimbursement Rate.
- G. Federal IV-E Administrative Reimbursement Rate. The federal reimbursement rate for Title IV-E administrative costs is 50%. The federal reimbursement rate of 50% is automatically multiplied by the results of the "Eligibility Rate" multiplied by the "Total Reimbursable Costs". The result of this calculation will be the total Title IV-E reimbursement for the quarter.

- H. Total Reimbursement for Quarter. This total will also automatically fill the cell at the top right portion of the form named "Total Quarterly Reimbursement".
- I. Certification. The District Attorney must sign the certification and submit the claim form to DHS after the close of each calendar quarter. The first quarter for which a claim can be submitted will be the quarter ending September 30, 2015. Claim forms should be submitted within 30 days of the end of the quarter. Include the name of the person responsible for preparing the report and their contact phone number. Federal Compliance utilizes the Federal Fiscal Year beginning October 1st
- J. **NTE Tracking. In the lower right corner of the claim form there is a section for NTE Tracking. The county will enter the NTE at the time of making the current claim. The field for "This Claim" will automatically be populated with the amount of the current claim after the form has been completed. The "NTE Less This Claim" will automatically calculate the difference between "NTE" and "This Claim." The User will enter the amount "Paid to Date."**
- K.** DHS Validation. For DHS use only.

DHS will verify the county claim forms, request the funds from the federal government, and retain the official claim documentation submitted by the counties. Upon approval of the claims, DHS will then make the appropriate payments to the participating counties.

The DHS contact for processing Title IV-E Claim Forms is:

Oregon Department of Human Services
Office of Child Welfare Program
Attention: Chris Whitnell
500 Summer Street NE E-16
Salem, Oregon 97301-1097
E-mail: chris.whitnell@state.or.us
Telephone: (503) 947-5246

The DHS contact for questions and comments, and back-up for processing Title IV-E Claim Forms, is:

Oregon Department of Human Services
Office of Child Welfare Program
Attention: Elizabeth Lair
500 Summer Street NE E-16
Salem, Oregon 97301-1097
E-mail: elizabeth.lair@state.or.us
Telephone: (503) 569-3815

**DEPARTMENT OF HUMAN SERVICES
JUVENILE DEPENDENCY
TITLE IV-E CLAIM FORM**

A.	County:		Invoice # Below	Report Date:	
	Mailing Address:			Quarter Ended:	
	City, State, Zip:		Total Quarterly Reimbursement		\$ -

B.	Qualifying Children's cases worked during quarter:
See attached:	

	Employee Name	Quarterly Salaries and Fringe Benefits	% of Time Spent on CW Cases	Eligible Cost
C.				\$ -
				\$ -
				\$ -
				\$ -

# Employees Listed	2	Average % in Qtr	0%	\$ -
--------------------	---	------------------	----	------

D.	Other Operating Expenses Untracked	\$ -	\$ -
	Expert Witness Expenses	\$ -	\$ -
	Tracked Dependency Supplies	\$ -	\$ -
	Tracked Training/Travel Expenses	\$ -	\$ -

E.	Total Reimbursable Costs		\$ -
-----------	--------------------------	--	------

F.	DHS Foster Care IV-E Eligibility Rate	63.49%	
-----------	---------------------------------------	--------	--

G.	Federal IV-E Administrative Reimbursement Rate 50%	x 63.49% & x 50%	\$ -
-----------	--	------------------	------

	Federal IV-E Enhanced Training/Travel Reimbursement Rate 75%	x 63.49% & x 75%	\$ -
--	--	------------------	------

H.	Total Reimbursement for Quarter (Title IV-E)		\$ -
-----------	--	--	------

	Adjustment Addition	\$0.00	
--	---------------------	--------	--

	Adjustment Subtraction	\$0.00	
--	------------------------	--------	--

	Adjusted Total Reimbursement for Quarter (Title IV-E)		\$ -
--	---	--	------

I.	Certification:
-----------	-----------------------

The District Attorney performed all work for which reimbursement is sought in accordance with Title IV-E Intergovernmental Agreement. I certify the public funds are not federal funds, and are not used to match or provide maintenance of effort for other federal funds. The records documenting these public fund expenditures are on file and are available for review by state and/or federal government upon request.

	Signature:	
	Typed Name:	
	Title:	
	Prepared by:	
	Name:	
	Contact Phone:	

K.	DHS Validation	Sign:	Date:	NTE
		Calculation correct:		This Claim \$ -
		Amount claimed correct:		NTE Less this claim 0.00
		Date paid to County:		Paid to Date:



DHS SHARED SERVICES
Office of Contracts and Procurement



Kate Brown, Governor

250 Winter St NE, Room 306
Salem, OR 97301
Voice: (503) 945-5818

DOCUMENT RETURN STATEMENT

May 30, 2017

Curry County, acting by and through its Office of District Attorney
Gold Beach, Oregon

Re: Agreement 148540-1, hereinafter referred to as "Document."

Please complete the following statement and return it along with the completed signature page and the other required documents (the County Data page, page 4 of the amendment).

Important: If you have any questions or find errors in the above referenced Document, please contact me via return e-mail or at (503) 945-5848.

I EVERETT DIAZ, D. A.,
(Name) (Title)

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services and the Oregon Health Authority, and Curry County, acting by and through its Office of District Attorney, by e-mail from Louie Thomas, Contracts Specialist, on May 30, 2017.

On 6/1/2017, I signed the electronically transmitted Document without
(Date)

change. I am returning the completed signature page of the Document and the Contractor Data and Certification page (if applicable), and the Contractor Tax Identification Information form (if applicable) with this Document Return Statement.

[Signature] 6/1/2017
(Authorizing Signature) (Date)

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Curry Community Health Lease Extension for Building in Port Orford through 9-30-17.**AGENDA DATE^a:** 06-21-17 **DEPARTMENT:** CCH **TIME NEEDED:** 10 min.^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** DUKEK **PHONE/EXT:** **TODAY'S DATE:** 06-09-17**BRIEF BACKGROUND OR NOTE^b:**^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Lease

- (1) Order
- (2) Lease extension through 9/30/17
- (3) Lease Extension exp. 6-30-17

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

- 1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
- 2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
- 3. If Land Transaction, filed with the clerk? **Yes** ☒ **No** ☐ **N/A** ☐

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name: Curry Community Health

☒ Send Printed Copy to:

Address:

☒ Email a Digital Copy to:

City/State/Zip:

☐ Other Ken Dukek

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

- 1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
- 2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
- 3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
- 4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** (Select)**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☐ **No** ☐
(If Yes, brief detail)**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

BEFORE THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of an Order)
Authorizing the Extension)
of a Commercial Lease with)
Curry Community Health (CCH))
for Property Located at 1403)
Oregon Street in Port Orford,)
Oregon)

ORDER NO. _____

WHEREAS, on May 20, 2015, Curry County leased property located at 1403 Oregon Street, Port Orford, Oregon to Curry Community Health (CCH) for a term beginning on July 1, 2015, and continuing to June 30, 2016; and

WHEREAS, the underlying lease is filed with the Clerk as CJ2015-228 and recorded in the land records as 2015-02162; and

WHEREAS, on July 8, 2015, per Order No. 20210, Curry County authorized a lease extension, filed in Curry County as CJ:2015-262, to CCH under the same terms and conditions, and it is due to expire on June 30, 2017; and

WHEREAS, CCH has requested a three-month extension through September 30, 2017; and

WHEREAS, the Board finds that pursuant to ORS 271.310 and ORS 271.360, that the public interest would be furthered by extension of the lease; and

NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS that it is authorized to execute a three-month extension (until September 30, 2017) of the commercial lease with CCH under the same terms and conditions for the property located at 1403 Oregon Street, Port Orford, Oregon 97415.

DATED, this 7th day of June, 2017.

Board of Curry County Commissioners

Thomas Huxley, Chair

Sue Gold, Vice Chair

Court Boice, Commissioner

Approved as to Form:

John Hutt
Curry County Counsel

AFTER RECORDING RETURN TO:

Curry County, a Political Subdivision
Of the State of Oregon
94235 Moore Street, Suite 122
Gold Beach, Oregon 97444

SEND TAX STATEMENT TO:

Curry Community Health
Attn: Ken Dukek
29692 Ellensburg Ave.
Gold Beach, Oregon 97444

EXTENSION OF 1403 OREGON STREET PROPERTY BUILDING LEASE

Dated: June 21, 2017

Between: Curry County, a Political Subdivision of the State of Oregon
94235 Moore Street, Suite 122
Gold Beach, Oregon 97444 **LANDLORD**

And: Curry Community Health
29692 Ellensburg Ave.
Gold Beach, Oregon 97444 **TENANT**

It is hereby agreed to by and between the above-referenced parties that the lease between them for the 1403 Oregon Street, property located in Port Orford, Oregon, filed in the Commissioners' Journal as CJ:2015-228, and previous extension of Lease filed in Commissioners' Journal as CJ: 2015-262 is extended until 9-30-17, under the same terms and conditions.

LANDLORD: Curry County Board of Commissioners

Thomas Huxley, Chair

Date

Sue Gold, Vice Chair

Date

Court Boice, Commissioner

Date

State of Oregon)
) ss.
County of Curry)

Acknowledged before me this _____ day of June, 2017 by

Notary Public of Oregon

My Commission Expires:_____

TENANT: Curry Community Health

Ken Dukek, CEO

Date

Approved as to Form:

John Hutt
Curry County Counsel

CURRY COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM ROUTING SLIP
FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US

AGENDA ITEM TITLE: Oregon State Marine Board Boating Safety Action Plan FY 2017-18

AGENDA DATE^a: 06/21/17 **DEPARTMENT:** Sheriff **TIME NEEDED:** Consent calendar (less than 5 min.)

^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)

CONTACT PERSON: Sheriff Ward **PHONE/EXT:** 3322 **TODAY'S DATE:** 06/09/17

BRIEF BACKGROUND OR NOTE^b: Oregon State Marine Board FY 2017-18 Boating Safety Action Plan prepared by Sgt. Heath, request to grant signature authority to Sheriff Ward.

^bIndicate if more than one copy to be signed

FILES ATTACHED:

SUBMISSION TYPE: Discussion/Decision

(1)OSMB Boating Safety Action Plan FY 2017-18

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒

QUESTIONS:

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:

☒ No Additional Activity Required

OR

☐ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

***Note: Most signed documents are filed/recorded with the Clerk per standard process.**

PART II – COUNTY CLERK REVIEW

EVALUATION CRITERIA:

CLERK ASSESSMENT: Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW

EVALUATION CRITERIA 1-4:

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW

AGENDA ASSIGNMENT TYPE: **Consent Calendar**

LEGAL ASSESSMENT: Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) IGA with state for receipt and expense of boating safety funds

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT

LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:

Commissioner Thomas Huxley **Yes** ☐ **No** ☐

Commissioner Sue Gold **Yes** ☐ **No** ☐

Commissioner Court Boice **Yes** ☐ **No** ☐

Not applicable to Sheriff's Department since they do not have a liaison ☒

Boating Safety Action Plan

for Curry County

FY 2017-18

Agency



Address: 94235 Moore St. Suite 311, Gold Beach, Or. 97444

Phone #: 541-247-3250

Contact for Questions: Sgt. Ted Heath

Patrol Hours:	2000
Program Hours:	1808
Total Hours:	3808

**Total Available Hours
from Page 7**

4,598.00

Your 2017-18 Action Plan Overview

We are focusing agency efforts on engaging boater behavior most associated with accidents, injuries and complaints. See Jan. 4, 2017, memo "On-water Contract Prioritization" for details (LE Library). In this box, please provide a brief narrative that describes your highest risk waterways by season, time and location, the activities of concern, and a brief outline of how your action plan will address these priority areas. The detailed plan will be provided on page 2.

1. Chetco River, season November thru March, overcrowding leading to conflict amongst bank fishermen, guides, non-licensed guides, out of state guides and over fishing of the river. To mitigate these concerns/issues increased presence and boater education by Law Enforcement continually hitting these congested areas. Subsequent saturation patrols by neighboring counties would be essential in alleviating some of these disturbances/concerns.
2. Rogue River Bay/bar, season May thru October, Fall Chinook season with numerous out of state and local boats leading to conflict due to overcrowding. Also issue with outside bar crossing's for bottom fish on usually hazardous bar conditions, especially after the Coast Guard leaves their post near end of summer. Contact boaters via ramps/takeouts, educate on bar crossings, proper boat for conditions,
3. Rogue River, season March thru October Spring Salmon season with boaters from out of area and local boaters. Issues with nav lights as boats are anchoring in dark, anchoring in channels, issues with safe passage due to increase in gravel bars due to channels changing from high water creating nav issues.
Summertime use in middle to upper Rogue brings different usage near boat ramps, like Quosatana creek where there's interference with swimmers/tubers. Increased patrols on weekends, educate about slow no wake, maintaining lookouts. Raft traffic in extreme upper river, awareness on hazards of white water, educate on self rescue techniques, carriage requirements.
4. Elk River, season November thru March, this is a river with a hatchery on it, therefore, increased boating traffic during peak season/water conditions. Also issues with stringers and strainer, high probability of accidents. Patrol/educate on above issues when the season is at it's busiest.
5. Sixes River, season November thru March, pretty much the same as the Elk. Sixes receives a lot of boat traffic as it's easier to navigate. Same patrol strategies as Elk, patrol during peak weekends, educate on carriage requirements, talk with boaters at the take outs.

Annual Patrol Plan: 2000 Hours

Expectation: Directed patrols will prioritize risk-based interventions first, then administrative compliance. Interventions should include a full BER. Consider local operation, use patterns, seasonal risks (fishing, cold water, wind etc). Patrol plan should reference ORS/OAR (at left) pertinent to your area of operation.

Risk Intervention

- ☐ Local Rules
OAR 250-020
- ☐ PFDs
830.215
- ☐ Muffling Device
830.260
- ☐ Sound Signaling
830.230
- ☐ Unsafe Operation
830.305
- ☐ Reckless Operation
830.315
- ☐ BUll
830.325
- ☐ Maintain Lookout
830.335
- ☐ Nav Rules
830.340
- ☐ Traffic Lanes
830.345
- ☐ Riding on Bow
830.360
- ☐ Occupy transom
830.362
- ☐ Waterskiing/Observer
830.365
- ☐ Boat Livery
830.415, 420

Compliance

- ☐ AIS
- ☐ Boater Ed Card
- ☐ Outfitter Guide

Chetco River patrols will be conducted between river mile 3 and 17 with concentrated efforts on illegal guide activity and fishing etiquette (over fishing a hole). Enforcement of guide laws, cover any other criminal acts that may occur, ie: Menacing, (sinker throwing). etc. Enforce/educate on carriage requirements (ORS 830.215) Mitigate legitimate complaints.

Rogue River Bay/Bar. Contacts at boat ramp covering OAR'S (Slow/wake at port entrance), carriage requirements, educate on hazardous conditions, enforcement of PFD's, Educate boaters on issue involving conflict, ie: allowing room to prevent near misses while trolling the bay, trolling to close to another's lines in the water, etc. Utilize reserve deputy at boat ramp for BER compliance.

Middle Rogue River, educate on the importance of maintaining lookout while operating boat as well as when towing passengers. Talk to boaters about potential unsafe boating activity, slow no wake near ramp/swim areas. PWC issues being addressed. Nav lights/anchoring in channels. BUll awareness/checks with all boats.

Non-motorized use in upper Rogue, educate in risks involved in white water, lack of resources for rescue as this is in a wilderness area with self rescue education being foremost important, BUll awareness/enforcement. Type III PFD usage on class III or higher water.

Elk River, Educate boaters on pending hazards that may require self rescue, nav hazards, educate on having PFDs' readily accessible. BUll awareness.

Sixes River, Similar in patrol strategies as Elk. Speaking to boaters about potential nav hazards, mitigate any complaints,

NOTE:

On all the above patrol strategies/plans boater input is important to maintaining a quality service by the Marine Patrol. Good interaction between the two is important to maintaining good relationships between Law Enforcement and the boating public.



Boating Safety Program Waterbodies To Be Patrolled

County/Agency: Curry County

FY 2017-2018

Waterways (Inland & Ocean)	Specific Area	Start MM/YY	End MM/YY	Add'l Comments
Rogue River Bay	Bay/Ocean	07/17	06/18	Fall Chinook, Winter Steelhead, Spring Chinook, Boat traffic
Rogue River	River mile 1 to 10	07/17	06/18	Summer boating traffic, river usage, up to Lobster Creek
Rogue River	Mile 10 to 30	07/17	10/18	Fall guide fishing/fall chinook season
Rogue River	Mile 10 to 52	07/17	09/18	Summer raft traffic in upper Rogue
Chetco River	Mile 3 to 17	11/17	03/18	Fall/Winter Steelhead boat traffic, Guide Enforcement
Chetco River	Mile 3 to 17	07/17	09/18	Summer Raft traffic in upper river
Elk River	Mile 3 to 9	11/17	03/18	Fall chinook Winter Steelhead, guide enforcement
Sixes River	1 to 9	11/17	03/18	Fall Chinook Winter Steelhead, guide enforcement



Annual Program Plan

1808

Hours

Instructor Training	Expectation: Note personnel involved or willing to be involved in providing training on OSMB behalf. Participation pre-approved by training coordinator.
	Will assist with Marine academy/White water drift, and jet boat classes.
Training	Expectation: New or inexperienced DPSST certified marine officers will complete Marine Law Enforcement Academy, Drift Boat, White Water, Swift Water Rescue and other training as appropriate, and attend pre- and post-season meetings, if possible.
	Maintain all training pertaining to Marine operations, attend Post and Pre-season meetings.
Non-OSMB Training	Expectation: Training as per program standards to maintain high level of police skill, performance and certifications.
	Will maintain Police Certification training, departmental training, keep up on current laws.
Maintenance	Expectation: Perform regular and appropriate maintenance such as winterization, oil changes, trailer bearings, basic repairs and other preventative work as needed.
	Maintain oil changes at 40 hours, check/replace wheel bearings as needed, maintain clean operational boat/equipment. Records of service maintained/up to date.
Waterway Markers	Expectation: Map and track OSMB-funded or approved waterway markers, maintain and confirm locations as per ORS, OAR, safety and informational requirements, maintain inventory.
	Port of Gold Beach, and Brookings are up to date on waterway markers.

Hazard Mitigation	Expectation: Identify and respond to extraordinary waterway hazards through coordination with OSMB.
	Mitigate all hazards as they arise on navigation issues, ie; stringers/strainers in channel.
Abandoned Boats	Expectation: Identify, assess, mitigate and investigate as appropriate. Coordinate with OSMB Abandoned Vessel Program manager.
	Mitigate all complaints on abandoned vessels.
Education	Expectation 1: Plan and implement public outreach strategies that teach public basic on-water safety skills. Expectation 2: Provide directly or through partners equivalency exam opportunities in your county.
	This will be done while on patrol as well as school education. Make boater ed proctoring exams available.
Trailer/ing/Travel	Expectation: Note necessary trailering and traveling times specific to your AOR.
	Not much trailering time involved. Travel Time is documented while mostly in the North County, (Sixes, Elk, and Chetco down south). **AIS inspection enforcement at 100 hours with separate osmb funding.
Accident Investigation	Expectation: Follow investigation protocols. Notify Boat Accident Investigation Team of fatal or serious accidents. Fully evaluate for BUII. Complete reports within timeframe.
	Investigate all reportable, and non-reportable accidents, Educate boaters in what happened, how to avoid future accidents, assist them with the appropriate forms for reporting accidents.
Administrative	Expectation: Office duties required for program operations.
	Follow up's, emails, reporting system, phone calls
HINS/Livery/Moorage Checks	Expectation: Provide HIN inspections as requested; inspect liveries annually for records compliance; check moorages annually to ensure registration compliance.
	Hin inspections conducted when they are received.

**Note: Programs are monitored for Highway Patrol Assistance and other non-marine activities. Hours should be incidental to program. Avoid non-marine operations that cause overtime hours to be charged to marine funding.*

Boating Safety Program Proposed Costs



County/Agency: Curry County

FY 2017-2018

Allocation (some may not apply)	OSMB	County/Agency Contribution
LE Allocation:	\$179,767.00	
AIS Allocation:	\$3,000.00	
Boat Allocation:		
Special Emphasis:		
Total:	\$182,767.00	\$0.00
Proposed Program Costs:		
	OSMB	County/Agency Contribution
1. Personnel (Must match totals on Form A)	\$182,767.00	\$15,000.00
2. Operations and Maintenance (Must match totals on Form B)	\$0.00	\$51,658.00
3. Boat		
4. Total direct Proposed Program Cost (1+2+3, should equal Total in above section)	\$182,767.00	\$66,658.00

County/Agency Authorized Representative:

Signature

Date

Typed Name

Telephone

Boating Safety Program



Proposed Personnel Costs – Form A

Note: “# of Hours” equals staff time dedicated to marine program. This may include overhead such as personal leave but should be proportional to their position (2040 hrs is full time). Note that total hours should be consistent with combined “Patrol” and “Program” hours on page 1.

County/Agency: Curry County

FY 2017-2018

Employee Compensation				Compensation		
Name	Title	# of Hours	Cost per Hour	Total	OSMB	County/ Agency Cash Contribution
1. Ted Heath	Sgt.	1,768.00	\$44.89	\$79,365.52	\$79,365.52	\$0.00
2. Walter Scherbarth	Deputy	2,080.00	\$46.72	\$97,177.60	\$97,177.60	
3. Tom Hawkin	Reserve	500.00	\$20.00	\$10,000.00		\$10,000.00
4. Logan Couch	Reserve	250.00	\$20.00	\$5,000.00		\$5,000.00
5.				\$0.00		
6.				\$0.00		
7.				\$0.00		
8.				\$0.00		
9.				\$0.00		
10.				\$0.00		
11.				\$0.00		
12.				\$0.00		
13.				\$0.00		
14.				\$0.00		
15.				\$0.00		
16.				\$0.00		
17.				\$0.00		
18.				\$0.00		
19.				\$0.00		
20.				\$0.00		
21. Sub-Total (lines 1 thru 20)		4,598.00		\$191,543.12	\$176,543.12	\$15,000.00
22. Overtime (cannot exceed 5% of OSMB's amount on line 21)					\$6,223.88	
23. Total Proposed Personnel Costs (lines 21 + 22)					\$182,767.00	\$15,000.00

Boating Safety Program

Proposed Operations & Maintenance Costs – Form B



County/Agency: Curry County

FY 2017-2018

Operating Supplies/Maintenance/Training Costs	Actual Expenditures		
	Total	OSMB	County/ Agency Cash Contrib.
A. Fuel: Vehicle gallons @ \$ per gallon Boat 2,000.00 gallons @ \$ \$2.63 per gallon Subtotal of A:	\$0.00 \$5,260.00 \$5,260.00	 \$0.00	 \$5,260.00 \$5,260.00
B. Vehicle Lease	\$15,000.00		\$15,000.00
C. Moorage	\$4,700.00		\$4,700.00
D. Expendable Supplies – (\$500 max/each item) specify: 1. general maintenance supplies, ie: Rope, buoys, glass cleaner, etc. X 2 boats 2. 3. 4. Subtotal of D:	\$500.00 \$500.00	 \$0.00	\$500.00 \$500.00
E. Maintenance – (Refer to your 2017-18 maintenance schedule, enter data below) Identify by OR # and make: 1. Oil changes, oil, grease, tire/trailer maintenance Rogue Jet 2. Oil changes, oil, grease, tire/trailer maintenance N. River 3. 4. 5. 6. Subtotal of E:	\$450.00 \$1,150.00 \$1,600.00	 \$0.00	\$450.00 \$1,150.00 \$1,600.00
F. Insurance – (specify Insurance Company & policy #): City County Insurance	\$4,653.00		\$4,653.00
G. Non-OSMB Training – specify: 1. 2. 3. 4. Subtotal of G:	 \$0.00	 \$0.00	 \$0.00

H. Training Attending— specify:				
1. Drift:		\$250.00	\$0.00	\$250.00
2. Jet:				
3. Academy:		\$250.00	\$0.00	\$250.00
4. Other:				
Subtotal of H:		\$500.00	\$0.00	\$500.00
I. Other – specify:				
1. Pro Svcs-training and Education		\$500.00		\$500.00
2. Cell Phones		\$840.00		\$840.00
3. Uniforms		\$300.00		\$300.00
4. Sup-non-cap		\$500.00		\$500.00
5. Electric		\$800.00		\$800.00
6. Finance		\$3,771.00		\$3,771.00
7. Payroll/HR/Info Tech		\$4,923.00		\$4,923.00
8. Counsel		\$3,482.00		\$3,482.00
9. BOC office/Commissioners		\$3,829.00		\$3,829.00
10. Towers maint.		\$500.00		\$500.00
Subtotal of I:		\$19,445.00	\$0.00	\$19,445.00
Subtotal:		\$51,658.00	\$0.00	\$51,658.00

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Bid Awards - 2017 Paving Project and 2017 Chip Seal Project with Signatory Authority to the Roadmaster.**AGENDA DATE^a:** June 21st, 2017 **DEPARTMENT:** Roads **TIME NEEDED:** 4 Min.^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Road Master **PHONE/EXT:** 3393 **TODAY'S DATE:** 6/12/2017**BRIEF BACKGROUND OR NOTE^b:** One bid was received for this years South County paving contract. Tidewater Contractors was only Bid received. One bid was received for 2017 chip & fog seal project. Tidewater Contarctors was the only bidder. Both bids were within the engineers estimate and I would recommend awarding both projects with signatory authority to the Road Master.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

(1) Bid Results

(2)

Are there originals in route (paper copies with pre-existing signatures) Yes ☐ No ☒**QUESTIONS:**1. Would this item be a departure from the Annual Budget if approved? Yes ☐ No ☒

(If Yes, brief detail)

2. Does this agenda item impact any other County department? Yes ☐ No ☒

(If Yes, brief detail)

3. If Land Transaction, filed with the clerk? Yes ☐ No ☐ N/A ☒**INSTRUCTIONS ONCE SIGNED:**☒ No Additional Activity Required

OR

☐ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? Yes ☐ No ☐ N/A ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**1. Confirmed Submitting Department's finance-related responses Yes ☐ No ☐

Comment:

2. Confirmed Submitting Department's personnel-related materials Yes ☐ No ☐ N/A ☒

Comment:

3. If job description, Salary Committee reviewed: Yes ☐ No ☐ N/A ☒4. If hire order requires an UA, is it approved? Yes ☐ No ☐ Pending ☐ N/A ☒**PART IV – COUNTY COUNSEL REVIEW****AGENDA ASSIGNMENT TYPE:** (Select)**LEGAL ASSESSMENT:** Does this agenda item have a legal impact?Yes ☐ No ☐

(If Yes, brief detail)

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley Yes ☐ No ☐Commissioner Sue Gold Yes ☐ No ☐Commissioner Court Boice Yes ☐ No ☐

Not applicable to Sheriff's Department since they do not have a liaison ☐

CURRY COUNTY CHIP & FOG SEALING - 2017

Received Bid Results

JUNE 6TH, 2017

Bid opening @ 11:00:00 A.M.
Subcontractor disclosure due 2:00:00 PM

BID SUMMARY

Company	Total Price
<u>Tidewater Contractors, Inc.</u>	<u>\$307,807.45</u>

Project was advertised in the DJC and local paper - Curry Coastal Pilot on 5-24-2017.

Proposals were mailed to local paving contractors - Tidewater Contractors, Inc. and Knife River Materials - Coast Division.

No other inquiries or requests for proposals were made from other non-local paving contractors.

One bid was submitted by Tidewater Contractors for the proposed price of \$307,807.45.

Engineers estimated range - \$275K - 325K.

Bid is within estimate and award is recommended.

Jerry Story

Contract Officer

SOUTH COUNTY PAVING - 2017

Received Bid Results

JUNE 6TH, 2017

Bid opening @ 11:00:00 A.M.
Subcontractor disclosure due 2:00:00 PM

BID SUMMARY

Company	Total Price
<u>Tidewater Contractors, Inc.</u>	<u>\$302,034.90</u>

Project was advertised in the DJC and local paper - Curry Coastal Pilot on 5-24-2017.

Proposals were mailed to local paving contractors - Tidewater Contractors, Inc. and Knife River Materials - Coast Division.

No other inquiries or requests for proposals were made from other non-local paving contractors.

One bid was submitted by Tidewater Contractors for the proposed price of \$302,034.90.

Engineers estimated range - \$250K - 310K.

Bid is within estimate and award is recommended.

Jerry Story

Contract Officer

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Agreement between Curry County and the South Coast Development Council for economic development services for FY 2017.2018.**AGENDA DATE^a:** 06.21.2017 **DEPARTMENT:** Community Development **TIME NEEDED:** 5 minutes^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Carolyn Johnson**PHONE/EXT:** 3228 **TODAY'S DATE:** 06.07.2017**BRIEF BACKGROUND OR NOTE^b:** The attached agreement between Curry County and the South Coast Development Council (SCDC) reflects:(1) the work arrangement and scope of work shared with the Board and authorized by consensus at the 04.28.2017 Economic Development Workshop.The staff report for that workshop can be found at:
(http://www.co.curry.or.us/Portals/0/2017_04_28%20Workshop%20Packet.pdf)

and (2) the Board's subsequent authorization of the 2017.2018 budget for SCDC economic development services in the coming fiscal year.

^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE: Agreement**

(1)Agreement

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒

(If Yes, brief detail)

2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒

(If Yes, brief detail)

3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒**INSTRUCTIONS ONCE SIGNED:**☐ No Additional Activity Required

OR

☒ File with County Clerk

Name: John Hitt

☐ Send Printed Copy to:

Address:

☒ Email a Digital Copy to:

City/State/Zip:

☒ Other please e-mail a copy of the filed agreement to johnsonc@co.curry.or.us

Phone:

Due date to send: 06 /22 / 2017

Email: john@scdcinc.org***Note: Most signed documents are filed/recorded with the Clerk per standard process.****PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐

Comment:

2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒

Comment:

3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒**PART IV – COUNTY COUNSEL REVIEW****AGENDA ASSIGNMENT TYPE: Consent Calendar****LEGAL ASSESSMENT:** Does this agenda item have a legal impact?**Yes** ☒ **No** ☐

(If Yes, brief detail) Contract for Economic Development Services

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT

LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:

Commissioner Thomas Huxley **Yes** ☐ **No** ☐

Commissioner Sue Gold **Yes** ☐ **No** ☐

Commissioner Court Boice **Yes** ☐ **No** ☐

Not applicable to Sheriff's Department since they do not have a liaison ☐

AGREEMENT BETWEEN CURRY COUNTY AND SOUTH COAST DEVELOPMENT COUNCIL

This agreement is by and between Curry County, a General Law County, Political Subdivision of the State of Oregon (County) and South Coast Development Council (SCDC). The purpose of this agreement is to facilitate County cooperative and collaborative work efforts with SCDC to grow existing businesses, recruit new business and entrepreneurial start-ups, increase Curry County job prospects and expand Curry County revenue.

- 1) **Work to Be Performed.** SCDC shall provide economic development administrative and technical services and support to the Curry County Community Development Department under the management of the Community Development Director for the work outlined in the scope of work (Exhibit "A") attached hereto and incorporated by reference. Except as otherwise provided herein and at its own expense, SCDC shall furnish all materials, labor and equipment, necessary to perform work to specifications and according to generally accepted standards in SCDC's industry.
- 2) **Performance and Payment Bond.** The Board of Curry County Commissioners has specifically waived the requirement for a performance and a payment bond.
- 3) **Completion Date.** Agreement term is from July 1, 2017 to June 30, 2018. SCDC shall begin work immediately upon execution of this agreement by all parties.
- 4) **Scope of Work and Compensation.** SCDC agrees to perform work as determined by the Community Development Director on projects in the Agreement Scope of Work (Exhibit "A") for an amount not to exceed \$20,000. This fee is inclusive of all incidental expenses that SCDC may incur while carrying out Scope of Work tasks, including mileage and printing costs. The \$20,000 fee will allow for approximately 364 hours at \$55 per/hour over the course of the 12 month agreement. This fee entitles Curry County in the SCDC membership benefits such as; recognition on printed materials, footers of all published documents, footer of scdcinc.org, and a platinum board seat position upon receipt of payment. The Scope of Work may be amended, renewed or extended by mutual agreement by both parties.
- 5) **Billing.** By the first of each month, SCDC shall submit an invoice for the prior month's work to the Community Development Director and a copy of same to the County Finance Department/Accounts payable. Upon authorization by the Community Development Director, the County Finance Department shall pay invoices within 30 days of receipt. Each invoice shall specify the number of hours and list of projects worked on in each billing period.

- 6) **Monthly reports.** SCDC shall submit to the Community Development Director by the first of each month a report identifying outcomes on work and next steps on projects worked on in the prior month.
- 7) **Independent Contractor.** SCDC is engaged as an independent contractor, and will be deemed so for purposes of the following:
- A. SCDC will be solely responsible for payment of any federal or state taxes required as a result of this agreement.
 - B. This agreement is not intended to entitle SCDC to any benefits generally granted to County's employees, such as vacation, sick leave, health insurance, Social Security, etc.
 - C. Neither party's employees nor representatives shall be considered employees of the other.
- 8) **Incorporation of Statutory Provisions Required for Public Agreements.** SCDC certifies that it will comply with all applicable public agreement laws, including, but not limited to, ORS 279B.220 and 279B.235 that are incorporated by reference into this agreement.
- 9) **Workers' Compensation.** SCDC and its subcontractors, if any, working under this agreement are subject workers under Oregon Workers' Compensation law and shall comply with ORS 656.017, which requires it to provide workers' compensation coverage for all of its subject workers.
- 10) **Certification of Reading and Understanding of Documents.** SCDC certifies that it has read and fully understands this agreement and its terms and conditions. SCDC understands and acknowledges that in signing this agreement SCDC waives all right to plead any misunderstandings regarding the same.
- 11) **Indemnification.** SCDC shall indemnify, defend and save and hold harmless County from any and all suits, actions, legal or administrative proceedings, demands, claims, liabilities, fines, penalties losses, injuries, damages, expenses or costs, including interest and attorney fees, in any way connected with any injury to any person or damage to any property occasioned in any way by SCDC's or SCDC's subcontractor's prosecution of work under this agreement.

12) **Insurance.** SCDC shall provide the following insurance:

INSURANCE DESCRIPTION	MINIMUM REQUIRED COVERAGE
A. Workers' Compensation	Statutory
B. General Liability	\$2,000,000
C. Automobile Liability	\$1,000,000

Evidence of such insurance shall be provided to County within ten days of the execution of this agreement and before work begins. The liability insurance shall name County and its officers, agents and employees as additional insured.

13) **Nonwaiver.** No waiver of any breach of this agreement shall be held to be a waiver of any other or subsequent breach.

14) **Severability.** Should any clause or section of this agreement be declared by a court to be void or voidable, the remainder of the agreement shall remain in full force and effect.

15) **Termination.** County shall have the right to terminate this agreement in its entirety at its convenience. County may also terminate this agreement for reasons of non-appropriation of funds. If County terminates pursuant to this section, County shall retain any other right or remedy which County has against SCDC. Termination shall not prejudice the rights of the County that accrued before termination. If the County invokes this provision, it may notify SCDC by any commercially reasonable means. SCDC shall be entitled to payment for work done up to the date of termination.

16) **Attorney Fees and Costs.** In the event that either party to this agreement shall take any action, judicial or otherwise, to enforce or interpret any of the terms of this agreement, each party shall be wholly responsible for its own expenses which it may incur in taking such action, including costs and attorney fees, whether incurred in a suit or action or appeal from a judgment or decree therein or in connection with any non-judicial action.

17) **Applicable Laws.** This agreement is executed in the State of Oregon and is subject to Oregon law and the jurisdiction of Curry County.

18) **Written Changes Required.** The rights and duties under this agreement shall not be modified, delegated, transferred, or assigned, except upon written signed consent of both parties.

SIGNATURE PAGE FOLLOWS ON PAGE 4.

THE SOUTH COAST DEVELOPMENT COUNCIL, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES THAT HE/SHE HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

SOUTH COAST DEVELOPMENT COUNCIL

By John Hitt- Interim Executive Director

Date _____

50 Central Ave Suite A
Street

Coos Bay	Oregon	97420
City	State	Zip Code

COUNTY BOARD OF CURRY COUNTY COMMISSIONERS

Thomas Huxley, Chair

Date _____

Sue Gold, Vice Chair

Date

Court Boice, Commissioner

Date _____

Approved as to Form:

John R. Huttli
Curry County Legal Counsel

EXHIBIT A SCOPE OF WORK

With the Community Development Director, SCDC will work on a variety of projects that will include, but may not be limited to, the following:

- 1) **Regular hours.** For community access to SCDC services and on-site consultation with the Community Development Director on a variety of projects, SCDC staff will hold regular office hours in Curry County. This time will be used for direct outreach to local businesses, access to county records related to tasks outlined in this scope of work and work on projects specified in this scope of work.
- 2) **Work related to creating new County revenue**, including, but not limited to:
 - a) Preparing feasibility studies for active and passive recreation facilities as a part of the Curry County Comprehensive Plan update work.
 - b) Co-uses and/or exchanges/sale of County property with/to other agencies.
 - c) Potential for a carbon offset project (sale of carbon credits).
 - d) Grant identification, evaluation, applications and grant management.
 - e) Creation of or collaboration with others to develop or participate in a film commission.
- 3) **County Community Forest** – evaluate County resources to determine viability. Upon request of the Board of Commissioners, commence necessary work to create a Community Forest.
- 4) **Tourism promotion.** SCDC coordination with Curry County tourism promotion organizations and destinations tourism resources to enhance tourism based expenditures and creation of tourism based jobs in Curry County. This will include, among others:
 - a) Updating and maintaining the Travel Oregon/OCVA “ORB,” as well as related websites.
 - b) Investigating and recommending development of tourism destination projects, festivals, events, conventions and other gatherings in conjunction with the Chambers of Commerce, Oregon State Parks & Recreation Dept., USFS, and private businesses.
 - c) Permit processing assistance to promoters for festivals, events, conventions, and other gatherings.
 - d) Preparation of a Curry County tourism marketing strategy
- 5) **Work with County industrial and commercial property owners for business expansion.** This will include creating an inventory of available industrial and commercial properties, outreach to County commercial and industrial property owners offering information on utilizing SCDC to advise on maximizing each property value, and navigating the County subdivision and permitting processes.

- 6) **Provide resources and advisement to private parties.** Upon request, provide resources and advisement to parties interested in establishing in Curry County tourism opportunities, retail or service business development, light manufacturing, vacant land reuse, land development, marketing; agriculture, forestry, fishing and food based business development; food system development; business succession planning and other economic development projects as they arise.
- 7) **Locate and engage with economic development entity services/partnerships.** Ongoing engagement with Business Oregon, other state agencies, economic development agencies, foundations and others to actively seek out economic development opportunities for Curry County businesses, vacant land property owners, and land held by Curry County.
- 8) **Participate in the Land use amendment process to enhance economic development opportunities.** Engage with the Community Development Director's ongoing update efforts for the County's Comprehensive Plan, Zoning Code and Subdivision Ordinance to maximize opportunities for the County's economic development, beginning with work on the update of the economic development and recreation and parks section of the Comprehensive Plan, and the Zoning Code sections most relevant to the expansion of housing (residential zones) and jobs/commerce (commercial and industrial zones).
- 9) **Represent Curry County** on the Sub-Committee related to Economic Development and Workforce impact from Sudden Oak Death.
- 10) **Assist with special projects.** SCDC will assist with or manage particular or special projects, as agreed to the Community Development Director and SCDC Executive Director including, but not limited, to:
- a) Review and updates of the Curry County web site and Travel Curry Coast Web site relative to economic development, tourism, and residential relocations.
 - b) Preparing or locating economic viability/feasibility, studies/information, and potential locations of destination resorts, major transportation/communications improvements, low/moderate income housing projects, and greater uses and distribution of natural resources including fishing, forestry, and value added agriculture.
 - c) The Floras Lake Forest Lands project, participating in presentations to the Board of Commissioners and interaction with other agencies.

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Order Designating Curry Coastal Pilot and Curry County Reporter as County's Newspapers of Record**AGENDA DATE^a:** 06-21-17 **DEPARTMENT:** Counsel **TIME NEEDED:** 5min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Hutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 06-09-17**BRIEF BACKGROUND OR NOTE^b:** At 6-7-17 Board of Commissioners' Meeting, Both Papers were Designated as Papers of Record^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Order

(1) Order

(2) Stipulations from Curry County Reporter and Curry Coastal Pilot

Are there originals in route (paper copies with pre-existing signatures) Yes ☐ No ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? Yes ☐ No ☐
(If Yes, brief detail)
2. Does this agenda item impact any other County department? Yes ☐ No ☐
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? Yes ☐ No ☐ N/A ☐

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☒ Email a Digital Copy to:

City/State/Zip:

☒ Other Reporter and Pilot and All Dept. Heads/Elected Officials

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? Yes ☐ No ☐ N/A ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses Yes ☐ No ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials Yes ☐ No ☐ N/A ☒
Comment:
3. If job description, Salary Committee reviewed: Yes ☐ No ☐ N/A ☒
4. If hire order requires an UA, is it approved? Yes ☐ No ☐ Pending ☐ N/A ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Consent Calendar**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? Yes ☒ No ☐
(If Yes, brief detail) Stipulation to publish legal notices in both papers**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley Yes ☐ No ☐Commissioner Sue Gold Yes ☐ No ☐Commissioner Court Boice Yes ☐ No ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

IN THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of an Order Selecting)
Newspapers of Record for 2017-18)

ORDER NO. _____

IT IS HEREBY ORDERED, that the Curry Coastal Pilot and the Curry County Reporter be designated as newspapers of record for Curry County beginning July 1, 2017 through June 30, 2019 per the attached stipulations, marked as Exhibit "A" from the Curry Coastal Pilot and the Curry County Reporter. All notices will be submitted to both Newspapers of Record for Curry County.

DATED this _____ day of June, 2017.

Curry County Board of Commissioners

Thomas Huxley, Chair

Approved as to Form:

Sue Gold, Vice Chair

John Huttl, County Counsel

Court Boice, Commissioner

EXHIBIT "A"

STIPULATION

The Curry Coastal Pilot respectfully commits to charge Curry County a rate of \$6.00 per column inch for Curry County official newspaper publications beginning July 1, 2017 through June 30, 2019. (A.K.A. Legals) Cu

Cindy Vosburg
Cindy Vosburg
Curry Coastal Pilot Representative

June 13, 2017
Date

EXHIBIT "A"

STIPULATION

The Curry County Reporter commits to charge Curry County a rate of \$6.00 per column inch for Curry County legal advertising beginning July 1, 2017 and ending July 1, 2019, a period of two (2) years. In exchange for this rate, Curry County agrees to place all required legal ads in the Curry County Reporter during this period. By agreeing to place ads in the Curry County Reporter, this does not prevent the County from placing legal ads in other publications.

Matt Hall
Curry County Reporter Representative

Date

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** IGA w Douglas County to provide Juvenile detention services**AGENDA DATE^a:** 6/21/17 **DEPARTMENT:** Juvenile **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Jay Trost **PHONE/EXT:** 3235 **TODAY'S DATE:** 6/14/17**BRIEF BACKGROUND OR NOTE^b:** 2017-2018 IGA with Douglas County for them to provide detention services for the 17-18 fiscal year. 150 bed contract in the amount of \$17,767.50 to be paid over a 12 month period. Monthly cost is \$1,480.63^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Agreement

(1)IGA with Douglas County to provide juvenile detention services

(2)

Are there originals in route (paper copies with pre-existing signatures) Yes ☐ No ☒**QUESTIONS:**1. Would this item be a departure from the Annual Budget if approved? Yes ☐ No ☒
(If Yes, brief detail)2. Does this agenda item impact any other County department? Yes ☐ No ☒
(If Yes, brief detail)3. If Land Transaction, filed with the clerk? Yes ☐ No ☐ N/A ☒**INSTRUCTIONS ONCE SIGNED:**☐ No Additional Activity Required

OR

☒ File with County Clerk

Name: Aric fromdahl

☒ Send Printed Copy to:

Address: 1036 SE Douglas Avenue CH105a

☐ Email a Digital Copy to:

City/State/Zip: Roseburg, OR 97470

☒ Other Please send original signed copy to

Phone:

Due date to send: 6 /25 / 17

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? Yes ☐ No ☐ N/A ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**1. Confirmed Submitting Department's finance-related responses Yes ☐ No ☐
Comment:2. Confirmed Submitting Department's personnel-related materials Yes ☐ No ☐ N/A ☐
Comment:3. If job description, Salary Committee reviewed: Yes ☐ No ☐ N/A ☐4. If hire order requires an UA, is it approved? Yes ☐ No ☐ Pending ☐ N/A ☐**PART IV – COUNTY COUNSEL REVIEW****AGENDA ASSIGNMENT TYPE:** (Select)**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? Yes ☐ No ☐

(If Yes, brief detail)

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley Yes ☐ No ☐Commissioner Sue Gold Yes ☐ No ☐Commissioner Court Boice Yes ☐ No ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

**INTERGOVERNMENTAL AGREEMENT
BETWEEN DOUGLAS COUNTY AND CURRY COUNTY
FOR DETENTION OF JUVENILE OFFENDERS**

This Intergovernmental Agreement Between Douglas County and Curry County for Detention of Juvenile Offenders ("Agreement") is made by and between Douglas County, a political subdivision of the State of Oregon, and Curry County, a political subdivision of the State of Oregon, each acting through its duly elected board of commissioners and juvenile department director.

RECITALS:

A. Douglas County operates a juvenile detention center that opened in 2001 and is referred to in this Agreement as "the detention center." Douglas County anticipates that during the current fiscal year, the detention center will have housing space not required by Douglas County for the incarceration of juvenile offenders lawfully in its custody. Curry County desires to detain in a humane and secure environment certain male and female juvenile offenders. Curry County desires to rent from Douglas County 200 juvenile offender bed days in the detention center. In order to partially offset its maintenance costs for operation of the detention center while maintaining adequate space for its own needs, Douglas County is willing to make the desired bed space available to Curry County in accordance with this Agreement.

B. This Agreement does not concern or affect the housing of adult offenders.

C. A "juvenile offender" means a person younger than eighteen years of age who is alleged to have committed an act that is a violation, or, if committed by an adult, would constitute a violation, of a law or ordinance of the United States, a state, a county, or a city. For purposes of this Agreement, "juvenile offender" also means a person who is alleged to have committed a crime pursuant to Oregon Revised Statutes (ORS) 137.707, and also a person under eighteen years of age who has been waived into adult court pursuant to ORS 419C.430.

D. This Agreement is adopted by Douglas County and Curry County under authority of ORS 203.010, which allows a county to make all necessary contracts, and ORS 190.010, which allows one county to perform services under contract for another county.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS, TERMS, AND CONDITIONS STATED BELOW, DOUGLAS COUNTY AND CURRY COUNTY AGREE AS FOLLOWS:

1. Douglas County shall perform as follows:

a. Admission Services.

(1) Subject to the conditions stated in this Agreement, any juvenile offender of either sex shall be admitted upon placement by an authorized member of the Curry County Juvenile Department or its designee or upon order of any court of competent jurisdiction requiring detention of such juvenile offender.

(2) Beginning July 1, 2017, Douglas County will reserve for the exclusive use of Curry County on a continuous 24-hours-per-day basis one bed in the detention center for juveniles who qualify for placement. The cost of bed space is set forth in Subsection 3.a., below.

(3) To the extent that additional bed space is available in excess of one bed space, as determined by Douglas County in its sole discretion, Douglas County may offer the additional bed space to Curry County, which will have the right of first refusal on the beds. If, while Curry County is using bed space pursuant to this Subsection (3), Douglas County determines that it requires the bed space for its own use, Curry County shall be required to vacate any beds in excess of the one reserved bed referred to in Subsection 1.a.(2), above. The cost of bed space beyond the one reserved bed referred to in Section 1.a.(2) is set forth in Subsection 3.b., below.

b. Supervision Services.

(1) Placed juveniles admitted under this Agreement shall receive the quality, level, and manner of care and supervision by Douglas County as Douglas County furnishes to detained juveniles placed from within Douglas County.

(2) No emergency services shall be required of Douglas County by this Agreement; however, if Douglas County determines, in its sole discretion, that a need for emergency services of any kind exists, the determination shall control, and Douglas County is hereby authorized by Curry County to secure such services as Douglas County deems necessary. Douglas County will provide Curry County notice of such services as soon as reasonably practicable. Curry County shall reimburse Douglas County for any emergency services expenses over and above the base charge established in Section 3 of this Agreement.

c. Release Services. Douglas County shall release juveniles placed under this Agreement only upon notification by persons authorized by the Curry County Juvenile Department Director and/or staff or pursuant to court order; provided, however, that Douglas County, upon written notice to the Curry County Juvenile Department, may act to require release of any juvenile offender who Douglas County reasonably believes has been detained in excess of any statutory period prescribed for custody. No provision contained in this Agreement is intended to relieve Curry County of its duty to monitor the duration of a juvenile offender's detention.

2. Curry County shall perform as follows:

- a. Written Statement of Custody Basis. The Curry County Juvenile Department shall provide a written statement to Douglas County for each juvenile detailing the basis for custody and the length of sentence applicable. Any applicable court order or detainer shall be attached to the written statement.
- b. Authorization to Act. Curry County shall identify for Douglas County persons authorized to act under this Agreement on behalf of the Curry County Juvenile Department. Curry County shall obtain, as required by the Oregon Juvenile Code, such designations and permissions as shall permit implementation of this Agreement. The Curry County Juvenile Department shall provide Douglas County with a list of persons permitted to visit a juvenile offender housed in the detention center and the names and addresses of the juvenile offender's attorney and legal guardian(s).
- c. Transportation. Curry County shall be responsible for providing all transportation to and from the detention center at no expense to Douglas County. Curry County, at its discretion, may request that Douglas County provide transport services when needed. However, it shall be within the sole discretion of Douglas County to provide the requested transportation only when appropriate staffing levels and time permit. In the event that Douglas County provides transportation at the request of Curry County, Curry County shall reimburse Douglas County for such services at a rate of \$100 per round trip from Roseburg to Coquille and \$250 per round trip from Roseburg to Gold Beach.
- d. Release Information. Curry County shall provide any required written evidence of authorization or other reports necessary to release any juvenile offender placed under this Agreement.
- e. Reimbursement for non-routine expenses. Curry County shall promptly reimburse Douglas County for any expenses reasonably incurred in providing care for and supervision of juvenile offenders placed under this Agreement that exceed the level of care and supervision customarily provided to juvenile offenders placed in the detention center from within Douglas County. Expenses to which this reimbursement obligation apply shall include, but not be limited to, psychological or psychiatric assessment and treatment, including counseling; prescription medication; tutoring and educational services not customarily provided to the detention center's general population; special clothing, footwear, or other apparel; personal protective equipment or devices; prosthetics or similar equipment, devices and services; vision correction equipment, devices, and services; hearing assistance equipment, devices, and services; dental and orthodontic equipment, devices, and services; medical equipment, devices, supplies, and services beyond basic medication administration and on-site basic First Aid; and transportation costs reasonably incurred by Douglas County in obtaining and providing any of the foregoing

equipment, devices, supplies, and services. Transportation costs shall be reimbursed as described in Section 3.c., below.

f. Counseling services. Curry County shall provide all pre-adjudicative and post-adjudicative counseling services for juvenile offenders placed with Douglas County under this Agreement and shall provide such notification as may be required to the parents or legal guardians of placed juvenile offenders prior to placement with Douglas County.

g. Payment. Curry County shall promptly pay Douglas County any amounts due as set forth in Section 3 herein.

h. Court Orders. Curry County shall promptly provide to Douglas County in writing judicial orders of placement, social history, visitation restrictions, and specialized programming which would affect detention care and supervision of the placed juvenile offender.

i. Removal of Juvenile Offenders. Curry County shall remove any placed juvenile that Douglas County determines, in its sole discretion, to be a substantial risk to the security or safety of the detention center on 24 hours' notice from Douglas County. This obligation shall include transporting the removed juvenile offender.

3. Cost.

a. Base cost for guaranteed beds. From July 1, 2017 to June 30, 2018, the base cost to Curry County shall be \$1,480.63, per month, for 150 guaranteed bed days, for a total cost in fiscal year 2017-18 of \$17,767.50, to be paid no later than the 15th day of each month.

b. Extra beds. Douglas County will charge Curry County \$131.00 per bed day for each bed it uses in excess of the 200 bed days described in Subsection 1.a.(2), above. Douglas County shall bill Curry County monthly for each bed it uses by sending an invoice setting forth the date(s) and name(s) of the juvenile offender(s) for whom the bed(s) were provided. Curry County shall remit payment for all beds as described in this Subsection within 30 days of receipt of such invoice. For purposes of this Subsection, "bed day" shall be defined as provided by Subsection 3.d.

c. Other Costs. In addition to the base cost for the reserved bed and the cost of any extra bed days, Curry County shall pay upon demand by Douglas County any sums required by this Agreement, including but not limited to the costs of emergency services, non-routine expenses, and transportation services. Douglas County shall bill Curry County for the additional services by sending Curry County an invoice setting forth the date(s), service(s) provided, and name(s) of the juvenile offender(s) for whom the services were rendered. Curry

County shall remit payment for the additional services within 30 days of receipt of such invoice.

d. Definition of "Bed Day". A "bed day" is considered to be any day during which a juvenile offender is in residence at the detention center, regardless of the actual number of hours the juvenile is in residence.

4. Liability and indemnification. The parties understand and agree that Douglas County officers, employees, and agents acting pursuant to this Agreement are not agents, as that term is used in ORS 30.265, of Curry County. If Douglas County is sued for wrongful detention of any person held in custody or transported by Douglas County for Curry County under this Agreement, Curry County shall be responsible for paying any judgment(s) against Douglas County, and for any and all costs, disbursements, and attorney fees reasonably incurred by Douglas County in responding to the lawsuit prior to trial, at trial, and on appeal, except to the extent that the wrongful detention is the result of the sole negligence of Douglas County. To the fullest extent allowed by law, Curry County shall indemnify, defend, and hold harmless Douglas County and the officers, employees, and agents of Douglas County from and against any and all claims by third parties, including government agencies, for negligent, wrongful, or unlawful acts or omissions by Curry County and its officers, employees, contractors, and agents occurring in connection with the performance of or failure to perform this Agreement. Curry County shall not be responsible for the negligent or wrongful acts or omissions of Douglas County.

5. Insurance.

5.1 While this Agreement is in effect, Curry County shall keep in effect the following forms of insurance:

5.1.1 A commercial general liability insurance policy.

5.1.2 A comprehensive automobile liability insurance policy.

5.1.3 Workers' compensation insurance as required by ORS 656.017.

5.2 Liability coverage must be equal to or greater than the limits for claims made under the Oregon Tort Claims Act (ORS 30.260 to 30.302) with minimum coverage as follows:

5.2.1 Commercial general liability limits of at least \$1,000,000 combined single limit per occurrence and \$2,000,000 in the aggregate.

5.2.2 Automobile liability limits of at least \$1,000,000 combined single limit per accident.

5.3 Insurance required by Subsection 5.1.1 and 5.1.2 must provide "occurrence" coverage and must name Douglas County and its officers, employees, and agents as additional insured.

5.4 Curry County shall provide to Douglas County certificates of insurance for coverage required by this section. If the insurance certificate(s) require an endorsement in order for Douglas County to be an additional insured, then Curry County shall provide a separate written endorsement that contains the correct policy number(s) and effective additional insured provisions. Curry County shall

provide renewal certificates to Douglas County at least ten (10) days prior to expiration.

5.5 Insurance required of Curry County shall be primary with respect to the interest of Douglas County, whose insurance shall be excess.

5.6 Policies must include provisions requiring that the insurer provide Douglas County advance written notice of cancelation or reduction of Curry County's insurance coverage. In addition, Curry County itself shall provide immediate written notice to County of any changes in its liability insurance coverage while this Agreement is in force, including but not limited to reduction in coverage and changes of insurer(s).

6. Effective Date of Agreement; termination for convenience by either party.

This Agreement shall be effective from the date on which it has been executed by both parties and shall continue in force until terminated by one of the parties or by mutual agreement. Each party to this Agreement shall have the right to terminate the Agreement for its convenience upon providing 30 days' advance written notice to the other party. Curry County shall be responsible for payment of all costs that have accrued prior to termination.

7. Compliance with applicable laws. The parties shall comply with all applicable laws, including, without limitation, federal and state civil rights and privacy laws. If in performing this Agreement it becomes apparent that communication of individually identifiable health information or other confidential information of which the use and disclosure is regulated or restricted by law, by one party to the other or both parties to each other, will occur, the parties shall execute any necessary and appropriate supplemental agreements (e.g., HIPAA "Business Associate Agreements") required to achieve and maintain compliance with applicable laws.

8. Resolution of disputes. The parties shall endeavor in good faith to resolve any dispute that arises under this Agreement by cooperation and negotiation. Except as provided by Section 4, above, in the event of an action, suit, or proceeding, including appeals therefrom, that arises for breach of this Agreement, each party shall be solely responsible for its own attorney fees, expenses, costs, and disbursements. Oregon law will govern this Agreement. Venue for any court proceedings will be in Douglas County Circuit Court.

9. Agreement survival. The parties intend that a finding by a court that a particular section of this Agreement is invalid not affect the validity of other provisions of the Agreement.

10. Contract information.

10.1 Curry County's address for notices is: Jonathan "Jay" J. Trost, Director; Curry County Juvenile Department; 29821 Ellensburg Ave., Gold Beach, OR 97444.

10.2 Douglas County's address for notices is: Aric Fromdahl, Director; Douglas County Juvenile Department; Room CH105A, Courthouse; 1036 SE Douglas Avenue; Roseburg, OR 97470.

10.3 Each Party shall notify the other of any change of address for notices.

11. No waiver. Compliance with the provisions of this Agreement may be waived only by a written waiver signed by the Party waiving its rights. Waiver of compliance with one provision of this Agreement will not be deemed to waive compliance with any other provision.

12. Amendments. This Agreement may be modified or amended only by mutual written agreement of the parties.

13. Term and termination. This Agreement shall be effective from the date on which it has been executed by both parties and shall remain in full force and effect until terminated by one of the parties. Either party may terminate this Agreement by giving the other party a minimum of 30 days' advance written notice to terminate. Curry County shall be responsible for payment of all costs that have accrued prior to termination, including any costs that accrue during the notice period.

14. Attorney fees and costs. Subject to the requirements of Section 4, above, in the event that an action, suit, or proceeding, including appeals therefrom, is brought for failure to observe any of the terms of this Agreement, each party shall be solely responsible for its own attorney fees, expenses, costs, and disbursements for said action, suit, or proceeding, including any appeals.

15. Entire Agreement. This Agreement contains the complete agreement of the parties. No oral agreements between the parties shall be valid unless reduced to a written instrument signed by each of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers as of the dates entered hereafter.

**BOARD OF COMISSIONERS
OF CURRY COUNTY**

By: _____
Chair
By: _____
Vice-Chair
By: _____
Commissioner
Date: _____

**BOARD OF COMMISSIONERS
OF DOUGLAS COUNTY, OREGON**

By: _____
Chris Boice, Chair
By: _____
Gary Leif, Commissioner
By: _____
Tim Freeman, Commissioner
Date: _____

(Signatures continue on page 8.)

REVIEWED AS TO CONTENT

By: _____
County Department Head
Coding: _____

Date: _____

REVIEWED AS TO FORM

By: _____
Office of County Counsel
Date: _____

REVIEWED AS TO CONTENT

By: _____
County Department Head
Coding: _____

Date: _____

REVIEWED AS TO FORM

By: _____
Office of County Counsel
Date: _____

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Biennial review of Public Health, Mental Health, and Addictions services by Curry Community Health (CCH)**AGENDA DATE^a:** 6/21/2017 **DEPARTMENT:** CCH **TIME NEEDED:** 20 minutes^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Ken Duke **PHONE/EXT:** 373-8012 **TODAY'S DATE:** 5/30/17**BRIEF BACKGROUND OR NOTE^b:** CCH review of services provided over the last two years (7/1/15-6/20/17) with the CCBOC. Power Point presentation by the CCH CEO, BHD, PHA, and AD.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

(1)None

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☒ No Additional Activity Required

OR

☐ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.**PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Presentations**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☐ **No** ☒

(If Yes, brief detail)

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Ordinance Adopting the revision of the Road Standards (Curry County Code Article 3 – Roads)**AGENDA DATE^a:** June 21st, 2017 **DEPARTMENT:** Roads **TIME NEEDED:** 5 Min.^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Road Master **PHONE/EXT:** 3393 **TODAY'S DATE:** 6/7/17**BRIEF BACKGROUND OR NOTE^b:** Repeal and Replace the Road Standards - Reading one.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Ordinance

(1)Ordinance

(2)Curry County Code Article 3- Roads

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk☐ Send Printed Copy to:☐ Email a Digital Copy to:☐ Other

Name:

Address:

City/State/Zip:

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Legislative Actions**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) Changes County Code**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

BEFORE THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of the repeal and replacement)
Of Curry County Code Article 3 – Roads.)

ORDINANCE NO. 17-02

The Board of Curry County Commissioners ordains as follows:

SECTION 1. TITLE

 This ordinance shall be known as Ordinance 17-02, an ordinance amending the Curry County Code.

SECTION 2. AUTHORITY

 This ordinance is enacted pursuant to ORS 203.035.

SECTION 3. PURPOSE

 The purpose this ordinance is to repeal and replace Curry County Road Article 3 (last amended by Ordinance 02-06).

SECTION 4. ADOPTION

 Exhibit “A” attached hereto and incorporated by reference, is adopted as Article 3 – Roads of the Curry County Code.

SECTION 5 – SEVERANCE CLAUSE

 If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or unlawful, such decision shall not affect the validity of the remaining portions of this ordinance.

DATED this 21st day of June, 2017.

BOARD OF CURRY COUNTY COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice-Chair

Court Boice, Commissioner

Recording Secretary:

John Jezuit

First Reading: June 21, 2017

Second Reading: July 5, 2017

Effective Date: October 3, 2017

Approved as to Form:

John HuttI

Curry County Legal Counsel

EXHIBIT "A"

**CURRY COUNTY CODE
ARTICLE 3 - ROADS**

CURRY COUNTY CODE

ARTICLE THREE - ROADS

TABLE OF CONTENTS

DIVISION ONE:	CURRY COUNTY ROAD STANDARDS.....	1
CHAPTER ONE:	INTRODUCTORY PROVISIONS	1
SECTION 3.01.010	RESERVED	1
SECTION 3.01.020	PURPOSES	1
SECTION 3.01.030	DEFINITIONS	1
SECTION 3.01.040	COMPLIANCE WITH DIVISION PROVISIONS	5
CHAPTER TWO:	COUNTY ROADS	5
SECTION 3.01.050	CONSTRUCTION SPECIFICATIONS OF COUNTY ROADS	5
SECTION 3.01.060	FACILITY PERMITS	9
SECTION 3.01.070	SIGNS	10
SECTION 3.01.075	DELINEATION OF UTILITY LOCATIONS WITHIN COUNTY ROAD RIGHTS-OF-WAY	10
SECTION 3.01.080	ROAD HAZARDS, WEED CONTROL AND DRAINAGE	11
SECTION 3.01.090	ROADWAY MATERIAL STANDARD SPECIFICATIONS	12
SECTION 3.01.100	GRADATION CHARTS	13
SECTION 3.01.110	MONUMENTATION	15
DEDICATION OF ROADS TO COUNTY ROAD SYSTEM		15
SECTION 3.01.130	ACCEPTANCE BY COUNTY	15
CHAPTER THREE	PUBLIC ROADS	17
SECTION 3.01.140	PUBLIC ROAD STANDARDS	17
SECTION 3.01.150	DEDICATION	17
SECTION 3.01.160	LIABILITY FOR MAINTENANCE	17
SECTION 3.01.170	LOCAL ACCESS ROAD MAINTENANCE POLICY	18
CHAPTER FOUR	PRIVATE ROADS, DRIVEWAYS AND BRIDGES	19
SECTION 3.01.180	DEFINITION REGARDING PRIVATE ROADS, DRIVEWAYS AND BRIDGES	19
SECTION 3.01.185	APPLICABILITY OF PRIVATE ROAD, DRIVEWAY AND BRIDGE STANDARDS	19
CHAPTER FIVE	VARIANCE	19
SECTION 3.01.210	AUTHORIZATION FOR VARIANCES	19
SECTION 3.01.220	CIRCUMSTANCES FOR GRANTING A VARIANCE	20
SECTION 3.01.230	FEASIBILITY REPORT	20
SECTION 3.01.240	APPEALS OF VARIANCES	20
CHAPTER SIX	GENERAL PROVISIONS	20
SECTION 3.01.260	PRE-EXISTING ROADS, DRIVEWAYS AND BRIDGES	20
SECTION 3.01.270	INTERPRETATION	21
SECTION 3.01.280	ABATEMENT AND PENALTY	21
DIVISION TWO:	NAMING OF ROADS WITHIN CURRY COUNTY	1
SECTION 3.02.010:	RESERVED	1

SECTION 3.02.020: AUTHORITY	1
SECTION 3.02.030: DEFINITIONS	1
ROAD NAMING PROCESS.....	1
SECTION 3.02.040 ROAD NAMING	1
SECTION 3.02.050 DUTIES.....	1
SECTION 3.02.060 NOTIFICATION OF PROPERTY OWNERS AND AGENCIES..	1
SECTION 3.02.070 APPEAL OF THE COMMUNITY DEVELOPMENT DIRECTOR DECISION	2
SECTION 3.02.080 FILING OF NEW ROAD NAME.....	2
SECTION 3.02.090 ROADS COVERED.....	2
SECTION 3.02.100 PREVIOUSLY NAMED ROADS.....	2
SECTION 3.02.110 LAMBERT GRID SYSTEM	2
SECTION 3.02.120 POSTING OF ROAD SIGNS	3
SECTION 3.02.130 ADDRESS NUMBER PLATES	3
SECTION 3.02.140 PARTITIONS AND SUBDIVISIONS - ROAD NAMING AND POSTING	3
DIVISION THREE REMOVAL OF THE COUNTY BOARD OF COMMISSIONERS FROM JURISDICTION OVER STATUTORY WAYS OF NECESSITY	1
SECTION 3.03.010 AUTHORITY	1
SECTION 3.03.020 REMOVAL FROM JURISDICTION.....	1
DIVISION FOUR USE OF ROAD RIGHTS-OF-WAY.....	1
SECTION 3.04.010 AUTHORITY	1
SECTION 3.04.020 DEFINITIONS	1
SECTION 3.04.030 WORK IN RIGHTS-OF-WAY; PERMIT REQUIRED; CONDITIONS; EQUITABLE REMEDIES	1
SECTION 3.04.040 EXCEPTIONS TO CERTAIN REQUIREMENTS; INTERPRETATION.....	2
SECTION 3.04.050 CHANGE IN USE OF APPROACH ROAD; PERMIT REQUIRED.....	3
SECTION 3.04.060 REVIEW OF PERMIT APPLICATIONS.	3
SECTION 3.04.070 PERMIT REGULATIONS AND CLASSIFICATION.	4
SECTION 3.04.080 PERMIT FEES.....	4
SECTION 3.04.090 EXEMPTIONS FROM FEE REQUIREMENT.....	4
SECTION 3.04.100 VIOLATIONS; REMOVAL OR CORRECTION OF INSTALLATIONS; PROSECUTION.....	5
SECTION 3.04.110 ALTERATION OR REMOVAL OF TREES AND VEGETATION IN COUNTY ROAD RIGHTS-OF-WAY.....	5
SECTION 3.04.990 PENALTY.....	6
EXHIBITS TO ARTICLE THREE	1
EXHIBIT "A" TO DIVISION ONE	2
EXHIBIT "B" TO DIVISION ONE	3
EXHIBIT "C" TO DIVISION ONE	4
EXHIBIT "D" TO DIVISION FOUR.....	5
APPLICATION FOR FACILITY PERMIT - EXAMPLE	6
DRIVEWAY/ROAD APPROACH PERMIT REGULATIONS - EXAMPLE	8

ROAD ENCROACHMENT PERMIT REGULATIONS - EXAMPLE 11

ROAD IMPROVEMENT PERMIT REGULATIONS - EXAMPLE 13

SPECIAL PERMIT REGULATIONS - EXAMPLE 15

UTILITY PERMIT REGULATIONS - EXAMPLE 16

SPECIAL CONDITIONS FOR UNDERGROUND UTILITIES WITHIN COUNTY

ROAD RIGHTS-OF-WAY 17

STANDARD DRAWINGS..... 23

ARTICLE THREE – ROADS

DIVISION ONE: CURRY COUNTY ROAD STANDARDS

CHAPTER ONE: INTRODUCTORY PROVISIONS

SECTION 3.01.010 RESERVED

SECTION 3.01.020 PURPOSES

The several purposes of this division are: a) to establish specifications and standards for the construction and reconstruction of all roads, driveways and bridges in Curry County; b) to delineate responsibilities of individuals and Curry County as to the maintenance of roads; and c) to promote public health, safety, convenience and general welfare.

SECTION 3.01.030 DEFINITIONS

As used in this article, the masculine includes the feminine and neuter and the singular include the plural. The following words and phrases, unless the context otherwise requires, shall mean:

- (1) “AASHTO” – American Association of State Highway and Transportation Officials.
- (2) “ADT” – Average Daily Traffic on a given road.
- (3) “Alley” – A street or highway primarily intended to provide access to the rear or side of lots or buildings in urban areas and not intended for through vehicular traffic.
- (4) “Arterial Road” – Roads that link cities or large traffic generators. Travel speeds will be relatively high with minimum interference to through movement.
- (5) “Avenue” – A wide street or main thoroughfare. A means of approach to a given place, activity or goal. “Avenue” may be used in immediate vicinity of any municipality.
- (6) “AWDS” – All-weather Drivable Surface: A surface constructed of a minimum of two (2) inches of crushed aggregate placed on the required base aggregate to create a drivable surface. An AWDS may also be constructed of asphalt concrete or acceptable alternative surface treatments.
- (7) “Base Aggregate” – A course of specified aggregate of planned thickness placed on the subgrade.
- (8) “Board” or “Board of Commissioners” - The Curry County Board of Commissioners.

- (9) “CCZO” - Curry County Zoning Ordinance - An ordinance designed to provide and coordinate regulations in Curry County governing the development and use of lands and to implement the Curry County Comprehensive Plan.
- (10) “Collector Road” – A road supplementary to the arterial road system and used for both through traffic and access to abutting properties.
- (11) “County” – The County of Curry, State of Oregon.
- (12) “County Road” – A public road which has been accepted into the County road system by the County Board of Commissioners or designee by dedication or deed or grant of right-of-way and is maintained by the County.
- (13) “Drive” – A scenic road, especially for leisure driving.
- (14) “Driveway” – Means of egress and ingress from thoroughfare to structure. A short private road as regulated and administered by the County Community Development Department.
- (15) “Driveway/Road Approach Permit” - A permit allowing construction or alteration of a facility which provides ingress to or egress from a County road (i.e., a driveway, an intersecting road or street, a footpath, a bike path, widened vehicular access, etc.). The permit regulations apply to that portion of the facility which is or will be upon a County road right-of-way.
- (16) “Easement” – A grant of one or more property rights by a property owner to or for use by the public or another person or entity.
- (17) “Fog Coat” - An emulsified asphaltic surface treatment applied to existing asphalt concrete pavement surfaces to renew and seal the pavement surface. May be used with or without aggregate cover materials.
- (18) “High Density Residential Road” – A road within an urban growth boundary providing direct access to abutting property which has a lot size density sufficient to qualify for high density status based upon the standards established in the respective urban growth boundary agreements.
- (19) “HMAC” – Hot Mix Asphalt Concrete - A hot mixture of asphalt cement; well graded, high quality aggregate; mineral filler and additives as required; plant mixed into a uniformly coated mass, hot laid on a prepared foundation, and compacted to a specified density.
- (20) “Lane” – Designation for all private thoroughfares. A limited passageway of course designated for vehicles.
- (21) “Local Access Road” – A public road that is not a County road, State highway or Federal road. County has full jurisdiction, but no liability to maintain.

(22) “Local Road” – A public road that is not a city street, State highway or Federal road. A road connecting the local uses with the collector system. Property access is the main priority; through-traffic is not encouraged. All County roads not classified as arterials or collectors are the County’s local roads, including Resource/Industrial/Commercial, High density Residential and Residential.

County Road Examples: Townley Lane, Coy Creek Road, Eggers Road.

(23) “Loop” – Road whose beginning and ending points intersect on a common road.

(24) “Major Collector” – A road providing service to land uses that generate trips such as consolidated schools, shipping points, parks, mining and agricultural areas. This type of road links minor collectors with roads of higher classification.

County Road Examples: Airport Road, Cedar Valley Road, North Bank Chetco River Road.

(25) “Major Road Improvement” - An improvement or alteration for which detailed plans and adherence thereto are deemed necessary by the Roadmaster.

(26) “Minor Arterial” – Roads that link cities or large traffic generators. Travel speeds will be relatively high with minimum interference to through movement. Jerry’s Flat Road is the only minor arterial within the County.

(27) “Minor Collector” – A road providing service to small communities. This type of road links locally important land uses that generate trips with rural destinations.

County Road Examples: Floras Lake Road, Nesika Road, Oceanview Drive.

(28) “Minor Road Improvement” - An improvement or alteration for which detailed plans are not deemed necessary by the Roadmaster.

(29) “Monument” – A permanent and fixed survey marker conforming to the requirements established by the State law and the regulations of Curry County.

(30) “Manual on Uniform Traffic Control Devices” (MUTCD) - The MUTCD contains the national standards governing all traffic control devices.

(31) “ODOT” – Oregon Department of Transportation.

(32) “Place” – A public square or thoroughfare in a town. A short street, or court, a private residence terrace, or some similar variation from the ordinary street.

(33) “Prime Coat” – A penetration treatment to aggregate surfaces to coat and bind the material into a hard surface.

(34) “Principal Arterial” – Corridors with substantial interstate and statewide travel. Highway 101 is the only principal arterial within the County.

(35) “Private Driveway” – A roadway which traverses and serves one lot or parcel as regulated and administered by the County Community Development Department.

(36) “Private Road” – A road which is owned, controlled and maintained by the persons it serves, providing the principal means of access to the abutting property, and not intended for use by the general public. Private roads are regulated by the Curry County Zoning Ordinance which is administered by the County Community Development Department.

(37) “Public Road” – A road over which the public has a right of use that is a matter of public record but which has not been accepted into the County road system per subsection (12) above.

(38) “Residential Road” – A road providing direct access to abutting property. Lot size and/or traffic volume indicate density of one or more lots per five acres, but less than four lots per acre.

(39) “Resource/Industrial/Commercial” – A road which primarily accesses adjacent land, carries significant volumes of timber, mining or agricultural products and/or provides service to a large industrial or commercial facility.

County Road Examples: McKenzie Road, Nesika Beach Dump Road, Boat Basin Road.

(40) “Right-of-Way” – Land reserved, used, or to be used for a highway, street, alley, walkway, drainage facility or other public purpose related to a transportation or public utility improvement.

(41) “Road” - The entire right-of-way of any public or private way that provides ingress to or egress from property by means of vehicles or other means or that provides travel between places by means of vehicles. “Road” includes, but is not limited to:

- a. Ways described as streets, highways, throughways or alleys;
- b. Road related structures that are in a right-of-way, such as tunnels, culverts or similar structures; and
- c. Structures that provide for continuity of the right-of-way, such as bridges.

(42) “Road Encroachment Permit” - A permit allowing private facilities of a diverse nature, such as fences, structures, gates, stock guards, signs and landscaping, to be placed within a County road right-of-way. The permit shall state whether the permitted use is temporary or permanent.

(43) “Road Improvement Permit” - A permit allowing alterations or improvements, such as grading, surfacing or oiling, of a County road by a person not associated with the County Road Department.

- (44) “Roadmaster” - The person designated by the County Board of Commissioners as being responsible for administration of the road activities of the County.
- (45) “Roadway” - The portion of a road, including shoulders, for vehicular use.
- (46) “Rural Road” – A road subject to low traffic volume, used as access to a remote area having density less than one lot per five acres.
- (47) “Special Permit” - A permit allowing temporary use of a County road right-of-way for business operations or public events, such as log loading, an aircraft taxiway, scheduled public walks, runs and biking events.
- (48) “Street” – A paved public way or thoroughfare, as in a city or town.
- (49) “Subgrade” – That portion of the graded earthwork roadbed on which base course surfacing is to be placed.
- (50) “Tack Coat” – Application of liquid asphalt to an existing asphalt concrete to insure a thorough bond between courses.
- (51) “Turnaround” – A road over 150’ in length must be terminated by a turnaround. See Exhibit “A” following the text of Division Four of Article Three for typical turnaround designs. Standards for Turnarounds outside of an Urban Growth Boundary are listed in Section 3.01.050 subsection (7) of this division.
- (52) “Utility Permit” – A permit allowing the placement and routine maintenance of public facilities, such as water and sewer lines, gas lines and transmission lines, within a County road right-of-way.
- (53) “Variance” – An authorized deviation from specific requirement(s) set forth in this division.
- (54) “Way or Court” – A course, route, passage, track or path of any kind.

SECTION 3.01.040 COMPLIANCE WITH DIVISION PROVISIONS

No road shall hereafter be constructed, reconstructed, enlarged or altered contrary to the provisions of this division.

CHAPTER TWO: COUNTY ROADS

SECTION 3.01.050 CONSTRUCTION SPECIFICATIONS OF COUNTY ROADS

- (1) RIGHT-OF-WAY – Right-of-ways shall be a minimum of 50 feet in width except that a lesser width not less than 40 feet is authorized when (a) specially permitted by the County Board of Commissioners and (b) the road meets the other standards set forth in this division as

otherwise provided. A wider than 50 foot right-of-way may be required, depending on variations or other engineering considerations. In no case shall the right-of-way be less than 40 feet.

(2) GRADES

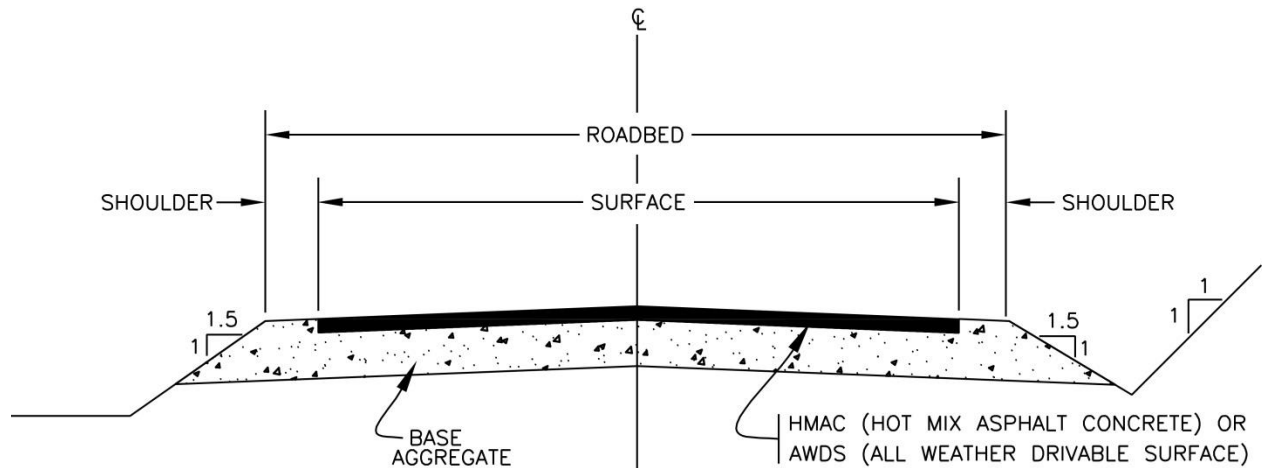
(a) Minor Arterial:		
8% to 10%	Maximum Length	1200'
Under 8%	Maximum Length	No Limit
(b) Major Collector:		
8% to 12%	Maximum Length	1200'
Under 8%	Maximum Length	No Limit
(c) Minor Collector:		
12% to 15%	Maximum Length	800'
8% to less than 12%	Maximum Length	1500'
Under 8%	Maximum Length	No Limit

The average grade for any mile of road length and for the roads entire length shall not exceed 10% for the roads listed in (a), (b) and (c) above.

(d) Residential:		
18% to 20%	Maximum Length	400'
16% to less than 18%	Maximum Length	600'
12% to less than 16%	Maximum Length	800'
8% to less than 12%	Maximum Length	1500'
Under 8%	Maximum Length	No Limit
(e) Resource/Industrial/Commercial		
16% to 18%	Maximum Length	500'
12% to less than 16%	Maximum Length	800'
8% to less than 12%	Maximum Length	1500'
Under 8%	Maximum Length	No Limit

The average grade for any mile of road length and for the roads entire length shall not exceed 13.5% for the roads listed in (d) and (e) above.

(3) RURAL ROAD STANDARDS CHART



Functional Class	Surface Type	Minimum Surface Depth	Minimum Surface Width	Minimum Shoulder Width	Base Aggregate	Maximum Grade
Minor Arterial	HMAC	4"	26'	6'	12"	10%
Major Collector	HMAC	4"	26'	4'	12"	12%
Minor Collector	HMAC	4"	24'	2'	12"	15%
Resource/ Industrial/ Commercial	HMAC	4"	24'	2'	12"	18%
Residential 11+ dwelling units	AWDS	2"	* 20'	2'	12"	20%
Residential 5 to 10 dwelling units	AWDS	2"	* 18'	0'	12"	20%
Residential 4 or less dwelling units	AWDS	2"	* 16'	0'	12"	20%
Driveway	AWDS	2"	* 16'	0'	6"	20%
Turnarounds	See subsection (7) TURNAROUNDS below					

* Inter-visible opposing turnouts required. On roads where 16 foot, 18 foot or 20 foot surfaces are allowed, inter-visible opposing turnouts that result in an area of road surface at least 50' in length, not including entry and exit tapering, by 22' in width, exclusive of shoulders, are mandatory. Turn-outs shall be sited at least one every 500 feet, and opposing inter-visible where curves prohibit visibility.

Road Width with a Fire Hydrant: Adjacent to fire hydrants, roads shall have a minimum driving surface of not less than 26' in width, exclusive of shoulders, extending 20' in either direction from the fire hydrant.

Vertical Clearance: All roads shall have a minimum vertical height clearance of not less than fourteen feet.

Additional requirements, as stipulated by the rural fire protection district of the area in which the road is located, as well as the section entitled “Appendix D, Fire Apparatus Access Roads” of the Oregon Fire Code, may be required.

The standards for urban roads are as outlined in the Curry County Zoning Ordinance for the respective Urban Growth Boundary.

(4) DRIVEWAYS. Approaches shall be limited to a 60-90 degree intersection angle with the public road. There shall be enough room at the approach for a vehicle to be at a 90 degree angle to the road. See Exhibit “B” following the text of Division Four of Article Three for Typical Design.

Stopping sight distance shall be calculated for driveway entrances using the chart of Exhibit “C” following the text of Division Four of Article Three. The minimum stopping distance is calculated for wet road conditions using

$$D = \frac{V^2}{30(F+G)} \quad \text{where:}$$

V = Velocity

F = Coefficient of friction

G = Grade in percent

D = Total stopping distance in feet (reaction plus braking)

MINIMUM SIGHT DISTANCE
LEVEL ROADWAY (Wet Pavement)

Design Speed MPH	Sight Distance (feet)		Corner Intersection
	Stopping	Passing	
20	125	800	210
25	150	950	
30	200	1100	310
35	225-250	1300	
40	275-325	1500	415
45	325-400	1650	
50	400-475	1800	515
55	450-550	1950	
60	525-650	2100	650
65	550-725	2300	
70	625-850	2500	

*See Exhibit "C" following the text of Division Four of Article Three

(5) HORIZONTAL CURVES The minimum radius for horizontal curves shall be 60 feet on Local Roads. The following formula shall be used to determine minimum curve radius on all other functional classes.

$$R = \frac{V^2}{15(e+f)} \quad \text{where:}$$

R = minimum radius (feet)

V = design speed (MPH)

e = maximum super elevation (range 0.04 to 0.10)

f = maximum friction factor (range 0.10 to 0.17)

(6) VERTICAL CURVES Vertical curves shall be used at all grade changes where the difference in grades is 2% or greater. Minimum length of vertical curve shall be 100 feet.

(7) TURNAROUNDS In any area outside of an Urban Growth Boundary, turnarounds shall be provided for emergency vehicle maneuvering at the end of any road over 150' in length. Typical County turnarounds are shown in Exhibit "A" following the text of Division Four of Article Three.

(8) Minimum intersection spacing for roads of various functional classes shall be as noted in the following table:

Functional Class Intersection Type	Public Road Type	Spacing*	Private Driveway Type	Spacing**
Arterial Road/Hwy	At-grade	1/4 mile	L/R turns	500 ft.
Collector Road	At-grade	250 ft.	L/R turns	100 ft.
Local Road	At-grade	250 ft.	L/R turns	each lot
Alley	At-grade	250 ft.	L/R turns	each lot
* Between roads				
**Between driveways & intersections (measured from center to center)				

SECTION 3.01.060 FACILITY PERMITS

(1) No person, partnership, association or corporation may place, build or construct on the right-of-way of any County maintained road any approach road, structure, pipeline, ditch, cable or wire, or any other facility, thing or appurtenance or change the manner of using any such approach road without first obtaining a permit from the County Roadmaster.

(2) The Curry County Road Department shall be given the power to investigate and issue the facility permit.

(3) The holder of a facility permit shall follow the regulations and rules set out in Article Three, Division Four of this code.

SECTION 3.01.070 SIGNS

- (1) Curry County has jurisdiction concerning the type and location of all signs on County maintained roads and public ways.
- (2) The Roadmaster may lawfully remove or destroy, without resort to legal proceedings, any advertisement, bill, notice, sign, picture, card, or poster placed in violation of ORS 368.942.
- (3) When in the Roadmaster's opinion there may be a need for a change in the speed limit for a road, he or she shall request the Oregon State Speed Control Board to study the road in question. If the Speed Control Board issues an order to post a speed limit on the road, Curry County will furnish and install the speed limit signs at the County's expense.
- (4) Name signs for all roads shall have a retroreflectorized green background with retroreflectorized white letters as specified in the Manual on Uniform Traffic Control Devices.
- (5) Signing will be paid for by the County as follows:
 - (a) Stop and name signs at intersections of two County maintained roads.
 - (b) Regulatory and warning signs along County maintained roads.
 - (c) The County may, at the Roadmaster's recommendation, install signs for non-County maintained roads. Cost of the sign, installation and maintenance will be paid for by the person(s) requesting the sign. This person may include the Board or its delegated authority.

SECTION 3.01.075 DELINEATION OF UTILITY LOCATIONS WITHIN COUNTY ROAD RIGHTS-OF-WAY

- (1) Pole line locations shall have a minimum height above the traveled road surface of 18 feet. This 18-foot standard applies whether the pole lines cross the roadway or are located parallel to the roadway. Poles shall be located not less than 10 feet from the edge of pavement on paved-surfaced roads or the edge of gravel on gravel-surfaced roads. Wherever possible, poles shall be located along the tangent sections of roads and on the short radius side of curves. Poles to be located on the long radius side of curves will require additional approval by the Roadmaster and will be subject to special conditions.
- (2) Buried cable or pipe depth shall be not less than 30 inches (36 inches for electrical) below the flow line of the roadside ditch. Where no ditch is present or where the proposed utility will be located a minimum of 5 feet from the ditch, the 30 inch (36 inch for electrical) bury depth shall be measured from the existing ground surface.
- (3) Pedestals installed as part of a buried cable installation are to be located one foot from the right-of-way line unless permission is obtained from the Roadmaster to locate elsewhere. In no case shall the pedestals be located within the road maintenance operating area, including mowing

operations, or nearer the pavement edge than any official highway sign in the same general location.

See “Special Conditions for Underground Utilities Within County Road Rights-of-Way” in “Exhibit D, Permit Regulations & Classification”, following the text of Division Four of Article Three for additional requirements and details.

SECTION 3.01.080 ROAD HAZARDS, WEED CONTROL AND DRAINAGE

(1) ROAD HAZARDS.

(a) No person, landowner or occupant of land shall obstruct road drains or waterways or create road hazards as set forth in ORS 368.251 and ORS 368.256.

(b) The County Roadmaster may abate any road hazard following the procedures set forth in ORS 368.261 and ORS 368.271.

(c) The Board may assess and recover costs from the person, landowner and occupant of the land responsible for the road hazard or the owner of the land that is the source of the hazard pursuant to the procedures in ORS 368.276 and ORS 368.281.

(2) WEED CONTROL. The County Board of Commissioners through its Roadmaster shall endeavor to prevent the spread or seeding of any noxious weed as set forth in ORS Ch. 570 on any land owned by the County or constituting the right-of-way for any County road, drainage or irrigation ditch, power or transmission line, or other purposes under their jurisdiction.

(3) DRAINAGE

(a) The purpose of highway drainage design is to prevent the accumulation and retention of water on and by the highway. Culverts, ditches and other drainage features shall be installed as needed to effectively remove water from the drivable surface under all types of weather conditions. Culverts shall be capable of supporting a single axle load of 32,000 pounds (Highway Loading H-20). Prior to submitting a development application and its related access feature where a stream crossing will be required, the applicant shall submit an Oregon Department of Fish and Wildlife (ODFW) determination to the Building Official indicating whether the stream crossing location is a fish habitat as required by ORS 509.585. If the ODFW determines that there is a potential for fish habitat or there is fish habitat in the stream crossing that will be impacted, fish passage shall be required consistent with Division 412 of the Oregon Administrative Rules (635-412-0005 through 635-412-0040).

(b) Surface water shall be conveyed along rights-of-way by the most direct means considering ease of maintenance with minimum disturbance of natural conditions.

(c) All drainage structures shall be sized for the following design flood frequencies.

<u>Drainage Facility</u>	<u>Design Flood</u>
Bridge	100 year flood
Culvert	25 year flood
Low Water Bridges	Optional
Depressed Roadway	25 year flood
Channel Change	100 year flood
Storm Sewer	10 year flood
Ditches, Gutters, Inlets	10 year flood

The design should be reviewed to ensure that backwater from the 100 year flood will not cause extensive property damage or result in loss of a bridge.

(d) The design of any water carrying system shall meet or exceed the design criteria set by the current ODOT Highway Division Hydraulics Manual.

Cross culverts shall be a minimum of 18 inches in diameter except:

A 12 inch cross culvert may be used to convey water from a catch basin to the closest natural drain if a grated inlet is used.

Connections to existing roadside culverts shall be at the same or greater capacity and must not inhibit the existing discharge of flow in any way.

SECTION 3.01.090 ROADWAY MATERIAL STANDARD SPECIFICATIONS

All roadway excavation, fill construction, subgrade preparation, aggregate bases, surfacing, prime coats and paving shall be built in accordance with the current edition of the ODOT Oregon Standard Specifications for Construction. Whenever these specifications refer to the State or Agency, consider that to mean the County of Curry, the appropriate County Department, or appropriate County address.

In case of discrepancy or conflict in the plans, standard specifications, supplemental standards specifications and special provisions, they shall govern in the following manner:

1. Special Provisions
2. Plans Specifically Applicable to the Project
3. Standard or General Plans
4. Supplemental Standard Specifications
5. Standard Specifications

(1) Subgrade. All subgrade shall be compacted in accordance with the Earthwork Compaction Requirements, Section 00330.43 of the Oregon Standard Specifications for Construction.

(2) Aggregate Base. Aggregates for aggregate base shall be crushed rock or pit run rock. Pit run materials, when used in place of crushed rock, shall be placed at 1.25 times the required

depth of aggregate. Crushed rock shall meet the requirements of Section 02630 of the Oregon Standard Specifications for Construction. Pit run material shall meet the durability and sand equivalent requirements of Section 02630 of the Oregon Standard Specifications for Construction and shall have the gradation approved by the Curry County Road Department. See the following tables.

(3) Asphalt Concrete Pavement. Where asphalt concrete pavement is required it shall be hot mix asphalt concrete pavement done in accordance with Section 00744 of the Oregon Standard Specifications for Construction. The class and grade mix design shall be in the contract. See the following tables.

SECTION 3.01.100 GRADATION CHARTS

(1) BASE AGGREGATES

Table 02630-1					
Grading Requirements for Dense-Graded Aggregate					
Sieve Size	Separated Sizes				
	2 1/2" - 0	2" - 0	1 1/2" - 0	1" - 0	3/4" - 0
	Percent Passing (by Weight)				
3"	100				
2 1/2"	95 - 100	100			
2"	—	95 - 100	100		
1 1/2"	—	—	95 - 100	100	
1 1/4"	55 - 75	—	—	—	
1"	—	55 - 75	—	90 - 100	100
3/4"	—	—	55 - 75	—	90 - 100
1/2"	—	—	—	55 - 75	—
3/8"	—	—	—	—	55 - 75
1/4"	30 - 45	30 - 45	35 - 50	40 - 55	40 - 60
No. 4 ¹	—	—	—	—	—
No. 10	2	2	2	2	2

¹ Report percent passing sieve when no grading requirements are listed

² Of the fraction passing the 1/4 inch sieve, 40 percent to 60 percent shall pass the No. 10 sieve

Fracture Of Base Aggregates - Fracture of base aggregates produced from rounded rock shall be determined according to AASHTO T 335. Provide at least one fractured face based on the following percentage of particles retained on the 1/4 inch sieve for the designated size:

Minimum Percent of Fractured Particles (by Weight of Material)

Designated Size	Retained on 1/4 inch Sieve
1 1/2" - 0 and larger	50
Smaller than 1 1/2" - 0	70

Durability - Dense graded base aggregate shall meet the following durability requirement.

Test	Test Method	Requirements
Abrasion	AASHTO T 96	35.0% maximum
Degradation (coarse aggregate)		
Passing No. 20 sieve	ODOT TM 208	30.0% maximum
Sediment Height	ODOT TM 208	3.0" maximum

(2) ASPHALT CONCRETE AGGREGATES*

Sieve Size	1/2" ACP Control Points (% passing by Weight)	
	Min.	Max.
3/4"	100	
1/2"	90	100
3/8"	-	90
No. 4	-	-
No. 8	28	58
No. 200	2.0	10.0
Asphalt Cement	5	6

*Aggregate for flexible pavements shall conform with Section 00744 of the "Oregon Standard Specifications for Construction"

Durability – Provide aggregate not exceeding the following maximum values:

Test	Test Method		Aggregates Coarse
	ODOT	AASHTO	
Abrasion		T 96	30.0%
Degradation			
Passing No. 20 sieve	TM 208		30.0%
Sediment Height	TM 208		3.0"

Fractured Faces - Provide crushed aggregate with not less than the minimum number of fractured faces as determined by AASHTO T 335 as follows:

Type of Mix	Percent of Fracture (by Weight)	
	Material Retained on 1", 3/4", 1/2" and No. 4 Sieve (two fractured faces)	Material Retained on No. 8 sieve (one fractured face)
All ACP	75	75

SECTION 3.01.110 MONUMENTATION

(1) The County and its agents shall monument County roads in accordance with the following standards:

- 5/8 inch rebar on both R/W lines at point of curvature and point of tangency of curve.
- 5/8 inch rebar along R/W lines at 500 foot intervals or property lines.
- Plastic caps branded “Curry Co. R/W” on rebar.
- Rebar along utilized property should be approximately 6 inches below ground level.
- Brass or aluminum caps shall be placed along R/W a minimum of once every mile. Two brass or aluminum caps shall be used as basis of bearing when other monuments are not available.
- Initial roadway point shall be marked by a brass or aluminum cap.
- All brass and aluminum caps shall be marked by a 4 inch by 4 inch by 4 foot treated white wooden post or a metal post.

(2) Roads within a subdivision must be monumented in accordance with current applicable state and local laws relating to the platting of subdivisions.

DEDICATION OF ROADS TO COUNTY ROAD SYSTEM

SECTION 3.01.130 ACCEPTANCE BY COUNTY

(1) TENTATIVE APPROVAL PRIOR TO CONSTRUCTION

(a) The developer submits plans and letter to the Board of Commissioners of his intent to dedicate a road to the County. A complete set of Improvement Plans shall be submitted and approved, in writing, by the Board of Commissioners prior to the start of construction on any public, private or subdivision road which is to become a dedicated County road. The “Complete Set” refers to the following:

1. Plan view of the proposed roadway
2. Profile
3. Description
4. Typical cross-section

All plans shall be stamped by a registered engineer or surveyor licensed in the State of Oregon.

(b) A statement in writing must be obtained from the Chief of the Rural Fire Protection District of the area in which the road(s) is/are located, and submitted with the plans, verifying that the District’s large fire-fighting equipment can safely negotiate the road and serve all new parcels or lots. The statement shall also include an assessment of whether or not the access route proposed to each boundary of the subject property is safely negotiable.

(c) The County Road Department reviews the Improvement Plans and makes recommendations to the Board of Commissioners. The recommendations shall include any special considerations which may be pertinent to acceptance or rejection of the road as a dedicated County road.

(d) The developer's project is put on the agenda of a regular Board meeting for consideration of his intent to dedicate the road to the County. Upon submission of the developer's plans and letter of intent to dedicate the road, the Board will, within 30 days, consider the application in a public meeting.

(e) The Board will give a letter of intent to accept or deny the dedication of the road project presented by the developer. If the dedication of the road is denied, and the plans and specifications adhere to the "Curry County Road Standards" herein, the Board must give its reasons for denial, in writing to the developer, within thirty (30) days from the date of the public meeting.

(2) INSPECTION OF PROPOSED COUNTY ROADS

(a) The inspection of the base and paving shall be coordinated in advance with the Curry County Road Department to avoid scheduling conflicts. The base is to be inspected prior to the placement of the pavement.

If proper notification for inspection has not been given, the Curry County Road Department will not recommend granting acceptance of the road to the Board of Commissioners for twelve (12) months. Any deficiencies that develop in the road shall be corrected before the Road Department will recommend granting acceptance to the Board.

(b) After acceptance by the Board of Commissioners, the contractor shall guarantee construction of the road built under his supervision for a period of one year. Any defects within that time period shall be corrected by the contractor, at his own expense.

(c) All testing except as herein noted will conform to methods prescribed by the Oregon Department of Transportation (ODOT) or the American Association of State Highway and Transportation Officials (AASHTO).

(3) FINAL ACCEPTANCE.

A County governing body may initiate proceedings to accept a public road as a County road:

(a) On its own action; or

(b) If a person files with the governing body:

i) A petition described in ORS 368.081; or

- ii) A written proposal to dedicate or donate land owned by that person for public road purposes.

(4) MAINTENANCE.

After acceptance the County shall maintain such highway, road or street as a County road.

CHAPTER THREE **PUBLIC ROADS**

SECTION 3.01.140 PUBLIC ROAD STANDARDS

A public road will conform in all ways with the standards set for a County road, except for the following condition:

Roads shall be constructed with an all-weather drivable surface on residential roads. See the Road Standards Chart in Section 3.01.050, subsection (3) for construction requirements.

SECTION 3.01.150 DEDICATION

(1) By presenting to the Board of Commissioners a good and sufficient deed or dedication properly executed forever dedicating the land and granting such public road easement, and the deed is accepted by the Board of Commissioners and placed of record.

(2) Presenting to the Board of Commissioners, as provided by law, any map or plat of any town, addition or subdivision, dedicating to the use of the public for road purposes all streets, roads, and alleys shown thereon and the map or plat is approved and accepted by the Board and placed of record.

SECTION 3.01.160 LIABILITY FOR MAINTENANCE

(1) All public roads shall be maintained pursuant to a maintenance agreement to be recorded with the final plat in the official records of Curry County. The recorded maintenance agreement shall include the following elements:

(a) The maintenance agreement shall be binding on all owners of parcels within the plat or map, other properties served by the dedicated way, and all interests in such property thereafter acquired. The owners shall maintain the road according to the terms of the maintenance agreement.

(b) Any person who is party to the agreement, or any interested public body who believes the dedicated way is impassable to emergency vehicles, may file a written complaint with the County Board of Commissioners. The Board shall direct the County Roadmaster to investigate the complaint and submit a report to the Board. This report shall contain an evaluation of the condition of the road and particularly whether the road's condition meets a

minimum standard for maintenance of such roads. The report shall also set forth an estimation of the costs, including all likely administrative costs, necessary to bring the road up to a passable condition. The Board shall hold a public hearing at which interested parties may appear. Notice of the hearing shall be given to the property owners benefitted by the road.

(c) When, in the opinion of the County Board of Commissioners, the road constitutes a hazard to public safety or is impassable to emergency vehicles, based upon the testimony at the hearing, the Board by its order may:

- i) Declare the owners in default of the maintenance agreement; and either
- ii) Direct the County Roadmaster to undertake the road work which, in the opinion of the Roadmaster, is necessary to bring the road up to a passable condition and allocate the costs as estimated by the Roadmaster pursuant to paragraph (b) above; or
- iii) Initiate proceedings to improve the road as provided in ORS 371.605 et. seq.

(d) The County may collect the assessed costs from the owners either prior to or upon completion of the maintenance work.

(2) In no event shall the duties or liabilities of Curry County be greater than those provided in ORS 368.031.

SECTION 3.01.170 LOCAL ACCESS ROAD MAINTENANCE POLICY

(1) If the County Board of Commissioners determines that a requested repair or maintenance project on a local access road is an emergency, it may authorize the expenditure of County funds for such a project if it concludes that:

- (a) The public use of the road justifies the expenditure;
- (b) There are County funds or resources available for the request; and

(c) The expenditure of such funds or resources on the requested project will not jeopardize the maintenance or repair of County roads, which are the County's first priority.

(2) If the County Board of Commissioners determines that a requested repair or maintenance project on a local access road is not an emergency, it may authorize the expenditure of County funds for such a project if it concludes that:

(a) At least 60% of the property owners, representing at least 60% of the property frontage along the road proposed to be repaired or maintained, sign a petition requesting the work be done. The petition shall contain a clause that the property owners agree to pay for all the materials used in the repair or maintenance; the County will provide all labor and equipment; and

- (b) The County Roadmaster has recommended such an expenditure; and
 - (c) The public use of the road justifies the expenditure; and
 - (d) There are County funds or resources available for the request; and
 - (e) The expenditure of such funds or resources on the requested project will not jeopardize the maintenance or repair of County roads, which are the County's first priority.
- (3) The intent of these policies is to provide a vehicle by which local access roads may be repaired or maintained without obligating the County for future work on these roads.
- (4) If the Board authorizes County financial support for a non-emergency request, it shall enact an order or resolution authorizing the work to be a single project so as to minimize future obligations to the County and encourage the owners to seek alternate sources for maintenance, i.e., special road districts.

CHAPTER FOUR

PRIVATE ROADS, DRIVEWAYS AND BRIDGES

SECTION 3.01.180 DEFINITION REGARDING PRIVATE ROADS, DRIVEWAYS AND BRIDGES

A private road is any road in a privately owned and controlled right-of-way which is constructed, controlled, maintained and otherwise kept in a drivable condition by the efforts of the people it serves. A private road is not intended for use by the general public other than persons providing a public service to the lots or parcels served by the private road.

A private driveway is a roadway which traverses and serves one lot or parcel.

A private bridge is any bridge located on a private road or driveway.

SECTION 3.01.185 APPLICABILITY OF PRIVATE ROAD, DRIVEWAY AND BRIDGE STANDARDS

Private road, driveway and bridge standards are regulated by the Curry County Zoning Ordinance which is administered by the County Community Development Department.

CHAPTER FIVE

VARIANCE

SECTION 3.01.210 AUTHORIZATION FOR VARIANCES

The Roadmaster may grant variances, (as described herein), from the provisions of this division where it has been shown that due to unusual topographic conditions, unusual conditions related to the shape of the property or the location of a building on the property, or other conditions over which the applicant has no control, the literal interpretation of this division

would cause an undue hardship upon the applicant. In granting a variance the Roadmaster may attach conditions which he or she finds necessary to protect the best interests of the County, surrounding property or neighborhood and to otherwise achieve the purposes of this division.

SECTION 3.01.220 CIRCUMSTANCES FOR GRANTING A VARIANCE

A variance may be granted only in the event that all the following circumstances exist.

- (1) Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same vicinity and result from lot size, shape, topography, or other circumstances over which the owner of the property has no control.
- (2) The variance is necessary for the preservation of a property right of the applicant substantially the same as owners of other property in the vicinity of the subject property.
- (3) The variance would not be materially detrimental to the purposes of this division, or to property in the vicinity of the subject property, or otherwise conflict with the objectives of any County plan or policy.
- (4) The variance requested is the minimum variance which would alleviate the hardship.
- (5) The applicant shall provide a written statement from the governing board of the fire protection district having responsibility for structural fire protection in the area where the new dwelling or structure is to be located which states that their fire-fighting vehicles and equipment can negotiate the proposed road and/or driveway.

SECTION 3.01.230 FEASIBILITY REPORT

The applicant shall provide the Roadmaster a feasibility report on all requested variances. The Roadmaster shall contact all property owners abutting and using the road for which the variance has been requested and shall consider their comments regarding the requested variance.

SECTION 3.01.240 APPEALS OF VARIANCES

The applicant shall have the right of appeal of a denied variance. An affected property owner who has commented to the Roadmaster shall have the right to appeal an approved variance. Appeals of variances under this division shall be to the Board of Commissioners.

CHAPTER SIX

GENERAL PROVISIONS

SECTION 3.01.260 PRE-EXISTING ROADS, DRIVEWAYS AND BRIDGES

- (1) Substandard roads, driveways and bridges in existence on the effective date of adoption of this division shall be considered as nonconforming roads, driveways and bridges.
- (2) Expansion of nonconforming roads, driveways and/or bridges shall be accomplished in

the following manner:

(a) Upgrade the road, driveway or bridge to the minimum standard required by this division; or

(b) Obtain an approved variance of the minimum standards as provided under Chapter Five of this division, except that a variance cannot be granted for the firefighting equipment access provisions of this division unless the agency providing fire protection concurs in the granting of the variance.

(c) Expansion of a nonconforming road or driveway includes the creation of additional parcels or lots by partitioning or subdivision of land accessed by the road and/or the construction of new habitable structures on land accessed by the road or driveway.

SECTION 3.01.270 INTERPRETATION

The provisions of this division shall be held to be the minimum requirements fulfilling its objectives. Where the conditions imposed by a provision of this division are less restrictive than conditions imposed by any other provisions of this division or of any other ordinance, resolution, regulation or statute; the provisions which are more restrictive shall govern.

SECTION 3.01.280 ABATEMENT AND PENALTY

Violations of the provisions of this division are subject to the following forms of abatement or penalties.

(1) If a person builds or maintains a road, driveway or bridge in violation of this division or violates this ordinance in any way, the County, in addition to other remedies provided by law, may institute an injunction, mandamus, abatement, or other appropriate proceedings to prevent, temporarily or permanently enjoin, abate or remove the unlawful road, driveway or bridge.

(2) In addition to the provisions of subsection (1) above, any violation of this division may be punishable by citation under appropriate provisions of Article 10 of this ordinance.

ARTICLE THREE – ROADS

DIVISION TWO: NAMING OF ROADS WITHIN CURRY COUNTY

SECTION 3.02.010: RESERVED

SECTION 3.02.020: AUTHORITY

The following procedures and requirements relating to the naming or renaming of roads in Curry County are hereby adopted pursuant to authority granted by ORS Chapter 215.

SECTION 3.02.030: DEFINITIONS

See Section 3.01.030 for definitions.

As used in this division the masculine includes the feminine and the singular includes the plural.

ROAD NAMING PROCESS

SECTION 3.02.040 ROAD NAMING

Roads shall be named or renamed by the Community Development Director or her/his designee.

SECTION 3.02.050 DUTIES

The Community Development Director shall have the duty of naming or renaming roads within unincorporated Curry County. The Director shall select a name for the road in question and notify the Roadmaster and Sheriff of the proposed name. The Roadmaster and Sheriff, within 10 working days of receiving the proposed name, shall advise the Community Development Director of their concurrence with the name or any objections. Upon consideration of the Roadmaster's and Sheriff's comments and determination of the road name the Community Development Director shall notify the abutting property owners of record of the road under consideration advising of the new road name. Should any abutting property owner object to the road name, the Community Development Director may re-evaluate the name and choose another name utilizing the same process as noted herein.

SECTION 3.02.060 NOTIFICATION OF PROPERTY OWNERS AND AGENCIES

The Community Development Director will send notice of the proposed road name change to all affected agencies, including the Road Department, County Surveyor, Assessor, Sheriff, Clerk, appropriate fire districts and forest protection district, appropriate ambulance services, appropriate 911 call centers, Post Office, appropriate cities, and abutting property

owners of record. Such notice shall include a statement as to where and when any objections should be filed pursuant to Section 3.02.070 below.

SECTION 3.02.070 APPEAL OF THE COMMUNITY DEVELOPMENT DIRECTOR DECISION

Upon receipt of the information regarding the road name, abutting property owners of record served by the road and agencies will have 10 working days to appeal the decision of the Community Development Director to the Board of Commissioners.

SECTION 3.02.080 FILING OF NEW ROAD NAME

Upon completion of the road naming process, the new road name shall be filed by the Community Development Director with the County Clerk, the County Assessor, the County Community Development Department, the County Roadmaster and the County Surveyor. The County Surveyor shall enter the new names of such roads or streets in red ink on any files, plats and tracings thereof which might be affected, together with the appropriate notations concerning the same.

SECTION 3.02.090 ROADS COVERED

Any County, public, or private street, road, highway or way visibly showing evidence of serving three or more existing residences, and a minimum of 500' in length is covered by this ordinance. Pursuant to ORS 227.120 those roads and streets within six (6) miles of the limits of any incorporated city shall not be renamed by the County.

SECTION 3.02.100 PREVIOUSLY NAMED ROADS

Requests to rename roads may be made through the Community Development Department by a majority of abutting property owners of record served by the road. Requests may be denied by the Community Development Director on the basis of length of the name, appropriateness of the name, disagreement among the property owners, confusion the name may cause, similarity to other road names or any other reasons the Community Development Director deems appropriate. No findings shall be required.

The Community Development Director may instigate renaming procedures on her/his own in order to bring roads into conformity with this division.

SECTION 3.02.110 LAMBERT GRID SYSTEM

The naming of roads under this system shall be done in such manner as to work compatibly with the Lambert Grid System which is utilized in Curry County.

(1) Addresses will be assigned only to improved lots or parcels which include a driveway leading onto the named road.

- (2) Subsequent addressing of lots will be accomplished pursuant to Section 3.02.140 below.

SECTION 3.02.120 POSTING OF ROAD SIGNS

The Curry County Road Department may, at the Roadmaster's recommendation, install signs for non-County roads. Said signs shall be placed in a position to adequately indicate which road is being named. The signs may be placed upon public or private property for the protection of the health, safety, and welfare of the citizens of Curry County. The cost of the sign, installation and maintenance for non-County roads shall be borne by the person(s) requesting the sign. This person may include the Board or its delegated authority.

SECTION 3.02.130 ADDRESS NUMBER PLATES

The County Community Development Department shall assign addresses to new dwellings or developments when the owner is granted a building permit. At that time the Community Development Department will advise the Road Department of the address and the address number plate may be purchased from the County Road Department. If the address number plate is not purchased from the Road Department, it shall have a retroreflectorized green background with retroreflectorized white numbers. The numbers shall not be less than three inches in height. Upon completion of the dwelling or development the address number plate shall be posted by the property owner prior to the issuance of a certificate of occupancy. Said plates shall be conspicuously posted at all times by the resident in a manner to allow emergency vehicle drivers to immediately ascertain the address of each residence.

SECTION 3.02.140 PARTITIONS AND SUBDIVISIONS - ROAD NAMING AND POSTING

- (1) At the time a partition or subdivision is requested, an applicant shall name each road within said partition or subdivision subject to approval of the Community Development Director.
- (2) Upon completion of construction of the road(s), the applicant shall provide and install standard road name signs for each road in the partition or subdivision, said signs having a retroreflectorized green background with retroreflectorized white letters as specified in the Manual on Uniform Traffic Control Devices. Failure to provide and install standard road name signs can result in a disapproval of said partition or subdivision.

ARTICLE THREE – ROADS

DIVISION THREE REMOVAL OF THE COUNTY BOARD OF COMMISSIONERS FROM JURISDICTION OVER STATUTORY WAYS OF NECESSITY

SECTION 3.03.010 AUTHORITY

ORS 376.200 authorizes County Governing Bodies to remove themselves from jurisdiction over establishment of ways of necessity under ORS 376.150 to 376.200.

SECTION 3.03.020 REMOVAL FROM JURISDICTION

Because the Curry County Board of Commissioners feels that the Circuit Court is a preferable forum for litigating the establishment of statutory ways of necessity, it hereby removes the governing body of Curry County from jurisdiction over the establishment of ways of necessity under ORS 376.150 to 376.200.

ARTICLE THREE – ROADS

DIVISION FOUR USE OF ROAD RIGHTS-OF-WAY

SECTION 3.04.010 AUTHORITY

This division is being adopted by the Board of Curry County Commissioners under authority of ORS 374.309.

SECTION 3.04.020 DEFINITIONS

See Section 3.01.030 for definitions.

SECTION 3.04.030 WORK IN RIGHTS-OF-WAY; PERMIT REQUIRED; CONDITIONS; EQUITABLE REMEDIES

(1) Except as otherwise provided in this division, no person shall place, build, construct, extend, enlarge or otherwise work on any facility, thing or appurtenance in the right-of-way of a County road without first obtaining a permit from the County Roadmaster. This requirement applies to all work, including but not limited to, the following:

(a) Constructing, grading, surfacing or providing drainage facilities under the access to private driveway or approach road;

(b) Pipelines, irrigation lines, sewer lines, underground cables, overhead wires and utility poles;

(c) Signs, billboards, symbols, notices, advertisements or directional guides;

(d) Sidewalks, curbs, gutters, retaining walls, meters, inlet basins, fences and ornamental objects;

(e) Planting of trees or other vegetation; and

(f) Mailboxes and supports other than those conforming to design standards provided by the Road Department.

(2) No person shall construct or maintain any facility, thing or appurtenance within any such right-of-way in violation of any of the conditions of a permit or any of the provisions of this division.

(3) No person shall use, occupy or maintain any facility or thing placed wholly or partly within the road right-of-way in violation of, or without first obtaining the permits required by, any law in effect at the time such thing or facility is so placed.

(4) Nothing in this section shall be construed to prevent the County from removing anything from a County road right-of-way, whether or not the same is installed under a permit or in compliance with this division, where the County Board of Commissioners finds that such removal has become necessary to the public's use or improvement of the road.

SECTION 3.04.040 EXCEPTIONS TO CERTAIN REQUIREMENTS; INTERPRETATION.

(1) A permit is not required for the following, providing the work does not involve excavation:

(a) Performing maintenance or minor improvement to existing facilities lawfully in place;

(b) Utilizing lawfully installed facilities as intended when installed, including the following:

(1) Inspection and cleaning of sewer and storm water facilities;

(2) Inserting cables in existing conduits or making service connections within a terminal structure; and

(3) Utilization that is expressly acknowledged by prior permit provisions; and

(c) Other miscellaneous minor activities as specifically approved in writing by the Roadmaster.

(2) Nothing in this section shall:

(a) Limit or affect any of the powers granted to, or duties imposed upon, the County Board of Commissioners, the Department of Transportation or the Public Utility Commissioner by ORS 758.010 and 758.020, or any rights granted or authorized under those statutes or any other statutes pertaining to powers, duties and rights of the aforesaid;

(b) Grant any right for the construction or placing of an approach road, structure, pipeline, ditch, cable, wire or other facility, thing or appurtenance on the right-of-way of any County road; or

(c) Be deemed to affect any approach road, structure, pipeline, ditch, cable, wire or other facility, thing or appurtenance lawfully placed or constructed upon the right-of-way of any County road prior to September 13, 1967, subject, however, to the authority reserved to the County Board of Commissioners in Section 3.04.030 (4).

SECTION 3.04.050 CHANGE IN USE OF APPROACH ROAD; PERMIT REQUIRED.

A change in the manner of using an approach road that connects to or intersects a County road requires a permit, as provided by ORS 374.305. A changed use includes, but is not limited to:

- (1) Any physical change requiring excavation, placing of an embankment, a culvert extension, construction of headwalls and repair or alteration of any existing lawfully installed facility pertinent to a driveway or approach road;
- (2) Any substantial change in the type or number of vehicles reasonably anticipated during the application for, and the review and approval of the latest existing permit on file for a driveway or approach road; and
- (3) Any other change in the approach road or its use which the Roadmaster finds may adversely affect the public's safety or the public's interest in the County road in the absence of limitations or conditions.

SECTION 3.04.060 REVIEW OF PERMIT APPLICATIONS.

From the date this division becomes effective the authority contained in ORS 374.305 through 374.325 relating to County roads applies to any facility, thing or appurtenance within a County road right-of-way. After a completed application with the required fee has been submitted, the Roadmaster, or his or her authorized representative, shall review the application and shall issue the permit if he or she determines that the proposal will comply with the provisions of this division and the applicable requirements imposed by State law. The Roadmaster may impose additional written conditions on a permit consistent with the provisions of this division if he or she finds such conditions to be necessary to the public interest in the safe use of the road and the preservation of the public improvements therein and on the property adjoining the same. The Roadmaster may also require the applicant to submit plans which, when approved, will become part of the conditions of the permit. The Roadmaster shall prepare appropriate forms to assist the applicant in providing the information necessary for the application review.

If the applicant disagrees with the Roadmaster's interpretation of the regulations or with the conditions imposed by the Roadmaster, or if the Roadmaster finds that the proposal raises problems of public safety or problems having to do with the public use or protection of the road, which problems are not addressed in the regulations, then either may refer the application to the County Board of Commissioners, which Board shall, within thirty days, afford them an opportunity to be publicly heard and make its final decision in the matter. If the Board finds that the proposal creates a problem to public interests in the road which cannot be solved by the application of the regulations or adequate conditions, the Board shall deny the application.

The Roadmaster shall arrange for whatever field study and inspection he or she deems to be appropriate to assure compliance with the requirements.

SECTION 3.04.070 PERMIT REGULATIONS AND CLASSIFICATION.

- (1) The regulations pertaining to each of the various permits issued by the Roadmaster, which are set forth in Exhibit D, "PERMIT REGULATIONS & CLASSIFICATION" following the text of this division, are hereby adopted and made a part of this division.
- (2) A permit fee shall be paid at the time the application for a permit is submitted to the Roadmaster. All permits issued by the Roadmaster shall be classified under one of the following headings on a general "Facility Permit" form.
 - (a) Driveway/road approach permit;
 - (b) Road encroachment permit;
 - (c) Road improvement permit;
 - (d) Special permit;
 - (e) Utility permit;
- (3) Copies of the regulations appropriate to the classification, as determined by the Roadmaster, shall be attached to, or referenced on, each permit issued.

SECTION 3.04.080 PERMIT FEES.

Fees for the various permits required by this division shall be set by Board resolution.

SECTION 3.04.090 EXEMPTIONS FROM FEE REQUIREMENT.

No fee shall be required for a permit in the following circumstances:

- (1) Where installation of public facilities by public or quasi-public entities is involved;
- (2) Where the Roadmaster finds that the organization which proposes the installation is engaged in a nonprofit activity and that the activity is for the benefit of the general public;
- (3) Where the permitted facility, thing or appurtenance in the right-of-way of the County road is in lawful existence as of the effective date of this division except that this exemption does not apply to work done after such effective date; and
- (4) In any instance where the Roadmaster deems it to be in the best interests of the County to waive the permit fee.

SECTION 3.04.100 VIOLATIONS; REMOVAL OR CORRECTION OF INSTALLATIONS;
PROSECUTION.

(1) If any person fails to obtain a permit or to comply with the appropriate regulations or permit conditions, then the Roadmaster may take appropriate action to remove or correct the installation and recover the cost from the person responsible, all in accordance with the authority contained in ORS 374.307 and 374.320 as such statutes relate to County roads. However, such action shall not waive the County's right to prosecute the offender under Section 3.04.990.

(2) In addition to the remedies set forth in subsection (1) hereof or prescribed by ORS 374.307 or 374.320, any person who violates or fails to comply with any of the provisions of this chapter may be punished as provided in Section 3.04.990. A separate offense may be deemed committed each day during or on which such unlawful condition is maintained or continued after citation or notice of violation has been given. Offenses under this section may be charged under Article 10 of the Curry County Code.

SECTION 3.04.110 ALTERATION OR REMOVAL OF TREES AND VEGETATION IN
COUNTY ROAD RIGHTS-OF-WAY.

(1) All trees within a County road right-of-way are subject to the County's control, and no tree may be altered or removed without a permit from the County. The permit requirement does not apply to public utilities exercising their rights within the right-of-way pursuant to State law or franchise. The authority to issue a permit under this section is delegated to the Roadmaster or his or her authorized representative. In issuing a permit, the County shall have the authority to impose such conditions as it deems necessary for public safety and convenience.

(2) The County has and claims the right to remove or alter any tree, or remove any other vegetation, situated entirely within the County road right-of-way if, in the judgement of the Roadmaster, such removal is necessary to the use or improvement of the road or related facilities or for public safety.

(3) If the Roadmaster finds that a tree to be removed may have marketable or ornamental value to the owner of the land abutting the half of the right-of-way on which the tree is situated, the County shall first send notice to the abutting owner, giving the owner thirty days within which to secure a permit and alter or remove the tree or vegetation. If within that period of time the tree or other vegetation is not removed or altered to the extent necessary to the public safety and convenience as found by the Roadmaster, the County may remove or alter the tree or vegetation and, if it is a merchantable tree, retain it to defray the cost of removal. For purposes of giving notice under this subsection, the owner according to the Assessor's records of the property abutting the half of the right-of-way within which the tree is situated shall be deemed the owner of the underlying tree. Notwithstanding the foregoing, if the Roadmaster or his or her authorized representative determines that an emergency exists which may affect the public safety, no notice shall be required prior to the removal of the tree or vegetation.

(4) The Roadmaster may define by written policy those criteria by which he or she determines that the removal or alteration of a tree or other vegetation within a County road right-

of-way is necessary for public safety or convenience; that a tree is marketable or has ornamental value to abutting property; or that an emergency exists which may affect the public safety. When such written policy is approved by the Board of Commissioners, any determination made by the Roadmaster pursuant to the policy is final.

(5) Notwithstanding subsection (4) hereof, the Board of Commissioners may, on its own motion, within the said thirty days, review a proposal to remove a tree under this division and may determine, at its discretion, whether there is a public interest which outweighs the public safety issue raised by the presence or condition of the tree, or may determine at its discretion that the public safety and convenience can be adequately served without the removal of the subject tree considering its value or function.

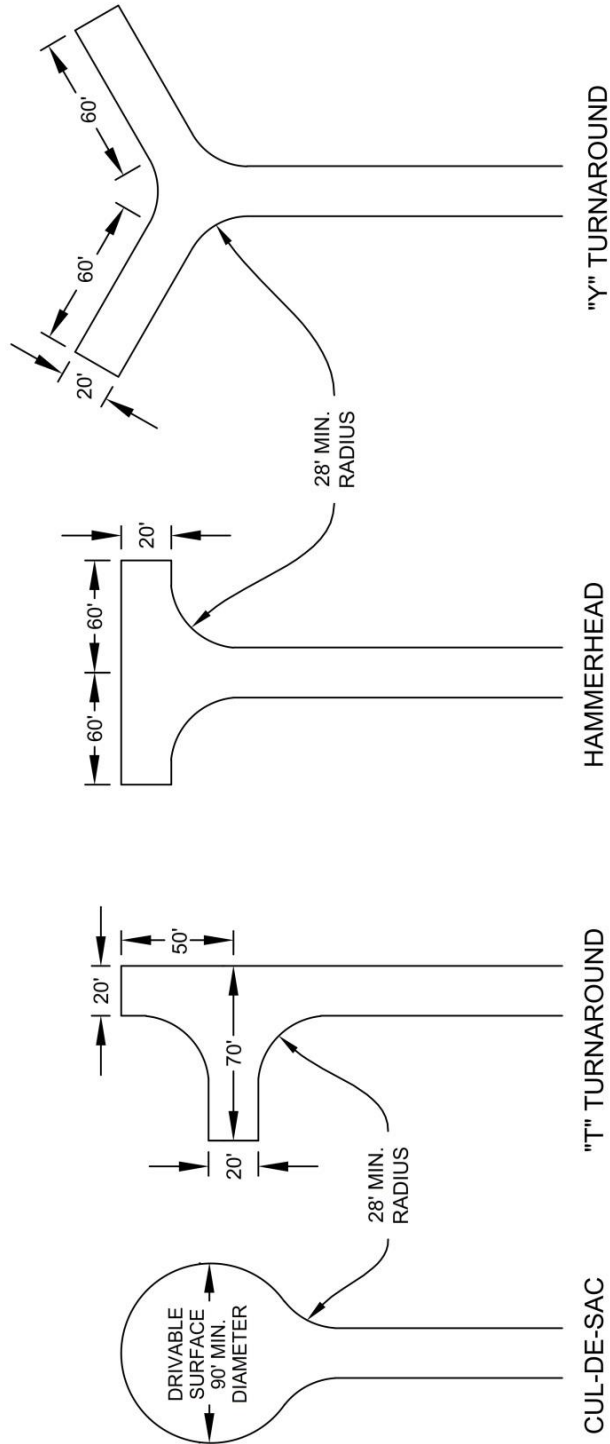
SECTION 3.04.990 PENALTY.

Violations of this division may be punishable by citation under appropriate provisions of Article 10 of this ordinance.

EXHIBITS TO ARTICLE THREE

EXHIBIT "A" TO DIVISION ONE

EXHIBIT "A"



NOTES:

1. SLOPES: 1% MINIMUM, 4% MAXIMUM.
2. SURFACING: PAVED PER FUNCTIONAL CLASS.
3. TURNAROUNDS FOR FIRE ACCESS REQUIRE FIRE DEPARTMENT REVIEW/ APPROVAL (THEIR STANDARDS MAY BE GREATER).
4. ALL CONSTRUCTION SHALL COMPLY WITH CURRY COUNTY ROAD STANDARDS AND AN APPROVED PLAN.

MINIMUM TURNAROUND STANDARDS FOR RURAL ROADS

EXHIBIT "B" TO DIVISION ONE

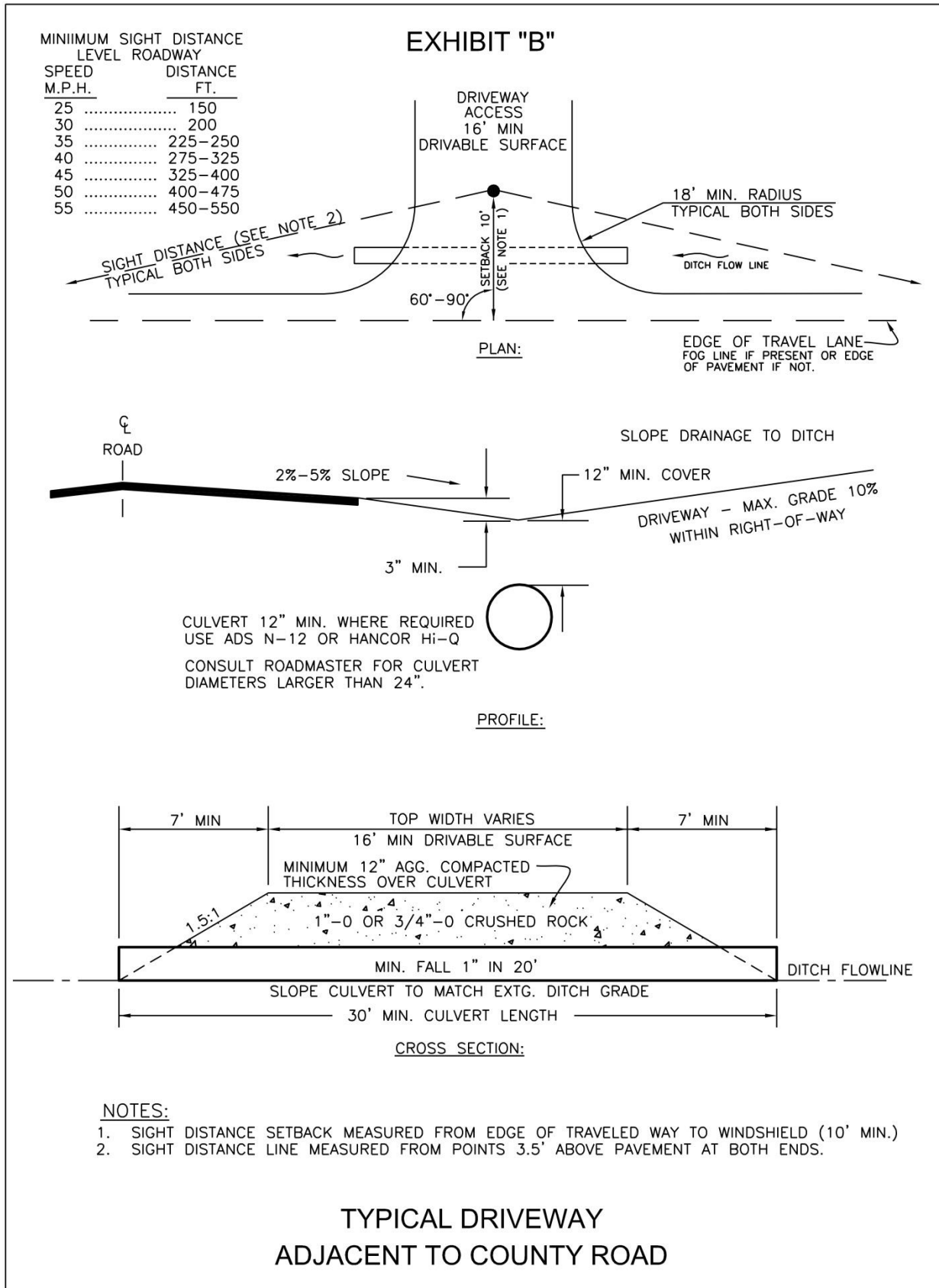
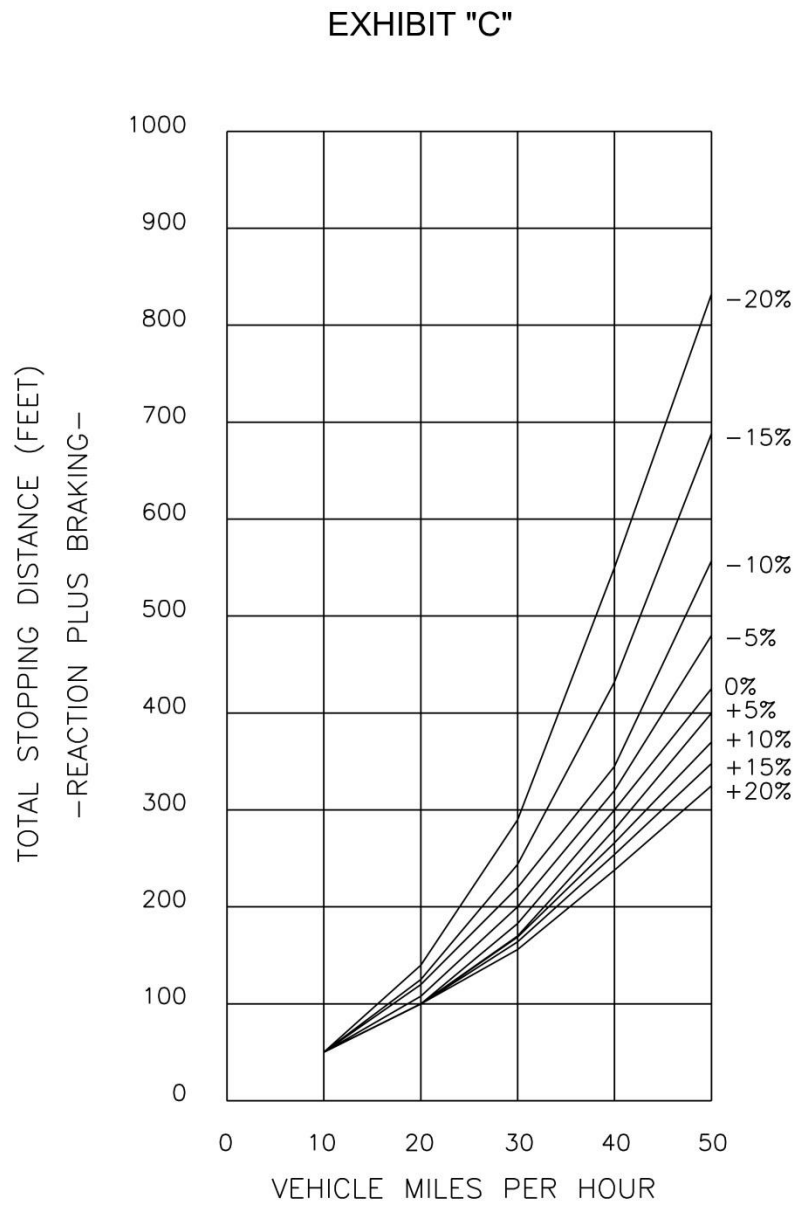


EXHIBIT "C" TO DIVISION ONE



BASED ON: $\frac{V^2}{30 (F+G)} = D$

GRADE EFFECT ON STOPPING DISTANCE

EXHIBIT "D" TO DIVISION FOUR

PERMIT REGULATIONS & CLASSIFICATION

APPLICATION FOR FACILITY PERMIT - EXAMPLE



APPLICATION FOR FACILITY PERMIT

(Subject to Conditions; Revocable)

CURRY COUNTY ROAD DEPARTMENT

28425 Hunter Creek Road
Gold Beach, OR 97444

PERMIT NO. _____

DATE: _____

TAX MAP _____

TAX LOT _____

PERMIT TYPE AND FEE COLLECTED:

_____ Driveway/Road Approach

_____ Road Encroachment

_____ Road Improvement

_____ Major

_____ Minor

_____ Special

_____ Utility

I, _____ hereby make application for a facility permit upon the right-of-way of
(Applicant's Name)

_____ Milepost (s) _____ in strict conformity to the
(Road Name-County Road Number)

exhibits attached hereto, subject to all terms, conditions, agreement stipulations, and provisions contained in the application and permit, and the rules and regulations regarding roads and rights-of-way, as set forth by the Curry County Code Article Three, and any other applicable regulations, law or ordinance.

DESCRIPTION OF FACILITY:

Signature _____

Mailing Address _____

Phone Number _____

City _____ State _____ Zip _____

Email Address _____

FACILITY PERMIT

SPECIAL PROVISIONS: The terms and specifications which apply to this permit are as shown on the attachment herewith and the permit conditions listed on the reverse side of this application. Noncompliance with these terms, specifications and conditions will result in revocation of this permit.

ATTACHMENTS FOR:

_____ Driveway/Road Approach

_____ Road Improvement _____ Utility

_____ Road Encroachment

_____ Special

ADDITIONAL REQUIREMENTS:

This permit shall be void unless the work herein contemplated shall have been completed before _____, 20____.

APPROVED:

_____ Approved _____

Issue Date _____

_____ Denied _____

Douglas M. Robbins, Roadmaster

INSPECTED:

Date _____ Approved _____

By _____ Denied _____

RETURN completed Permit Application to:

Curry County Road Department, 28425 Hunter Creek Road, Gold Beach, OR 97444

- A.** This permit covers public right-of-way and/or County property only.
- B.** It is the responsibility of the permit holder to re-establish any survey monument, moved, destroyed, etc. while working within County right-of-way. Re-establishment of survey monuments must be done by an approved registered surveyor and all costs will be borne by the permit holder.
- C.** Notification to the Curry County Road Department is required 24 hours before beginning work under this permit - (541) 247-7097. Prior approval for modifications to permit specifications is required.
- D.** Failure of the permit holder to ensure strict conformance with all permit conditions shall be considered good and sufficient cause for revocation of the permit allowing work within the County road right-of-way. Permits may be terminated or suspended when the permit holder is found to have obtained a permit through misrepresentation of the facts or when, in the judgment of the Roadmaster, terms of the permit are being violated or public safety is threatened. Permits shall remain in effect until a change in land use occurs. The permit holder shall be responsible for the cost of design, installation or construction of additional roadway improvements and traffic control devices at any time in the future when the traffic generated by the use for which the access permit is authorized necessitate such installation in the interest of the public safety.
- E. **HOLD HARMLESS CLAUSE**** - The permit holder agrees that their performance under this permit is at their own sole risk and that they shall indemnify Curry County, its agents and employees and hold them harmless from any and all liability for damages, costs, losses and expenses resulting from, arising out of, or in any way connected with this permit, or from the permit holder's failure to perform fully hereunder, and the permit holder further agrees to defend Curry County, its agents, and employees, against all suits, actions or proceedings brought by any third party against them for which the permit holder would be liable hereunder.
- F.** The permit holder guarantees all restoration work for a period of one year from the date of completing the installation, except non-cement/sand slurry backfills under pavements shall be warranted for two years from the date of completing the installation.
- G.** Any sight posts, sign posts, or mailboxes that are removed will be replaced immediately in like condition in the same location and the area around them will be restored to a like or better condition.
- H.** As provided in O.R.S. 758.010 the Road Department, acting on behalf of the County Board of Commissioners, may designate where utilities may be located within a County road right-of-way and may order the location of such facility changed if deemed expedient.

DRIVEWAY/ROAD APPROACH PERMIT REGULATIONS - EXAMPLE

(Subject to Conditions; Revocable)

Name: _____ Permit No. _____
Phone: _____ Road _____
Email: _____ Mile Post _____
Twp. _____ Rng. _____ Sec. _____
Tax Lot(s) _____
Expiration Date _____

Compliance with the standard drawings attached hereto is required.

I. Materials

Culverts shall be double wall plastic (ADS N-12 or Hancor Hi-Q) pipe for diameters through 24". Consult with the Roadmaster for diameters larger than 24".

II. Construction Regulations

1. Obtain permit from the Curry County Road Department. Permits are to be signed by the property owner unless the contractor has an authorized paper signed by the property owner to obtain permits for them.
2. Absolutely no work is to begin without having the permit in hand. ALL WORK IS TO BE COMPLETED BEFORE THE EXPIRATION DATE.
3. Culvert shall be installed on straight lines, both vertical and horizontal, and have a minimum fall of 1" in 20 feet. Bell ends of pipe shall be placed facing towards the inlet end of the culvert. Any questions or problems regarding this paragraph shall be resolved **prior to proceeding with any further work.**
4. Flow line of culvert shall match the flow line of the ditch and allow for a minimum of 12" of cover over the culvert. Cover materials shall maintain a 2% slope away from the roadway to the back of the ditch. Cover material shall be 1"-0 or ¾"-0 crushed rock. Any questions or problems regarding this paragraph shall be resolved **prior to proceeding with any further work.**
5. The driveway/road approach shall intersect the County road as near to a right angle as possible.

6. The maximum grade of the driveway/road approach in the County right-of-way should be ten (10) percent and constructed so that the low point in the grade is over the culvert or so that the slope is away from the road to prevent storm water and surfacing materials from encroaching on the road shoulder.
7. For road approaches in curb and gutter sections of road, the curb cut construction must conform to the Department's standard drawing. Behind the curb a standard concrete apron must be constructed or the portion of the driveway on the right-of-way must be paved with asphaltic concrete. The County must inspect the forms prior to the concrete pour.
8. Call for final inspection.

III. General Provisions

1. The applicant declares that he or she is the owner or lessee of the real property abutting the above described County road and has the lawful authority to apply for this permit.
2. The County assumes no liability for any damage which may be caused to the approach due to routine road maintenance or road improvement. It shall be the responsibility of the holder of this permit to construct the approach to such lines and grades so as not to interfere with normal road maintenance operations.
3. A driveway/road approach permit may be denied when, in the opinion of the Roadmaster, lack of adequate sight distance would create a traffic safety hazard. The applicant may be required to remove brush, widen cut banks, relocate the proposed approach or otherwise satisfy sight distance requirements and to ensure that those distances are maintained. The minimum recommended sight distances for the estimated speed of the traffic are given below. The sight distance line shall be measured from points 42" above road surface at both ends.

Speed (mph)	Minimum Sight Distance (ft.)
25	150
30	200
35	225-250
40	275-325
45	325-400
50	400-475
55	450-550

4. Proper barricades and warning signs must be maintained at all times during construction by the holder of this permit so as to ensure the safety of the public.

5. The County road is to be restored to its original or to a better condition. All excess rock or dirt is to be removed from the traveled portion of the road by brooming or washing, as directed. Final clean-up is to be completed within one week after the approach is constructed.
6. Failure of the permit holder to construct the approach or approaches in strict conformance with all the provisions written herein, or with plans and standard drawings attached hereto, shall be considered good and sufficient cause for revocation of the permit allowing work within the County road right-of-way. Removal of the partially constructed approach or approaches shall be done at the applicant's sole expense.

ROAD ENCROACHMENT PERMIT REGULATIONS - EXAMPLE

(Subject to Conditions; Revocable)

Name: _____

Permit No. _____

Phone: _____

Road _____

Email: _____

Mile Post _____

Twp. _____ Rng. _____ Sec. _____

Tax Lot(s) _____

Expiration Date _____

General Conditions

This permit is subject to the below listed terms and conditions. Failure of the permit holder to ensure strict conformance with all permit conditions shall be considered good and sufficient cause for revocation of the permit allowing work within the County road right-of-way.

Description of Installation

Description goes here.

Location of Installation

_____ (see attached sketch)

Special Terms and Conditions

1. This permit is valid only for work within the scope and extent as described above.
2. The holder of this permit shall indemnify and hold the County of Curry harmless and blameless from damages that may be caused or contributed by the above described installations.
3. In the event that County maintenance and/or construction require additional utilization of the public right-of-way this permit may be revoked and the permit holder may be required, **at his/her own expense**, to relocate the facilities to accommodate the work contemplated by the County. Curry County will make reasonable effort to provide the permit holder prior notification of any such planned activity.

4. In the event that the above described installation, in the opinion of the Roadmaster, adversely affects public safety, the Roadmaster shall revoke this permit. In this event, the permit holder shall immediately, and **at his/her own expense**, provide for the elimination of said encroachment and other items associated with the above described installation.
5. Additional pertinent road encroachment permit terms and conditions will be issued with the permit as needed.

ROAD IMPROVEMENT PERMIT REGULATIONS - EXAMPLE

(Subject to Conditions; Revocable)

Name: _____

Permit No. _____

Phone: _____

Road _____

Email: _____

Mile Post _____

Twp. _____ Rng. _____ Sec. _____

Tax Lot(s) _____

Expiration Date _____

General Conditions

This permit is for a major/minor road improvement. This permit is subject to the below listed terms and conditions. Failure of the permit holder to ensure strict conformance with all permit conditions shall be considered good and sufficient cause for revocation of the permit allowing work within the County road right-of-way.

Description of Installation

Description goes here.

Location of Installation

_____ (see attached sketch)

Special Terms and Conditions

1. Traffic safety and convenience shall receive utmost consideration at all times. Permittee shall follow the attached signing plan.
2. The holder of this permit shall be responsible for all damages caused by any operations associated with the road improvement. All damaged areas shall be restored to an "as good as, or better than" condition as existed prior to the road improvement.
3. The holder of this permit guarantees all parts of the road construction for a period of two years from the date of completing the project.
4. The holder of this permit shall indemnify and hold the County of Curry harmless and blameless from damages that may be caused or contributed by the above described installation.

5. The County may order the work suspended as set forth in Section 180 of the Oregon Standard Specifications for Construction for any reason deemed to be in the public interest.
6. All work and materials shall conform to the Curry County Road Department specifications.
7. Each phase of construction (culverts, subgrade, base rock, etc.) shall be inspected and approved by the Road Department before proceeding with the next phase.
8. Detailed plans prepared and stamped by a professional engineer registered in Oregon shall be required for major improvements.
9. The contractor shall call the Road Department at (541) 247-7097 for subgrade and form inspections (24 hour notice).
10. Additional pertinent permit terms and conditions will be issued with the permit as needed.

SPECIAL PERMIT REGULATIONS - EXAMPLE

(Subject to Conditions; Revocable)

Name: _____

Permit No. _____

Phone: _____

Road _____

Email: _____

Mile Post _____

Twp. _____ Rng. _____ Sec. _____

Tax Lot(s) _____

Expiration Date _____

Failure of the permit holder to ensure strict conformance with all permit conditions shall be considered good and sufficient cause for revocation of the permit allowing work within the County road right-of-way.

Pertinent special permit conditions will be issued with the permit as needed.

UTILITY PERMIT REGULATIONS - EXAMPLE

(Subject to Conditions; Revocable)

General Conditions

1. This permit is granted for use only on roads under the jurisdiction of the Curry County Board of Commissioners and is not valid upon any federal highway, state highway, city or town street, or any road not in the County road system of Curry County.
2. As provided in O.R.S. 758.010 the Road Department, acting on behalf of the County Board of Commissioners, may designate where utilities may be located within a County road right-of-way, and may order the location of such facility changed if deemed expedient.
3. Permittee shall be responsible for all damages caused by any operations associated with the utility installation. All damaged areas shall be restored to an "as good as, or better than" condition as existed prior to the utility installation.
4. By acceptance of this permit, permittee agrees to be responsible for all permit conditions, including the attached special conditions, and said responsibility shall survive the suspension or termination of this permit.
5. Utility permit applications shall be accompanied by 2 sets of plans or a sketch that accurately depicts and locates the work to be done so that someone unfamiliar with the work can determine the location of the installation. Said plans shall be adhered to unless written permission to vary is granted by the Roadmaster.

Special Conditions

Compliance with the applicable "Special Conditions for Underground Utilities Within County Road Rights-of-Way", "Special Conditions for Underground Electric Power Line Installation Within County Road Rights-of-Way" and/or "Minimum Signing Requirements for Construction and Maintenance Areas" is required.

SPECIAL CONDITIONS FOR UNDERGROUND UTILITIES WITHIN COUNTY ROAD
RIGHTS-OF-WAY

1. MAXIMUM LENGTH OF OPEN TRENCH

Unless otherwise approved by the Roadmaster, backfilling of longitudinal trenches shall be accomplished so that no more than 200 feet of trench is left open at any time. No more than half the road may be closed at any time for either longitudinal or transverse trenches.

2. CEMENT/SAND SLURRY BACKFILL AND BACKFILL MAINTENANCE

All paved surface cuts shall be backfilled with 1 sack cement/sand slurry poured at a 6"-8" slump. Slurry shall extend from the pipe zone to finish grade and be plated with 1/2" minimum steel plates of sufficient width to overlap the trench by 6". "BUMP" signs must be placed on either side of the plates to warn traffic. The slurry backfill is to stand on the angle of repose or it may be vertical if the edges are formed first. The edge of the slurry shall extend one foot outside of the edge of pavement. Steel plates shall be left in place until slurry is set. Plywood may not be used for traffic to pass over.

The surface of backfilled trenches using an alternate backfill material on larger longitudinal trenches shall be watered and graded as often as necessary to keep the travel way smooth and dust free. If required by the Roadmaster, an approved dust palliative shall be applied.

3. TEMPORARY PAVEMENT REPLACEMENT

Cross trenches or other local pavement cuts shall be repaved immediately unless the contractor chooses to wait until all trenching and backfilling is completed. Temporary asphalt covering (cold mix) may be constructed. The temporary surfacing shall be removed in its entirety before placement of the permanent pavement.

4. COMPACTION TESTING

Compaction testing shall proceed within a short distance behind the compaction phase. Permittee shall perform the testing at such locations and elevations as will be representative of the entire backfill. Final decision as to the location and frequency of testing shall reside entirely with the County Roadmaster or his authorized representative.

Areas showing failing compaction tests shall receive further attention without undue delay. Further attention may involve additional compactive effort, other compactive method or removal of the backfill material. In no case shall the main excavation phase proceed until the failing section has been corrected unless otherwise approved by the County Roadmaster.

5. ROAD RESTORATION REQUIREMENTS

Restoration is the process of bringing a roadway as near as possible to the life and structural section a road had prior to construction. It is also part of maintaining a safe surface for driving (i.e. consistent road surface types for braking and turning maneuvers). Typically the County has three (3) major types of restoration.

- Tee cut
- Grind and inlay
- Overlay

The restoration requirements on the permit/plans approved by the County should be considered as best case. They will be the standards used if the construction does not cause any extra damage, the trench walls do not cave in, no modifications to the alignment, and no conflicts are discovered.

The restoration requirements are based on several items including:

- Current condition of the road based on a pavement condition index (PCI) as determined on a regular basis (usually every 2 years) by the County
- Functional classification of the road
- Next regularly scheduled maintenance
- Site conditions (curves, road hazards, signage, and speed zone)
- Professional engineering judgement

When an open trench cut is proposed on a road which is scheduled to be surfaced within the next six (6) months, a tee cut shall be required.

When an open trench cut is proposed on a road which has a PCI greater than eighty (80), and it is not scheduled to be surfaced within the next six (6) months, a grind and inlay will be required.

When an open trench cut is proposed on a road which has site conditions such as sharp curves, road hazards, or in a school zone, an overlay may be required.

When an open trench cut is proposed on a road which has been surfaced within the last five (5) years, open cuts may not be allowed. At the County's discretion, tap and bores may be allowed with a grind and inlay for any bore pit.

6. PROSECUTION AND PROGRESS OF ROAD RESTORATION

Traffic safety and convenience shall receive utmost consideration at all times. Permittee shall ensure that road restoration work is prosecuted diligently and completed as quickly as practicable after trench compaction and testing. On lengthy projects, complete road restoration may be required on one section prior to continuance of the excavation phase on another.

7. INSPECTION AND SUPERINTENDENCE

When required by the Roadmaster, permittee shall provide for a full time representative on the project. The representative shall be an experienced inspector or engineer who will be responsible to ensure compliance with the contract documents and the County's General and Special Conditions of the project permit.

In case of conflict between the project plans and contract documents and the "Terms and Conditions of this Permit", the latter shall prevail.

8. STANDARDS AND SPECIFICATIONS

Except as otherwise shown or referred to in these Special Conditions, or as otherwise approved by the Roadmaster, all work and materials affecting roads and road structures shall conform to the Curry County Road Standards. Said standards and specifications include, by reference, the Oregon Department of Transportation "Oregon Standard Specifications for Construction" and the Federal Highway Administration "Manual on Uniform Traffic Control Devices" (MUTCD.).

9. CLEANUP AND REPAIR

All areas affected by the construction shall be brought to an "As good as or better than" condition prior to completion of the project. Repairs shall include, but are not limited to:

A. Roadway Repairs

In addition to road reconstruction within the trench area, the permittee shall ensure the repair of any other pavement, base material or subgrade damaged as a result of project operations. This includes damage to shoulders and pavement edges caused by detouring traffic and equipment around the work area. In case of excessive damage, reconstruction or an asphaltic overlay may be required.

B. Replacement of Contaminated Gravel

All gravel surfaces contaminated with mud, dirt, oversize rock or other foreign material shall be removed and replaced with 3/4"-0 crushed rock meeting the requirements hereinabove set forth.

C. Slopes and Roadside Ditches

Slopes and roadside ditches shall be trimmed, smoothed and compacted to the original lines and grades.

D. Driveways, Culverts and Ditches

Driveways, culverts and ditches shall be replaced to the original lines and grades.

E. General Cleanup

The contractor shall at all times during the work keep the roadway clean and orderly. All broken pavement, concrete, excess excavation material or other objectionable material shall be promptly removed from the County road right-of-way.

10. MISCELLANEOUS CONDITIONS

A. Detours

All requests for detours shall be submitted well in advance with a detour plan showing traffic signing proposed. No detour will be permitted until approval of the plan by the County Roadmaster. When the plan is approved the permittee shall notify all emergency agencies, school districts and postal carriers concerning the location and duration of the detour.

B. Backfill Compaction by Water Settlement Method

The use of the water settlement method of compaction for certain granular materials, as noted on the typical section, may be allowed under the following conditions:

1. Permittee shall, prior to backfilling any significant portion of trench, demonstrate by approved testing methods that the specified compaction is obtainable. Excessive groundwater infiltration or retainage of water in the backfill material will not serve as sufficient reason for not achieving specified compaction.
2. Water settling (jetting or ponding) shall proceed within a short distance behind the backfilling operation. Lateral trenches, other new excavation or re-excavation which may occur at a later time shall be compacted separately and, if necessary, by mechanical means in order to achieve the specified compaction.
3. Compaction testing shall proceed within a short distance behind the compaction phase. Permittee shall perform the testing at such locations and at such elevations as shall be representative of the entire backfill. Final decision as to the adequacy and frequency of testing shall reside entirely with the County Roadmaster or his authorized representative.

4. Areas showing failing compaction tests shall receive further attention without undue delay. Further attention may involve additional water settlement, dewatering, other compactive methods or removal of the backfill material. In no case shall the main excavation phase proceed until the failing section has been corrected unless otherwise approved by the County Roadmaster.

C. Pavement Replacement

Immediately prior to patching the trench with asphaltic concrete, the existing pavement shall be neatly cut with a pavement saw or other approved breaker. All cracked or ravelled pavement shall be removed without creating abrupt jogs in the cut line. Pavement trimming, finishing of the gravel surface, tacking the edges and pavement replacement shall be performed only under the immediate supervision of the Roadmaster or his authorized representative. Unless otherwise approved by the Roadmaster, all trenches within a paved travelled way shall be resurfaced with asphaltic concrete within 10 calendar days after testing and approval of the backfill. The finished surface of the new pavement, when tested with a 10-foot straightedge, shall not vary from the testing edge by more than 1/4 inch at any point. The top course of asphalt shall be constructed only by workmen thoroughly familiar with asphalt finishing work.

An emulsified asphalt fog coat of the entire paved surface may be required after the asphaltic concrete patching has been completed on projects having numerous cross trenches or where there has been extensive damage to the surface. The fog coat shall be CQS-1h emulsified asphalt mixed at a 1 to 1 ratio with water according to the manufactures directions. Apply the fog coat at a rate of 0.11 gallons per square yard.

On longitudinal trenches, unless otherwise approved by the Roadmaster, the existing pavement shall be removed and replaced to full paving machine width (normally 10 feet). Drag boxes or other pull-type asphalt spreaders will not be permitted for longitudinal trench pavement replacement.

D. Manhole and Valve Box Adjustment

Manholes, valve boxes and similar structures shall be raised to finish grade after paving is completed. The structure surface shall be no greater than 1/4 inch higher or lower than the surrounding surface when tested with a 10-foot straightedge. Level 3, 1/2" dense HMA asphaltic concrete may be used to fill in the void around the structure unless otherwise directed by the Roadmaster. If the Roadmaster so requires, concrete collars shall be constructed in accordance with the department's standard drawings "CONCRETE COLLARS FOR MANHOLES" and/or, "CONCRETE COLLARS FOR MONUMENT/VALVE BOXES". Usually, concrete will only be required (a) when it is impractical to maintain adequate working temperature for asphaltic concrete and (b) where the

structure configuration fails to provide adequate support to prevent being displaced by traffic.

11. SPECIAL CONDITIONS FOR UNDERGROUND ELECTRIC POWER LINE
INSTALLATION WITHIN COUNTY ROAD RIGHTS-OF-WAY

Longitudinal power line installations shall not be allowed within the roadbed section, including ditches, unless the conditions are such that installation outside the ditch line would present an extreme difficulty. The burden of proving "extreme difficulty" shall lie with the applicant.

When located outside the roadbed section, the cable shall be placed as near the right-of-way line as possible while maintaining a generally uniform distance from the road centerline.

Warning signs shall be placed at frequent intervals over the cable, including both sides of road crossings.

The minimum depth for power cables shall be not less than 36 inches below the flow line of the roadside ditch. Where no ditch is present or where the proposed utility will be located a minimum of 5 feet from the ditch, the 36 inch bury depth shall be measured from the existing ground surface. **Under no circumstances shall the depth of power cable be less than 36 inches unless contained in steel conduit pipe.**

12. NORMAL WORKING HOURS

Working hours for the permitted work shall be between 6:00 a.m. to 10:00 p.m. on weekdays. Work on weekends or holidays must be approved by the Roadmaster. The permittee may be required to reimburse the County for inspection costs for any work that is permitted outside of normal departmental working hours.

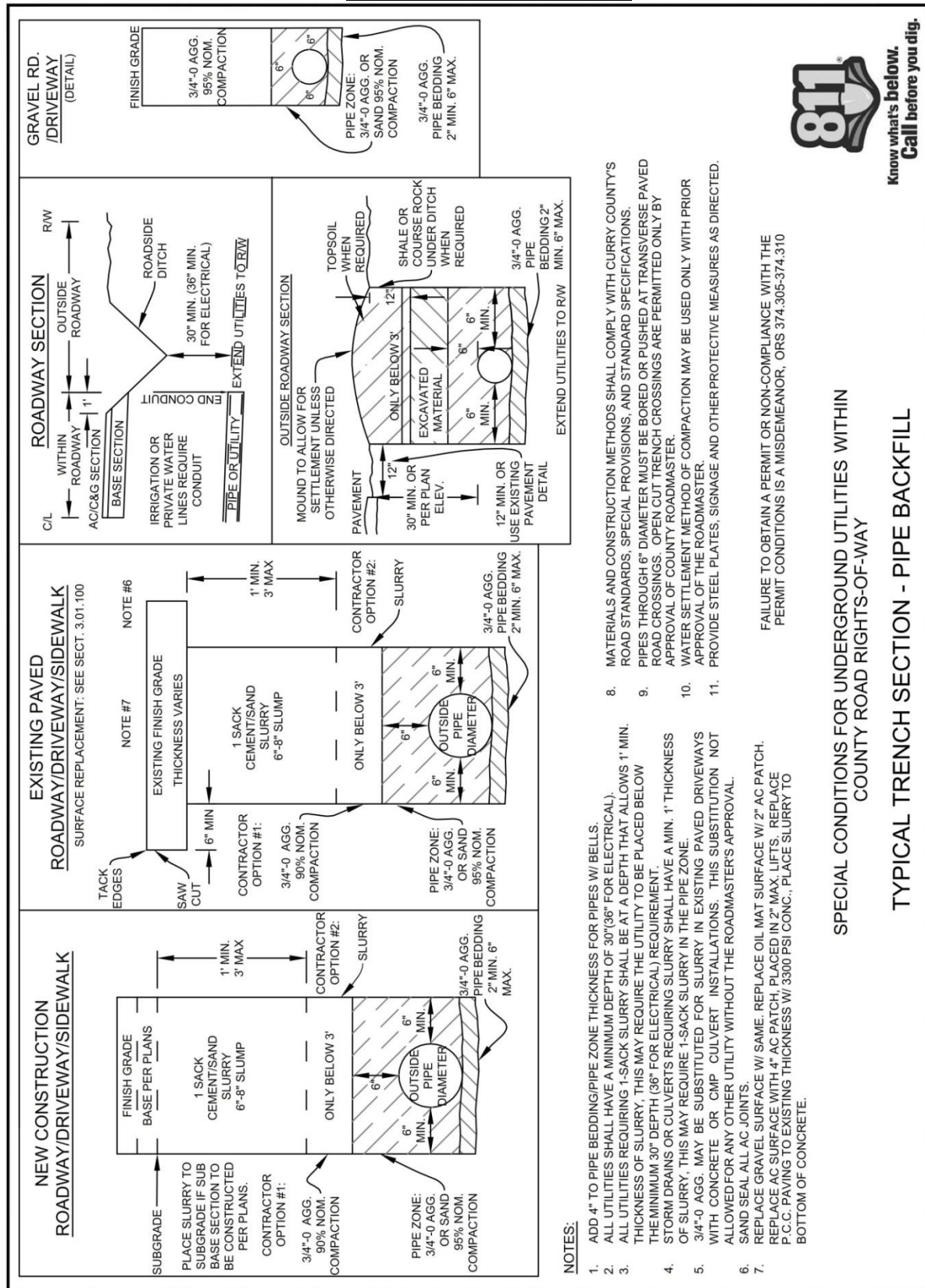
REVOCATION OF PERMIT

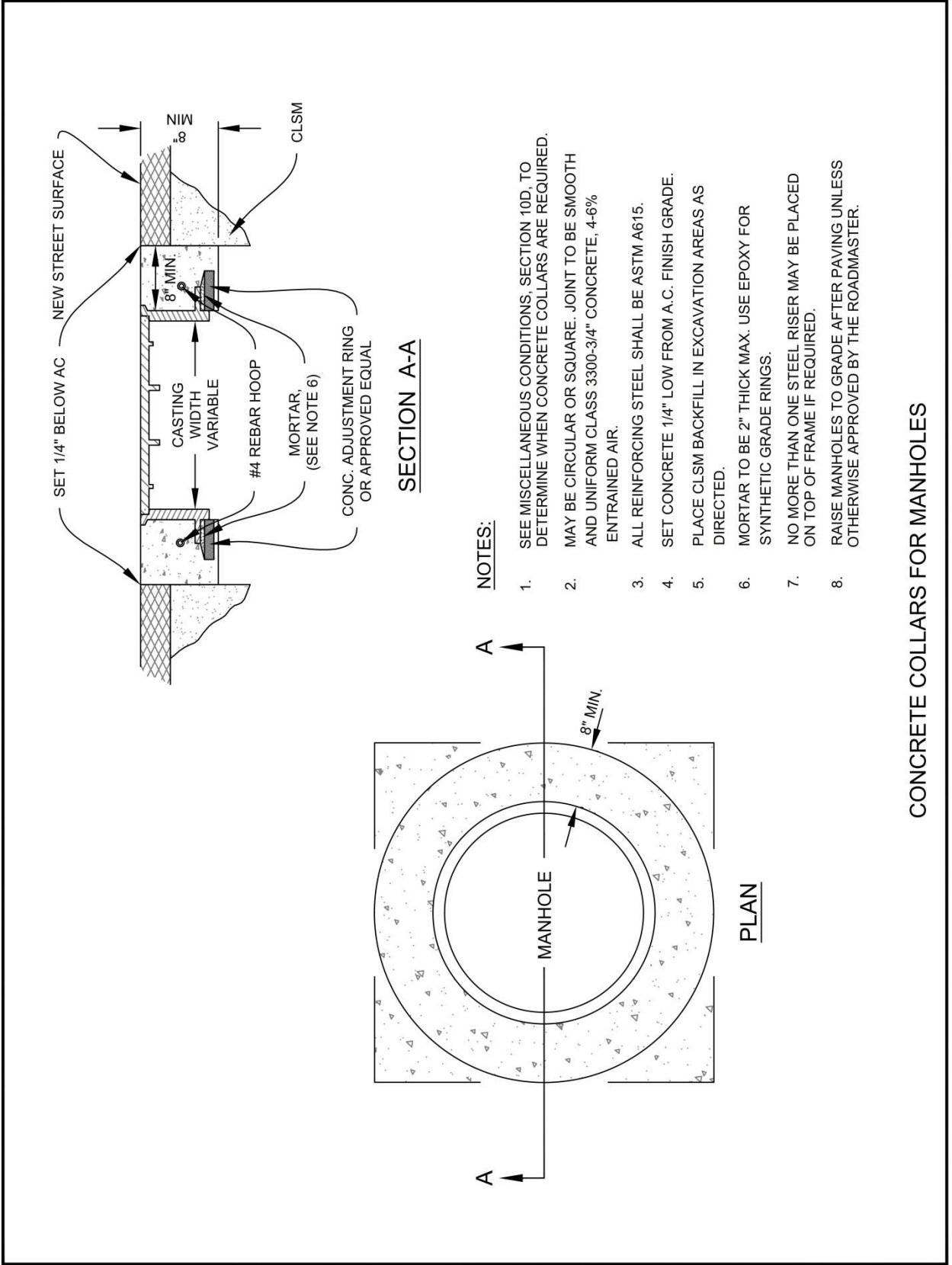
Failure of the permit holder to ensure strict conformance with all permit conditions shall be considered good and sufficient cause for revocation of the permit allowing work within the County road rights-of-way.

Revocation of the permit will result in a "STOP WORK ORDER" on all or portions of the project.

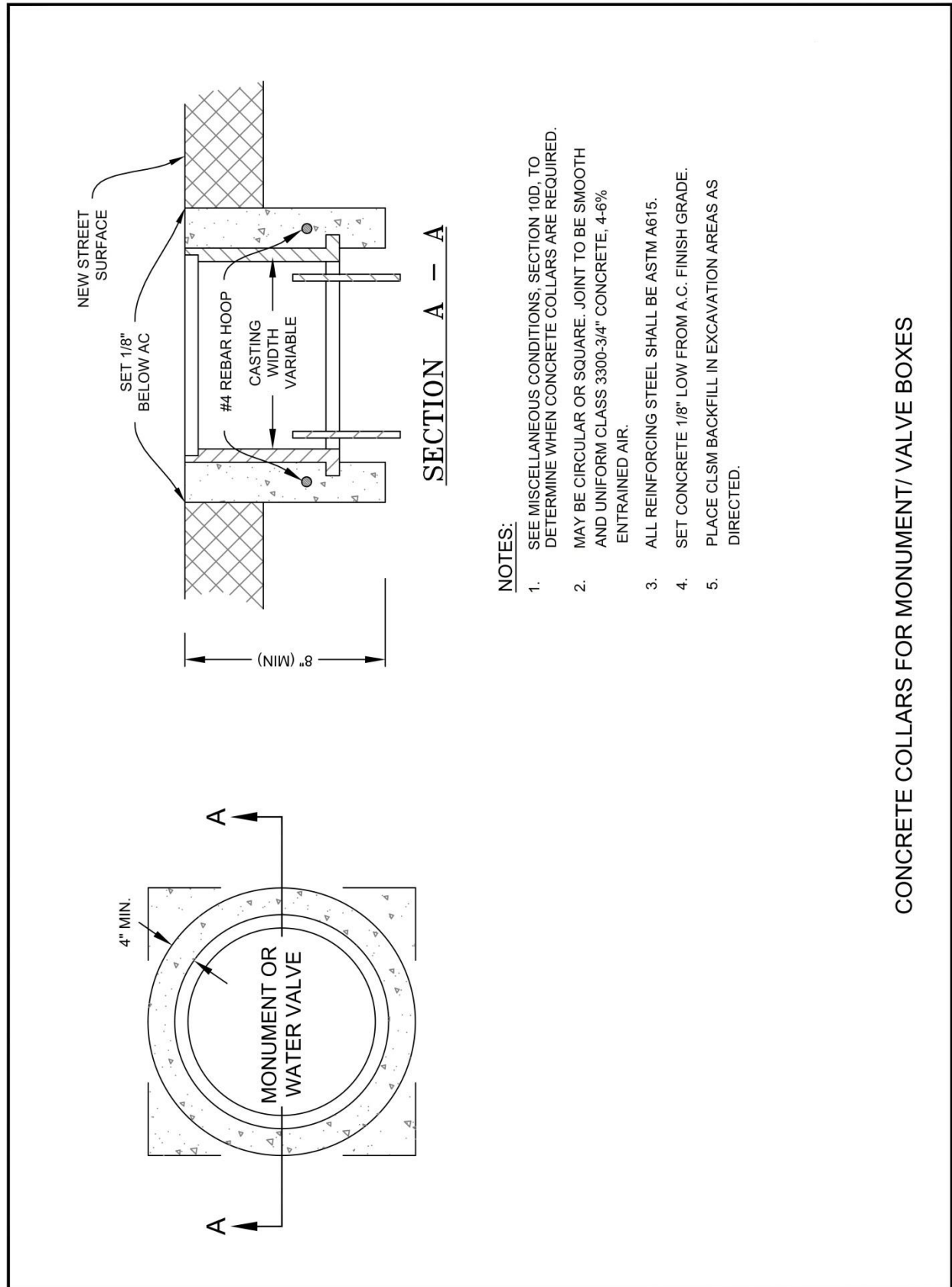
Work performed within the County road right-of-way without a valid permit is a violation of Curry County Code and is enforceable pursuant to Article 10 of the Curry County Code. For any person who causes or maintains a condition in violation of Curry County Code, Article Three, every day during which such unlawful condition is thus maintained or continued after citation or notice of violation has been given may be charged as a separate offense.

STANDARD DRAWINGS





CONCRETE COLLARS FOR MANHOLES



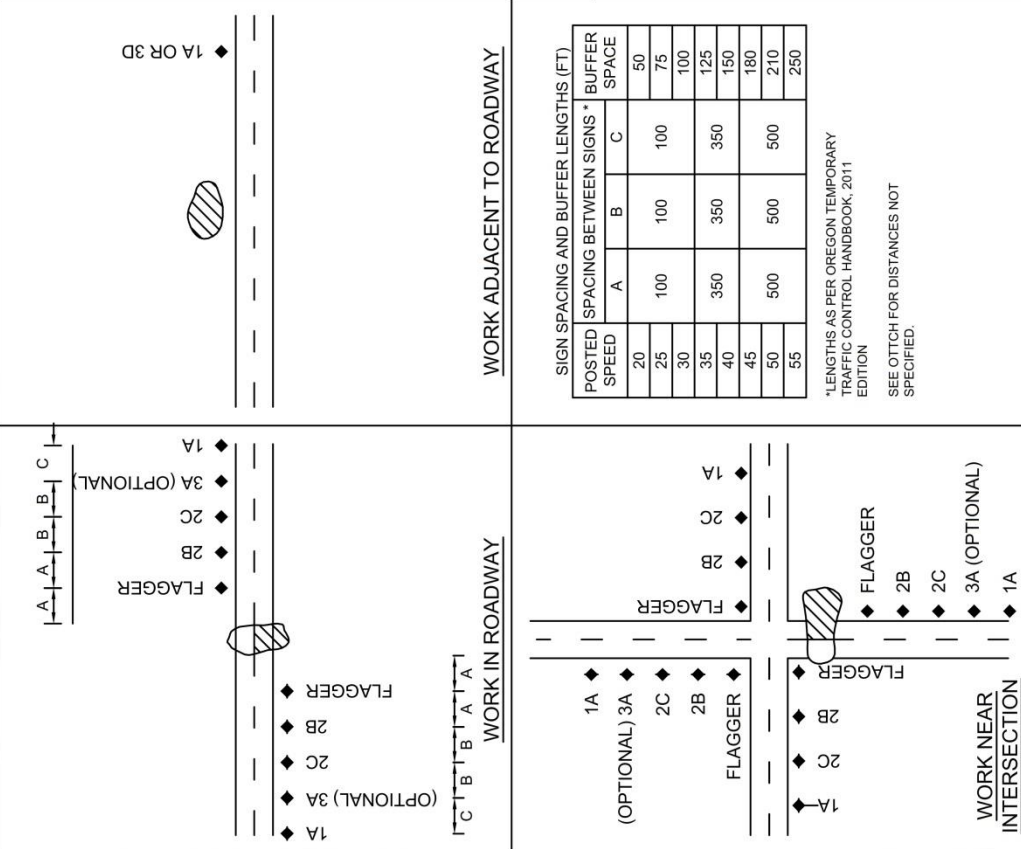
Page 26

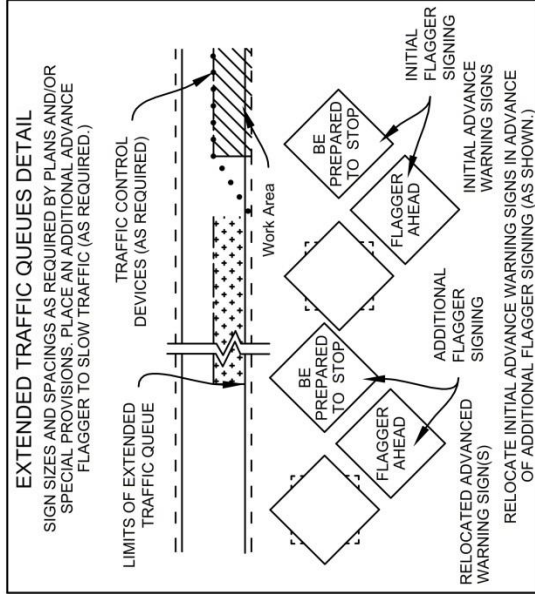
NOTES:

NOTHING HEREIN SHALL PREVENT THE PERMITTEE FROM INSTALLING SUCH ADDITIONAL SIGNING, BARRICADING, ETC. AS HE MAY JUDGE NECESSARY, PROVIDED HOWEVER THAT ALL SUCH INSTALLATIONS SHALL BE IN ACCORDANCE WITH THE M.U.T.C.D.

(USE SIGN(S) APPROPRIATE FOR CIRCUMSTANCES)

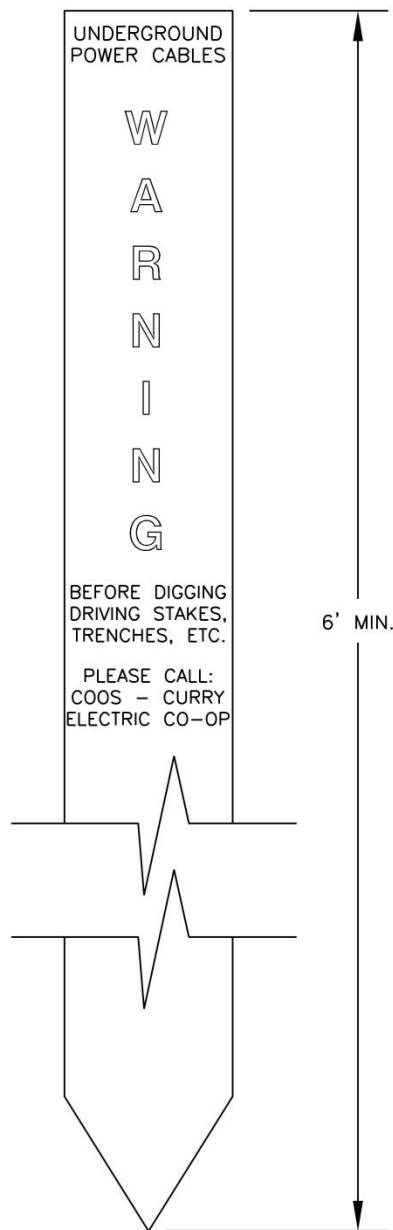
1. INFORMATIONAL
 - A. ROAD WORK/CONSTRUCTION AHEAD
 - B. WORKERS AHEAD
 - C. DETOUR AHEAD
 - D. OTHER - AS APPROPRIATE
2. INSTRUCTIONAL
 - A. SLOW
 - B. FLAGGER AHEAD
 - C. BE PREPARED TO STOP
 - D. OTHER - AS APPROPRIATE
3. SPECIFIC WARNING
 - A. ONE LANE ROAD AHEAD
 - B. DETOUR
 - C. ROUGH ROAD
 - D. SHOULDER WORK AHEAD
 - E. DIP
 - F. BUMP
 - G. OTHER - AS APPROPRIATE



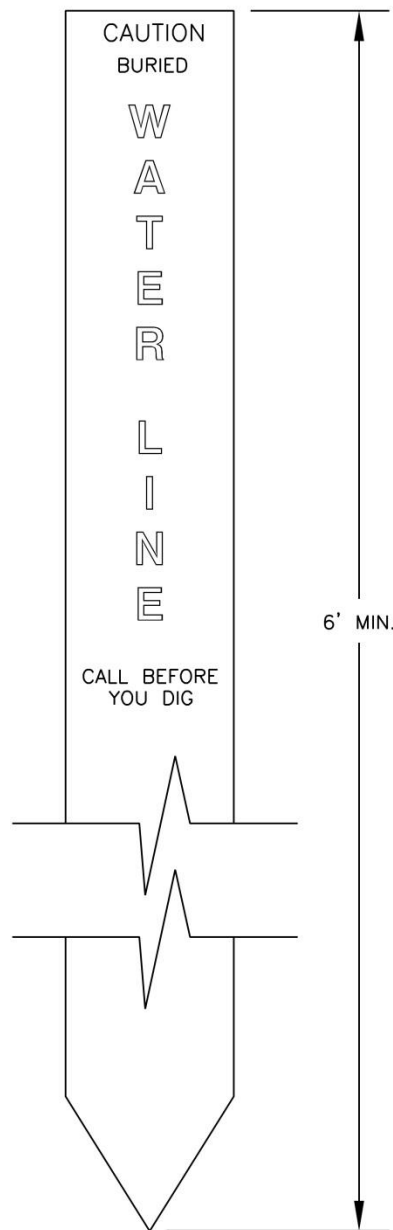


1. SIGNING AND OTHER TRAFFIC CONTROL DEVICES SHOWN TO BE INSTALLED IN CONJUNCTION WITH THE WORK AREA, SHALL MOVE WITH THE WORK AREA.
2. THE "BE PREPARED TO STOP" SIGN SHALL BE USED IN CONJUNCTION WITH THE "FLAGGER AHEAD" SIGN.
3. REMOVE EXISTING PAVEMENT MARKINGS AS DIRECTED.
4. TRAFFIC CONTROL UNDER CIRCUMSTANCES NOT COVERED BY THIS DRAWING SHALL BE PER THE MOST RECENTLY PUBLISHED VERSION OF "TRAFFIC CONTROL ON STATE HIGHWAYS FOR SHORT TERM WORK ZONES" AS PUBLISHED BY ODOT OR A JOB SPECIFIC TRAFFIC CONTROL PLAN APPROVED BY THE COUNTY.

Page 27



CALL YOUR LOCAL COOS-CURRY
CO-OP OFFICE TO OBTAIN THIS
POST AND INSTALLATION INSTRUCTIONS



THIS IS A MINIMUM STANDARD FOR
A BURIED WATER LINE MARKER. IT IS
THE PERMITTEE'S RESPONSIBILITY TO
TO PROVIDE THIS MARKER.

UNDERGROUND CABLE AND WATER WARNING SIGNS

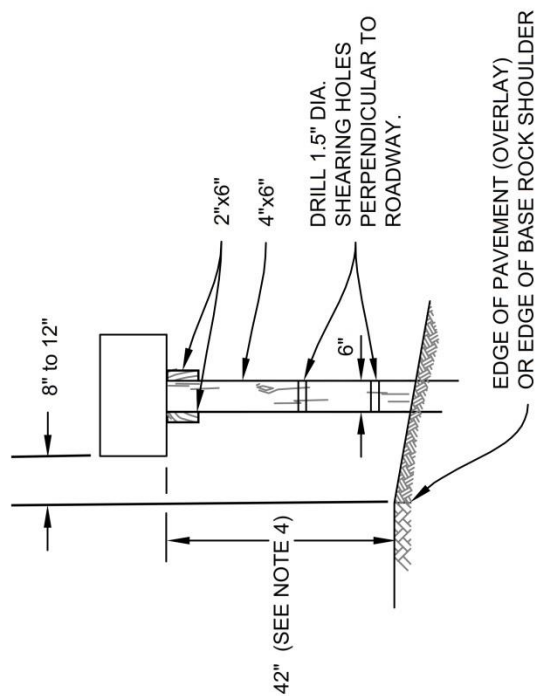
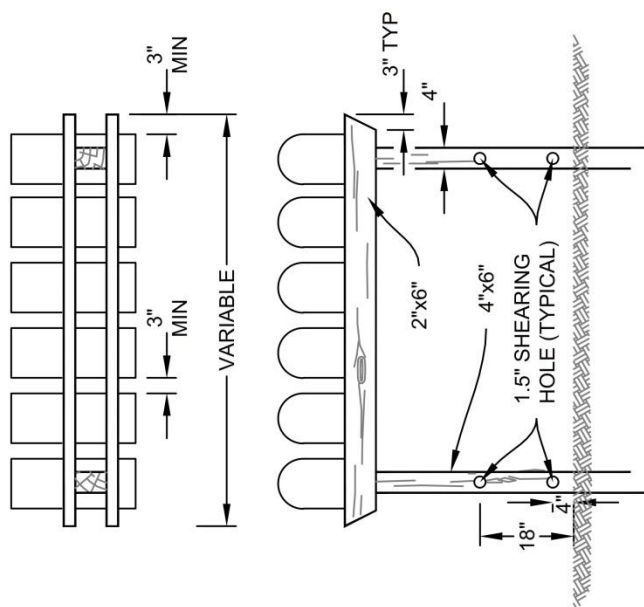


1. ALL LUMBER SHALL BE PRESSURE TREATED DOUGLAS FIR OR WESTERN HEMLOCK.
2. ALL POSTS TO BE SET AT A MINIMUM OF 24" BELOW SURFACE OF THE GROUND.
3. REINSTALL NEWSPAPER BOXES ON NEW MAILBOX POST OR AS DIRECTED.
4. VERIFY BOX HEIGHT ABOVE ROAD SURFACE WITH POSTMASTER.

MAILBOX STAND - SINGLE

MULTIPLE UNIT

2 POSTS



NOTES:

1. ALL LUMBER SHALL BE PRESSURE TREATED DOUGLAS FIR OR WESTERN HEMLOCK.
2. ALL POSTS TO BE SET AT A MINIMUM OF 24" BELOW SURFACE OF THE GROUND.
3. REINSTALL NEWSPAPER BOXES ON NEW MAILBOX POST OR AS DIRECTED.
4. VERIFY BOX HEIGHT ABOVE ROAD SURFACE WITH POSTMASTER.

MAILBOX STAND-MULTIPLE

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Professional Recruitment Services (Prothman) - County Administrator**AGENDA DATE^a:** 6/212017 **DEPARTMENT:** BOC Office **TIME NEEDED:** 10 min^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Counsel **PHONE/EXT:** 3218 **TODAY'S DATE:** 06-14-17**BRIEF BACKGROUND OR NOTE^b:** Proceed with utilizing Prothman for recruitment services for a County Administrator. Three quotes were obtained. Prothman is recommended.^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Agreement

(1) Proposal - Recruitment of County Administrator

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☒ **No** ☐
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☐ No Additional Activity Required

OR

☒ File with County Clerk☐ Send Printed Copy to:☐ Email a Digital Copy to:☐ Other

Name:

Address:

City/State/Zip:

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☒
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** Old Business**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☒ **No** ☐
(If Yes, brief detail) financial obligation**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

Rec'd May 30, 2017

**Proposal
to provide recruitment services
for Curry County's first
County Administrator**

Presented by



STATEMENT OF QUALIFICATIONS

ABOUT PROTHMAN

Prothman Company is a northwest based consulting firm that specializes in providing national and regional executive recruitment services to cities, counties, and other governmental agencies throughout the western United States. Founded and incorporated in Seattle in 2001, Prothman has quickly become an industry leader known and respected for outstanding customer service, quality candidate pools, and knowledge of local government.

OUR EXPERTISE

Recruitment Knowledge and Experience: The Prothman team has conducted over 450 recruitments and interim placements. We have read and screened over 15,000 resumes, and we have personally interviewed over 5,000 semifinalist candidates. We know how to read between the lines, filter the fluff, and drill down to the qualities and experiences required to be a good manager.

Firsthand Knowledge of Local Government: Every Prothman team member has worked in local government. Our talented consultants have a cumulative 150 years in local government service, with expertise ranging from organization management, police and fire management, human resources, finance, public works and elected official public service.

OUR PROVEN PROCESS

Clients and candidates continually tell us that we have the best process and client service in the industry. The tenure of our placements is among the best in the industry because we understand that "fit" is the most important part of the process; not just fit within the organization, but fit within the community as well.

CONTACT INFORMATION

Sonja Prothman: sonja@prothman.com, 206.605.0415 cell
371 NE Gilman Blvd, Suite 350, Issaquah, WA 98065
Submittal Date: May 16, 2017

Current Recruitments

City of Sitka, AK – *Municipal Administrator*
City of Lewiston, ID – *City Manager*
City of Coburg, OR – *City Manager*
City of Monroe, WA – *City Manager*
City of Drain, OR – *City Administrator*
WSRMP, WA – *Executive Director*
City of Newcastle, CO – *Cmty Devlpmt Director*
Klamath County, OR – *Public Works Director*
WTA, WA – *Operations Manager*

City of Woodburn, OR – *PW Director*
City of Kalama, WA – *Police Chief*
Bonner County, ID – *Technology Director*
Woodburn Fire District, OR – *Fire Chief*
Snohomish Fire District, WA – *Fire Chief*
City of Tacoma, WA – *HR Director*
City of Lincoln, NE – *Health Director*
Jefferson County, WA – *Central Services Director*
City of Bremerton, WA – *Building Official*

2016-2011 Completed Manager/Administrator Recruitments

City of Bandon, OR - *City Manager*
City of Yachats, OR - *City Administrator*
Hood River County, OR - *County Administrator*
City of Gladstone, OR - *City Manager*
City of Lake Stevens, WA - *City Administrator*
City of Chelan, WA - *City Administrator*
City of College Place, WA - *City Administrator*
City of Shelton, WA - *City Administrator*
City of Sheridan, WY - *City Administrator*
City of West Linn, OR - *City Manager*
City of Chehalis, WA - *City Manager*
Town of W. Yellowstone, MT - *Town Manager*
City of Canby, OR - *City Manager*
City of McMinnville, OR - *City Manager*
City of Hood River, OR - *City Manager*
City of Hermiston, OR - *City Manager*
City of Woodinville, WA - *City Manager*
Lane County, OR - *County Manager*
San Juan County, WA - *County Manager*
City of Stevenson, WA - *City Manager*
City of Othello, WA - *City Administrator*
City of Lynden, WA - *City Administrator*
City of Lincoln City, OR - *City Manager*
City of Minot, ND - *City Manager*
City of Puyallup, WA - *City Manager*
City of Covington, WA - *City Manager*
WACO, WA - *Executive Director*
City of Pasco, WA - *City Manager*
City of Stanwood, WA - *City Administrator*
City of Issaquah, WA - *Deputy City Admin*
City of Lincoln City, OR - *City Manager*
City of Scappoose, OR - *City Manager*
City of Duvall, WA - *City Administrator*

City of Kenmore, WA - *City Manager*
City of Lake Forest Park, WA - *City Admin*
City of Chelan, WA - *City Administrator*
Snohomish County, WA - *Executive Director*
City of Fife, WA - *City Manager*
City of Bothell, WA - *Asst. City Manager*
City of Lakewood, WA - *City Manager*
City of Waldport, OR - *City Manager*
City of Lake Oswego, OR - *City Manager*
Deschutes County, OR - *County Administrator*
SW Clean Air Agency, WA - *Executive Director*
eCityGov Alliance, WA - *Executive Director*
Paine Field, WA - *Airport Director*
Summit County, UT - *County Manager*
City Belgrade, MT - *City Manager*
City of Lebanon, OR - *City Manager*
City of Polson, MT - *City Manager*
Clatsop County, OR - *County Administrator*
City of Port Angeles, WA - *City Manager*
City of Ridgefield, WA - *City Manager*
Deschutes County, OR - *County Administrator*
MRSC, WA - *Executive Director*
City of White Salmon, WA - *City Administrator*
City of Lewiston, ID - *City Manager*
City of Milwaukie, OR - *City Administrator*
City of Lacey, WA - *City Manager*
City of Riverton, WY - *City Administrator*
City of Shoreline, WA - *City Manager*
City of Gillette, WY - *City Administrator*
City of Issaquah, WA - *City Administrator*
City of Newcastle, WA - *City Manager*

Availability, Communication & Schedule

One of our first tasks will be to coordinate and commit a schedule. Then, we protect your dates on a master schedule to assure we never miss a commitment. We provide you our cell numbers so you have direct access to your lead consultant and support staff and we will communicate and update you as often as you desire. Our recruitments take approximately 10-14 weeks to complete, depending on the scope and direction from the client. You can expect approximately: 2-3 weeks for stakeholder interviews and profile development & approval, 5-6 weeks for recruitment, 2-3 weeks for screening and interviewing, 2-3 weeks for coordinating final interviews.

Sample Schedule - Blue highlighted events represent in-person meetings with the client

Date	Topic
Weeks of June 5 & 12, 2017	Work contract, hold stakeholder interviews, send profile for review
June 19, 2017	Post profile and start advertising
June 28, 2017	Send direct mail job announcements
July 23, 2017	Application Close Date
Weeks of July 24 & 31, 2017	Prothman screens applications & interviews top 8 - 15 candidates
Week of August 7 - 11, 2017	Work Session to review semi-final interviews and pick finalists
Week of August 21 - 25, 2017	Final Interviews, usually includes an evening reception and next day interviews

PROJECT TEAM

MATT WINKEL – PROJECT LEAD

Matt is a senior consultant with Prothman. His career has included more than 40 years of private and public sector municipal management and planning experience. Most recently, he served as Bandon City Manager for over 22 years. Mr. Winkel came to Oregon in 1994 from Williams, Arizona, where he had been employed as both Community Development Director and City Manager. Prior to that, he had worked as a planning consultant, as well as a city planner for the Northern Arizona Council of Governments and the City of Phoenix, Arizona. After receiving a BA in Architecture from the University of Notre Dame in 1971, Mr. Winkel served a tour of duty in the United States Army. At the 2014 League of Oregon Cities annual conference, Matt was honored as the recipient of the prestigious Herman Kehrli Award, which is given to the city employee “who has made exceptional contributions to city government in Oregon, producing lasting benefits for their local community.”

GREG PROTHMAN - PROJECT SUPPORT

As President of the Prothman Company, Greg offers a unique combination of 20+ years experience in various functions of government and 17 years of experience in public sector recruitment. Prior to forming the Prothman Company, Greg served as a police officer for the University of Washington and the City of Renton. He left police work after completing his Master in Public Administration and accepted an administrative position for the City of Des Moines, WA. He was quickly promoted to Assistant City Manager and then City Manager. After nine years in Des Moines, Greg left city management to become a partner in a local executive recruitment firm. A Seattle native, Greg completed his BA at Western Washington University and his Master of Public Administration degree from the University of Washington. Greg is a member of SMR (Seattle Mountain Rescue).

SONJA PROTHMAN - PROJECT SUPPORT

As Vice-President of the Prothman Company, Sonja assists with recruitments and organizational assessments, and she manages the support staff and the "business" side of Prothman. Sonja is a former councilmember for the City of Normandy Park and brings to Prothman the “elected official” side of city government—an invaluable perspective for understanding our clients’ needs. Sonja also brings private sector expertise having worked with the Boeing Company where she was on the start-up team as lead negotiator for schedules and deliverables for the first 777 composite empennage. A Seattle native, Sonja earned a Bachelor’s Degree in Communications from the University of Washington.

BARRY GASKINS - PROJECT SUPPORT

Barry Gaskins is responsible for candidate management. His attention to detail and understanding of timeliness to the customer and candidates is remarkable. Barry works with the lead consultant in following through with scheduling interviews, arranging candidate travel, managing candidate application packets, and assembly of candidate information to give to the client. Barry came to us from the Bill & Melinda Gates Foundation where he served as a Program Assistant for four years in the US Library Program. Barry earned his Bachelor’s Degree from California State University in Los Angeles.

Recruitment Strategy

Every recruitment we conduct is a national search. We have an aggressive national advertising campaign and we have the ability to mail the job announcement to every city, county, district, etc. in the US. Screening for "fit" is one of the most important elements in a recruitment. What sets us apart from our competition is that we know this region... our office is in Washington and we specialize in the western states. The length of tenure of our placed candidates is the highest in the industry because we specialize in the northwest and we understand the qualities required for candidates to fit within our unique communities, cultures and weather!

Recruitment Process - Sourcing & Screening

Project Review

The first step will be to review the following topics:

- ◆ Review the scope of work and project schedule
- ◆ Identify the geographic scope of the search (local, regional or national)

Information Gathering

We will travel to Gold Beach and spend as much time as it takes to learn everything we can about your organization, as well as the preferred qualifications you are looking for in your first county administrator. We will:

- ◆ Meet with the Commissioners
- ◆ Meet with Staff as directed
- ◆ Meet with other stakeholders as directed
- ◆ Review all documents related to the position

Position Profile Development

We will create a position profile which will be posted on our website. Profiles include the following:

- ◆ **A description of the ideal candidate's qualifications**
 - Years of related experience and education required
 - Ideal personality traits and work habits
- ◆ **Organization-specific information**
 - Description of the organization, position and key responsibilities
 - Priorities and challenges facing the organization
- ◆ **Community-specific information**
 - Overview of the region
 - Description of the environment and quality of life details
- ◆ **Compensation package details**
- ◆ **Information on how to apply**

Recruitment and Advertising Strategy (*Locating Qualified Candidates*)

We have an aggressive recruitment strategy which involves the following:

- ◆ **Print and Internet-based Ads** placed nationally in professional publications, journals and on related websites.
- ◆ **Direct Mail Recruitment Brochure** sent directly to hundreds of highly qualified city/county/gov't professionals who are not actively searching for a new position.
- ◆ **Candidate Outreach** using our database of management professionals that we know would be a good fit for your organization.
- ◆ **Posting the Position Profile on the Prothman Website**, which receives thousands of hits per month.

Candidate Screening (*Narrowing the Field*)

Once the application deadline has passed, we will conduct an extensive candidate review designed to gather detailed information on the leading candidates. The screening process has 4 key steps:

- 1) **Application Review:** We will screen the candidates for qualifications based on the resumes, applications, and supplemental questions (to determine a candidate's writing skills, analytical abilities and communication style). After the initial screening, we take the yes and maybe's and complete a second screening where we take a much deeper look into the training, work history and qualifications of each candidate.
- 2) **Internet Publication Background Search:** We will conduct an internet publication search on all semi-finalist candidates prior to their interviews. If we find anything out of the ordinary, we discuss this during the initial interview and bring this information to you.
- 3) **Personal Interviews:** We will conduct in-depth videoconference or in-person interviews with the top 8 to 12 candidates. During the interviews, we ask the technical questions to gage their competency, and just as importantly, we design our interviews to measure the candidate's fit within your organization.
- 4) **Work Session:** We will prepare and send to you a detailed summary report and binder which includes each candidate's application materials and the results of the personal interviews and publication search. **We will travel to Gold Beach** and advise you of the candidates meeting the qualifications, our knowledge of them, and their strengths and weaknesses relative to fit within your organization. We will give you our recommendations and then work with you to identify the top 3 to 6 candidates to invite to the final interviews.

Plus! for free....

Final Interview Process (*Selecting the Right Candidate*)

The design of the final interviews is an integral component towards making sure that all stakeholders have the opportunity to learn as much as possible about each candidate.

- ♦ **Elements of the design process include:**
 - **Deciding on the Structure of the Interviews**
We will tailor the interview process to fit your needs. It may involve using various interview panels (which can include community stakeholders), a public evening reception or one-on-one interviews with the decision makers.
 - **Deciding on Candidate Travel Expenses**
We will help you identify which expenses your organization wishes to cover.
 - **Identifying Interview Panel Participants & Panel Facilitators**
We will work with you to identify the participants of different interview panels to ensure that all stakeholders identified have been represented.
- ♦ **Background Checks**
Prior to the final interviews, we will conduct a background check on each of the finalist candidates. Background checks include the following:
 - **References**
We conduct 4-5 reference checks on each candidate. We ask each candidate to provide names of their supervisors, subordinates and peers for the last several years.

- **Education Verification, Criminal History, Driving Record and Sex Offender Check**

We contract with Sterling for all driving record, education verification, criminal history, and sex offender checks. We will conduct a criminal history, driving record and sex offender check on each candidate in the states in which they have worked.

- ♦ **Candidate Travel Coordination**

For those candidates who will be traveling to the final interviews, we work with the candidates to organize the most cost effective travel arrangements.

- ♦ **Final Interview Binders**

We will provide Final Interview Binders. They are the tool that keeps the final interview process organized and ensures that all interviewers are “on the same page” when it comes to evaluating each candidate.

- ♦ **Final Interviews with Candidates**

We will travel to Gold Beach and facilitate the interviews. The interview process usually begins with a morning briefing where schedule and process will be discussed with all those involved in the interviews. Each candidate will then go through a series of one hour interview sessions, with an hour break for lunch.

- ♦ **Panelist & Decision Makers Debrief:** After the interviews are complete, we will facilitate a debrief with all panel participants where the panel facilitators will report the panel's view of the strengths and weaknesses of each candidate interviewed. The decision makers will also have an opportunity to ask panelists questions.

- ♦ **Candidate Evaluation Session:** After the debrief we will facilitate the evaluation process, help the decision makers come to consensus, discuss next steps, and organize any additional candidate referencing or research if needed.

- ♦ **Facilitate Employment Agreement:** Once the top candidate has been selected, we will offer any assistance needed in developing a letter of offer and negotiating terms of the employment agreement.

Fee & Expenses

The fee for conducting a sourcing & screening recruitment is \$10,500, plus expenses. (We will be providing you with a full recruitment) The professional fee covers all Prothman consultant and staff time required to conduct the recruitment. This includes all correspondence and three (3) on-site meetings with the client, writing and placing the recruitment ads, development of the candidate profile, creating and sending invitation letters, reviewing resumes, coordinating and conducting semifinalist interviews, coordinating and attending finalist interviews, coordinating candidate travel, professional reference checks on the finalist candidate and all other search related tasks required to successfully complete the recruitment.

Expenses vary depending on the design of the recruitment. We work diligently to keep expenses at a minimum and keep records of all expenditures. Curry County will be responsible for reimbursing expenses Prothman incurs on your behalf. Expense items include but are not limited to:

- Newspaper, trade journal, websites and other advertising (approx. \$1,000 - 1,600)
- Direct mail announcements (approx. \$1,200 - 1,600)
- Final Interview Binders & printing of materials (approx. \$200 - 400)
- Delivery expenses for Interview Binders (approx. \$150 - 250)
- Consultant travel: NO CHARGE
- Background checks performed by Sterling (approx. \$225 per candidate)
- Any client-required licenses, fees or taxes
- Candidate travel: We cannot approximate candidate travel expenses because they vary depending on the number of candidates, how far the candidates travel, length of stay, if spouses are included, etc. If you wish, we will coordinate and forward to your organization the candidate's travel receipts for direct reimbursement to the candidate.

A 3% charge will be added to all expenses which reflect City of Issaquah and State B&O tax obligations that we pay for every dollar we invoice, including expenses. Professional fees are billed in three equal installments throughout the recruitment. Expenses are billed monthly.

Warranty

If a candidate is not chosen from the first pool of applicants, we will repeat the process and the fee for services will be \$1,200, plus the cost for the expenses.

Cancellation

You have the right to cancel the search at any time. Your only obligation would be the fees and expenses incurred prior to cancellation.

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 01-13-2017

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:**

May 2017 Community Development Department monthly activity report.

AGENDA DATE^a: 06.21.2017 **DEPARTMENT:** Community Development **TIME****NEEDED:** 5 minutes^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Carolyn Johnson **PHONE/EXT:** 3228 **TODAY'S DATE:** 06.05.2017**BRIEF BACKGROUND OR NOTE^b:** See attached monthly report of Community Development Department activities, including Planning, Building and Economic Development^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE: Memorandum**

(1)Community Development Department Monthly report, May 2017

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒

(If Yes, brief detail)

2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒

(If Yes, brief detail)

3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒**INSTRUCTIONS ONCE SIGNED:**☒ No Additional Activity Required

OR

☐ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

Note: Most signed documents are filed/recorded with the Clerk per standard process.*PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐

(If No, brief detail)

PART III - FINANCE DEPARTMENT REVIEW**EVALUATION CRITERIA 1-4:**1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐

Comment:

2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒

Comment:

3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒**PART IV – COUNTY COUNSEL REVIEW****AGENDA ASSIGNMENT TYPE: Consent Calendar****LEGAL ASSESSMENT:** Does this agenda item have a legal impact?**Yes** ☐ **No** ☒

(If Yes, brief detail)

PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Sue Gold **Yes** ☐ **No** ☐Commissioner Court Boice **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐



Community Development Department May 2017 Activity Report Building, Economic Development, Planning

Department Administration and funding

May revenue - \$32,168

- Preparation of April 2017 activity report
- Budget preparation and presentation to Board and Budget committee
- Paperwork and training for irregular employee to assist in busy Building Division
- New GIS system training session for all staff
- Meeting and advisement with Department staff regarding 2017.2018 budget

Building Division

Building Permits: 36 Permits issued Building Inspections: 121 completed

Phone calls and walk in visits - 300 served

- Ongoing work to establish building and planning ordinance code enforcement. Second meeting with Court administrator staff, County Counsel and Building Official.
- Building Permit Applications have increased since April (26 Permits)
- Building Construction Inspections have also increased in the past month (from 98 – 121) due to improved weather conditions. Contractors are generally very busy at this time.
- Construction of many Residential Home Improvements and new homes is underway.
- As authorized by the Board in May, 2017, the Oregon Building Codes Division is now actively providing professional Plumbing Inspections for Residential and Commercial Projects, plus Plumbing Plan Reviews for Commercial Projects.
- New policies have been developed by the Building Official after research and consultation with Contractors and the Oregon Building Codes Division. These include:
 - o Vapor Retarder on the interior side of exterior walls, ceilings and floors.
 - o Freeze Resistant Hose Bibbs when installing plastic water pipe.
- As required by the Oregon Hospital Authority, additional follow-up work at Curry Hospital is nearing completion and occupancy is in effect. Demolition of remaining buildings is beginning which will be followed by additional Site Work.
- Other Commercial Projects underway at this time include:
 - o Curry Library Expansion Plan Review is nearing completion.
 - o Harbor Wild Rivers Pizza New Entrance and Safety Improvements – this project is nearing completion and is being coordinated with Harbor Fire Chief.
 - o Harbor Liquor Store required ADA Improvements is nearing completion.
 - o Harbor Chetco Credit Union Plan Review of Interior Improvements is nearing completion, and is being coordinated with Harbor Fire Chief.
 - o Port Orford New Bar construction is moving along.
 - o Roof Seismic Improvements at Port Orford and Gold Beach High Schools is in the planning process.

Economic Development Division

- Conferral with County accountant and work on locating information related to the Brookings Airport.
- Interface with Travel Oregon on verbiage for the People's Coast link to direct folks to Travel Curry Coast web site.
- Multiple meetings and follow up on Floras Lake forest lands April 28 workshop. Sorting through workshop notes, answering e-mails, compiling major issues that were the outcome of the workshop, meeting with interested parties, and phone calls from interested parties. Work shop wrap-up to organize files and set out next steps. Conferral with John Hitt of the South Coast Economic Development Council (SCDC) to participate in project administration and representation with other agencies.
- Refinement of scope of work with SCDC for FY 2017-2018 budget year.
- Meeting with the Wild Rivers Coast Alliance regarding tourism efforts on the South Coast
- Interface with DMI regarding the Travel Curry Coast Web site.
- Ongoing conferral with John Hitt of the South Coast Development Council regarding Sudden Oak Death committee efforts.
- South Coast Development Council (SCDC) work for Curry County included the following during the month of May:
 - o May 11th: 6 hours staff time. Shaun Gibbs traveled to Harbor to discuss a new manufacturing project with a local entrepreneur regarding pet products. This project has been designated as Project STEP and has the potential to employ roughly 20 people.
 - o May 17th: 2 hours staff time. John represented the Curry County Community Development Department as contract staff the phone during the Sudden Oak Death(SOD) discussion.
 - o May 22nd: 2 hours staff time. Interim Executive Director John Hitt met with Carolyn Johnson in Gold Beach regarding Floras Lake properties.
 - o May 25th: 8 hours staff time. Shaun Gibbs held office hours in the County and looked at potential commercial/industrial land along Hwy 101 south of Brookings. The property is along Hwy 101 and could be potential site for retail/commercial as well as light industrial/manufacturing. Shaun also traveled through some of the potential outdoor opportunities the Rogue River – Siuslaw National Forest has to offer and to see how those could be leveraged to increase tourism to Curry County.
 - o May 25th: 2 hours staff time. John worked on the Curry County survey required by ODA to update the 2007 Oregon Airport Plan (OAP).
 - o May 30th: 5 hours staff time. John met with Carolyn and Wild Rivers Coast Alliance regarding tourism marketing for Curry County. Floras Lake project was also discussed.
 - o May 31st: 6 hours staff time. John finished work on the ODA survey and attended a SOD meeting as Curry County contract staff representation.

Planning Division

- Interface with Gold Beach Planner, including preparation for May 18 Planning Commission meeting (cancelled, lack of quorum) for a 23 lot subdivision and Planning Commission interpretation.
- Permit activity:
 - 1 Land Use Compatibility Statement
 - 1 new address
 - 7 Planning Clearance reviews
 - 3 property line adjustments
- Completion of zoning ordinance section 4.050 (Access Management Standards) update to prepare for the Board of Commissioners June 21, 2017 meeting.
- ODOT communication regarding US 101 Corridor Plan completion/arrangements for future public hearing.
- Continued search for financial assistance from a State agency to update the 2006 Water Quality Implementation Plan as required by 2015 Rogue Basin TMDL Implementation Plan.
- Conferral with DLCD and DEQ.

CURRY COUNTY BOARD OF COMMISSIONERS**AGENDA ITEM ROUTING SLIP**

FORM 10-001.1 Rev. 03-02-2016

PART I – SUBMITTING DEPARTMENT: RETURN TO BOC_OFFICE@CO.CURRY.OR.US**AGENDA ITEM TITLE:** Surveyor's Report for May, 2017**AGENDA DATE^a:** When convenient **DEPARTMENT:** County Surveyor **TIME NEEDED:** Whenever^aSubmit by seven days prior to the next General Meeting (eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Reily Smith **PHONE/EXT:** 3225 **TODAY'S DATE:** June 6, 2017**BRIEF BACKGROUND OR NOTE^b:** Monthly Department Report^bIndicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Letter

(1) Report

(2)

Are there originals in route (paper copies with pre-existing signatures) **Yes** ☐ **No** ☒**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes** ☐ **No** ☒
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes** ☐ **No** ☒
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes** ☐ **No** ☐ **N/A** ☒

INSTRUCTIONS ONCE SIGNED:☒ No Additional Activity Required

OR

☐ File with County Clerk

Name:

☐ Send Printed Copy to:

Address:

☐ Email a Digital Copy to:

City/State/Zip:

☐ Other

Phone:

Due date to send: / /

Email:

^c**Note: Most signed documents are filed/recorded with the Clerk per standard process.****PART II – COUNTY CLERK REVIEW****EVALUATION CRITERIA:****CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes** ☐ **No** ☐ **N/A** ☐
(If No, brief detail)**PART III - FINANCE DEPARTMENT REVIEW****EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes** ☐ **No** ☐
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes** ☐ **No** ☐ **N/A** ☒
Comment:
3. If job description, Salary Committee reviewed: **Yes** ☐ **No** ☐ **N/A** ☒
4. If hire order requires an UA, is it approved? **Yes** ☐ **No** ☐ **Pending** ☐ **N/A** ☒

PART IV – COUNTY COUNSEL REVIEW**AGENDA ASSIGNMENT TYPE:** (Select)**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes** ☐ **No** ☐
(If Yes, brief detail)**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT****LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**Commissioner Court Boice **Yes** ☐ **No** ☐Commissioner Thomas Huxley **Yes** ☐ **No** ☐Commissioner Susan Gold **Yes** ☐ **No** ☐Not applicable to Sheriff's Department since they do not have a liaison ☐

CURRY COUNTY SURVEYOR MONTHLY ACTIVITY REPORT **FOR MAY, 2017**

One of our country's core values is the right to own property. Few systems of government allow their citizens to have real estate that is theirs alone. Our forefathers had the wisdom to settle the vast western lands and set up the Public Land Survey System (PLSS) to allow settlers to know what land they were acquiring.

The office of the County Surveyor was established to maintain the property lines in the PLSS system. As these lands were subdivided and new surveys of property lines completed, the County Surveyor is charged with reviewing the maps for compliance with State Laws and local ordinances. The records of these surveys are maintained in this office. It is essential that an accessible location be provided by local government to allow the maps and descriptions to be viewed and copies made to reduce the need for redundant survey work and lower the cost (and possible errors) of future surveys to benefit the public.

Due to our County's reduced budget, this office is open on a part-time basis. We are trying to make almost all of the record information available on line for your convenience. Please visit the County Website for the Surveyor's Office links. A "How to Guide" is available as one of those links.

The purpose for the County Surveyor and Survey Specialist is to try to help you. If we can't give you the answer you would like to hear, we will try to assist you to find the answer.

Reily is usually available to help when the office is closed and can be reached on the County provided cell phone (541-425-0615).

County Surveyor Activities During May:

We had the final reviews on the new GIS system. It looks like it will greatly benefit the public. We had the usual customer service questions relating to property issues, records available for the public, available maps and other miscellaneous inquiries. Other activities involved:

- 7 Maps of Survey were reviewed and suggestions/corrections sent to the preparing land surveyor for their consideration prior to filing the Mylar map. Many mistakes and items needed by the ORS are being found. Each map seems to take between 1 and 2 hours to check.
- 1 Partition Plat was reviewed.
- We continue to deal with a problem with a map not being filed
- It is anticipated that close to \$10,000 budgeted from the Cornerstone Fund will be returned to the Fund since it will not be needed for operations. (The young men helping with the PLSS corner restoration failed to work as much as hoped for.)
- Reily continues to work on the course to become a Certified Federal Surveyor. It is time consuming and with up to 40 hours study each week it still looks like completion of the material will take about 4 months.

- Barbara Colton, the Department Specialist, is helping Community Services on Wednesdays and Thursdays. She will be working in the Building Department and will still be able to help any walk-in customers to the Surveyor's Office. She will also check for phone messages, return calls and get the mail.
- Barbara is continuing to scan a large numbers of unfiled maps that we only have indexed on an Excel file (these were long rolled maps). These scanned maps will be available on the new website. Some of these maps are too large to scan and will only be on the Excel file with a description. If it is a map someone can use, they will have to come into the office to look at it. We'll figure out how to copy it as the need arises.

New surveys filed, scanned, copied and put on line:

2 Property Boundary Surveys were done in the north part of Curry County.
1 Property Boundary Survey was done near Gold Beach.
4 Property Boundary Survey was done near Brookings.

Deposits for May: = \$2555.00

Reily Smith worked 49.5 hours in May.
Barbara Colton worked 58.25 hours in May.

Respectfully submitted,

Reily Smith, County Surveyor
Barbara Colton, Dept. Specialist