



# CURRY COUNTY BOARD OF COMMISSIONERS

## GENERAL MEETING

Wednesday, October 4, 2017 – 10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex

94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://www.co.curry.or.us)

**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.**

### 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. ADOPTION/AMENDMENT OF THE AGENDA (5 minutes)

#### 3. CONSENT CALENDAR (Items in the Consent Calendar may be removed for separate discussion and/or action at the request of any Commissioner) (5 minutes)

- A. Approval of the 8/16/2017 General Meeting draft minutes
- B. Approval of the 5/3/2017 General Meeting draft minutes
- C. Approval of City of Brookings Thank You Letter
- D. Oregon Department of Fish and Wildlife (ODFW) /Sixes River Fishing Access in lieu of tax certification
- E. Approval of the 17th Amendment to Oregon Health Authority (OHA) Agreement for Public Health Financing #148007
- F. Notice of 2018 Change Fees for Vital Records
- G. Approval of Lease and Order (Curry County/Moore) Airport Hangar 10

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

#### 5. PRESENTATIONS

None

#### 6. ADMINISTRATIVE ACTIONS/APPOINTMENTS (5 minutes)

- A. Appointments And Order For Board of Property Tax Appeals (BOPTA)
- B. Appointment And Order For Coos-Curry Housing Authority

#### 7. PUBLIC HEARING

None

#### 8. OLD BUSINESS/PENDING ACTIONS

Curry County/Curry Community Health (CCH) Property Exchange Review. - John Hitt, Interim County Administrator and Ken Dukek CCH CEO (20 minutes)

**9. DISCUSSION/BOARD DIRECTION/DECISION**

- A. Motion To Direct Staff Re: Travel Policy #20438, and Supporting Documents, Possible Motion to Direct Staff. - Commissioner Huxley (15 minutes)
- B. Additional Audio/Video Equipment. - Commissioner Huxley (5 minutes)
- C. Allcare Grant Discussion - Next Steps. - John Hutt, County Counsel (20 minutes)
- D. Brookings head Start Community Development Block Grant (CDBG) Summary Document. – John Hutt, Curry County Counsel; Chair Huxley (20 minutes)
- E. Update On Charter Channel 181. - John Hutt, County Counsel (10 minutes)
- F. Designation of Vehicle for Commissioner Boice. – Commissioner Boice (15 minutes)
- G. Payroll Distribution change for Sheriff John Ward. – Commissioner Boice (15 minutes)

**10. ANNOUNCEMENTS/MEETING SCHEDULE (5 minutes)**

- A. October 11, 2017 Board of Commissioners' Workshop at 10:00AM -- Commissioners' Hearing Room – County Lands/Brookings Airport/ Tax Info Report
- B. October 18, 2017 Board of Commissioners' General Meeting at 10:00AM – Commissioners' Hearing Room
- C. November 1, 2017 Board of Commissioners' General Meeting at 10:00AM – Commissioners' Hearing Room

**11. INTERIM COUNTY ADMINISTRATOR ORAL REPORT (John Hitt, Interim County Administrator) (5 minutes)**

- A. Planned Office Move
- B. County Accountant Position
- C. Possible Special Meeting November 29, 2017

**12. COMMISSIONER UPDATES (15 minutes)**

- A. Commissioner Boice
- B. Commissioner Gold
- C. Commissioner Huxley

**13. ADJOURN**

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Meeting Minutes August 16, 2017**AGENDA DATE<sup>a</sup>:** 10-04-17 **DEPARTMENT:** Counsel **TIME NEEDED:** 2 min.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Counsel Staff **PHONE/EXT:** 3291 **TODAY'S DATE:** 09-20-17**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Draft minutes for Review<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Minutes

(1)Minutes 08-16-17 (draft)

(2)Minutes 05-03-17 (draft)

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:

<sup>c</sup>**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 ☐



# CURRY COUNTY BOARD OF COMMISSIONERS

## GENERAL MEETING

Wednesday August 16, 2017 – 10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex  
94235 Moore Street, Vice Chair Gold Beach, Oregon

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### Meeting Minutes

**Present:** Thomas Huxley, Chair; Sue Gold, Vice Chair; Court Boice, Commissioner; John Huttli, Counsel; and Brenda Starbird, Legal Assistant

**1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:**

Chair Huxley called the meeting to order at 10:00A.M.

**2. AGENDA AMENDMENTS:**

- ✓ Late Submittal –Roads (Hire Order). Placed in Late Submittal Folder for 2017-08-16 General Meeting in BOC Packets drive. The Board agreed to add the late submittal under announcements, as Road Master Robbins was in the audience.
- ✓ Vice Chair Gold said she also received a request from Jay Trost re “Stuff the buss” information and that it would be a short presentation (5 min). Commissioner Boice suggested placing right behind Road Master, under announcements. The Board agreed.
- ✓ Vice Chair Gold also said she received a letter from Terry Brayer (handout). He could not be present and requested it be read into the record. It had to do with the All Care Grant and the showers. There was Board discussion re policy and the final conclusion was that the letter would be entered into the record, but not read.
- ✓ Commissioner Boice said the Governor had declared a state of emergency and would like Curry County to declare a state of emergency for the upcoming Eclipse. He would like that added to the agenda. Counsel Huttli said he had some materials on that. Chair Huxley said this would be put just before Commissioner Comments item following item 13.
- ✓ Commissioner Boice also had a request/comment re the meeting for expanded health care to take place at SWOCC in Brookings tomorrow. Chair Huxley said this could be put under Commissioner comments. Commissioner Boice and Vice Chair Gold accepted. There was full Board agreement.
- ✓ Chair Huxley said he was going to present documentation regarding agenda items 13b, c, and d, with additional information.
- ✓ Chair Huxley asked Counsel Huttli if Executive Session had to do with Brookings Head Start. Counsel Huttli said he was going to give the Board the option to put those agenda items in Executive Session. He said 12a was a draft agreement with City/Cal Ore and wanted to discuss in ES. Counsel Huttli said he had been approached from a representative from the Nesika Beach Water District re purchasing a piece of county owned property. Chair Huxley said he was going to have Brookings Head Start moved out of ES if it was included.

- ✓ Chair Huxley questioned Counsel Huttl about the Public Hearing re All Care Grant. Counsel Huttl said he put this on as a public hearing only to free any speakers from the 3 minute time period noting those could take a large amount of time. Chair Huxley asked the Board if they were OK with the manner in which it was in. The Board agreed that they were. Chair Huxley again noted by calling it a public hearing it would waive the time limit.

**3 APPROVAL OF AGENDA:**

Vice Chair Gold motioned to approve the agenda as amended with comments as presented. Commissioner Boice seconded the motion. Motion passed 3-0.

**4 ANNOUNCEMENTS:**

Chair Huxley read the following Announcements:

- a. Thursday, August 17, 2017 - 6:00P.M. - SWOCC in Brookings, Oregon – South County Health Services Multi-Jurisdiction Workshop. County Commissioners will be in attendance, public is welcome! (Flier posted on Board)
- b. Monday, September 4, 2017 – County Offices Closed (Labor Day)
- c. Wednesday, September 6, 2017 – Board of Commissioners’ Meeting at 10:00A.M.
- d. Wednesday, September 13, 2017 – Board of Commissioners’ Workshop at 10:00A.M.  
Chair Huxley requested staff add topic on future agendas so the Board knows what will be on the workshop.
- e. Added Hire Order for the Roads Department. Doug Robbins, Road Master spoke about the position. Vice Chair Gold motioned to approve the hire order. Commissioner Boice seconded the motion. Motion passed 3-0.
- f. Added “stuff the bus 2017” presentation by Jay Trost, Juvenile Director. Trost presented a handout to the Board re “stuff the bus 2017” stating the program assists youths whom are economically challenged. Trost will leave information in the BO Meeting Rm. Door.

Chair Huxley would entertain a motion to remove agenda item 9f and move it to 4g since staff was waiting in the audience. Vice Chair Gold moved as stated. Commissioner Boice seconded. Motion Passed 3-0.

- g. Letter – re Reinvestment Grant. Mick Espinoza from the Sheriff’s Department explained the history about the funds. Counsel Huttl said this letter was a letter of support and the grant would come back before the Board, if awarded. Vice Chair Gold moved to sign letter of support for grant. Commissioner Boice seconded the motion. Motion passed 3-0.

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

Chair Huxley said any submitted public comments not on a topic on the agenda would be heard first. And Mary Rowe requested to be heard first due to a stated disability.

Rowe – Coos Curry Housing Authority Board – assignment of a liaison. Rowe requested the Board of Commissioners appoint a liaison Commissioner to the Coos Curry Housing Board. Chair Huxley said this item was up for discussion under 14b and would be further discussed then.

Rowe – All Care Grant – Shower issue for the homeless. Requesting All Care Grant money to help fund a shower trailer.

David Barnes: Passed – no public comment at this time.

Gordon Clay: Mr. Clay indicated Suicide awareness & prevention month was September. Clay presented the Board with draft proclamations for Suicide prevention month and bullying prevention

month (October). Chair Huxley thanked Mr. Clay. Counsel Huttl said the proclamations/resolutions would be on the next agenda if the Board approved. Commissioner Boice thanked Mr. Clay. Vice Chair Gold said Mr. Clay is very “faithful”, and attends every school Board meeting.

**6 APPROVAL OR CORRECTION OF MINUTES OF PREVIOUS MEETING(S):**

- a. Commissioner - 3-29-17 Special Meeting Minutes

Vice Chair Gold moved to approve. Commissioner Boice seconded. Motion passed 3-0.

**7 CONSENT CALENDAR:**

- a. Counsel - Brookings Airport Hangar Lease – 1B Huether
- b. Counsel - Brookings Airport Hangar Lease – 3C Woodfin
- c. Counsel - Scrivener’s Error – Order 20249
- d. Counsel - Scrivener’s Error – Order 20250
- e. Counsel - Scrivener’s Error – Order 20251

Chair Huxley reviewed the above consent calendar. Counsel Huttl said the items were self-explanatory noting item 11 on the agenda would address the above scrivener’s errors. Commissioner Boice moved to approve the consent calendar. Vice Chair Gold seconded the motion. Motion passed 3-0.

**8 PUBLIC HEARING:**

**a. All Care Proposals and Order**

- a. Brookings Harbor Housing Needs Assessment**
- b. Oasis Shelter**
- c. Oregon Coast Community Action (ORCCA)**
- d. The Curry Homeless Coalition’s Point in Time**

At 10:51A.M. Chair Huxley turned over the hearing to Commissioner Boice. Sam Engle was introduced to BOC by Commissioner Boice. Mr. Engle said he was the All Care Health Coordinator and his role in the county was regarding housing issue needs. He explained the County was awarded the \$100,000 grant and explained the County was able to flex the use of the money, noting All Care would like to be given the opportunity to work with individuals whom are given money to measure output/success.

Commissioner Boice thanked Mr. Engle for the flexibility to work on a different approach with the County. Vice Chair Gold questioned Mr. Engle that if the Board approved the requests would the individuals work directly with him? Engle said he would hope that would be the case. Commissioner Boice explained All Care would still have to approve the applications. Counsel Huttl said the BOC order is to recommend to All Care those applications that had been submitted, and All Care would have final approval.

Chair Huxley said the original doc approved 100K to assist in development of housing needs assessment and plan, and until in writing, feels the money is still for that purpose. He said he understands uses had changed from development of housing needs assessment and plan, and now entities were requesting money to be used for specific needs. He questioned who would be going to administer this through to completion, further stating he didn’t see county being the administrator as there are were no funds allocated. Mr. Engle said he would take on that roll. Chair Huxley said by the next regular meeting he would like Counsel to have prepared an agreement between All Care and County, and requests consensus, of this thought, by the other two Board members. If Board considered the applications before them today, then the thought would be to bring back in a resolution and they would go to All Care for approval. This could be done in multiple ways. Chair Huxley would like this in one document

(stand-alone). Commissioner Boice asked Engle why All Care wanted this to pass through the County. Engle said the funds were granted to initially study homelessness in the county. He said he would be happy to work with Counsel to make this best work. He said he was able to receive input from the community directly and he was happy to be a partner in the process. Commissioner Boice asked if the original document addressed homeless and housing needs. Chair Huxley replied that it was housing, not homelessness. Commissioner Boice stressed the local folks had a better handle on the community need and he'd seen a lot of enthusiasm and a new momentum. Counsel Huttl reviewed clarification re administration of grant. He said Commissioner Boice solicited the applicants for the grant and he would anticipate Commissioner Boice be the local contact and bring to board, but that the Board would still approve. Counsel Huttl said this would be clarified in the agreement as well. Counsel Huttl asked Commissioner Boice if everything ok with the way it had been going. Commissioner Boice would be the contact following appropriation of funds. All agreed in the process. Commissioner Boice read an email from Gary Milliman into the record.

**Public comments:**

Lauren Paulson from Harbor re Re-home discussion. Adjuncts to everything discussed here.

Howard Flood – Brookings re Vietnam Vets of America. Was hoping All Care would change criteria for grant and happy that happened. Commissioners should approve requests from the applicants that had applied.

Jim Johnson – Colvin street (office) Catholic lay minister to jail and hospital known as “beyond rejections” outreach ministry. He said he was a member on multiple various boards. Homelessness had tripled in last 8 years since he's been here. He said he particularly supported the shower system requested noting there had been support from St. Charles and people in the community to help with this project.

Jay Trost - Brookings Oregon – Echo sentiments of Jim Johnson and Mary Rowe (earlier) in support of the community shower project. He said this would meet the needs for basic hygiene. Would like to see at least 20K set aside for the project. Details still needed to be worked out, bids taken, permanent vs mobile, maintenance of structure, policies and procedures, preferably before this winter.

Leah Seavey Oasis – Serves all of Curry County. She would like to use money for transitional/supportive housing - provide subsidized housing with case management. Mostly would come out of shelter and transition into public. Been in talks with veteran's group and include female vets if get funding. Gave stats on # of days stay had increased (doubled) since 2014. Housing was scarce.

Beth B. Hidalgo – Two proposals – (1) Oregon Coast Community Action – a fund allowing for more flexibility (not confined to constraints of housing funds) dedicated to homeless prevention.

(2) Curry County homeless Coalition – 5K to assist purchasing items to distribute during homeless census. Lack Shelters, need people to come forth and engage in conversation.

Connie Hunter – South Curry County – Population density...26.7% of county population was Veterans and of that percentage, 35% lived in the south county. Would like All Care funds to address this. Advocates for support.

Commissioner Boice moved to accept proposals put before Board with projects giving a pre-approval and send to All Care – Vice Chair Gold seconded. It was noted there appeared to be about 8K left. Commissioner Boice said he was working with John Hitt to possibly use money to work with SCDC. Counsel Huttl said several speakers talked about a portable shower but noted there was no application submitted for that. Trost said there were discussions happening re this being sponsored in the community or Parks and he was waiting for clarification. Trost said he was before the Board speaking

on behalf of homeless advocacy reiterating details needed to be worked out with bids taken realizing the money not be awarded today, but requested it be earmarked.

Jim Johnson – No application for All Care because of the ambiguity and circumstances due to Board discussions in past months. Not sure if they were to go directly to All Care. Will probably be last big project he works on and wants it to be successful. Vice Chair Gold stated her main concern was the maintenance and cleaning of showers. Johnson concurred by adding the holding tank details, etc....needed to be worked out.

Counsel Huttl suggested bringing something back for Board next agenda and would work with Mr. Engle and there could possibly be other applications for the resolution or order. Counsel Huttl suggested a vote at the next meeting to submit to All Care.

Commissioner Boice asked for a motion and a second be on the table today, so there could be a vote today. There was a comment that the dollars did not add up. Counsel Huttl reviewed line item amounts. Counsel Huttl asked if these were recommendations for All Care and stated the Board doesn't make recommendations re the amounts. Order is to recommend to All Care with specifics to get approved and write checks on the 100k. Commissioner Boice said he didn't want to lose another month waiting on this. He did not want to bog down the process with bureaucracy. Vice Chair Gold expressed it needed to be clearer. Counsel Huttl said it was clear as he reviewed the applications and dollar requests and draft order. Commissioner Boice make it subject to requirement they work with All Care to fulfill the application process. Asking Board to move on this today. Chair Huxley and Vice Chair Gold said it was only a couple weeks and not a month to wait until the next meeting. Chair Huxley reiterated he wanted an agreement with All Care that would address the requests (who and how much). Counsel Huttl said there could be a recommendation for All Care to write checks for the \$34K in requests. Chair Huxley said we can't write checks today. There is a process here before any checks get written.

Counsel Huttl stated this step is only to submit to All Care and they would have to approve.

Commissioner Boice said the need was now and that it wasn't tough to decide. Chair Huxley asked if the motion was amended. Counsel Huttl suggested restating the motion if ready for a vote.

Commissioner Boice motioned to Board that there be changes to the Grant re All Care's requirements and changes and the second round of project proposals that haven't come in yet go directly to All Care and questioned the Board if that was understandable enough. Vice Chair Gold seconded for discussion. She asked if the County would be able to get a letter from All Care repurposing the funds. Counsel Huttl was questioned if he could get an agreement in a couple weeks and if All Care representative could put that in writing. Counsel Huttl reviewed Boice's motion. Chair Huxley had a question to see if his understanding was that this would be back to the Board by September 6. Counsel Huttl reiterated that submissions were due by August 29. Counsel Huttl said the only written clarification from All Care needed would be changing scope of grant requiring all things in place prior to issuing checks. Counsel Huttl said an agreement would be preferable. Counsel Huttl stated this would be Boice's motion.

Counsel to draft language and make recommendations to get the ball rolling today.

Counsel Huttl asked Commissioner Boice to restate the motion or something. Commissioner Boice motioned to make recommendations to authorize county to write checks subject to conditions being met. Commissioner Boice didn't say write the check previously as he felt that would be automatic after approval from All Care. Chair Huxley agreed but said those items not yet submitted would need to be submitted prior to approval by Board. Call for the question – Commissioner Boice yes, Vice Chair Gold No, Chair Huxley, no. Vice Chair Gold moved to have agreement with All Care and paperwork in order by next general meeting stating all applications would need to be in too. Chair Huxley reiterating that would be in two weeks. Chair Huxley seconded the motion. Commissioner Boice questioned if Engle's



Board met monthly or quarterly. Engle responded that they met weekly to review applications. Motion passed 2-1 (Commissioner Boice opposed)

Commissioner Chair Huxley recessed at 12:08P.M. for a lunch break noting the meeting would reconvene at 1:15P.M.

The meeting was reconvened by Chair Huxley at 1:15p.m.

**9 ADMINISTRATIVE ACTIONS/APPOINTMENTS: (no a. below- following agenda)**

**b. Oregon Resources Research and Education Center (ORREC) – Lease Agreement**

Chair Huxley explained the increase in lease space. Vice Chair Gold motioned to approve the lease. Commissioner Boice seconded. Motion passed 3-0.

**c. Title III Applications**

Commissioner Boice explained there were two submitted applications, on-going from past years. He said he was of the understanding of the process through discussions with Counsel Huttl that these would go into a 45 day comment period, noting the applications were from Coos Forest Protective Association and the Sheriff's Office. Vice Chair Gold related that she had a call from John Brazil, Harbor Fire Chief and wanted to know if Commissioner Boice had received that application from him. Commissioner Boice said he had not and was having issues with his email. Vice Chair Gold said she would let him know Commissioner Boice did not receive emails. Then Vice Chair Gold suggested Commissioner Boice calls him and follow-up with him. Counsel Huttl suggested contacting Coos Curry Electric Company (County's IT Contractor) re email issues. Counsel Huttl suggested a motion to propose the 45 day initiation timeline. Chair Huxley asked if any other applications were to come in, would they be subject to another 45 day comment period. Counsel Huttl responded by saying yes. Commissioner Boice questioned if the motion could include non-included application from Harbor Fire District. Huttl responded by saying no. Commissioner Boice moved as counsel presented above and start the 45 days initiation process. Vice Chair Gold seconded the motion. The motion passed 3-0.

**d. Contract with Prothman for Interim County Administrator**

Chair Huxley reviewed contract for the interim position for County Administrator noting the County Administrator position was on slight hold based on what happens with the interim. He stated the contract was a simple one. He described the contract saying Prothman can provide someone at an hourly rate and they would be their employee. The County pays no benefits. He will ask them to provide an original wet ink signature original document. Commissioner Boice questioned the travel and housing allowance noting it seemed to be open ended. Chair Huxley said it wouldn't be in play. Counsel Huttl said it appeared to be open ended. Chair Huxley said it was that way in packet but nothing required county to reimburse those expenses. Chair Huxley further stated he told Prothman it is not negotiable, county wouldn't offer it. Gold, individual could come back and negotiate with County, but it was relayed to Prothman not to bother. Boice, asked for the language to be removed. Chair Huxley said it could be removed. Counsel Huttl said a motion was needed to approve as amended. Chair Huxley would contact Prothman for a signed original and request to remove language re travel and housing. Commissioner Boice asked when this would take effect. Chair Huxley replied by saying they have individuals whom had applied now and perhaps by the end of the month. Vice Chair Gold moved to approve contract to be amended as discussed (remove last

sentence of fees and expenses paragraph – “should temporary housing”. Chair Huxley seconded the motion. Motion passed 2-1 (Commissioner Boice opposed)

**e. SEIU Agreement**

Counsel Huttl said Julie Swift, Personnel, had information for the Board. Swift told the Board that they don't have a signature page from SEIU as of yet and that their Team still needed to review the document before signing. Swift questioned the Board regarding signing the document not yet finalized by SEIU, stating they could either sign now or wait when the final paperwork is signed by SEIU and it would come back to another meeting. Counsel Huttl said it would be up to the Board. Commissioner Boice motioned to approved the document, pending signature page to come in by SEIU. Vice Chair Gold seconded the motion. Counsel Huttl then explained he would prefer the original signed document by SEIU be in front of him. Vote was called, Commissioner Boice yes, Vice Chair Gold and Chair Huxley opposed (1-2). Motion did not pass.

f. Sheriff - Justice Reinvestment Grant Support Letter (10 min) Moved to 4g

**10 PRESENTATIONS:**

**11 PROCLAMATIONS / RESOLUTIONS / LEGISLATIVE ACTIONS:**

**a. Ordinance Amending County Code – General Administration – First Reading**

Chair Huxley said the County addressed this in part this morning under Consent Calendar scrivener's errors. Counsel Huttl explained this was an Ordinance for Counsel to correct scrivener's errors and stated that it would take this out of Board purview, and keep on staff level. Chair Huxley questioned if this was because of some of the errors of late. Counsel Huttl explained there was new staff and in part some errors were due to learning who does what and also said some errors were related to departments submitting their own numbers on documents. Some errors were from the past and caught during on-the-job training, noting that sometimes it happens. Counsel Huttl said he had more concerns with errors that were not that kind and he explained the difference between scrivener's errors and errors that change the substance of what was approved by the Board. Vice Chair Gold moved to approve Counsel Huttl to read the ordinance by title only. Commissioner Boice seconded the motion. Motion Passed 3-0. Counsel Huttl said this would come back for a second reading.

Vice Chair Gold moved to extend meeting for another hour. Commissioner Boice seconded. Passed 3-0.

Counsel Huttl brought up making meeting for 2 hours with breaks, and would be coming back as an amendment to the rules of decorum. Huttl noted this would limit the meetings to a 4 hour meeting. Counsel Huttl, Board meetings will be 4 hours 10-noon lunch break and 1-3P.M.

**12 NEW BUSINESS:**

**a. Contract with City of Brookings and Cal-Ore for Airport Water Line**

Counsel Huttl presented the Board with a handout of a council workshop report from City of Brookings. Counsel Huttl reviewed the outline in the packet and discussed a proposed 8 inch water line from current main, and run due south, running under the existing airport fence to a hydrant that would costs approximately \$45K. Counsel Huttl said there was Grant funding for 27K leaving 18K to split between the County and Cal/ORE. Chair Huxley said he recalled this started at 97K, and

then was down to 57K and now hearing moving the line funding costs 45K. Counsel Huttel said City of Brookings is on a time crunch with the grant requesting completion by September. Counsel Huttel said Dan Brattain from Cal/Ore is requesting a 1 inch main from that point to his hangar. Counsel Huttel clarified there is probably more to come on this and that it might include a property transaction. Chair Huxley said that unless he was physically on site there and walked this out, he wouldn't have a clue to what Counsel Huttel was talking about. Counsel Huttel said he will print out and share an email on this as well. He further stated this would be discussed more in executive session. Counsel Huttel said he proposes Cal/Ore pays 5K and the county pays 13K and City of Brookings owns the project outright and proposes getting down to real property negotiations this might entail. He said he would like Board to come out of Executive Session and give Counsel direction, noting the window to get back to Brookings was short due to grant timelines.

### **13 OLD BUSINESS:**

#### **a. Adoption of Emergency Management Coordinator Job Description**

Swift said this job description had been reviewed by the Board in July and this had been waiting on the supervisory clarification. She said the Sheriff agreed to maintain the supervisory role. Vice Chair Gold moved to approve. Commissioner Boice seconded the motion. Motion passed 3-0.

#### **b. Letter to SWOCC re Acquisition for Brookings Head Start Building, Per Block Grant Terms**

Counsel Huttel said the topic was one of needing Board action saying the Board asked Counsel Huttel to inspect, answer questions, hold a work session, and bring the items back to Board. He reviewed the initial acquisition process, stating the above was part of that process and also involved getting an opinion letter from a realtor. He shared with the Board the history behind the appraisal process and that he had received but was now getting the message that there was a request to have a local realtor give a FMV on the property or hire an appraiser as information received was way off in numbers. He said he would like direction from the Board how to proceed stating the process was at a point to move forward and either offer SWOCC, FMV or get the appraisal. Chair Huxley shared another option which was to not move forward at all and return the money. Counsel Huttel said if the decision was to not move forward, he would expect all grant money to be paid back, approximately 100 K. Counsel Huttel said an offer was made to SWOCC and they refused, it would still be considered a failure. Chair Huxley asked Counsel Huttel if he got that in writing. Counsel Huttel said it may be in writing and he would check.

Commissioner Boice reiterated the State does not want the County to pull out suggesting approaching SWOCC and show them both appraisals and work from there. He thinks SWOCC would be willing to look at a lower amount than the 315K approved in the grant. Commissioner Boice wants another value opinion to be done and feels it is premature to discuss returning the money. Commissioner Boice feels the work Counsel/ORCCA had done had moved the process to top of hill and was getting it in order. Chair Huxley said he had materials to discuss and present information he had obtained.

Chair Huxley said he would read (highlights) and then put documents up on the screen. (Memo from Chair Huxley to Counsel Huttel). Discussion from last meeting: Scenarios with City of Brookings – Brookings had turned down the grant application, second phase, first phase was that ORCCA was unable to be acceptable as their entity was structured to receive grant money from the state. ORCCA approached county, county said yes. Chair Huxley contacted city manager of Brookings. In 2012, they had been invited to participate as middle person for funding. In March, 2013 they recommended to cease participation. Chair Huxley said he doesn't put this out to be snarky (see handout – Council Agenda Report – Tom reads entire report). Chair Huxley to put on the screen to

share with everyone. (Chair Huxley reviewed the second paragraph). Chair Huxley said property should have been inspected prior to even moving forward on the project. 5 people inspected but none were “inspectors”. Chair Huxley said the comments by Hanson were “mind boggling”. Chair Huxley questioned how the permits were even received to operate a business out of there and questioned if the building had deteriorated that fast. He said the county would be liability if an accident happened. Reference to page 2: Chair Huxley said direction had been given for Counsel Huttl to contact the State and asked if that happened. He said the City of Brookings had been prudent, thorough, and then walked away. He said he had heard SWOCC had other interested buyers. Email from Milliman, review of agenda report read earlier by Chair Huxley. Curry Coastal Pilot article. Email from Lehman March 19, 2013 (Chair Huxley reads). “those are my comments. I think we need to pull the plug on the project”. Commissioner Boice questioned if Hanson knew if the Fire Marshall had been in the building. Chair Huxley said he didn’t hear anything from him on that. Chair Huxley said he called him yesterday. Commissioner Boice clarified that we inherited this project and that there are 60 kids that need our help. He wanted to know if Chair Huxley was recommending immediately shutting the building down concurring that he thought Chair Huxley made reasonable points. Chair Huxley said shutting down Head Start was not the issue, but he said he wouldn’t let children be in the building with dangling electrical wires and couldn’t see why Counsel or anyone would let people be in the building. Chair Huxley said if he was the Fire Marshall he would shut it down. Chair Huxley reiterated this was not the point in the presentation. Commissioner Boice said he believed we can fix this and it involved the community. He stated he would not be in favor of shutting down as a commissioner or citizen. He further stated Head Start serves an incredible purpose. Eric brought it up so we would all know what we were dealing with. Vice Chair Gold said personally the county is not running the Head Start. Gold said to her there were three main concerns: One – administering it, could be solved with an administrator coming on; Two – asbestos report/thorough inspection before purchasing; Three – getting nothing and taking on all the responsibility of it. Counsel said he wanted to respond. He said he does grasp the concept of the project. Counsel Huttl said that didn’t need to be said. He said all along he had presented the options to the Board. Chair Huxley said but Counsel indicated he wanted the Board to move forward with the project. Boice, he didn’t say he wanted to do the project. He was thorough and rolled up his sleeves and did a good job. Counsel Huttl said he did recommend going forward at that time. Today presented additional materials re the acquisition and that had created a cause to pause. Regardless of the information presented and discussed, Counsel Huttl recommended hearing from Mike Lehman, ORCCA who was in the audience. Mr. Lehman, from ORCCA came before the Board noting he was leery about coming before the Board. He said the building was shut down for the summer now. He indicated he was disappointed in the disarray of the building, also indicating confidence that it would be up to standards when kids came back. He said the great thing about the project was that it was old and no-one takes responsibility; no-one is still here that had been initially involved in the five or six-year process. Federal grant, administered by state agency, monitored by a non-profit (CCD), county acquisition of building, business to help entire county. The ultimate beneficiary is the City of Brookings, Home for Head Start brand new building. Great scenario of “nobody’s fault, to “everybody’s” fault. We are here today, in this process. New architect lined up, already drawing up plans, which ORCCA would be on the hook for. If this project was starting today, he would say run and hide. But now on the hook for the architect and it’s already in mid-stream. Not been pretty, but understands concerns. Vice Chair Gold asked Mr. Lehman how he would suggest solving this problem noting she was not against

Head Start. She said she would like to see if we can overcome these problems and push through. Lehman's response: 1) high degree of comfort with architect; 2) working with Hanson and Counsel Huttl; 3) Lehman didn't know his role, needs to be more engaged; 4) people in place to do this; 5) Counsel Huttl understand the complexities; 6) Doesn't know if State will want repaid; 7) possible black mark from State re future grants and funding, even with ORCCA. Vice Chair Gold voiced concerns about procuring the building and requests having a total inspection with an asbestos abatement. It was clarified that abatement had been performed by SWOCC two years ago. Chair Huxley said there were other issues the City of Brookings raised, that he did not know. Chair Huxley said 150K is more like what the county is out. Lehman asked Chair Huxley if he was proposing a new contract between Curry County and ORCCA and CCD, and that he would be willing to look at that, if a new agreement could be created. The question was did the County go forward or not, and if so with or without a renegotiated contract. Lehman said the City of Brookings might have exaggerated their costs a bit. He said the County was on the hook for architectural fees and that ORCCA is on hook for that too. Lehman would be hesitant to do that, maybe not even financially. Lehman can find "people" to task with projects. Chair Huxley wants to see things in simple language so we are clear exactly where we are. Chair Huxley doesn't feel he should be raising these issues because he is not an attorney. Lehman fairly confident we can work out a MOU that reduces everyone's risk noting we all were sitting here in mid-stream and trying to keep this going. We will do everything to make everyone happy. Commitment is to make this happen. Chair Huxley doesn't feel we need to do anything further. Vice Chair Gold suggested getting another realistic evaluation of the property (FMV). Lehman would go to bat for the college. Doubt's they (SWOCC) will come down to the lower price. Chair Huxley SWOCC has a responsibility to their taxpayers too. ORCCA has a lease on the property as well. Chair Huxley, has anyone asked them? How much? Lehman, said they expressed they had inquiries. Chair Huxley doesn't cost anything to ask. Counsel Huttl, heard Reel is a teacher at the college, possible conflict. Need to get another realtor opinion letter. (Handout from Counsel Huttl from Hanson) – Abatement letter (Koos). Counsel Huttl, reads language from grant re not complying and fulfilling. Counsel Huttl wouldn't expect they'd put it in writing again. Lehman Grant scoring is based on full completion of a grant – could affect future grants. Counsel Huttl, previous county decision makers decided to move forward, now county needs to decide whether to move forward or not. Gold, suggests getting the two lawyers in the room to create a MOU, creating less risk for both parties and possibly move forward. Counsel Huttl, the idea of a MOU would be to transfer risk from county to ORCCA. Chair Huxley said there was no need to move forward if there were increased losses to the county. Vice Chair Gold moved Lehman and Counsel Huttl work together to come up with written statement to lessen risk to county, and CCD, and get another real estate appraisal. Commissioner Boice seconded. Vice Chair Gold – two appraisals so far apart. Chair Huxley, reason for getting a real appraisal. Cost? Wouldn't that suffice? Would be much more thorough than yet another letter from a realtor. Lehman would be willing to share in the appraisal cost. Part of the agreement (MOU) between Lehman and Counsel Huttl would be to get an appraisal (amended motion instead of another real estate appraisal (which meant another letter from a real estate office). Commissioner Boice seconded amended. Koos analysis report – Boice. Chair Huxley, prudent to address. Motion passed 3-0.

Counsel Huttl said there was a need for another motion on time of meeting to extend meeting for another hour. Vice Chair Gold moved, Commissioner Boice seconded. Motion passed 3-0.

- c. **Brookings Head Start Architect Contract with Woods** Vice Chair Gold moved to continue indefinitely, the above agenda item, this agenda item and the ORCCA Architect Agenda item below. Chair Huxley seconded the motion. Motion passed 2-1. (Commissioner Boice opposed)
- d. **Contract between County and ORCCA re Architect Expenses** (See motion above by Gold)

**Break at 3:30 – 3:45**

**Meeting reconvened at 3:45A.M.**

#### **14 COMMISSIONER UPDATES / LIAISON & DEPARTMENT ACTIVITY REPORTS:**

- a. **Port Orford Council Meetings (email) (Port Orford requesting a Commissioner attend their city Council Meetings.)** Commissioner Boice plans to attend meeting tomorrow. Chair Huxley would like to set up a rotating calendar (similar to Management Meeting rotating calendar) for this particular request.
- b. **Coos-Curry Housing Authority Commissioner Liaison** Chair Huxley asked the Board if they wished to defer for future discussion. Vice Chair Gold said she doesn't know enough about it. Commissioner Boice said he is learning about it. He said he has two important meetings tomorrow in the Coos Bay area and would possibly stop by CCHA if he had time and would then report back to the Board.

**Emergency Declaration Eclipse (ADDED agenda item)** Commissioner Boice said he had a resolution re declaring an emergency for the eclipse. He Expressed there would be a lot of travelers going through here on 101 and that he wanted to bring this before the Board due to the anticipated approximate two million extra visitors to visit Oregon during this time. He said if the County would declare a state of emergency, and if there were demands/constraints on county, we could possibly receive resources. Counsel Huttl reiterated if the County declared an emergency, then the governor declares an emergency and opens the door to possible funding. And Counsel Huttl said the Governor already declared one on the 14<sup>th</sup>. He said he had worked with Commissioner Boice on this yesterday noting the map was borrowed from another entity. Vice Chair Gold suggested putting the information, particularly regarding “not going blind” on the County Website. Vice Chair Gold motioned to approve resolution with the resolution from the Governor as well. Commissioner Boice seconded. Vice Chair Gold reiterated putting the material on the website. Motion passed 3-0.

- c. **Community Development Activity Report**  
Vice Chair Gold said she appreciated getting these reports. Commissioner Boice said he concurred. Chair Huxley commented on the 101 ODOT/Marijuana parking lots/facilities reference. 18 building code violations received. He said the Code Enforcement position was still in process. Chair Huxley said they were working on updating job descriptions. When the position begins, hopefully will see a decrease in dumping, etc....Vice Chair Gold said she had a call from a citizen dumping raw sewage into the Chetco River. Vice Chair Gold said this was upsetting because it affects everyone's water, not just her property. Counsel Huttl questioned if these complaints were being forwarded to the appropriate places, stressing the county employees Ben Cannon from Curry Community Health at .25%, and felt he needed to be in the loop as well.
- d. **Surveyor Monthly Activity Report**  
Vice Chair Gold again said she appreciated the Board getting these. Commissioner Boice concurred.
- e. **Back to School Info for Brookings (Flyer) Information only (No discussion)**

**Vice Chair Gold – comments:** Health meeting tomorrow at 6:00. She said a lot of work had been done to pull this meeting together. She is asking the Board to be appointed to the Committee/Panel as well as take the County's Tascam recorder to the meeting. Commissioner Boice said he had same

request and asked if both could be appointed. Vice Chair Gold said there was only one opening. Commissioner Boice said he was born in this county and this topic was very personal for him. He also said he wanted to make a couple introductions at the meeting (Krieger) and Les Balsinger. Commissioner Boice said he respected the effort Vice Chair Gold had put out, but that he also had a noteworthy record with this whole issue. He further stressed the importance to the people in the south county who elected him and couldn't understand why both couldn't be appointed. Chair Huxley motioned to appoint Vice Chair Gold to the one position that was available. Vice Chair Gold seconded the motion. Commissioner Boice rebutted with "that's the decision"? Vice Chair Gold said introducing Les was part of the meeting but stating as far as Krieger he had not been a part of the procedure. Vice Chair Gold said the people who would be introduced were mainly people introduced in the healthcare process that led up to the meeting. Vice Chair Gold said utilizing time wisely was very important as this was limited to approximately two hours and the focus to stay on task was important. Commissioner Boice questioned who had decided on the panel and the format structure. Vice Chair Gold said it was asked of each entity to recommend two people, city two people, state representative and a facilitator. Vice Chair Gold again stressed the process was a lot of work. Commissioner Boice asked if Wiley was on the panel. Vice Chair Gold said she was. Commissioner Boice expressed he was looking for a change of heart. Vice Chair Gold said this was about everyone working together (the Team). Motion passed 3-0. Vice Chair Gold had another comment. She asked to borrow the recorder (Tascam). Chair Huxley said "absolutely". Counsel Huttl asked if Counsel was expected to be present. Chair Huxley said it was being recorded. Counsel Huttl said he was asking to be excused. Vice Chair Gold said he could be excused.

**Commissioner Boice comments: - None.**

**Chair Huxley Comments:** Chair Huxley said he had just one item and it was a question for Commissioner Boice. On the August 2<sup>nd</sup> (gen. meeting), toward the end of the meeting (discussing salary positions) he recalls a document that Commissioner Boice handed him during the meeting and then the document was given to John Jezuit, for the record. Chair Huxley said there were no documents in the supplemental folder and after checking with Jezuit, he indicated he didn't end up with any documents. Commissioner Boice said he should be compensated for the personal insults and didn't remember handing Chair Huxley the document during the meeting.

**15 EXECUTIVE SESSION:**

**ORS 192.660 (2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions**

Counsel Huttl indicated there were two topics on for Executive Session, stating the follow up re the water line with City of Brookings and possible real property transaction.

Chair Huxley moved to go into Executive Session at 4:16P.M. Carl King, a member of the Nesika Beach Ophir Water District Board said he had a comment prior to the Board going into Executive Session. He said they have over 500 customers and there is only one source of water. It was a well along the Rogue River adjacent to property owned by county. He said the District was in the eighth year of an eleven year contract. He said there was interest in a lot the county owns that would protect the rights to the well. He said there had been concerns of contamination coming from ground level and would like to make sure there would be no use of that land that could contaminate the well. He further stated that purchasing this property would protect their rights. He said they could fence it off. Vice Chair Gold asked how much property was being considered? King said the Director had spoken with

Counsel HuttI. Commissioner Boice asked if Counsel HuttI was working with Pat Cox. King said he was.

4:20 P.M. into ES.

4:53P.M. out of Executive Session. Vice Chair Gold motioned for Counsel HuttI to proceed as directed in Executive Session. Commissioner Boice Seconded. Motion passed 3-0.

**16 ADJOURN:**

The meeting was adjourned at 4:55P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**Curry County Board of Commissioners**

\_\_\_\_\_  
Thomas Huxley, Chair

\_\_\_\_\_  
Sue Gold, Vice Chair

\_\_\_\_\_  
Court Boice, Commissioner

Approved as to Form:

\_\_\_\_\_  
John HuttI, County Counsel





## **CURRY COUNTY BOARD OF COMMISSIONERS**

### **GENERAL MEETING**

Wednesday, May 3, 2017 – 10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex

94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://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.*

*All times are AM unless otherwise noted.*

**Present: Chair Huxley, Vice Chair Gold, Commissioner Boice, County Counsel Huttli, County Accountant Louise Kallstrom Minute Clerk Jezuit**

#### **1. CALL TO ORDER & 10:00 PLEDGE OF ALLEGIANCE**

10:02 **Huxley** Speaker slips? 4

#### **2. AGENDA AMENDMENTS**

A. Order Reappointing 8 Members to the Coos Curry Douglas (CCD) Business Development Corporation Board of Directors

10:03 **Boice** Discussion move from 6B to item 7

10:03 **Gold** 6C move to item 7

10:04 **Huttli** Late submittal CCD Appointments

10:05 **Huxley** item 2A move to consent calendar

#### **3. APPROVAL OF AGENDA**

10:05 Motion by **Gold**. 2nd **Boice**. Approve agenda. **Carried unanimously**

#### **4. ANNOUNCEMENTS**

A. Budget Committee Meetings Schedule May 15 – 19

B. General Meeting of May 17, 2017 moved to May 24, 2017

10:08 **Huxley** covered 4A & 4B

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

10:10 **Huxley** 3 public comments

10:10 **Dave Barnes** Take care of Indian Creek fish hatchery on Jerry's Flat Road. 200 volunteers. 3,000 hours annually. Do fishing derby. 3<sup>rd</sup> graders came to Arizona pond to learn to fish. Special Needs Adults (SNAP) program. Hosting National resources day at hatchery. All 4th graders from Gold Beach and Port Orford.

**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.**

10:12 **Barnes** Need to reapply to Oregon Department of Fish and Wildlife (ODFW) to get extension on permit. Wants letter of support from Board of Commissioners. Refresh letter written 10 years ago. Hoping Board of Commissioners will write similar letter this year.

10:13 **Gold** Sounds like a good cause

10:14 **Boice** Great facility

10:14 **Gold** same man, John Weber in charge?

10:15 **Barnes** Yes. He's the step biologist with ODFW.

10:15 **Huxley** will you **Boice**, take lead to write letter?

10:15 **Boice** Yes

10:15 **Britt Boice** Want to pass on information received from Oregon Health Sciences University (OHSU) Seminar Creating a Positive Work Environment for Safety and Health. In Wilsonville. \$30 registration for any government agency fee vs instead of \$60. Also offer Webinar only \$20. Wants to make us aware of it. Keynote speaker wrote book, The Nuture Effect. In Wilsonville, May 11<sup>th</sup> 9A – 3P

10:18 **Community Development Director Carolyn Johnson**. Public workshop at Floras Lake on April 27. Share outcome of Community workshop. Not a board meeting. At Langlois Lions Club. Pacific High School helped facilitate meeting. The purpose to fulfill directive from last Board of Commissioners seeking community input about Floras Lake lands north and south of Boice-Cope park. More information available in coming days. Anybody want to be added to E-Mail list?

10:19 **Huttl** Staff reports like this are better to be Agenda Item 12.

10:20 **Boice** Makes sense

10:20 **Huttl** Limit public to 3 minutes, better to have staff reports in 12.

## 6. CONSENT CALENDAR

A. Approval of the 14<sup>th</sup> and 15<sup>th</sup> Amendments to Oregon Health Authority (OHA) Agreement for Public Health Financing (5 min)

B. Intergovernmental Agreement (IGA) with Gold Beach to Provide Tourism Administrative Services to Curry County. (5 min)

C. Payroll Distribution change for Sheriff John Ward (10 min)

D. Amendment to Daywireless Tower Site Management Agreement (4 min)

10:21 **Huxley** 6A & 6D Motion to approve Consent Calendar as amended. **Motion by Gold Boice 2nd Carried Unanimously**

10:22 **Huttl** filled out after meeting started. Need Board of Commissioners' consensus.

10:22 **Boice** Move to hear public comment

10:23 **Gold** OK

10:23 **Huxley** not OK with it. 2 commissioners are OK. Please come up.

10:23 **Bob Morrow**. Wants to thank the Board of Commissioners for letting Director **Johnson** do such an amazing job. Had 100 chairs set up. Feels 150 were there. Community really wants to take a conservation approach. Economic benefits to Langlois would be tremendous. \$50,000 annually at park, due to beauty of Floras Lake. Community encouraging Board of Commissioners to deeply consider conservation approach. Citizens are willing to help work with Board of Commissioners.

10:25 **Morrow** Really are economic benefits. It won't be home run, but will provide long term cash flow to County

10:25 **Boice** This is a new rule. Anything we can do to open and encourage here public comment.

10:25 **Huxley** I think we followed policy and went with majority of the Board of Commissioners.

10:26 **Boice** Not good for progress to have people drive 1 ½ hours

## 7. ADMINISTRATIVE ACTIONS/APPOINTMENTS

6B

10:27 **Boice** Another IGA w/Gold Beach No prior discussion on this. Wasn't informed. Was in tourism 30 years. Question, did it get on Agenda by Wednesday, April 26?

10:28 **Huxley** Scroll to page 15 for Agenda Routing Slip (AGRS) date

10:29 **Boice** Special Meeting on Friday, April 28? More opportunities for us to get together, to make decisions, dialogue, discussion is good.

10:30 **Boice** With **Johnson** on April 28. List of suggested projects. Came before Board of Commissioners. No bids process.

10:31 **Huxley** IGA & Bid Process. Amount under \$10,000. Item comes under consent calendar. Wants to discuss this whole process.

10:32 **Boice** This is a bad idea. Not appropriate for our County. Stopped at City of Gold Beach. City of Gold Beach Administrator **Jodi Fritts** in Commissioner Gold's office today. They are under staffed. Tremendous controversy between County and City of Gold Beach. No agreement with dispatch & City of Gold Beach. Sheriff has done about everything he can do.

10:34 **Boice** Does not want to give up our website to anyone. We're trying to bring County together on healthcare and law enforcement.

10:34 **Boice** Back to controversy. Why are we giving that up? Not in our best interests. City of Gold Beach got upset using County using economic development monies to develop website and turned County in to the State. The State ruled with the County we had proper procedure there. We can run our tourism promotion through Parks. Opposed without more work involved. Bad approach to get City of Gold Beach into this building. Need to discuss to make sure it's in the best interest in County. Sheriff's agreement still not signed.

10:36 **Huttl** City of Gold Beach promotes tourism through City of Gold Beach. In one sense we're competitor with City of Gold Beach. Does agreement address conflicts of interest if there are competing dollars for City of Gold Beach under tourism.

10:37 **Johnson** Noting in agreement about conflict

10:37 **Gold** Has concerns also. City of Gold Beach involved in many different areas. Promoting Travel Oregon. Feels comfortable with IGA after talking to **Fritts**.

10:39 **Boice** You don't think controversies that are well documented in the past raise some red flags?

10:39 **Gold** We're not talking about Sheriff's agreement.

10:40 **Huxley** Can't be jumping from one topic to another. Will not comment on website. Travel Curry Coast was not kept up. It was inadequate. Asked by **Johnson** for help on website. **Johnson** did good job.

10:41 **Boice** Parks department can handle website. With City of Gold Beach we have a history of controversy which hasn't been repaired. Does not want to give up website.

10:41 **Gold** We're not giving up our website.

10:41 **Huttl** Under agreement **Johnson** has oversight. Actions of City of Gold Beach are for authorization of **Johnson's** site. Did not read giving up website in IGA.

10:42 **Boice** Lottery monies go to Economic Development. Keep county together without competing with cities. Wants people from Reedsport down coming here. Requesting Board of Commissioners put this off, talk to Parks people. Don't give up another \$10,000. For **Boice** not to know by Fri, April 28.

10:44 **Huxley** **Huttl** – mentioned there was no conflict clause. Would you suggest adding a conflict clause?

10:44 **Huttl** Last IGA w/City of Gold Beach. Would be more comfortable if we had something to address that.

10:45 **Huxley** no problem

10:45 **Gold** Motion Approve IGA with inclusion of conflict clause **Huxley** 2<sup>nd</sup>

10:46 **Johnson** wants to talk about chronology. Not pertinent to motion.

Call for the question: **Huxley** Aye, **Gold** Aye **Boice** No **Carried 2-1**

10:47 **Johnson** Was given to Board of Commissioners on Monday, April 24. My department is split between 2 Commissioners. One Commissioner for Economic Development and another Commissioner for Building. AGRS does not have it both Commissioners.

10:49 **Huttl** **Johnson** has duty to work with liaison.

10:49 **Boice** Can be a little over sensitive. Have had experience in tourism with City of Gold Beach Fritts ignoring **Boice** E-Mails, visits and ignoring me today. May be why he's a tad suspect and concerned.

10:50 **Huttl** If **Boice** is liaison and working with **Johnson**, **Boice** should have a direct pipeline to City of Gold Beach as administrator of this contract and agreement. **Boice** will be able to oversee this.

10:51 **Gold** Contract can be terminated by either party at anytime

10:51 **Huxley** 1 comment. Caution not to make general accusations without backup authority proving those accusations. Not a good thing to get into.

10:52 **Boice** Can you give one specific?

10:52 **Huxley** Will review video and find three or four or more. If City of Gold Beach didn't do something, give proof.

10:53 **Boice** Were you aware there was conflict between City of Gold Beach and County?

10:53 **Huxley** You should have that documented if you're going to make that accusation.

10:54 **Boice** **Huttl** you've been involved with Sheriff's department. That's well documented.

10:55 **Boice** Will do homework and see what he can offer to the Board of Commissioners.

10:55 **Huxley** Item 6C

10:55 **Gold** Did some research. When someone retires from Public Employees Retirement System (PERS), they no longer have to pay their 6%. The County is currently paying their 15.98%. Checked with other counties to see what their position was on paying into the pocket of retired person. Amount would be \$1,148 per month. Other counties do not give employee PERS. Would be abdicating fiduciary responsibility. Would be close to a 22% raise.

10:57 **Boice** The Police Chief of Brookings gets paid substantially more. Will support this. **Huttl** does not see this a concern legality wise.

10:58 **Gold** There are several other employees here who are also retired. If we do it for one, we do it for others.

10:58 **Boice** Not costing county anything.

10:59 **Huxley** Don't know if Sheriff has retired or not. Read in packet compensation budgeted to include PERS. Retired from PERS on 1/1/17. Sheriff requests equitable distribution. Also will not change the base salary of Sheriff and not change the budget.

11:00 **Huxley** Brings back conversation w/PERS representative, Deborah Hembree in 6/10/2013. How much is 2013-2015 employer contribution rate is paying for benefits employees who are no longer working in PERS covered positions. The answer is on a system average basis about 40% 13-15 for Tier 1 Tier 2 employee rate is to cover unfunded liability for retired and inactive members.

11:02 **Huxley** Contribution go into a separate account for all PERS members. Need this to keep PERS from imploding or crashing. 40% from active employees are used to pay retirees to keep system from not crashing.

11:03 **Huxley** P 14 in “PERS: By the Numbers.” Document reads 68% liabilities are for employees not working. As a result about 40% from employees are associated with these groups. To request 100% county contribution will result in 60% going to the particular individual. Also will increase rate for retirement purposes. Does not support this at all and certainly not for full amount.

11:06 **Sheriff Ward**. Appointed Sheriff in 2014. Term ended 12/31/16. Re-sworn in as elected. Sheriff has not had an increase. Carries most liability and most responsibility than any other county employee.

11:09 **Ward Gold** you mentioned if we do it for one, we do it for others. That’s not true. In law enforcement can retire and go back to work. Last year compensation board, recommends pay \$86,000. **Ward** is elected. It’s different. Doesn’t cost county any extra money. Talked to **Swift** about it. County department heads got pretty good raise last year. Ask **Huttl** for his opinion and help on this.

11:09 **Huttl** Is it legal to do or not? Yes, it’s legal. Equitable share. It’s a pseudo–legal concept. We are making a contribution to PERS under Sheriff’s salary. Of that contribution 40% is for other employee. Did not hear Hembree say in E-Mail, does not mean I’ll only get 60%. **Kallstrom** can speak on this? This is budgeted in under Sheriff’s salary.

11:11 **Kallstrom** The amount an employee gets from PERS is based on their years of service. 40% is unfunded liability amount. Does not have anything to do with individual account. If everybody retired today, how much would not be funded? That was 40% in 2013. There is a slight amount that would be added to amount, the social security portion would be added.

11:13 **Huttl** Did tell Sheriff this is a Board of Commissioner decision. It will be legal for Board of Commissioners to do this. But it is a Board of Commissioners decision

11:14 **Huxley** Did you retire from PERS?

11:14 **Ward** Yes

11:14 **Gold** There is a law if there is a small county, then PERS people who retired can work for county full-time. This would be double dipping.

11:15 **Ward** 3 highest year when he was a Sergeant. Chief of Brookings getting \$120,000 per year.

11:16 **Kallstrom** PERS retirement rules – if you retire, in most cases you can only work ½ time. If retire in July, can work full time. There is a special rule, per **Ward**, in certain circumstances, can work full time & stay on PERS retire.

11:17 **Boice** Take care of people who take care of us. Supports **Huttl** work. Look at list what Sheriff has to do, most is mandated. It is a tremendous amount of work and responsibility.

11:19 **Ward** Compensation Board recommended \$89,000, still at \$75,000. This will not cost county and extra money. Wants equitable payment for what my compensation packet would be.

11:19 **Julie Swift** Worked with Sheriff. Doesn’t make a difference what Curry has to contribution for him. It’s not illegal. Doesn’t see why Sheriff should not get the compensation. It’s been budgeted.

11:20 **Ward** More than full time. Works 24/7. Wants a little bit of compensation for that.

11:21 **Boice** Sheriff gets less than Planning Director?

11:21 **Kallstrom** Too much emphasis is put on the way they came up with this payroll adjustment. Sheriff is asking for increasing salary that stays within budget. Pay increase does not cost Curry any more than he has been paid. Really doesn’t have anything to do with PERS. This is a payroll adjustment based on cost savings. Confused with PERS reference.

11:23 **Ward** Doesn’t care what other people get paid.

11:23 **Swift** Only 2 departments paid more than Sheriff are Roadmaster & County Counsel

11:24 **Boice** My apologies to the Board. Where is **Johnson** in that sequence? Paid less than Sheriff?

11:24 **Swift** Yes.



11:24 **Ward** Looking at Planning Commissioner, 2 or 3 people. Sheriff has 45 people.

11:25 **Gold** Should setting up pay raises be part of budget process?

11:25 **Huxley** We should discuss as a pay raise. We should put it on the priority list, **Huttl**.

Concerned about 40% and how it does work. Had 8 different E-Mails from Hembree. Not prepared at this meeting to deal with this. Deal with this as a separate during the budget process. Not prepared to approve at this meeting.

11:27 **Gold** Look at whole thing

11:27 **Huxley** And Social Security, too. 7.65%

11:27 **Ward** This will not cost county anything.

11:29 **Boice** Motion to approve the payroll distribution change for Sheriff Ward as discussed **Boice**.  
2<sup>nd</sup> None. Motion dies.

11:29 **Huxley** Dies for lack of 2nd. Encourages to be discussed during budget meetings.

## 8. PUBLIC HEARING

None

## 9. PROCLAMATIONS/RESOLUTIONS/LEGISLATIVE ACTIONS

None

## 10. NEW BUSINESS

None

## 11. OLD BUSINESS

A. Ordinance Establishing Office and Authority of County Administrator (15 min)

11:30 **Huxley** **Huttl**?

11:31 **Huttl** Board of Commissioners directed **Huttl** to re-format job description. After last discussion, 2 questions for Board of Commissioners. 2 questions -- See pages 34 & 35 of agenda packet (County Administrator job description). Powers and Duties of County Administrator. Counsel nor elected officials not subject to County Administrator hiring firing. If one of the concepts is to streamline government, there would still be one big one hanging out there. There is an advantage to Board of Commissioners to put County Counsel under County Administrator. The disadvantage to Board, as legal counsel my rules require answering to highest authority in County. Also Board of Commissioners has enjoyed direct access to **Huttl**. With County Administrator, access would likely be changed. No power over elected county officer.

11:36 **Huttl** County employees boss would be County Administrator. Can be done either way.

Commissioners **Gold** and **Boice** can hire Interim County Administrator. That person can get started on addressing county issues.

11:37 **Huttl** Could make ordinance effected at a future date. Believes can do an Interim Acting County Administrator would have no powers to terminate employee except by order of the Board. Employment powers of County Administrator are some of the more sticky, important, common and frequent issues. The issues are County Administrator authority over other employees, elected officials, and Counsel.

***All Commissioners' 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.***

11:39 **Huxley Dave Barnes** Want to comment now or later?

11:39 **Barnes** Newly impaneled Board of Commissioners. Just finished 4 months in office. Major themes is getting someone to do the work for you. Essentially become ceremonial. Highly disagree about what you're talking about. You were all elected to run this county. Handing it off to a County Administrator is what you were elected for. Voters should pick who County Administrator should be. Has seen some horrors. A bad administrator is absolutely horrible. Looking at \$125,000 to \$150,000 to get a decent administrator. If less, will get what they pay for. You were hired to handle administration. Thinks that you're changing the entire way this government is run in Curry County.

11:42 **Gold** Talked to many, many voters who think County Administrator would be more efficient. Board of Commissioners would not be figureheads. Working on policies to lead and guide the County and the Administrator.

11:43 **Barnes** Disagrees with **Gold**.

11:43 **Boice** Clackamas County has 9 different County Administrators in 15 years. Concern when position summary says shall have control and supervision of all county departments. My vote will be this position, County Administrator, does not compromise Counsel. Can't imagine being a District Attorney and County Administrator coming in to opportunity to be compromised to manage own people in own department. Have not found any lazy employees around here. There are not any. Who's left to manage here?

11:45 **Boice** Re: 4/28 #8 engage SCDC to represent Curry County -- that's **Boice's** job. Do not have to hire someone. Legislature in session now. Will graduate County College. Afterwards will be in office every day. We have a skeleton staff. With Brenda Starbird, John Jezuit, and department heads have risen to challenge. Job description not ready. Don't have budget for it. Don't know how much staff will be needed. Has a lot of apprehension and reluctance. Sheriff lost 3 deputies to City of Brookings. I saw **Fritts** walk by & not even say hi. What are long term consequences to not pulling everyone together?

11:49 **Gold** Thinks we need more continuity. Commissioners come and go. Been doing this way – isn't effective..

11:49 **Huxley** Asked for organizational chart. Always started with organizational chart. Current structure is absolute dysfunctional from a Commissioner's perspective. 3 elected are technically the boss of department heads. 3 does not work. Great part to put under 1 person. Example: 6 months ago, **Huttl** has oversight over Board of Commissioners. He has 3 bosses. Issue that arose in Board of Commissioners office, **Huttl** out, deadline, asked by **Johnson** to get something on agenda. ODOT. **Huxley** made management decision. Gave instructions.

11:53 **Huxley** Not picking on **Huttl**. Just giving example to **Barnes**. We have run into issues w/subjects of grants from 2 years, 3 years 6 months ago, 5 years ago. There are 4 or 5 grants we are aware of. Things not done properly. It's this dysfunctional system that creates these things. People are not held accountable. The order of magnitude – mentioned previously the Brookings Airport grants --is now minor at \$60,000 compared to some other surprises we've run into.

11:55 **Huxley** A good leader or a bad leader in any form of government. We need some to be held accountable. 1 person. It's been 1 fire after another. These fires are huge liability. **Huttl** is up to his eyeballs in these up to this point.

11:56 **Huttl** And **Kallstrom**, too

11:57 **Huxley** Commissioners will make policy decisions to look budget wise, and have time to do that. That what Commissioner elected to do—to make good policy decisions. Hire good people; good leaders.

11:57 **Barnes Huttl** said last workshop, frees up to high level activities. You're abdicating most of your responsibility you have agreed to when you were elected to office. Have only been in office 4 months. Have not tried to see if it works. Find it strange need arises now. Since looking at change, believe it should be put out to voters.

11:59 **Huxley** Have had 2 unsuccessful home rule charter ballot measures that went out to the people.

11:59 **Huttl** This is a not a vote to approve the position. A vote to direction to bring back for a future date to approve for today. If Board can give **Huttl** direction on questions to be addressed for a future version of this.

12:01P **Barnes** It's important question. Should really be put to people.

12:01P **Huxley Boice**?

12:01P **Boice** Back to **Barnes**. This has come up a lot. Reminded by people that will definitely hold me accountable. As far as team goes, we could be different. We could not be a status quo Board of Commissioners. People have clearly spoken. Does not want to become glorified ribbon cutter. **Gold** there is pro and con. We need to bring to voters to see if they want a County Administrator.

12:03P **Huxley** This is a much better job description than previously. Had removed **Huttl** from falling under County Administrator, but under Board of Commissioners. Would like to see a cleaned up version and bring this back to the Board for further discussion in a workshop. Thinks some of the dialogue very good.

12:06P **Huttl** Not interested in doing another workshop. Time to fish or cut bait. Not interested in doing another job description. Heard can be **Huttl** be under Board of Commissioners. Also like an organization chart. Has 2 of those. Did not hear anything about administrator authority over other employees in departments. Needs to bring back for adoption. Does not have much to offer.

12:07P **Boice** Disagree strongly w/ **Huttl**. **Barnes** represents a good portion of population. So County Administrator has not political transparency to public like we do. **Huxley**, you want Counsel to be under County Administrator as well.

12:08P **Huxley** That's correct.

12:08P **Boice Huttl** did you say you would change #7. Would County Administrator have joint authority with Department heads?

12:09P **Huttl** My understanding **Boice** have more department heads are not subordinate to County Administrator.

12:10P **Boice** Who would not be subordinate to a County Administrator?

12:10P **Huttl** Board of Commissioners.

12:10P **Huttl** Would really be delegation not usurpation. Did this topic come up in your trip to Jackson County visit?

12:11P **Boice** Has not been contacted. **Boice** has talked to Commissioner Roberts. Would guess she is very happy with County Administrator Jackson County. Have not talked to other 2 commissioners.

12:11P **Huttl** Had a city manager there was 1 go to person for decisions. There is some streamlining with County Administrator. Grant situation is an example. No issue with current Board of Commissioners or past Board of Commissioners. Feels there is a benefit to having 1 person decision maker. We may have been able to avoid issues with grants we are seeing. Doesn't know if attributable due to lack of County Administrator or not.

12:13P **Gold** Managing something with 3 people who cannot talk except in a meeting. It is not working. Has as a Commissioner and a Board member worked with a manager, and it works very well. As far as **Huttl** being under County Administrator, can see pros and cons. Thinks there needs to be a go to person. Board of Commissioners would deal with that person

12:15P **Huttl** Issue w/elected officials for District Attorney. Those are rare circumstance. With District Attorney's office, may be difficult for County Administrator to carve out District Attorney office. Cannot contribute anything more for a workshop. Will bring back an ordinance. This draft would have County Administrator have hiring/firing authority over other county department heads. Decision would be May 24. Wants to conclude this for today.

12:17P **Boice** For another workshop



12:17P **Gold** OK without another workshop.

## **12. PRESENTATIONS TO THE BOARD**

A. Air Service Proposals - Crescent City, CA (5 min)

12:18P **Huxley** Crescent City Del Norte County. Was a liaison to Brookings Airport. Was made board member to Del Norte county. Major expansion to Del Norte airport \$15,000,000. Put out bids for contract for air service. They receive significant subsidies.

12:20P **Huxley** 2 proposals from Peninsula Airways (PenAir) 2 flights per day to Portland & Boutique Air. 6 possible scenarios. Flights to Oakland airport. Pen Air 3 flights to Portland and 2 flights to Oaklnd in 2 different directions. Flight statistics. Enplanement and deplanements. Statistics for paid passengers only. Magic number for airports in rural communities is 10,000, then can receive a \$1,000,000 grant. Did not make it in 2016. If they do not make it, drops grant from \$1,000,000 to \$150,000. Statistics and graphs of Boutique air quite impressive to **Huxley**. Their passenger count increases are phenomenal.

12:24P **Huxley** 1 comment Boutique felt very comfortable if chosen, they would be able to reach 10,000 passengers. Asked what's absolutely confident? Response surprised **Huxley**.

12:25P **Huxley** we looked at what happens if you go just 1 direction. Absolutely sure. If we're not making that goal, will pay \$500,000. More flights, smaller aircraft. It will work.

12:26P **Huttl** Hand out from newspaper

12:27P **Huxley** Asked 2 managers how does public notice work? That's how the handout ended up in The Pilot.

12:28P **Huttl** Need motion to continue meeting.

12:29P **Gold** Are you looking for us to endorse?

12:29P **Huxley** No. Is one of 7 votes.

12:29P **Gold** Did get concerns from people because costs and luggage about Boutique no luggage charge. Concern about putting luggage on another flight.

12:30P **Boice** Motion to extend meeting 7.5 minutes **Gold** 2nd **Carried Unanimously**

## **13. COMMISSIONER UPDATES/LIAISON & DEPARTMENT ACTIVITY REPORTS**

12:31P **Boice** 3 bills in State House. House Bill (HB) 2363 2% tax to back to assessor. Counties can opt out. HB 3435. Secure road fund loans narrowed down to Klamath, Curry, and Yamhill Counties HB 3374 doing pretty well. Will talk on that later. Also feels it's important to get an appraisal of 500 acres Floras Lake land if we do swap with State..

12:32P **Boice** Talked about fire school in Portland. Don Kendall believes we can update out fire plan. Concerned about fire on May 31. On May 31<sup>st</sup> working with **Huttl** to get Darrin Neavoll, ODOT, from Roseburg at workshop. It's about Brookings to Port Orford condition of Hwy 101.

## **14. EXECUTIVE SESSION**

## **15. ADJOURN 12:36P**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**Curry County Board of Commissioners**

\_\_\_\_\_  
Thomas Huxley, Chair

\_\_\_\_\_  
Sue Gold, Vice Chair

\_\_\_\_\_  
Court Boice, Commissioner

Approved as to Form:

\_\_\_\_\_  
John Hutt, County Counsel

To Honorable Mayor Jake Pieper

City Council Bill Hamilton, Brent Hodges, Roger Thompson, and Dennis Triglia

City Manager Gary Milliman

Director of Public Works and Development Services Paul Stevens

Curry County would like to thank the City of Brookings, its Mayor, City Council, City Manager and Public Works Director for their work in extending the water main to the airport to allow placement of a fire hydrant and two service water meters on the grounds.

This action would not have been possible without the efficient and effective actions on the part of City Manager and staff in administering the Economic Development Grant.

The efforts on the part of City of Brookings management and staff have allowed the County to return water service to the airport grounds, and improve the safety of the airport with the installation of a fire hydrant.

We look forward to future opportunities to work with the City of Brookings to improve economic opportunities for the benefit of our citizens, our local commercial enterprises, our life safety service providers, and visitors from outside the area.

Thanks again.

Sincerely,

Curry County Board of Commissioners.

Chair

Vice Chair

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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** ODFW/Sixes River Fishing Access in lieu of tax certification**AGENDA DATE<sup>a</sup>:** 10/4/17 **DEPARTMENT:** Assessment **TIME NEEDED:**<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Jim Kolen **PHONE/EXT:** 3257 **TODAY'S DATE:** 9/21/17**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Taxes due for a portion of Sixes River access by ODFW<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Letter

(1) Copy of letter to ODFW

(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 Mail letter and tax statement to ODFW.

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  
Board of Commissioners**

Thomas Huxley, *Chair*  
Sue Gold, *Vice Chair*  
Court Boice, *Commissioner*

94235 Moore Street/Suite #122  
Gold Beach, OR 97444  
541-247-3296, 541-247-2718 Fax  
800-243-1996 [www.co.curry.or.us](http://www.co.curry.or.us)

DATE: September 21, 2017

FROM: CURRY COUNTY BOARD OF COMMISSIONERS

TO: OREGON DEPARTMENT OF FISH AND WILDLIFE  
Attn: Realty Services  
3406 Cherry Avenue NE  
Salem, OR 97303

RE: SIXES RIVER FISHING ACCESS

Pursuant to ORS 496.340 an amount has been computed to be paid by the Oregon Department of Fish & Wildlife in lieu of taxes for a portion of account 32-15-11 501 22-1 ID#R25702. The computation is as follows:

Valuation of non-fishing access portion as forest land:  
12 acres of AFEO @ 220.00/acre = 3,060

Consolidated tax rate for code area 22-1 for 2017-18  
\$7.1835  
3,060 times 7.1835/ 1000 is: 21.99  
Less 3% discount is: 21.99 - .66 = 21.33

Please make your check in the amount of \$21.33 payable to the Curry County Treasurer.

**CERTIFIED**

\_\_\_\_\_  
Thomas Huxley, Chair      Dated this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Sue Gold, Vice Chair      Dated this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Court Boice, Commissioner      Dated this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Jim Kolen, Assessor      Dated this \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2017.

PRIOR TO PRINTING TAX STATEMENTS

\*\*\*\*\* System Locked \*\*\*\*\* Owner: OREGON DEPT OF FISH & WILDLI  
Prop ID : R25702 (Real Estate) (30744) ATTN: REALTY SERVICES  
Map Tax Lot: 3215-11 -00501-00 3406 CHERRY AVENUE NE  
Legal : SALEM, OR 97303

AAA  
Situs : Year Built :  
Living Area:  
Name(s) : 2017 Roll Values  
Area : 22-1 RMV Land Non-LSU \$ 0 (+)  
Sale Info : RMV Land LSU \$ 143,230 (+)  
Deed Type : RMV Improvements \$ 0 (+)  
Instrument: RMV Total \$ 143,230 (=)  
2017 Tax Status \* Unpaid Taxes \* Land LSU \$ 3,060  
Current Levied Taxes : 21.99 Total Exemptions \$ 0  
Special Assessments : M5 Net Value \$ 4,780  
M50 Assd Value \$ 3,060  
AAA

Third	Date Due	Levied Tax	Tax Due	Interest	Third Due	Balance Due
19.	Current Taxes for bill 2017.26058, Levied tax of 21.99					
1/3	due Nov 15	7.33	7.33	7.33	7.33	
2/3		7.33	7.33	<0.29>	7.04	14.37
3/3		7.33	7.33	<0.37>	6.96	21.33
	Total Due:	21.99	<0.66>	21.33		

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Approval of the 17<sup>th</sup> Amendments to OHA Agreement for Public Health Financing #148007 with signature authority to the CCH CEO, Ken Dukek.**AGENDA DATE<sup>a</sup>:** 10/04/17 **DEPARTMENT:** CCH **TIME NEEDED:** 5 minutes<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Ken Dukek **PHONE/EXT:** 373-8012 **TODAY'S DATE:** 9/25/17**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** This amends the grant to increase awards in Woman, Infant and Child category services as well as School Based Mental Health total change \$38,760 added award.<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Agreement(1)#148007 - 17<sup>th</sup> Amendment

(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) Amends grant for health services funding receipt

**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 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](mailto:dhs-oha.publicationrequest@state.or.us) or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

**Agreement #148007**

**SEVENTEENTH AMENDMENT TO OREGON HEALTH AUTHORITY  
2015-2017 INTERGOVERNMENTAL AGREEMENT FOR THE  
FINANCING OF PUBLIC HEALTH SERVICES**

This Seventeenth Amendment to Oregon Health Authority 2015-2017 Intergovernmental Agreement for the Financing of Public Health Services, effective July 1, 2015 (as amended the “Agreement”), is between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and Curry County (“County”), and Curry Community Health (“CCH”), the entity designated, pursuant to ORS 431.003, as the Local Public Health Authority for Curry County.

**RECITALS**

WHEREAS, OHA, County and CCH wish to add the initial financial assistance award for fiscal year 2018 to the existing Financial Assistance Award for Fiscal years 2015 through 2017 set forth in Exhibit C of the Agreement;

WHEREAS, OHA, County and CCH wish to modify the Exhibit J information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200;

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

**AGREEMENT**

1. Exhibit C “Financial Assistance Award”, Section 1 only is amended to add the Financial Assistance Award for the period Fiscal Year 2018 for the period of July 1, 2017 through December 31, 2017 as set forth in Attachment A attached hereto and incorporated herein by this reference. Attachment A must be read in conjunction with Section 4 of Exhibit B, entitled “Explanation of Financial Assistance Award” of the Agreement.
2. Exhibit J “Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200” is amended to add to the federal award information datasheet as set forth in Attachment B, attached hereto and incorporated herein by this reference.
3. CCH shall perform all the Program Elements listed in Exhibit B, shall comply with all the terms of a Provider, and shall be considered to have entered into a Provider Contract by execution of this Amendment.
4. County shall perform all statutorily required governance actions of an LPHA.
5. County represents and warrants to OHA that the representations and warranties of County set forth in Section 2 of Exhibit E of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
6. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
7. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect. The parties expressly agree to and ratify the Agreement as herein amended.



8. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.
9. This Amendment becomes effective on the date of the last signature below.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below their respective signatures.

**APPROVED:**

**STATE OF OREGON ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY (OHA)**

By: \_\_\_\_\_  
Name: /for/ Lillian Shirley, BSN, MPH, MPA  
Title: Public Health Director  
Date: \_\_\_\_\_

**CURRY COUNTY (COUNTY OR LPHA)**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CURRY COMMUNITY HEALTH (CCH)**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY**

*Agreement form group-approved by D. Kevin Carlson, Assistant Attorney General, Tax and Finance Section, General Counsel Division, Oregon Department of Justice by email on July 25, 2017, copy of email approval in Agreement file.*

**OHA PUBLIC HEALTH ADMINISTRATION**

Reviewed by: \_\_\_\_\_  
Name: Mai Quach (or designee)  
Title: Program Support Manager  
Date: \_\_\_\_\_

**ATTACHMENT A**  
**FINANCIAL ASSISTANCE AWARD**  
**Award Period July 1, 2017 through December 31, 2017**

State of Oregon Oregon Health Authority Public Health Division			Page 1 of 2
<b>1) Grantee</b> Name: Curry County Health Department  Street: PO Box 810 City: Gold Beach State: OR Zip Code: 97444	<b>2) Issue Date</b> August 24, 2017	<b>This Action</b> AMENDMENT FY2018	
		<b>3) Award Period</b> From July 1, 2017 Through December 31, 2017	
<b>4) OHA Public Health Funds Approved</b>			
<b>Program</b>	Previous Award	Increase/ (Decrease)	Grant Award
PE 01 State Support for Public Health	6,171		6,171 ( e )
PE 12 Public Health Emergency Preparedness	34,978		34,978 ( d )
PE 13 Tobacco Prevention & Education	29,075		29,075
PE 27 Prescription Drug Overdose Prevention	47,324		47,324 ( i )
PE 40 Women, Infants and Children FAMILY HEALTH SERVICES	46,355	3,760	50,115 ( b,c,j )
PE 41 Reproductive Health Program FAMILY HEALTH SERVICES	5,248		5,248 ( a )
PE 42 MCH/Child & Adolescent Health -- General Fund FAMILY HEALTH SERVICES	1,802		1,802 ( g )
PE 42 MCH-TitleV -- Child & Adolescent Health FAMILY HEALTH SERVICES	2,814		2,814 ( g,h )
PE 42 MCH-TitleV -- Flexible Funds FAMILY HEALTH SERVICES	6,564		6,564 ( g,h )
PE 42 MCH/Perinatal Health -- General Fund FAMILY HEALTH SERVICES	961		961
PE 42 Babies First FAMILY HEALTH SERVICES	0		0
PE 43 Immunization Special Payments	4,370		4,370
<b>5) FOOTNOTES:</b> a) \$5,248 Award amount is estimated for July - December 2017. OHA/PHD has not received the Notice of Award for the title X funding. Adjustment might be needed once the Notice of Award is received. b) The July-September 2017 grant is \$26,937 ; \$5,387 must be expended for Nutrition Education. \$1,160 must be expended for Breastfeeding Promotion. c) The October-December grant is \$23,177 ; \$4,635 must be expended for Nutrition Education. \$1,160 must be expended for Breastfeeding Promotion. d) \$34,978 Award amount is estimated for July-December 2017. OHA/PHD has not received the Notice of Award for funding. Adjustments might be needed once Notice of Award has been received by OHA/PHD. e) \$6,171 Award amount is estimated for the period from 7/1/17-9/30/17. OHA/PHD has not yet received the funding amount for Fiscal Year 2018. Adjustments might be needed once the funding is received by OHA/PHD.			
<b>6) Capital Outlay Requested in This Action:</b> Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.			
<b>PROGRAM</b>	<b>ITEM DESCRIPTION</b>	<b>COST</b>	<b>PROG. APPROV</b>

State of Oregon Oregon Health Authority Public Health Division			Page 2 of 2
<b>1) Grantee</b> Name: Curry County Health Department  Street: PO Box 810 City: Gold Beach State: OR Zip Code: 97444	<b>2) Issue Date</b> August 24, 2017	<b>This Action</b> AMENDMENT FY2018	
		<b>3) Award Period</b> From July 1, 2017 Through December 31, 2017	
<b>4) OHA Public Health Funds Approved</b>			
<b>Program</b>	Previous Award	Increase/ (Decrease)	Grant Award
PE 44 School Based Health Centers FAMILY HEALTH SERVICES	30,000		30,000
PE 44 School Based Health Centers - Mental Health Expansion FAMILY HEALTH SERVICES	0	35,000	35,000
PE 50 Safe Drinking Water Program	11,222		11,222 ( f )
TOTAL	226,884	38,760	265,644
<b>5) FOOTNOTES:</b> f) \$11,222 Award amount is estimated for July-December 2017. OHA/PHD has not yet received the Notice of Award for the funding. Adjustments might be needed once the Notice of Award is received by OHA/PHD. g) Funds will not be shifted between categories or fund types. The same program may be funded by more than one fund type, however, federal funds may not be used as match for other federal funds (such as Medicaid). h) Funds for the MCH Title V programs for the period of 7/1/17-9/30/17 must be spent by 9/30/17. i) \$47,324 (\$15,916, 2/12 of \$95,500 Year 2 funds and \$31,408, one-third of \$94,226 Year 1 carryover funds). Funds are for the period 7/1/17-8/31/17 and need to be spent by 8/31/17. j) The July-September portion must be spent by September 30th, 2017. \$3,528 is the year-end one-time funding adjustment. \$232 is the second fresh fruit and veggies grant adjustment.			
<b>6) Capital Outlay Requested in This Action:</b> Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.			
<b>PROGRAM</b>	<b>ITEM DESCRIPTION</b>	<b>COST</b>	<b>PROG. APPROV</b>

**ATTACHMENT B**  
**Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200**

PE 40: WIC NSA												
<b>Federal Award Identification Number(FAIN):</b>	12-3510-0-1-605											
<b>Federal Award Date:</b>	02/01/17											
<b>Performance Period:</b>	10/01/17-9/30/18											
<b>Federal Awarding Agency:</b>	Department of Agriculture/Food and Nutrition Service											
<b>CFDA Number:</b>	10.557											
<b>CFDA Name:</b>	Special Supplemental Nutrition Program for Women Infants											
<b>Total Federal Award:</b>	24,757,038											
<b>Project Description:</b>	WIC Program											
<b>Awarding Official:</b>	Debra Whitford Debbie.Whitford@fns.usda.gov											
<b>Indirect Cost Rate:</b>	16.41%											
<b>Research And Development(Y/N):</b>	N											
<b>Agency/Contractors Name</b>	<b>DUNS</b>	<b>Total Initial FY18 Award</b>	<b>Base award adjustment</b>	<b>Increase Year-end one-time funding, \$7/part.</b>	<b>Increase 2nd fresh fruit and veggie grant</b>	<b>Revised July-Sept 2017 Award</b>	<b>Of the Grant, this must be spent on Nutrition Ed</b>	<b>Of the Grant, this must be spent on BF Promotion</b>	<b>Oct 2017 - Jun 2018 Grant</b>	<b>Of the Grant, this must be spent on Nutrition Ed</b>	<b>Of the Grant, this must be spent on BF Promotion</b>	<b>Revised FY18 Award</b>
CURRY	042631270	\$ 46,355	\$ -	\$ 3,528.00	\$ 232.00	\$ 26,937	\$ 5,387	\$ 1,160	\$ 23,177	\$ 4,635	\$ 1,160	\$ 50,115

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Notice of upcoming vital records fee change. Request to be involved in the county rate setting public meeting.**AGENDA DATE<sup>a</sup>:** 10/04/17 **DEPARTMENT:** CCH **TIME NEEDED:** 5 minutes<sup>a</sup>Submit 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:** 541-373-7011 **TODAY'S DATE:** 9/25/17**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Vital records fees will be changing starting January 2018. The fee for the first copy of a vital record will remain the same, however, the fee for each additional copy will be \$25 (\$5 increase). The county must charge the same fee as the state.<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Notice

- (1) 2018 County Fee Schedule  
(2) Vital Records Fee Change FAQs

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) Notice of future fee increase

**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 ☐

# 2018 Vital Records Fee Schedule

Not all services shown. See rules for complete information.

Services	Current Fee	New fee Jan. 1, 2018	Fee collected by
Birth Certificates -- First Copy	\$25.00	\$25.00	County & State
-- Each Additional Copy	\$20.00	<b>\$25.00</b>	County & State
Death Certificates -- First Copy	\$25.00	\$25.00	County & State
-- Each Additional Copy	\$20.00	<b>\$25.00</b>	County & State
Marriage (& ORDP) Certificates -- First Copy	\$25.00	\$25.00	State only
-- Each Additional Copy	\$20.00	<b>\$25.00</b>	State only
Divorce (dissolution of ORDP) Certificates -- First Copy	\$25.00	\$25.00	State only
-- Each Additional Copy	\$20.00	<b>\$25.00</b>	State only
Expedited Order	\$7.00	\$7.00	* State only
Amendments	\$35.00	\$35.00	State only
Certificate Replacement Fee **	\$5/per replacement	\$5/per replacement	County & State
Verification Fee	\$10/first 5 for free	\$10/first 5 for free	State only
Certified copy of birth record requested as image (no discounts for additional copies)	\$30.00	\$30.00	State only
Pre-adoption birth record	\$30.00	\$30.00	State only
Contact Preference form	\$25.00	\$25.00	State only
Amendment expedite fee	\$30.00	\$30.00	State only

\* County can charge this fee if orders are submitted via the Internet or phone with a credit card and are processed within 3 business days.

\*\* One free certified copy for birth records; no replacement fee if only medical amendment for death records.

## Change in fees for vital records effective January 1, 2018

**What is the change in fees?** The fee for a certificate will remain \$25. Fees for additional copies of a record will now also be \$25. For more information and for a list of fees see [www.healthoregon.org/feechanges](http://www.healthoregon.org/feechanges)

**What are vital records?** Vital records are the legal registration of a vital event. A vital event is a birth, marriage, divorce or death. Every vital event that occurs in Oregon must be recorded and permanently stored with the Center for Health Statistics, also known as Oregon Vital Records. Certified copies of the record are printed on special paper and are known as certificates — birth certificates, death certificates or marriage certificates.

**Why are certificates important?** A birth certificate is a legal document used to establish identity. It shows who you are, and when and where you were born. You need a birth certificate to enroll a child in school; to get a Social Security card, a driver's license or government benefits; or to apply for a passport.

The death certificate is the official legal record of death. A death certificate is needed to settle the affairs of your loved one. It has information about the person who died and the cause of their death. Insurance companies, the Social Security Administration and other agencies may ask for certified copies of the death certificate as proof of death.

**How are the fees used?** Fees for vital records support these services provided by state and county vital records offices:

- **Registering and storing vital records:**

Each vital event in Oregon is registered and stored with the state vital records office. Information comes from hospitals for births, funeral homes for deaths, county clerks for marriage and the courts for divorce. The state vital records office must make sure each vital record has complete and legal information, and is numbered and indexed so each one can be easily found. Any changes made to the records at any time must be documented and tracked. Currently, the state vital records office has more than six million vital records and adds about 128,000 each year. Many of the vital records are now registered and stored electronically.

*(Continued on reverse)*



- **Screening and processing orders for certificates:**

More than 170,000 orders for certificates are completed by Oregon Vital Records each year. County vital records offices can issue death and birth certificates for the first six months after the event. Vital records are confidential and access is limited to specific people for 100 years for birth records and 50 years for the other records. All orders are screened to make sure only persons that are eligible can get them. Screening also is a way to prevent fraud and identity theft.

- **Analyzing data from vital records:**

Some of the most important facts about the health of Oregonians come from vital records. Information about low birth weight babies and access to prenatal care is gathered from birth certificates. Death rates, life expectancy measures and information on leading causes of death come from death certificates.

**For more information, go to [www.healthoregon.org/feechanges](http://www.healthoregon.org/feechanges) or call 971-673-1190.**



PUBLIC HEALTH DIVISION

Center for Health Statistics

[www.healthoregon.org/chs](http://www.healthoregon.org/chs)

Phone: 971-673-1190

FAX: 971-673-1203

This document can be provided upon request in an alternate format for individuals with disabilities or in a language other than English for people with limited English skills. To request this publication in another format or language, contact the Center for Health Statistics at 971-673-1190 or 711 for TTY.

OHA 9770 (10/2017)

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Lease for Non-Commercial Airplane Hangar Site 10 at Brookings Airport - Moore**AGENDA DATE<sup>a</sup>:** 10-04-17 **DEPARTMENT:** Counsel **TIME NEEDED:** 5 min.<sup>a</sup>Submit 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:** 09-27-17**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Hangar 10 recently sold. New owner Lessee opted to enter into a new lease vs transfer existing lease<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Lease

(1)Lease

(2)Order

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: Darren C. Moore

☒ Send Printed Copy to:

Address: 45 Oceanaire

☐ Email a Digital Copy to:

City/State/Zip: Palos Verdes, CA. 90275

☐ 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) Hangar Lease Contract Agreement**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 ☐

AFTER RECORDING RETURN TO/  
AND SEND TAX STATEMENTS TO:

Darren C. Moore, Trustee  
45 Oceanaire  
Palos Verdes, CA. 90275

LEASE FOR NONCOMMERCIAL AIRPLANE HANGAR SITE  
AT BROOKINGS AIRPORT

**LESSOR:** CURRY COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF OREGON,  
hereinafter called "COUNTY", 94235 Moore Street, Suite 122, Gold Beach, OR 97444.

**LESSEE:** Darren C. Moore, Trustee

**LEASEHOLD PREMISES:** BROOKINGS AIRPORT HANGAR SITE #10

**INITIAL TERM OF LEASE:** 07-01-17 TO 06-30-2022

**RECITAL:**

COUNTY, as owner of the Brookings Airport, 17330 Parkview Drive, Brookings, Oregon 97415, Curry County, Oregon, desires to lease to LESSEE, and LESSEE desires to lease from COUNTY, a noncommercial aircraft hangar site located at the Brookings Airport.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL TERMS, CONDITIONS AND COVENANTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

**SECTION 1.** Description of Premises.

COUNTY, as owner of the Brookings Airport, Curry County, Oregon, agrees to lease to LESSEE a noncommercial aircraft hangar site of approximately 4901 square feet (including a 5' apron around the building) as follows:

Hangar Site #10 located at the Brookings Airport, Curry County, Oregon, as shown on Exhibit "A" and Exhibit "A-1" including the square footage designated in Exhibit "A-2", and Exhibit "B" all of which exhibits are attached hereto and incorporated herein by this reference.

**SECTION 2.** Initial Lease Term.

This lease term begins 07-01-2017, and ends 06-30-2022.

**SECTION 3.** Rent.

3.1 Basic Rent. LESSEE agrees to pay to COUNTY rent in a base amount of \* \$1176.24 (\$.24 per square foot) for fiscal year 2017-2018 for the 4901 square foot aircraft hangar (includes apron). Initial rent shall be paid on or before execution of the lease. \* Lessee takes possession of the Hangar on 9-8-17, rent is prorated and due in the amount of \$954.06 for the remainder of this fiscal year 2017-2018.

3.2 Payment of rent for each subsequent year of the lease shall be paid in full annually on or before the annual anniversary of the first day of the lease.

3.3 For each anniversary of the initial year, whether notice is given or not, rent shall be adjusted for inflation based upon the Portland Consumer Price Index (CPI) for the period ending in December of the previous year. The base for computing the adjustment is the CPI (U) published by the United States Department of Labor, Bureau of Labor Statistics (Index).

3.4 If the Portland CPI is discontinued during the term or after lease renewal, COUNTY may select any other government index or computation for replacement to obtain substantially the same result as would have been obtained if the Portland CPI had not been discontinued

**SECTION 4. Option to Renew Lease.**

4.1 If the lease is not in default, LESSEE shall have the option to apply for a renewal of this lease for an additional term of five (5) years. The option to renew shall be allowed so long as LESSEE complies with the provisions of this section and signs an extension agreement, including any reasonable modifications consistent with the provisions of this lease.

4.2 The application to renew shall be exercised by giving written notice to COUNTY at least sixty (60) days, and not more than one hundred eighty (180) days prior to the last day of the expiring term.

4.3 Any renewals of this lease shall be on substantially the same terms and conditions as the initial lease. (Provided, however, that within one hundred eighty (180) days but not less than sixty (60) days prior to the termination of a five (5) year term) COUNTY may submit to LESSEE an extension agreement specifying any changes in the terms within thirty (30) days of receiving LESSEE'S written application for renewal.

4.4 If LESSEE agrees to the terms and wishes to renew the lease for another term, LESSEE shall send to COUNTY the signed extension agreement prior to the last day of the expiring term. The lease extension shall be binding when the extension agreement is fully executed by the parties.

4.5 If LESSEE exercises the option to renew, but fails to sign the extension agreement prior to the last day of the lease term, this lease shall terminate on the last day of the current five (5) year term.

**SECTION 5. Use of Premises.**

LESSEE shall use the leased premises solely for NONCOMMERCIAL aeronautical purposes. Use is limited exclusively to the storage of aircraft and aircraft-related supplies.

**SECTION 6. Airport Regulations.**

The flights conducted at this airport shall conform to all applicable Federal Aviation Regulations, Oregon Aviation Laws, and traffic patterns as established at the airport.

**SECTION 7. Registration.**

LESSEE understands and agrees that any aircraft hangared by LESSEE on the premise covered by this lease at the Brookings Airport shall be registered with the State of Oregon Department of Aviation, annually, in compliance with ORS 837.015 "Registration of Aircraft." In addition, all resident pilots operating such aircraft shall be registered with the State of Oregon Department of Aviation, as required by ORS 837.020.

**SECTION 8. Entry onto Premises.**

LESSEE agrees to permit COUNTY to enter onto the leased premises at any time for the purpose of

ascertaining compliance with the terms and conditions of this lease. Except in case of an emergency, agreement to the contrary by LESSEE, or unless it is impracticable to do so, COUNTY shall give LESSEE at least twenty-four (24) hour notice of COUNTY'S intent to enter and may enter only at reasonable times.

**SECTION 9. Construction or Alteration.**

Prior to the start of any construction or alteration on the leased premises, LESSEE shall submit to COUNTY a copy of all the required city/county building permits along with the final plans and specifications. No construction or alteration shall be started without COUNTY'S prior written approval. Notice of any and all proposed construction or alterations shall be submitted through COUNTY to the Federal Aviation Administration on FAA Form 7460-1, "Notice of Proposed Construction or Alteration" as prescribed in Section 77.17 (FAR). LESSEE shall complete construction or alteration within twelve (12) months of execution of this lease. The project shall be similar in color, structure, and appearance to other construction in the Brookings Airport.

**SECTION 10. Improvements.**

All improvements made on the leased premises shall remain the property of LESSEE and shall be removed by LESSEE within thirty (30) days following the expiration or termination of this lease, unless otherwise agreed to by COUNTY, and except as otherwise provided.

**SECTION 11. Protection of the Airport's Imaginary Surfaces.**

COUNTY shall have the right to take any action it considers necessary to protect the airport's imaginary surfaces, as defined by Federal Aviation Regulations, Part 77. COUNTY reserves the right to prevent LESSEE from erecting, or permitting to erect, any building or other structure on the airport which, in the opinion of COUNTY, would limit the usefulness of the airport or constitute a hazard to aircraft.

**SECTION 12. Maintenance.**

LESSEE shall keep the leased premises as shown on Exhibits "A" and "A Part-4" in a safe condition at all times. In addition, LESSEE shall maintain the leased premises in a reasonably clean and neat fashion, and shall not permit the accumulation of rubbish, junk, aircraft or automobile parts or any other material on the premises.

LESSEE shall not dump any chemical or petroleum products on the leased premises or airport property. In addition, LESSEE shall recycle petroleum products and dispose of chemical wastes in accordance with the Oregon Department of Environmental Quality's rules and regulations which are available to LESSEE by contacting the Oregon Department of Environmental Quality. Cleanup of intentional dumping or accidental spillage as a result of LESSEE'S actions will be the responsibility of the LESSEE and shall be carried out in accordance with Department of Environmental Quality standards.

**SECTION 13. Landscaping.**

If LESSEE chooses to landscape the leased premises, such landscaping shall be limited to low-growing shrubs and plants. LESSEE also agrees to keep any grass mowed on the leased premises and along its taxiway.

**SECTION 14. Fire Prevention.**

LESSEE shall exercise due care to prevent and control fires on the premises, and to that end shall not store gasoline or other flammable items in LESSEE'S hangar. LESSEE further agrees to abide by the pertinent rules and

regulations set forth by the local, county and state fire marshals.

**SECTION 15. Destruction of Hangar or Improvements.**

In the event that the hangar on the leased premises is destroyed during the term of this lease, LESSEE shall have the option of restoring the premises to its original condition, or of terminating this lease by giving written notice of termination within thirty (30) days after destruction of the hangar. In the event that a hangar is destroyed or damaged, LESSEE shall replace, repair, or remove the hangar within a reasonable time as determined by COUNTY. If LESSEE fails to replace, repair, or remove the hangar within a reasonable time, then the provisions of SECTION 30 Termination, shall apply.

**SECTION 16. Compliance with Law.**

LESSEE shall observe and obey all laws, ordinances, rules and regulations promulgated by any lawful authority of the United States, the State of Oregon, or any municipal subdivision having authority over or jurisdiction of the premises. This includes, but is not limited to safety, health, sanitary, fire, electrical and building codes, zoning and state and local comprehensive plans.

**SECTION 17. Hold Harmless and Insurance.**

LESSEE shall conduct its activities under this lease at LESSEE'S own risk. LESSEE shall hold harmless and indemnify COUNTY, its agents, officers and employees from any and all damages, demands, suits or actions whatsoever resulting from or because of, any damage to property, injury or death to any person(s) arising out of any action or omissions by LESSEE or LESSEE'S contractors, employees or agents.

*LESSEE agrees during the term hereof, to keep a policy of general liability insurance in effect, with respect to the leased premises with minimum coverage of \$1,000,000.00 combined single limits. The policy shall name County as an additional insured and shall contain a clause that the insurer will not cancel or change the insurance without first giving County at least thirty days prior written notice. The insurance shall be in an insurance company registered to do business in the State of Oregon and a copy of the policy or the certificate of insurance shall be delivered to Lessor.*

**SECTION 18. Taxes and Liens, and Utilities.**

LESSEE agrees to keep the leased premises free and clear of all liens and encumbrances and agrees to promptly pay any and all taxes levied thereon and on any improvement made or placed thereon subject to such taxes. LESSEE shall be responsible for ensuring that any taxable improvements are lawfully brought to the attention of the tax assessor. COUNTY shall have the right, but not the obligation, during the term of this lease and any renewal thereof, to pay any taxes or other charges on the leased land remaining unpaid by LESSEE after the same has become due and payable.

LESSEE shall pay when due all charges for services and utilities incurred in connection with the use, occupancy, operation, and maintenance of the leased Premises, including but not limited to charges for water, sewage disposal, electricity, garbage disposal and telephone services.

**SECTION 19. Access and Automobile Parking.**

No motor vehicle belonging to LESSEE, except aircraft, shall be allowed on the airport runway, taxiway or

adjacent airport land, except in areas specifically designated for motor vehicle use.

**SECTION 20. Future Agreements.**

Any future agreement between the parties relative to this agreement shall be ineffective to modify or discharge this agreement, in whole or in part, unless such agreement is in writing and signed with the same formalities as this instrument.

**SECTION 21. No Assignment Without Consent.**

**WARNING: THIS LEASE SHALL NOT BE ASSIGNED, NOR THE PREMISES SUBLET, WITHOUT EXPRESS PRIOR WRITTEN APPROVAL BY COUNTY. SUBLETTING CONSTITUTES A COMMERCIAL OPERATION, AND ANY COMMERCIAL LEASE MUST BE NEGOTIATED. LEASE RIGHTS HEREIN SHALL NOT AUTOMATICALLY PASS WITH THE SALE OF THE STRUCTURES.**

The proposed purchaser or LESSEE must negotiate and execute an agreement with COUNTY to obtain lease rights. Acceptance of any purchaser or LESSEE shall not be unreasonably withheld. The assignment and resulting paperwork shall be subject to a \$50.00 service fee.

**SECTION 22. Subordination to Federal-State Agreements.**

22.1 The provisions of this lease shall be subordinate to any existing or future agreement between COUNTY and the United States relative to the operation or maintenance of the Brookings Airport. This subordination may be required as a condition precedent to the receipt of federal funds for the development of the airport. Failure of LESSEE to comply with any of the requirements of any existing or future agreement between COUNTY and the United States shall be cause for termination of LESSEE'S rights hereunder.

22.2 During a time of war or national emergency, COUNTY shall have the right to lease the landing area or any part thereof to the United States government for military or other federal government purposes. If such lease is executed, the provisions of this lease inconsistent with the provisions of the lease to the government shall be suspended.

**SECTION 23. County's Right to Develop the Airport.**

COUNTY reserves its right to further develop or improve the airport facility on COUNTY property in accordance with its duty to develop aviation within the state as dictated by the demands of air traffic and aviation safety.

**SECTION 24. Maintenance of Airport.**

COUNTY shall maintain the runways, public taxiways and aircraft parking areas. It is mutually understood that COUNTY retains sole authority to determine the methods and schedules by which any maintenance or necessary construction is to be performed. COUNTY shall have the right to close the airport whenever it deems necessary for reasons of public safety or convenience. No advance notice shall be necessary when closure of the airport is by reason of weather, acts of God, or other unforeseen circumstances.

**SECTION 25. No Exclusive Right.**

It is understood and agreed by the parties hereto that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right forbidden by Section 308 of the Federal Aviation Act of 1958. It is

clearly understood and agreed by the parties hereto that LESSEE may choose to perform any service on its own aircraft that it is legally qualified to perform.

**SECTION 26.      Authority.**

Any and all powers and authority conferred upon LESSEE by this lease shall be strictly construed, and no other powers may be lawfully exercised by LESSEE without COUNTY'S prior written consent. LESSEE shall not have any authority to act on behalf of COUNTY, or to bind COUNTY to any third party, contractually or otherwise, except as is expressly stated herein.

**SECTION 27.      Non-Discrimination.**

COUNTY will not, on the grounds of race, color, sex, religion, national origin, creed, marital status, age, or the presence of any sensory, mental or physical handicap:

- (a) Deny an individual any services or other benefits provided under this Agreement
- (b) Provide any services or other benefits to an individual which are different or are provided in a different manner from those provided under this Agreement
- (c) Subject an individual to segregation or separate treatment in any matter related to the receipt of any service(s) or other benefits under this Agreement.

**SECTION 28.      Notice of Breach of Contract Terms.**

In the event of a breach of any of the terms of this lease agreement, each party to the agreement shall have the option of giving written notice of the breach to the party in default. If the conditions of breach are not corrected within thirty (30) days of the receipt of the notice of the breach, the injured party shall have the option of declaring the breaching party in default.

**SECTION 29.      Conditions of Default.**

The following occurrences shall be deemed conditions of default on the part of Lessee:

- (a) LESSEE is declared involuntarily bankrupt or files a bankruptcy petition.
- (b) Abandonment of the leased premises by LESSEE for a period in excess of ninety (90) days even though the lease is paid current. No abandonment shall be deemed to have occurred if COUNTY has received written notice of temporary hangar vacancy or lessee's temporary absence.
- (c) LESSEE'S failure to pay rent within thirty (30) days after receiving written notice of the breach.
- (d) COUNTY or LESSEE'S failure to correct any breach of the terms, covenants and conditions contained herein within thirty (30) days after receiving written notice of the breach.

**Written notice of ANY default shall be served by delivery in person, or by certified mail, to the party in default.** For good cause shown, the party sending notice of default may, at its sole option, grant a reasonable extension of time, in excess of the thirty (30) day period set forth above, to cure the default.

**SECTION 30.      Termination for Default**

In the event that this lease has been declared in default as provided above the party not in default may, at injured party's option, terminate this lease without further notice to the defaulting party. In the event that LESSEE is



the defaulting party, all rights, powers and privileges of LESSEE hereunder shall cease and LESSEE shall immediately vacate the leasehold, making no claim of any kind against COUNTY, its agents or representatives by reason of such termination.

Re-occurrence of the same condition for which the defaulting party has previously been served notice in any twelve (12) month period may result in automatic termination of this lease.

**SECTION 31.      Payment of Costs upon Default.**

In the event of the breach of any terms, conditions or provisions of this lease and in all cases of default, the prevailing party shall be entitled to collect costs and expenses, including reasonable attorney fees incurred in enforcing any of the terms and conditions of this lease.

**SECTION 32.      Termination for Reasons Unrelated to Default**

This lease shall automatically terminate upon any of the following circumstances, and rent shall be pro-rated as of the date of termination:

- (a)      Mutual written agreement of the parties;
- (b)      LESSEE'S sale, subject to written notice to COUNTY, of LESSEE'S hangar, improvements and fixtures. In such case, LESSEE shall present COUNTY with one or more prospective buyers/lessees acceptable to COUNTY. LESSEE shall notify COUNTY, in writing, thirty (30) days in advance of any proposed sale to allow adequate time for COUNTY to approve the buyer and draw new lease documents. The lease shall terminate upon execution of the lease by the new buyer.
- (c)      COUNTY'S purchase of the LESSEE'S improvements and fixtures with LESSEE'S consent. To exercise this option, COUNTY shall notify LESSEE in writing and shall make a written offer for such improvements and fixtures. The lease shall terminate on the closing date of the sale.

**SECTION 33.      Lessee's Rights Upon Termination after County's Default**

In the event that this lease or any renewal thereof is terminated by virtue of a default by COUNTY, LESSEE shall have the following rights and obligations with regard to permanent improvements and fixtures owned by LESSEE and placed on the leased premises by LESSEE:

- (a)      Sell LESSEE'S hangar and improvements to COUNTY at fair market value and receive a rent refund prorated as of the date of termination for the unused term of the lease. If the parties cannot agree on a purchase price, the value of the improvements shall be determined by a qualified appraiser agreed upon by both COUNTY and LESSEE. An appraiser shall be appointed within fifteen (15) days of written request by either party. If the parties cannot agree on an appraiser, an independent appraiser shall be appointed by a Circuit Court Judge seated in Curry County. Purchase shall be completed within ninety (90) days of determining the purchase price by agreement or appraisal.
- (b)      Remove LESSEE'S improvements within ninety (90) days of the date of termination, and receive a rent refund prorated as of the date of termination for the unused term of the lease. If improvements are not fully removed at the end of ninety (90) days, SECTION 37 shall apply.
- (c)      Exercise any other legal remedies available to LESSEE.

**SECTION 34.      Termination for Airport Development.**

In the event that COUNTY should make a determination that the leased premises are required by COUNTY for airport development, COUNTY shall, providing other suitable space is available on airport property, submit to LESSEE an alternative site for its consideration. In the event that LESSEE chooses to relocate on a site submitted by COUNTY, COUNTY shall relocate LESSEE to a new site by either moving LESSEE'S present improvements or by constructing improvements comparable to those occupied by LESSEE before the relocation to a new site. The decisions to move the existing improvements or to construct comparable improvements shall be at the sole discretion of COUNTY. Any improvements owned by LESSEE which are not moved, but replaced, shall become the property of COUNTY, and title to same shall be properly conveyed to COUNTY by LESSEE. All terms and conditions of this lease or any renewal thereof shall continue in full force and effect as to the relocated leasehold; PROVIDED, HOWEVER, that LESSEE'S obligation to pay all contractual fees shall be waived for the amount of time LESSEE is required to suspend operation as a result of the relocation. Space at such relocated site shall be leased to LESSEE at the rate per square foot which is in effect on the date relocation is completed, and shall remain in effect for the balance of that lease year. In the event that no suitable space is available at the airport for LESSEE'S relocation or LESSEE chooses not to relocate, this lease may be terminated by either party. LESSEE shall vacate said site upon ninety (90) days written notice by COUNTY. LESSEE shall have the option of requiring COUNTY to pay fair market value for the improvements as determined by the procedures established in SECTION 33. If LESSEE exercises this option, title to said improvements shall be properly conveyed to COUNTY by LESSEE. If LESSEE does not exercise its option as referred to above or the parties hereto cannot agree on a purchase price for the improvements, LESSEE agrees to remove all of its improvements from the property within ninety (90) days following the date of termination as set forth in SECTION 33(b).

**SECTION 35.      Termination Upon Necessary Closure of the Airport.**

Should COUNTY determine that it is necessary and advisable that this airport be abandoned or closed due to the development of uncontrollable hazards to flight operations, lack of public use, prohibitive maintenance costs, legislative actions or other just cause, COUNTY shall have the right to terminate this lease on ninety (90) days written notice to LESSEE and the provisions of Section 33(b) shall apply.

**SECTION 36.      Transfer of Airport to Other Ownership.**

In the event that the airport is transferred into other ownership, COUNTY agrees to make diligent effort, as a condition of the transfer, to secure in writing the transferee's prior assurance that the transferee will, by acceptance of ownership of the airport, assume COUNTY'S responsibilities under terms and conditions of this lease.

**SECTION 37.      Restoration of Premises to County upon Termination.**

If this lease is terminated for any reason either by COUNTY or LESSEE, and LESSEE:

- (a) fails to vacate the leasehold;
- (b) fails to leave the premises in as good as condition as when LESSEE first took possession; or,
- (c) fails to remove and dispose of LESSEE'S improvements; or, when such remedy is provided

elsewhere in this agreement, fails to procure a buyer satisfactory to COUNTY within ninety (90) days of termination;

In any of the above circumstances, COUNTY reserves the right to remove any improvements, restore the premises to its original condition and collect from LESSEE all of the costs of removal and/or restoration. If COUNTY does not exercise its rights to remove the improvements, the improvements shall become the property of COUNTY. LESSEE shall have no possessory claim of any kind against COUNTY, its agents or representatives by reason of any termination where LESSEE has failed to timely exercise its remedies as provided herein, except that LESSEE may pursue any claim for monetary damages as a result of COUNTY'S default if any.

**SECTION 38. Holding Over.**

Any holding over after the expiration of the term of this lease, unless LESSEE has exercised its option to renew, shall result in a monthly rate to be determined by COUNTY. Holding over shall be at the sufferance of COUNTY, and is subject to termination on thirty (30) days written notice by COUNTY.

**SECTION 39. No Warranty of Non-interference by Entities Outside County's Control.**

The parties hereto understand and recognize that the actions of local governmental units, of parties holding land or living adjacent to the Brookings Airport, and of governmental entities not subject to COUNTY'S influence and control, may have, in the future, adverse impacts upon the number and character of flight and other operations at the airport. In such event LESSEE has the option of declaring the lease terminated on ninety (90) days written notice to COUNTY and the provisions of Section 33(b) shall apply.

**SECTION 40. Accrued Rights.**

Any termination of this lease, or of rights and benefits hereunder shall be without prejudice to the obligations, liabilities or rights of any party already accrued prior to such termination.

**SECTION 41. Rights and Remedies Non-exclusive.**

The rights and remedies provided in the above provisions relating to breach of contract, default, and termination shall not be exclusive, and are in addition to any other rights and remedies provided by law unless expressly precluded by this lease.

**SECTION 42. Waiver.**

Any waiver by COUNTY of any breach of any covenant herein contained to be kept and performed by the LESSEE shall not be deemed or considered as a continuing waiver, and shall not operate to bar or prevent COUNTY from declaring a default for any succeeding breach, either of the same condition or covenant or otherwise.

**SECTION 43. Notice.**

Any notice required by the terms of this lease to be given by one party hereto to the other or desired so to be given, shall be sufficient if in writing, contained in a sealed envelope, deposited in the U.S. Certified Mails with postage fully prepaid, and if intended for COUNTY, then addressed to CURRY COUNTY COMMISSIONER'S OFFICE, at 94235 Moore Street, Suite 122, Gold Beach, OR 97444 and if intended for the LESSEE, then addressed to the LESSEE

at 45 Oceanaire, Palos Verdes, CA. 90275. Any such notice shall be deemed conclusively to have been delivered to the addressee seventy-two hours (72) after the deposit thereof in said U.S. Certified Mails.

**SECTION 44.        Heirs and Assigns.**

All rights, remedies and liabilities herein given to or imposed upon either of the parties hereto shall extend to, inure to the benefit of and bind, as the circumstances may require, to the successors, heirs and assigns of such parties.

**SECTION 45.        No Employee Relationship.**

The parties understand and agree that the requirements imposed on LESSEE by terms of this lease shall not be construed to make LESSEE an officer, employee or agent of Curry County, as those terms are used in ORS 30.265.

**SECTION 46.        Identity of Parties.**

In construing this lease, it is understood COUNTY or LESSEE may be more than one person; that if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that generally, all grammatical changes shall be made, assumed and implied to make the provisions hereof apply equally to corporations and to individuals.

**IN WITNESS WHEREOF**, the parties hereto have affixed their signatures the day and year written below.

CURRY COUNTY, OREGON  
BOARD OF CURRY COUNTY 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   \_\_\_\_\_ by  
\_\_\_\_\_.

\_\_\_\_\_  
Notary Public for Oregon  
My Commission Exp.: \_\_\_\_\_

LESSEE

BY:

DARREN MOORE

Date:

9-25-17

Mailing address:



45 OCEAN AVE DA.  
RANCHO PALOS VERDES  
CA. 90275

Telephone:

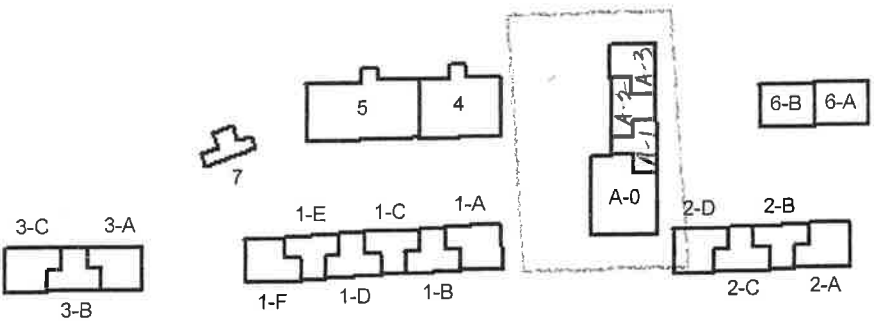
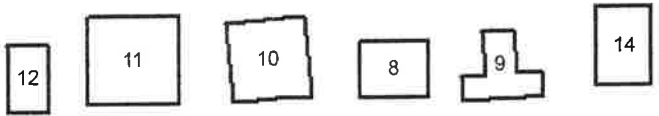
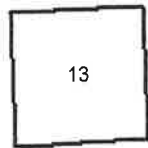
310-251-7881

Aircraft No. N4151H (Number must be documented)

Piper  
Super Cub  
N4151H

Brookings Airport Hangars  
Overview

EXHIBIT "A"

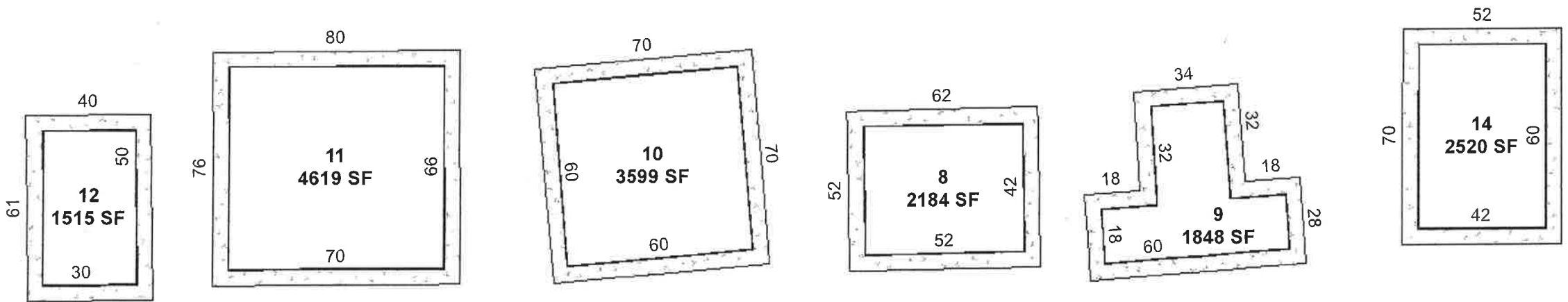
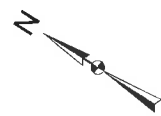


- Legend**
- Hangar
  - Parcels



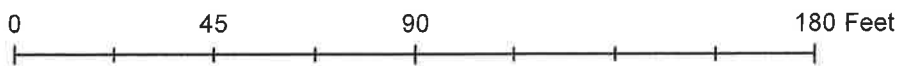
Brookings Airport Hangars  
Building 8-12 & 14

EXHIBIT "A-1"



**Legend**

- Apron
- Hangar
- Parcels



# BROOKINGS AIRPORT HANGARS      EXHIBIT A-2

HANGAR NO.	HANGAR SQ. FT.	APRON SQ. FT.	TOTAL SQ. FT.
1-A	1,172	570	1,741
1-B	990	300	1,289
1-C	990	300	1,290
1-D	990	299	1,289
1-E	990	300	1,290
1-F	1,172	570	1,741
2-A	1,188	575	1,763
2-B	990	300	1,290
2-C	990	300	1,290
2-D	1,188	575	1,763
3-A	1,155	567	1,722
3-B	990	301	1,291
3-C	1,155	567	1,722
4	2,820	950	3,770
5	3,816	1,211	5,027
6-A	1,353	625	1,978
6-B	1,353	625	1,978
7	580	720	1,300
8	2,184	1,040	3,224
9	1,848	1,200	3,048
10	3,599	1,301	4,901
11	4,619	1,459	6,078
12	1,515	905	2,421
13	10,000	2,101	12,101
14	2,520	1,120	3,640
A-0	2,748	855	3,603
A-1	941	265	1,206
A-2	1,125	325	1,450
A-3	1,091	460	1,551

All measurements are rounded to the nearest full foot



**EXHIBIT "B"**

**Township 40 South, Range 13 West, Section 31, Curry County, Willamette  
Meridian  
A.K.A Brookings Airport**

**Hangar # 10**

BEFORE THE BOARD OF COUNTY COMMISSIONERS

IN AND FOR THE COUNTY OF CURRY, OREGON

In the Matter of an Order )  
Authorizing the Board of )  
Curry County Commissioners )  
to Execute a Non-Commercial )  
Hangar Lease with )  
Darren Moore )

ORDER NO. \_\_\_\_\_

**WHEREAS**, Darren Moore has purchased Hangar No. 10 at the Brookings Airport and desires to enter into a new lease; and

**WHEREAS**, the hangar site is available for such purposes; and

**WHEREAS**, the lease is in the County standard form with rent set in an amount approved by the Board of Curry County Commissioners; and

**WHEREAS**, the lease is for an initial term from July 1, 2017 to June 30, 2022, with an option to renew; and

**WHEREAS**, pursuant to ORS 271.310 and ORS 271.360, the Board finds that the public interest will be furthered by the lease; and

**NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS** that it is authorized to execute a non-commercial hangar lease for Hangar Site #10 at the Brookings Airport with Darren Moore.

**DATED** this 4<sup>th</sup> day of October, 2017.

**BOARD OF CURRY COUNTY COMMISSIONERS**

\_\_\_\_\_  
Thomas Huxley, Chair

\_\_\_\_\_  
Sue Gold, Vice Chair

Approved as to Form:

\_\_\_\_\_  
Court Boice, Commissioner

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](mailto:BOC_Office@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Appointment to Board of Property Tax Appeals (BOPTA)**AGENDA DATE<sup>a</sup>:** 10/04 **DEPARTMENT:** BOC **TIME NEEDED:** 5 Mins.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** John Hitt **PHONE/EXT:** 3287 **TODAY'S DATE:** 09/28**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** The Assessors office is requesting that the current members of Board of Property Tax Appeals be reappointed. Their names are attached. They all have received the required training. There was no response to a notice soliciting additional applications for the BOPTA<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Appointment

(1)List of Board Members

(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:** Appointments**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 ☐

**EXHIBIT "A"**

CURRY COUNTY BOARD OF PROPERTY TAX APPEALS

DATA ON POOLS REQUIRED BY ORS 309.067(3)

<u>ORS</u>	<u>BIOGRAPHICAL INFORMATION</u>	<u>TRAINING</u>
309.067(1)(a)	Commissioner Huxley	Not Needed
309.067(1)(b)	David Griffith	Not Needed
	Brent Thompson	Not Needed

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

In the Matter of an Order     )  
Appointing Three Individual   )  
Persons to the Pool of         )  
Members Who May be           )  
Selected by the County         )  
Clerk to Sit on the Board      )  
Of Property Tax Appeals       )

ORDER NO. \_\_\_\_\_

WHEREAS, the Board of Curry County Commissioners has a responsibility to appoint a pool of members who may be selected by the County Clerk to sit on the Board of Property Tax Appeals; and

WHEREAS, Commissioner Thomas Huxley, David Griffith and Brent Thompson have offered to serve as members on the Board of Property Tax Appeals; and

WHEREAS, Commissioner Thomas Huxley, David Griffith and Brent Thompson are duly qualified to serve on the Board of Property Tax Appeals;

NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS that Commissioner Thomas Huxley is re-appointed to the pool of members described in ORS 309.067 (1)(a), and that David Griffith and Brent Thompson are re-appointed to the pool of members described in ORS 309.067(1)(b) for the Board of Property Tax Appeals with said terms to expire on June 30, 2018. The data on pools required by ORS 309.067(3) is attached hereto as Exhibit "A". This order shall be effective upon its passage.

DATED this 4<sup>th</sup> day of October, 2017.

CURRY COUNTY BOARD OF COMMISSIONERS

Approved as to form:

\_\_\_\_\_  
John Huttl  
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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Appointment to Coos/Curry Housing Authority Board**AGENDA DATE<sup>a</sup>:** 10/4 **DEPARTMENT:** BOC **TIME NEEDED:** 5 Mins.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** John Hitt **PHONE/EXT:** 3287 **TODAY'S DATE:** 09/28**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** A recent board position became vacant. We put a notice on our website inviting applications. 3 Applications were received. Staff is recommending the appointment of Mr. Anthon Baron of Brookings. His application, along with the other two who applied, is included with your agenda packets.<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Application

- (1)Baron Application
- (2)Lawson Application
- (3) Paulsen application

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:

<sup>c</sup>**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:** **Appointments****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	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>
Commissioner Sue Gold	<b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>
Commissioner Court Boice	<b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> <input type="checkbox"/>

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



## Application for Volunteer Boards, Commissions, Councils, Committees or Task Forces

Board of Curry County Commissioners

94235 Moore Street, Suite 122

Gold Beach, OR 97444

Phone: 541-247-3296 Fax: 541-247-2718 Email: [BOC\\_Office@co.curry.or.us](mailto:BOC_Office@co.curry.or.us)

Please complete both pages of this form. Information submitted as part of this application is available and shall be considered public information as it pertains to Oregon Public Records.

NOTE: A separate application may be required for each Board, Commission, Council, Committee or Task Force for which you are applying.

**Please print or type clearly**

**Name:** Anthony Baron \_\_\_\_\_ **Date:** 08-23-2017

Please indicate which Board, Commission, Council, Committee or Task Force on which you are interested in serving.

<input type="checkbox"/> Ambulance Service Area Advisory Committee	<input checked="" type="checkbox"/> Coos Curry Housing Authority
<input type="checkbox"/> Board of Property Tax Appeals	<input type="checkbox"/> Fair Board
<input type="checkbox"/> Brookings Airport Advisory Committee	<input type="checkbox"/> Farm Board of Review
<input type="checkbox"/> Budget Committee	<input type="checkbox"/> Local Public Safety Coordinating Council
<input type="checkbox"/> Building Codes Appeal Board	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> CCD Business Development Corporation	<input type="checkbox"/> RSVP Advisory Board
<input type="checkbox"/> Citizen Involvement Committee	<input type="checkbox"/> Solid Waste Advisory Committee
<input type="checkbox"/> Compensation Board	<input type="checkbox"/> Veteran's Advisory Council
<input type="checkbox"/> Other	

**Are you currently serving on a Board, Commission, Council, Committee or Task Force for Curry County?**

☐ Yes ☒ No If Yes, list which committee(s):

**What experience, training or qualifications do you have for this particular Board, Commission, Council, Committee or Task Force?** I have over 30 years experience in the building industry, a graduate degree in architecture from the University of Oregon and currently operate a design business in Brookings. I was a property manager for 8 years in the Eugene/Springfield area. I also served on the City of Brookings Parks and Recreation Commission from 2008 to 2012 and currently the Chetco Valley Historical Society President.

**What community topics concern you that relate to this Board, Commission, Council, Committee or Task Force?** Affordable housing is the most important topic of concern for me. We lose many young professionals and qualified teachers once they relocate here and realize they can't afford to purchase a home here.



**Describe your previous experience in this appointed position or a similar position:** As a Parks and Recreation Commissioner we were responsible for completing an update to the City's Parks Master Plan. In it included a list of nearly 60 projects of which over 40 have been completed. The projects identified in the plan update included community participation and to have the opportunity to respond to the community in this way by completing projects has been extremely rewarding.

**Other volunteer activities:** I operate a youth girls fast pitch softball organization called Surfside Bruins and currently the Chetco Valley Historical Society President.

**Does your schedule allow you to attend daytime meetings?** ☒ Yes ☐ No

**Does your schedule allow you to attend evening meetings?** ☒ Yes ☐ No

**Does your schedule limit the days you could attend meetings?** ☐ Yes ☒ No

**If Yes, please explain** \_\_\_\_\_

**Have you ever been convicted of a crime?** ☐ Yes ☒ No

**If Yes, please explain** \_\_\_\_\_



Signature

8-28-17

Date

My signature above indicates my desire to serve Curry County in a voluntary capacity as a member of one of its Boards, Commissions, Councils, Committees or Task Forces. I understand that there is no financial compensation for serving.

Thank you for your application.

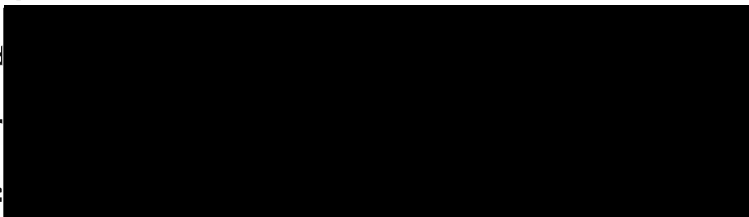
Please return your completed application to the Curry County Commissioners' Office at the address or email listed on page one of this form or you may submit your application on the county's website at [www.co.curry.or.us](http://www.co.curry.or.us).

**Per ORS 192.502(3), the following can only be disclosed to the public following a public record request that shows clear and convincing evidence that the public interest requires disclosure.**

Your mailing address

Best phone number

E-Mail address:





## Application for Volunteer Boards, Commissions, Councils, Committees or Task Forces

Board of Curry County Commissioners

94235 Moore Street, Suite 122

Gold Beach, OR 97444

Phone: 541-247-3296 Fax: 541-247-2718 Email: [BOC\\_Office@co.curry.or.us](mailto:BOC_Office@co.curry.or.us)

Please complete both pages of this form. Information submitted as part of this application is available and shall be considered public information as it pertains to Oregon Public Records.

NOTE: A separate application may be required for each Board, Commission, Council, Committee or Task Force for which you are applying.

Please print or type clearly

Name: Jordan Lawson

Date: 8-2-17

Please indicate which Board, Commission, Council, Committee or Task Force on which you are interested in serving.

<input type="checkbox"/> Ambulance Service Area Advisory Committee	<input checked="" type="checkbox"/> Coos Curry Housing Authority
<input type="checkbox"/> Board of Property Tax Appeals	<input type="checkbox"/> Fair Board
<input type="checkbox"/> Brookings Airport Advisory Committee	<input type="checkbox"/> Farm Board of Review
<input type="checkbox"/> Budget Committee	<input type="checkbox"/> Local Public Safety Coordinating Council
<input type="checkbox"/> Building Codes Appeal Board	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> CCD Business Development Corporation	<input type="checkbox"/> RSVP Advisory Board
<input type="checkbox"/> Citizen Involvement Committee	<input type="checkbox"/> Solid Waste Advisory Committee
<input type="checkbox"/> Compensation Board	<input type="checkbox"/> Veteran's Advisory Council
<input type="checkbox"/> Other	

Are you currently serving on a Board, Commission, Council, Committee or Task Force for Curry County?

☐ Yes ☒ No If Yes, list which committee(s):

What experience, training or qualifications do you have for this particular Board, Commission, Council, Committee or Task Force? I am a council member for Oregon council on developmental

disabilities and I live in a adult foster home and I'm also a homelessness

advocate

What community topics concern you that relate to this Board, Commission, Council, Committee or Task Force? \_\_\_\_\_

Proverty, Homelessness, availability

Describe your previous experience in this appointed position or a similar position: N/A

Other volunteer activities: South coast humane society, gold beach food bank

Does your schedule allow you to attend daytime meetings? ☒ Yes ☐ No

Does your schedule allow you to attend evening meetings? ☐ Yes ☒ No

Does your schedule limit the days you could attend meetings? ☐ Yes ☒ No

If Yes, please explain \_\_\_\_\_

Have you ever been convicted of a crime? ☐ Yes ☒ No

If Yes, please explain \_\_\_\_\_

Jordan Larson 8/2/17

Signature Date

My signature above indicates my desire to serve Curry County in a voluntary capacity as a member of one of its Boards, Commissions, Councils, Committees or Task Forces. I understand that there is no financial compensation for serving.

Thank you for your application.

Please return your completed application to the Curry County Commissioners' Office at the address or email listed on page one of this form or you may submit your application on the county's website at [www.co.curry.or.us](http://www.co.curry.or.us).

**Per ORS 192.502(3), the following can only be disclosed to the public following a public record request that shows clear and convincing evidence that the public interest requires disclosure.**

Your mailing address: \_\_\_\_\_

Best phone number: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

Monday, July 10, 2017

Curry County Board of Commissioners  
94235 Moore Street, Suite 122  
Gold Beach, Oregon 97444

RECEIVED

JUL 12 2017

Board of Commissioners  
Curry County, Oregon

Dear Board of Commissioners:

Please consider my application for a Commissioner on the Coos-Curry County Public Housing Authority. I have spoken to Commissioner Court Boice and County Counsel John Huttl about my interest.

For the last two years I have been working to help implement the ReHome program in Curry County and plan to continue my endeavors there accordingly.

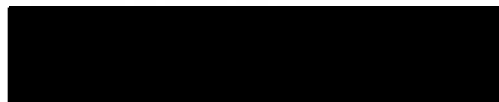
My interest is genuine and broad in this particular program for the citizens of Curry County.

Thank you for your interest and consideration in this regard.

Very truly yours,



Lauren Paulson



To Attn: of JJ  
Curry County Board of Commissioners  
94235 Moore Street, Suite 122  
Gold Beach, Oregon 97444



## Application for Volunteer Boards, Commissions, Councils, Committees or Task Forces

Board of Curry County Commissioners

94235 Moore Street, Suite 122

Gold Beach, OR 97444

Phone: 541-247-3296 Fax: 541-247-2718 Email: [BOC\\_Office@co.curry.or.us](mailto:BOC_Office@co.curry.or.us)

Please complete both pages of this form. Information submitted as part of this application is available and shall be considered public information as it pertains to Oregon Public Records.

NOTE: A separate application may be required for each Board, Commission, Council, Committee or Task Force for which you are applying.

Please print or type clearly

Name: Lauren John Paulson Date: 7/10/17

Please indicate which Board, Commission, Council, Committee or Task Force on which you are interested in serving.

<input type="checkbox"/> Ambulance Service Area Advisory Committee	<input checked="" type="checkbox"/> Coos Curry Housing Authority ←
<input type="checkbox"/> Board of Property Tax Appeals	<input type="checkbox"/> Fair Board
<input type="checkbox"/> Brookings Airport Advisory Committee	<input type="checkbox"/> Farm Board of Review
<input type="checkbox"/> Budget Committee	<input type="checkbox"/> Local Public Safety Coordinating Council
<input type="checkbox"/> Building Codes Appeal Board	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> CCD Business Development Corporation	<input type="checkbox"/> RSVP Advisory Board
<input type="checkbox"/> Citizen Involvement Committee	<input type="checkbox"/> Solid Waste Advisory Committee
<input type="checkbox"/> Compensation Board	<input type="checkbox"/> Veteran's Advisory Council
<input type="checkbox"/> Other	

Are you currently serving on a Board, Commission, Council, Committee or Task Force for Curry County?

☐ Yes ☒ No If Yes, list which committee(s):

What experience, training or qualifications do you have for this particular Board, Commission, Council, Committee or Task Force? I served on the 2015 STEED Task Force

(DATA/CALL-IN STUDY)

What community topics concern you that relate to this Board, Commission, Council, Committee or Task Force? \_\_\_\_\_

Veterans Housing I am a veteran and  
my best buddy died of Agent Orange - alone.

Describe your previous experience in this appointed position or a similar position: I served  
a Chair of Washington County Oregon  
Citizens Involvement Committee

Other volunteer activities: \_\_\_\_\_  
Road Widening Committee.  
DAV Driver for Veterans. Occupy

Does your schedule allow you to attend daytime meetings? ☒ Yes ☐ No

Does your schedule allow you to attend evening meetings? ☒ Yes ☐ No

Does your schedule limit the days you could attend meetings? ☐ Yes ☒ No

If Yes, please explain \_\_\_\_\_

Have you ever been convicted of a crime? ☐ Yes ☒ No

If Yes, please explain \_\_\_\_\_

Lauren Paulson 7/10/17  
Signature Date

My signature above indicates my desire to serve Curry County in a voluntary capacity as a member of one of its Boards, Commissions, Councils, Committees or Task Forces. I understand that there is no financial compensation for serving.

Thank you for your application.

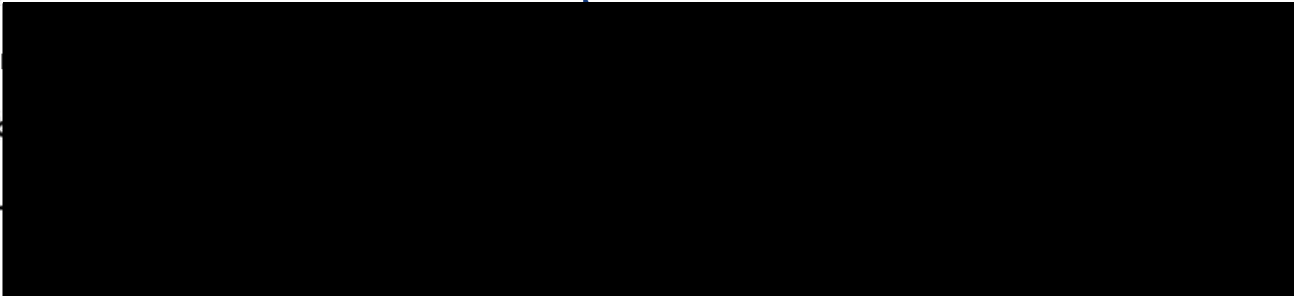
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**Per ORS 192.502(3), the following can only be disclosed to the public following a public record request that shows clear and convincing evidence that the public interest requires disclosure.**

Your mailing address: \_\_\_\_\_

Best phone number: \_\_\_\_\_

E-Mail address: \_\_\_\_\_



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

IN THE MATTER OF THE )  
APPOINTMENT OF A ) ORDER NO.  
MEMBER TO THE COOS CURRY )  
HOUSING AUTHORITY BOARD )

WHEREAS, a position has become vacant on the Coos Curry Housing Authority Board due to a resignation; and

WHEREAS, the Board of Curry County Commissioners announced the vacancy, and invited interested persons to apply; and

WHEREAS, Anthony Baron has applied and indicated his willingness to serve;

NOW, THEREFORE, IT IS HEREBY ORDERED that Anthony Baron is appointed to the Coos Curry Housing Authority with said term to expire June 30, 2021.

DATED this 4<sup>th</sup> day of October, 2017.

CURRY COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Thomas Huxley, Chair

\_\_\_\_\_  
Sue Gold, Vice Chair

\_\_\_\_\_  
Court Boice, Commissioner

Reviewed as to Form:

\_\_\_\_\_  
John Huttli, 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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Curry County/CCH Property Exchange**AGENDA DATE<sup>a</sup>:** 10/4 **DEPARTMENT:** BOC **TIME NEEDED:** 15 Mins.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** John Hitt **PHONE/EXT:** 3287 **TODAY'S DATE:** 9/28/17**BRIEF BACKGROUND OR NOTE<sup>b</sup>:**<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

(1)Building Inspection Report - RR Street

(2)Building Inspection Report - Oregon Street -- Pending

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:** Old Business**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? Yes ☒ No ☐

(If Yes, brief detail) Transfer of Real Property - Previously approved but contingent on Bldg. Inspection Report

**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 ☐





## Home Inspection Report



517 Railroad Ave., Brookings, OR 97415

**Inspection Date:**

Wednesday, September 27, 2017

**Prepared For:**

Curry County John Hutt

**Prepared By:**

Curry Home Inspection, LLC.

P.O. Box 1242

Gold Beach, OR 97444

541-373-7250

Paul@curryhomeinspection.com

**Report Number:**

17-95

**Inspector:**

Paul Smith

**License/Certification #:**

1757

**Inspector Signature:**

THIS REPORT IS INTENDED ONLY FOR THE USE OF THE PERSON PURCHASING THE HOME INSPECTION SERVICES. NO OTHER PERSON, INCLUDING A PURCHASER OF THE INSPECTED PROPERTY WHO DID NOT PURCHASE THE HOME INSPECTION SERVICES, MAY RELY UPON ANY REPRESENTATION MADE IN THE REPORT.

# Report Summary

## **\*\*Scope of Inspection**

- \*\* This inspection report is not a guarantee or warranty of any kind or under any circumstance\***
- > By signing the Curry Home Inspection, LLC. Pre-Inspection Agreement, the Client Acknowledges Having Read the Oregon Standards of Practice set forth for Certified Home Inspectors such as Paul Smith DBA Curry Home Inspection, LLC.
  - ~> Not all potential issues will be identified during this inspection.
  - ~> Unexpected repairs should still be anticipated (As is the case with all homes).
  - > All components designated for inspection in the Oregon Standards of Practice for Certified Home Inspectors are inspected, except as may be inaccessible either physically or safely. Also, components noted in the "Limitations of Inspection" within the Pre-Inspection Agreement by the Client would not be inspected as per requested by the client.
  - > Per OR SOP: No evaluation of Pools, Spas, Jacuzzis, Whirlpool Tubs, Irrigation Systems, Septic Sanitation Systems, Municipal Sewer Systems, or Private Water Systems (such as wells or gravity feed water capture).
  - > Per OR SOP: No geological conditions or engineering matters are evaluated.
  - \* Please refer to the pre-inspection contract for a full explanation of the scope of the inspection.
  - > **\*\*This report is based upon a Visual Inspection Only, No outer cladding will be removed to inspect inner areas of any systems or components per Oregon Standards Of Practice for Certified Home Inspectors\*\***
  - ~> Not all potential issues will be identified during this inspection.
  - ~> Unexpected repairs should still be anticipated (As is the case with all homes).
  - \*\* This inspection report is not a guarantee or warranty of any kind or under any circumstance\***
  - > **\*\*This report is based upon a Visual Inspection Only, No outer cladding will be removed to inspect inner areas of any systems or components per Oregon Standards Of Practice for Certified Home Inspectors\*\***
  - > Structural (inner) Wall, Floor, (and if applicable) Soffit Framing Condition: **\*Not Visible due to exterior cladding and interior floor, wall and ceiling coverings ~ \*therefore Not Evaluated. \* This is as per Oregon Standards of Practice for certified home inspectors.**

## **\*Definitions of Report Terminology**

### **\*DEFINITIONS of REPORT TERMINOLOGY:**

1. Apparent Condition - Systems and Components are rated as follows:  
 SATISFACTORY - Indicates the component is functionally consistent with its original purpose but may show signs of normal wear & tear and moderate deterioration from a normal aging process.  
 MARGINAL - Indicates the component will probably require repair or replacement anytime within five years.  
 POOR - Indicates the component will need repair or replacement now or in the very near future.  
 SAFETY HAZARD Denotes a condition that is unsafe or in need of prompt attention.
2. Installed Systems and Components: Structural components; exterior cladding; interiors; roofing; plumbing; electrical; heating; central air-conditioning; insulation; and ventilation.
3. Readily Accessible Systems and Components: Only those systems and components where Inspector is not required to move personal items, furniture, equipment, soil, snow, or other items which obstruct access or visibility. \*Areas of the house that may be considered reasonably unsafe for the inspector to access will not be inspected.

## **\*Major Structural Concerns**

None Readily Apparent ~ \*Although the Inner Wall, Floor, Ceiling and Soffit Framing was Not Visible, Therefore Not Evaluated\*

### **\*Electrical Safety Hazards ~ \*I Recommend that a Licensed Electrician Further Evaluate and Correct the Safety Issues.**

- > Outdoor Light Fixtures: Two open light sockets in wet area, see photos.
- > Handicapped Bathroom: The GFCI receptacle did not trip when triggered.
- > Crawlspace: There is a loose / exposed high voltage electric cable that runs from the main electric breaker panel to the two sub-panels. ~ \*I Recommend securing the cable up and off of the ground and out of any pathways.

### **\*Potential Structural Safety Hazards ~ \*I Recommend that an Oregon Licensed Construction Contractor Further Evaluate and Correct the Safety Issues.**

- > Overhead Electric Service: The two guy wires may create a trip hazard. \* Use care whenever walking on the roof near the guy wires and or service mast \*
- > Main Electric Panel: Gaps at panel to wall allow for cables being somewhat unprotected, see photo.
- > Crawlspace Hatch Cover: The hatch cover is not adequately designed / built to support minimum floor weight loads requirements. I Recommend that it be re-enforced, see photo.

### **\*Structural Issues Involving Decay ~ \*I Recommend that an Oregon Licensed Construction Contractor Further Evaluate for Hidden / Latent Defects.**

- > East Exterior Door, and Easterly Rear South Door: The frames have early-stage decay, and there are water-stains on the thresholds ~ These doors may leak during high wind / rain events.
- > Visible Areas of Exterior Cladding: Most of the exterior cladding appeared to be in overall satisfactory condition (other than needing treatment); However, some areas have decay. See photos for descriptions and locations.
- > S-E Corner Grey Room: There is Fungal Decay of wood ceiling in the far south side, see additional comments and photos in the Roof Section
- > Crawlspace: Most of the under framing appeared to be in satisfactory condition; however, some areas of support posts have decay - Likely Caused by past Water-Intrusion into the Crawlspace ~ See Photos for Examples.

**\*\*In All Cases ~** When outer decay or damage is detected, inner wall framing decay or damage may (or may not) also exist but would not be visible without first removing the exterior or interior layers of house cladding. The Oregon Standards of Practice prevent me (as the home inspector) from removing any cladding - exterior or interior. \*I recommend that an Oregon Licensed Construction Contractor Further Evaluate for any hidden / latent decay or damage.

### **"Potential" Water Issues ~ \*I Recommend that an Oregon Licensed Contractor Further Evaluate for Hidden / Latent Defects**

- > Reception Room and Utility Room: There are Fungal Mushrooms growing out of the wood ceiling, see additional comments and photos in the Roof Section
- > S-E Corner Grey Room: There is Fungal Decay of wood ceiling in the far south side, see additional comments and photos in the Roof Section
- > Group Meeting Room: There are Water-Stains on the wood ceiling, see additional comments and photos in the Roof Section
- > East Exterior Door, and Easterly Rear South Door: The frames have early-stage decay, and there are water-stains on the thresholds ~ These doors may leak during high wind / rain events.
- > Handicapped Bathroom: The shower surround has a hole, this may allow water to enter inner-wall framing area.
- ~> In All Cases: If water-stains and/or fungal growth are from structural leaks, there may (or may not) be inner ceiling / wall / floor structural framing damage or decay; However, possible damage or decay would not be visible without first removing ceiling and/or wall cladding\* Note: Wall cladding was Not removed anywhere in house, No evaluation of inner wall framing is represented within this report.

### **\*Plumbing Issues ~ \*I Recommend that an Oregon Licensed Plumber Further Evaluate and Correct the Plumbing Issues**

## Report Summary

### **\*Plumbing Issues ~ \*I Recommend that an Oregon Licensed Plumber Further Evaluate and Correct the Plumbing Issues**

- > Handicapped Bathroom: Toilet bowl is loose at floor connection.
- > Hose Bib at Front Porch / Parking Lot: Leaks at valve.

### **\*Mechanical or Structural Issues ~ \*If cost estimates for repairs are needed, then I Recommend that a Licensed Contractor Further Evaluate**

- > Covered Front Porch: Roof Flashing: The galvanized steel roof flashing has corrosion, treatment now may help extend the useful life expectancy.
- > Roof Coverings: Some of the PVC or Rubber Membrane roof coverings have standing pools of water, this scenario can cause excessive weight load onto the roof framing. I Recommend to monitor the roof during the next heavy rain event and have a Licensed Roofing Contractor further evaluate if the pools become substantively larger. See photos of puddles now for comparison.
- > Roof Coverings: See Additional Comments and Photos in Potential Water Issues section.
- > Roof Framing Ventilation: Based upon moisture issues detected on ceilings inside the structure, I Recommend adding some form of roof framing ventilation. A Licensed Roofing Contractor can better advise on a ventilation method.
- > Crawlspace: All of the support posts for the floor beams have water stains extending far above the ground, this indicates that water enters the crawlspace in the rain season or has entered the crawlspace in the past, See Photos and Also See Additional Comments in Gutter and Foundation Vent Sub-Sections.
- > Gutters: I Recommend adding gutter downspout extensions to discharge gutter water far away from the foundation (at least six feet away) ~ \*This is important for helping to prevent water intrusion into crawlspaces or basements, and even important for houses built on slab foundations.
- > Foundation Vents: Some need vent wells, and some of the existing vent wells should be higher as surface water can enter crawlspace. \*as previously mentioned, The gutter downspouts also need to be extended further away from the foundation in order to help prevent water from entering the crawlspace.
- > Exterior Cladding: Some areas are badly weathered and could benefit from paint, stain or other treatment, see photo for example.
- > Fascia: The fascia is warped and has created a gap that can allow bats, insects or rodents to enter the soffit area at corner inside the propane tank fenced area. Other area have damage too, see photos.
- > Siding: Some areas have holes from knots having shrunk and fallen out, I Recommend to fill the holes with caulking.
- > Soffit: There is a large open area above the front door that animals can easily enter, I Recommend that it be sealed off, see photo.
- > Exterior Trim: Missing on some corners, this may be allowing water and/or insects to enter house framing, see photo for example.
- > Interior HVAC # 1 Filter: The filter has large sized mesh, Consider replacing it with a finer sized mesh for better indoor air quality.
- > Crawlspace HVAC Ducting: One or more sections of HVAC ducting is loose and discharging treated air into the crawlspace. See photo for location.

### **\*Items Not Operating**

- > Exterior Electric Receptacles: None of the three exterior receptacles functioned.

### **\*Deferred Cost Items ~ \* Budget for Replacement Within Five Years or Less \***

- > Water Heater: Functioned at time of inspection yet may be nearing end of useful life expectancy, I Recommend to budget for replacement within five years.

### **\*Matters to be Aware Of**

## **Report Summary**

### **\*Matters to be Aware Of**

---

- > Roof Structure: There are some "Lumps" and / or Low Spots below the PVC or Rubber Membrane in random areas, I could Not see the condition of the roof sub-sheathing.
- > Gas Shutoff: The primary propane gas shutoff is located at the storage tank at the exterior of house. I Recommend that my client familiarize themselves with the gas shutoff valve in case the gas ever needs to be shutoff in the event of a gas leak.
- > Smoke Detectors: There are several smoke detectors installed inside this building; However ~ It is beyond the scope of this inspection to determine the suitable fire-marshall regulations for smoke detectors in a commercial facility such as this. \* I Recommend to consult with the appropriate local authorities.
- > Interior Rooms Generalization: Many of the rooms have settling cracks on the walls and/or ceilings, and many of the rooms appear to have patched areas of walls and/or ceilings.
- > Hose Bibs: Not equipped with anti-siphon devices, possible cross connection can occur without anti-siphon device, I Recommend installing such If an RV or Irrigation System will ever be hooked up to hose bib.
- > Plumbing: Galvanized Water Supply Pipes: After many years of use, galvanized water lines typically corrode from within, this corrosion may not be visible from the outside of pipe, I Recommend monitoring.
- > Plumbing: Galvanized Water Drain Pipes: After many years of use, galvanized drain pipes typically corrode from within, this corrosion may not be visible from the outside of pipe. I Recommend monitoring although the drain lines functioned satisfactorily at time of inspection.

# Report Overview

## Main Entrance Faces

---

For the sake of reference ~ North. This will give a direction reference throughout the report.

## State of Occupancy

---

Vacant

## Weather Conditions

---

Sunny

## Recent Rain

---

No rain of any substance for at least three months.

\* Light rain in recent past totaled less than significant\*

# Receipt/Invoice

**Curry Home Inspection, LLC.**  
**P.O. Box 1242**  
**Gold Beach, OR 97444**  
**541-373-7250**

Date: Wed. Sep. 27, 2017 7:30

Inspected By: Paul Smith

Client: Curry County John Hutt

**Property Address**

**517 Railroad Ave.**

**Brookings, OR 97415**

Inspection Number: 17-95

Payment Method:

<b>Inspection</b>	<b>Fee</b>
Home Inspection	\$600.00
<b>Total</b>	<b>\$600.00</b>

## Roof

### General

Visibility ☒ All  
 Inspected From ☒ Roof

### Style of Roof

Type ☒ Flat (Relatively, by Industry Standards)  
 Pitch ☒ Flat  
 Roof Coverings Type :  
     Main Structure is PVC Membrane,  
     Covered Front Porch is Rolled Asphalt with Built-Up Tar  
 How Many Layers ? ☒ Appears to be One

### Ventilation System

Type ☒ None Readily Apparent  
 Condition ☒ Recommend Additional Roof Framing Ventilation  
 Comments > Roof Framing Ventilation: Based upon moisture issues detected on ceilings inside the structure, I Recommend adding some form of roof framing ventilation. A Licensed Roofing Contractor can better advise on a ventilation method.

### Flashing

Material ☒ Painted Metal on Main Structure ☒ Galvanized Steel on Covered Porch  
 Condition Of Visible Areas ☒ Covered Porch Flashing is Marginal due to Corrosion  
 Comments > Covered Front Porch: Roof Flashing: The galvanized steel roof flashing has corrosion, treatment now may help extend the useful life expectancy.

Photos



Porch roof flashing needs treatment.

### Estimated Age and Condition of Roof Coverings and Visible Structure

Estimated Age of Roof Coverings : 10+- Years ?  
 Condition of Visible Areas ☒ Overall Satisfactory ☒ Ponding (pools of standing water)  
 Visible Roof Structure ☒ Overall Satisfactory ☒ ~ Some Low Spots and Some Humps Below the Membrane Covering  
 Comments > Roof Coverings: Some of the PVC or Rubber Membrane roof coverings have standing pools of water, this scenario can cause excessive weight load onto the roof framing. I Recommend to monitor the roof during the next heavy rain event and have a Licensed Roofing Contractor further evaluate if the pools become substantively larger. See photo of puddles now for comparison.  
 > Roof Coverings: See Comments and Photos in Potential Water Issues section.  
 > Roof Structure: There are some "Lumps" and / or Low Spots below the PVC or Rubber Membrane in random areas, I could Not see the condition of the roof sub-sheathing.



## Photos



Many dried puddles across much of the other areas.



This pool is after only minor one inch rainfall within the past week and after no rainfall of substance in the past three months. The downward arrow is where there are Water-Stains inside the Group Meeting Room below the pool of water.



This is the general area where there is decayed wood ceiling inside the S-E Corner Gray Room. Perhaps there is a hole in the membrane here ?? Or perhaps the decay was caused before the newer roof coverings were installed ??



This is the general area where Fungus / Mushrooms are growing from the wood ceiling inside the Reception Room and the Utility Room.

## Plumbing Vents & Other Vents

Plumbing Vents ☒ Visible

Plumbing Vents Condition ☒ Visible Areas - Appeared Satisfactory

Other Vents ? ☒ Visible

Other Vents Condition ☒ Visible Areas - Appeared Satisfactory

Photos



These vents May be for roof framing areas, but I believe the roof framing areas need Additional ventilation.

## Exterior Structural / Exterior Cladding / Inner-Wall Framing

### Gutters

Material ☒ Painted Metal  
 Attachment ☒ Overall Satisfactory  
 Downspout Extension Needed ☒ North ☒ South ☒ East ☒ West  
 Condition ☒ Visible Areas - Appeared Satisfactory  
☒ No Readily Apparent Leaks; However, it Was Not Raining at Time of Inspection  
 Comments > Gutters: I Recommend adding gutter downspout extensions to discharge gutter water far away from the foundation (at least six feet away) ~ \*This is important for helping to prevent water intrusion into crawlspaces or basements, and even important for houses built on slab foundations.  
 \*Note: Unless it is raining at the exact time of gutter inspection, testing for leaks is not part of the inspection.

### Photos



Example of how gutter downspouts are discharging directly at the foundation and how water can easily enter the crawlspace as a result. These loose / minuscule diversion trays are inadequate for keeping water out of the crawlspace.

### Visible Areas of Siding

Material ☒ Wood  
 Condition ☒ Most Visible Areas - Appeared Overall Satisfactory Considering the Age ☒ Damaged in Some Areas  
☒ Some Areas have Large Holes from Knots ☒ Some Fasteners have Corrosion  
☒ Some Siding in Contact With Soil ☒ Some Areas have Decay  
☒ \*Paint, stain, caulking, trim, etc May Be Concealing Defects  
☒ \*I Recommend that a Licensed Construction Contractor Further Evaluate  
☒ Some Areas could benefit from Paint, Stain or other Treatment  
 Comments > Exterior Cladding: Some areas are weathered and could benefit from paint, stain or other treatment, see photo for example.  
 > Siding: Some areas have holes from knots having shrunken and fallen out, I Recommend to fill the holes with caulking.  
 > Visible Areas of Siding: Most appeared to be in overall satisfactory condition; However: Some areas have decay, see photos.  
 \*\*In All Cases ~ When outer decay or damage is detected, inner wall framing decay or damage may (or may not) also exist but would not be visible without first removing the exterior or interior layers of house cladding. The Oregon Standards of Practice prevent me (as the home inspector) from removing any cladding - exterior or interior. \*I recommend that an Oregon Licensed Construction Contractor Further Evaluate for any hidden / latent decay or damage.

## Photos



Example of some fasteners having corrosion.



Example of some cladding needing treatment due to weathering.



Example of holes from knots.



The bottom of siding is decayed all along the north side left of front porch, likely from being in contact with soil.

### Visible Areas of Trim

Material

☒ Wood

Condition

☒ Missing in Some Areas

☒ Some Fasteners have Corrosion

☒ Some Shrinkage

☒ Some Areas have Decay ☒ \*Paint, stain, caulking, secondary trim, etc May Be Concealing Defects

☒ \*I Recommend that a Licensed Construction Contractor Further Evaluate

☒ Some Areas could benefit from Paint, Stain or other Treatment

Comments

> Exterior Trim: Missing on some corners, this may be allowing water and/or insects to enter house framing, see photo for example.

## Photos



Trim is decayed at the Parapet Wall above the front porch.



Example of some corners missing trim.



Trim has decay on easterly of the two south rear doors.

### Visible Areas of Soffit

Material ☒ Wood

Condition ☒ Most Visible Areas - Appeared Satisfactory ☒ Large Open Area at Front Porch  
☒ Some areas have Decay ☒ \*Paint, stain, caulking, trim, etc May Be Concealing Defects

☒ \*I Recommend that a Licensed Construction Contractor Further Evaluate

Comments > Soffit: There is a large open area above the front door that animals can easily enter, I Recommend that it be sealed off, see photo.

> Visible areas of Soffit: Most appeared to be in satisfactory condition; However: Some areas have decay, see photos.

\*\*In All Cases ~ When outer decay or damage is detected, inner wall framing decay or damage may (or may not) also exist but would not be visible without first removing the exterior or interior layers of house cladding. The Oregon Standards of Practice prevent me (as the home inspector) from removing any cladding - exterior or interior. \*I recommend that an Oregon Licensed Construction Contractor Further Evaluate for any hidden / latent decay or damage.

## Photos



Soffit is decayed above front porch towards the front door.



Soffit is decayed above front porch near the exterior light fixture.



Open cavernous area above the front door.





Soffit is also decayed at the north end of front porch.

### Visible Areas of Rafter-Tails

Condition ☒ Not Visible due to Exterior Cladding ~ \*Therefore Not Evaluated\*  
☒ \*Paint, stain, caulking, trim, etc May Be Concealing Defects

### Visible Areas of Fascia

Material ☒ Wood  
 Condition ☒ Most Visible Areas - Appeared Overall Satisfactory Considering the Age ☒ Damaged in Some Areas  
☒ Some Fasteners have Corrosion ☒ Some Areas have Decay  
☒ \*Paint, stain, caulking, trim, etc May Be Concealing Defects  
☒ \*I Recommend that a Licensed Construction Contractor Further Evaluate  
☒ Some Areas Could Benefit from Paint or other Treatment  
 Comments > Visible areas of Fascia and/or Barge-Rafters: Most appeared to be in satisfactory condition; However: Some areas have damage, see photos.  
 > Fascia: The fascia is warped and has created a gap that can allow bats, insects or rodents to enter the soffit area at corner inside the propane tank fenced area.  
 > Visible areas of Fascia: Most appeared to be in satisfactory condition; However: Some areas have decay, see photos.  
 \*\*In All Cases ~ When outer decay or damage is detected, inner wall framing decay or damage may (or may not) also exist but would not be visible without first removing the exterior or interior layers of house cladding. The Oregon Standards of Practice prevent me (as the home inspector) from removing any cladding - exterior or interior. \*I recommend that an Oregon Licensed Construction Contractor Further Evaluate for any hidden / latent decay or damage.

## Photos



Fascia has decay at the corner near the propane tank.



Fascia is damaged at the S-W corner.



Fascia is warped and has created a gap that can allow bats, insects or rodents to enter the soffit area at corner inside the propane tank fenced area.

### Visible Areas of Roof Sub-Sheathing (Outside of Attic and/or Garage)

Material ☒ Not Visible due to Cladding  
 Condition ☒ Not Visible due to Cladding ~ \*Therefore Not Evaluated\*

### Caulking

Condition ☒ Some Visible  
☒ Marginal ☒ Recommend around Gaps and Penetrations  
 Comments As Generalities:  
 \*Recommend maintaining caulking but do not rely upon caulking solely as a water-intrusion barrier.  
 \*A non-intrusive inspection such as this can not determine the integrity of the moisture barrier underneath the siding, trim, and various penetrations.  
 \*No caulking will last indefinitely.  
 \*Caulking should never be relied upon entirely for the prevention of water-intrusion.  
 \*At penetrations, caulking may help augment other water-intrusion barriers; but as above, caulking alone should never be relied upon entirely as a water-intrusion barrier.

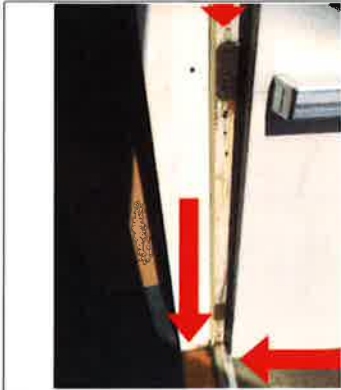
### Windows

Material ☒ Vinyl  
 Windows Condition ☒ Visible Areas - Appeared Satisfactory  
 Screens ☒ By Oregon SOP: Screens are Not Evaluated

### Exterior Doors

Main Entrance Door ☒ Overall Satisfactory  
 Westerly South Rear Door ☒ Overall Satisfactory  
 Easterly South Rear Door ☒ Overall Satisfactory ☒ Door is Weathered  
 East Door ☒ Frame has Decay  
 Comments > East Exterior Door, and Easterly Rear South Door: The frames have early-stage decay, and there are water-stains on the thresholds ~ These doors may leak during high wind / rain events.  
 \*\*In All Cases ~ When outer decay or damage is detected, inner wall framing decay or damage may (or may not) also exist but would not be visible without first removing the exterior or interior layers of house cladding. The Oregon Standards of Practice prevent me (as the home inspector) from removing any cladding - exterior or interior. \*I recommend that an Oregon Licensed Construction Contractor Further Evaluate for any hidden / latent decay or damage.

## Photos



East Door: The frame has early-stage decay, and there are water-stains on the threshold ~ This door may leak during high wind / rain events.



Easterly of the two rear doors is also weathered and has water-stains on threshold.

## Electric Service Entry and Exterior Electric Components

Entry Method and Meter Location ☒ Overhead Entry

Electric Service Entry Hardware and Meter Condition ☒ Visible Areas - Appeared Overall Satisfactory  
☒ Guy Wires may be Trip Hazard

Exterior Electrical Receptacles and Wiring ☒ Receptacles Did Not Operate, Could Not Test for GFCI  
☒ Open Light Socket(s) ☒ Safety Hazard

Comments > Overhead Electric Service: The two guy wires may create a trip hazard. \* Use care whenever walking on the roof near the guy wires and or service mast \*  
 > Outdoor Light Fixtures: Two open light sockets in wet area, see photos.  
 > Exterior Electric Receptacles: None of the three exterior receptacles functioned.

## Photos



This is one of the two guy wires, a person could easily trip over them and fall off of the roof. Use Care.



This is the other guy wire that can be a trip-hazard. Use Care.

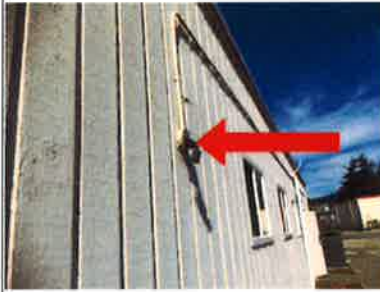


Open light socket on north side.





Receptacle at N-W corner did Not function.



Open light socket on east side too.



Receptacle at east side did Not function.



Receptacle at north side did Not function.

### Structural Inner Wall, Floor (and if applicable) Soffit Framing Construction

Type ☒ Not Visible

Structural (Inner) Wall, Floor and/or Soffit Framing Condition ☒ Not Visible ~ \*Therefore - Not Evaluated\*

Comments **> Structural (inner) Wall, Floor, (and if applicable) Soffit Framing Condition: Not visible due to exterior cladding and interior floor, wall and ceiling coverings ~ \*therefore Not Evaluated. \* This is as per Oregon Standards of Practice for certified home inspectors.**

## Grounds

### Service Walks

Material ☒ Concrete  
 Condition ☒ Visible Areas - Appeared Satisfactory ☒ Typical Cracks

### Driveway / Parking

Material ☒ Concrete ☒ Asphalt  
 Condition ☒ Visible Areas - Appeared Satisfactory ☒ Typical Cracks

### Front Porch

Surface Material ☒ Concrete  
 Surface Condition ☒ Overall Satisfactory ☒ Typical Cracks  
 Visible Structural Condition ☒ Visible Areas - Appeared Overall Satisfactory  
 Porch Cover ☒ Visible Areas - Appeared Overall Satisfactory

### Landscaping Affecting House And / Or Foundation

Negative Site Grading ? ☒ West ☒ North  
 Vegetation Affecting House and / or Foundation ? ☒ None Readily Apparent  
 Comments Comments :

> There are Foundation Vents on the North and West sides that can easily allow water to enter the crawlspace due to Poor Landscape Grading and the fact that the Gutter Downspouts Discharge at the Foundation..

\*As a Generality: \*I Recommend always maintaining a positive drainage slope away from the foundation.

### Hose Bibs (Outdoor Water Valves)

Condition ☒ Overall Satisfactory ☒ Some with No Anti-Siphon Valves ☒ One or More Valves Leak  
 Operable ☒ Yes  
 Comments > Hose Bibs: Not equipped with anti-siphon devices, possible cross connection can occur with out anti-siphon device, I Recommend installing such If an RV or Irrigation System will ever be hooked up to hose bib.

> Hose Bib at Front Porch / Parking Lot: Leaks at valve.

Photos



Hose Bib at corner of front porch leaks.

## A/C Heat-Pump

### Exterior Unit # 1 - West Side

Specifications Location: West Side Brand: Tempstar Model #: N4H324CKA100 Serial #: E133511621

Approximate Age: Four Years Maximum Fuse / Breaker Amperage Rating: 25 Amps

Fuses / Breakers Amperage Installed: 20 Amps

☒ Breaker or Fuse is Within Acceptable 25 % Range of Sizing

Outside Disconnect ☒ Yes

Level ☒ Satisfactory

Air Flow ☒ Satisfactory

Visible Areas of Coil Fins ☒ Visible Areas - Appeared Satisfactory

Visible Areas of Insulation ☒ Visible Areas - Appeared Satisfactory

Overall Condition ☒ Visible Areas ~ Appeared Satisfactory ☒ Functioned When Activated by Thermostat

Comments \*\*As a Generality: Recommend periodic maintenance servicing by a qualified HVAC technician, this can increase the useful life expectancy of any HVAC system.

Photos



### Interior Unit # 1

Specifications Location: Interior Hallway West Side Brand: International Comfort Products / Tempstar

Model #: FEM4P2400A Serial #: A133968049 Approximate Age: Four Years

Air Filtration ☒ Electrostatic Filter - Reusable if Periodically Cleaned ☒ Visible Areas of Filter - Appeared Satisfactory

☒ Consider Replacing with a Finer Mesh Filter

Visible Areas of Inner Ducting ☒ Satisfactory ☒ \* Only a Very Small Percentage of Inner Ducting Was Visible

Visible Areas of Coil & Blower ☒ Not Visible, Inside Housing

Visible Areas of Refrigerant Lines ☒ Visible Areas - Appeared Satisfactory

Condensate Pan / Drain Line ☒ Visible Areas ~ Appeared Satisfactory

Auxiliary Condensate Line (If unit located above living space) ☒ N/A

Overall Condition ☒ Visible Areas ~ Appeared Satisfactory ☒ Functioned When Activated by Thermostat

Comments > Interior HVAC # 1 Filter: The filter has large sized mesh, Consider replacing it with a finer sized mesh for better indoor air quality.

\*\*As Generalities:

\*HVAC Air Filter and/or Electronic Air-Cleaner: I Recommend maintaining clean filters / air-cleaners for proper system operation.

\* I Recommend periodic maintenance servicing by a qualified HVAC technician, this can increase the useful life expectancy of any HVAC system.

## Photos



This filter will Not trap fine airborne particles.

## Exterior Unit # 2 - East Side

Specifications Location: East Side Brand: Trane Model #: 4TWZ00601000AA Serial #: 1017176C1F  
 Approximate Age: Seven Years Maximum Fuse / Breaker Amperage Rating: 50 Amps  
 Fuses / Breakers Amperage Installed: 50 Amps

Outside Disconnect ☒ Yes

Level ☒ Satisfactory

Air Flow ☒ Satisfactory

Visible Areas of Coil Fins ☒ Visible Areas - Appeared Satisfactory

Visible Areas of Insulation ☒ Visible Areas - Appeared Satisfactory

Overall Condition ☒ Visible Areas ~ Appeared Satisfactory ☒ Functioned When Activated by Thermostat

Comments \*\*As a Generality: Recommend periodic maintenance servicing by a qualified HVAC technician, this can increase the useful life expectancy of any HVAC system.

## Photos



## Interior Unit # 2

Specifications Location: Inside Northerly Utility Room Brand: Trane Model #: 4TEE3C08A1000AA  
 Serial #: 103146GF1V Approximate Age: Seven Years

Air Filtration ☒ Electronic Air-Cleaner ~ Not Tested as per OR SOP

Visible Areas of Inner Ducting ☒ Satisfactory ☒ \* Only a Very Small Percentage of Inner Ducting Was Visible

Visible Areas of Coil & Blower ☒ Not Visible, Inside Housing

Visible Areas of Refrigerant Lines ☒ Visible Areas - Appeared Satisfactory

Condensate Pan / Drain Line ☒ Visible Areas ~ Appeared Satisfactory

Auxiliary Condensate Line (If unit located above living space) ☒ N/A

Overall Condition ☒ Visible Areas ~ Appeared Satisfactory ☒ Functioned When Activated by Thermostat

Comments \*\*As Generalities:

\*HVAC Air Filter and/or Electronic Air-Cleaner: I Recommend maintaining clean filters / air-cleaners for proper system operation.

\* I Recommend periodic maintenance servicing by a qualified HVAC technician, this can increase the useful

## A/C Heat-Pump

### Interior Unit # 2 cont.

Comments cont. life expectancy of any HVAC system.

Photos







## Bathrooms

### Women s Hallway Bathroom cont.

Interior Doors ☒ Visible Areas - Appeared Satisfactory  
Heat Source ☒ No

### Men s Hallway Bathroom

Countertop - Backsplash ☒ None ~ Free Standing Sink  
Sink(s) / Visible Plumbing ☒ Visible Areas - Appeared Satisfactory  
Tub ☒ No Bathtub  
Whirlpool Pump ☒ No Whirlpool  
Shower Plumbing and Hardware ☒ No Shower  
Shower / Tub Surround Area ☒ No Shower / Tub Surround  
Toilet ☒ Visible Areas - Appeared Satisfactory  
Floor ☒ Sheet Vinyl ☒ Visible Areas - Appeared Satisfactory  
Walls / Ceiling ☒ Visible Areas - Appeared Satisfactory  
☒ \*Wall / Ceiling Cladding was Not Removed ~ Framing was Not Evaluated  
Electrical ☒ Receptacles Operated ☒ Switch(s) Operated  
GFCI Receptacles Within Six Feet of Water Source ☒ Yes and Did Trip When Tested for GFCI  
Exhaust Fan ☒ Yes  
Windows ☒ None  
Interior Doors ☒ Visible Areas - Appeared Satisfactory  
Heat Source ☒ No

## Water Heater

### Water Heater located in Handicapped Bathroom Closet

General Brand Name: State Model #: ES650DORSG Serial #: D07J056384 Capacity: 50 Gallons

Type ☒ Electric

Relief Valve ? ☒ Yes ☒ Extension Proper

Seismic Restraints Needed ? ☒ No

Drain Pan ? ☒ Visible Areas - Appeared Satisfactory

Tank / Plumbing & Electrical Condition / Functionality ☒ Visible Areas - Appeared Satisfactory

☒ Functioned at time of inspection, \*Yet nearing end of useful life expectancy

Comments > Water Heater: Functioned at time of inspection yet may be nearing end of useful life expectancy, I Recommend to budget for replacement within five years.

Photos





## Various Interior Rooms

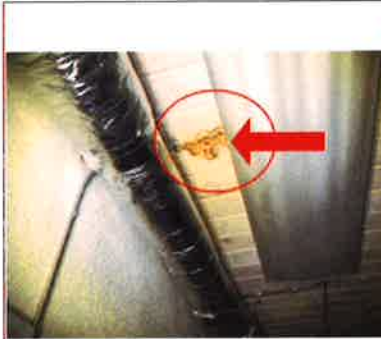
### Various Interior Rooms

- Walls & Ceiling ☒ Most Visible Areas - Appeared Overall Satisfactory ☒ Settling Cracks on Wall(s)  
☒ Some Areas Appear to have been Patched ☒ Some Walls have Damage or Holes  
☒ Ceiling has Decay inside S-E Corner Grey Room  
☒ Ceilings have Fungal Growth inside the Reception and Utility Rooms  
☒ Water Stains on Ceiling Inside Group Meeting Room  
☒ Wall / Ceiling Cladding was Not Removed ~ Inner Framing Condition Not Evaluated  
☒ \*I Recommend that a Licensed Construction Contractor Further Evaluate
- Floor ☒ Sheet Vinyl ☒ Carpet ☒ Overall Satisfactory  
☒ \*Floor Cladding was Not Removed ~ Floor Framing Condition Not Evaluated
- Electrical ☒ Receptacles Operated ☒ Switch(s) Operated
- Heating Source ☒ Yes
- Interior Doors ☒ Visible Areas - Appeared Satisfactory
- Windows ☒ Visible Areas - Appeared Satisfactory  
☒ Window Coverings (blinds, curtains etc.) and Screens are Not Evaluated
- Comments  
 > Reception Room and Utility Room: There are Fungal Mushrooms growing out of the wood ceiling, see additional comments and photos in the Roof Section  
 > S-E Corner Grey Room: There is Fungal Decay of the wood ceiling at the far south side, see additional comments and photos in the Roof Section  
 > Group Meeting Room: There are Water-Stains on the wood ceiling, see additional comments and photos in the Roof Section  
 > Interior Rooms Generalization: Many of the rooms have settling cracks on the walls and/or ceilings, and many of the rooms appear to have patched areas of walls and/or ceilings.

### Photos



Fungus (Mushrooms) growing out of ceiling inside the Reception Room.



Fungus (Mushrooms) growing out of ceiling inside the Utility Room.



Water-Stains on ceiling inside Group Meeting Room.



Decayed wood where ceiling meets south wall inside S-E Corner Gray Room.

## Smoke & CO Detectors

### Smoke / Carbon Monoxide Detectors

Smoke Detectors ☒ Present

CO Detector ☒ N/A

Comments > Smoke Detectors: There are several smoke detectors installed inside this building; However ~ It is beyond the scope of this inspection to determine the suitable fire-marshal regulations for smoke detectors in a commercial facility such as this. \* I Recommend to consult with the appropriate local authorities.

## Electrical Distribution Panels

### Main Electric Panel

Location & Model Location: Inside S-W Computer Room ☒ Siemens  
 Amperage / Voltage & Breakers or Fuses ☒ 200 A ☒ 120 V / 240 V ☒ Breakers  
 Clearance to Panel ☒ Adequate  
 Service Disconnect ☒ Service Disconnect Present  
 Grounding and Bonding ☒ Appeared Grounded ☒ Appeared Bonded  
 GFCI Breakers ☒ None  
 AFCI Breakers ☒ None  
 Main Wire Material / Condition ☒ Hots Stranded Aluminum ☒ Neutral Stranded Aluminum  
☒ Ground Stranded Aluminum  
 Branch Wire Material ☒ Copper ☒ Stranded Aluminum  
 Branch Wire Condition ☒ Visible Areas - Appeared Satisfactory  
 Comments > Main Electric Panel: Gaps at panel to wall allow for cables being somewhat unprotected, see photo.

### Sub Electric Panel # 1

Location & Model Location: Inside Northerly Utility Room ☒ Siemens  
 Amperage / Voltage & Breakers or Fuses ☒ 125 A ☒ 240 V ☒ Breakers  
 Clearance to Panel ☒ Adequate  
 Service Disconnect ☒ Service Disconnect Present  
 Grounding / Separation / Isolation ☒ Appeared Grounded ☒ Neutral Appeared Separated from Ground  
☒ Neutral Appeared Isolated from Ground  
 GFCI Breakers ☒ No  
 AFCI Breakers ☒ No  
 Main Wire Material & Condition ☒ Hots Stranded Aluminum ☒ Neutral Stranded Aluminum  
☒ Ground Stranded Aluminum  
 Branch Wire Material ☒ Copper  
 Branch Wire Condition ☒ Visible Areas - Appeared Satisfactory  
 Comments .

### Sub Electric Panel # 2

Location & Model Location: Inside Northerly Utility Room ☒ Siemens  
 Clearance to Panel ☒ Adequate  
 Amperage / Voltage & Breakers or Fuses ☒ 100 A ☒ 240 V ☒ 120 V ☒ Breakers  
 Service Disconnect ☒ Service Disconnect Present  
 Grounding / Separation / Isolation ☒ Appeared Grounded ☒ Neutral Appeared Separated from Ground  
☒ Neutral Appeared Isolated from Ground  
 GFCI Breakers ☒ No  
 AFCI Breakers ☒ No  
 Main Wire Material & Condition ☒ Hots Stranded Aluminum ☒ Neutral Stranded Aluminum  
☒ Ground Stranded Aluminum  
 Branch Wire Material ☒ Copper  
 Branch Wire Condition ☒ Visible Areas - Appeared Satisfactory  
 Comments .

## Plumbing

### Visible Water, Drain and Fuel Lines

Main Water Shut-Off Location    Water Shutoff Location :

> Water Shutoff: Outside at Street-Side in Underground Valve-Box. \* Note: I Recommend that my client familiarize themselves with the water shutoff valve and always have an appropriate wrench available if the water ever needs to be shutoff in the event of a plumbing leak.

Water Entry Piping    ☒ Not Readily Apparent

Lead (other than solder joints) in Visible Pipes ?    ☒ Unknown    ☒ None Readily Apparent

Visible Water Distribution Piping Type    ☒ Copper

☒ Most Not Visible due to Insulation and/or Floor and Wall Framing Encapsulation

Visible Water Distribution Piping Condition ?    ☒ Visible Areas - Appeared Satisfactory    ☒ No Readily Apparent Leaks

Visible Drain / Waste / Vent Pipe Type    ☒ Cast Iron

☒ Most Not Visible due to Insulation and/or Floor and Wall Framing Encapsulation

Visible Drain / Waste / Vent Pipe Condition ?    ☒ Visible Areas - Appeared Satisfactory

☒ Most Not Visible due to Floor and Wall Framing Encapsulation

Visible Traps Proper P-Type ?    ☒ Yes    ☒ Some Not Visible

Interior Fuel Storage System ?    ☒ None Readily Apparent

Visible Fuel Line    ☒ CSST

Visible Fuel Line Condition ?    ☒ Visible Areas - Appeared Satisfactory

Comments    > Plumbing: Galvanized Water Supply Pipes: After many years of use, galvanized water lines typically corrode from within, this corrosion may not be visible from the outside of pipe, I Recommend monitoring.  
> Plumbing: Galvanized Water Drain Pipes: After many years of use, galvanized drain pipes typically corrode from within, this corrosion may not be visible from the outside of pipe. I Recommend monitoring although the drain lines functioned satisfactorily at time of inspection.

\*Much of the building's plumbing system is not visible due to wall, floor, ceiling coverings and / or insulation encapsulation.

\*\*Per Oregon Standards of Practice for a Certified Home Inspection: No evaluation is made of Pools, Spas, Jacuzzis, Whirlpool Tubs, Irrigation Systems, Septic Sanitation Systems, Municipal Sewer Systems, or Private Water Systems (such as wells or gravity feed water capture). If any of these systems are to be inspected, then a Licensed Plumbing Contractor should be commissioned.

### Main Fuel Shut-Off Location

☒ Present    Location ~ : On Propane Storage Tank on South Side of Building

Comments    > Gas Shutoff: The primary propane gas shutoff is located at the storage tank at the exterior of house. I Recommend that my client familiarize themselves with the gas shutoff valve in case the gas ever needs to be shutoff in the event of a gas leak.

### Sanitary Grinder / Lift Pump ?

☒ None Readily Apparent

Comments    If this house has a sanitary grinder / lift pump, and if it is to be inspected ~ Then recommend a license plumber to perform inspection. Also, if this house has a sanitary grinder / lift pump, the new home owner should familiarize themselves with the system.



## Foundation / Crawl Space

### Crawl Space

Type ☒ Full Crawl Space  
 Conditioned (heated/cooled) ☒ No

### Access

Location ☒ Interior Hatch in Northerly Utility Room  
 Access Method Condition ☒ Access Panel is Not Adequately Designed to Support Weight ☒ Safety Hazard  
 Inspected From ☒ Inside the Crawl Space  
 Comments > Crawl Space Hatch Cover: The hatch cover is not adequately designed / built to support minimum floor weight loads requirements. I Recommend that it be re-enforced, see photo.

Photos



Less than adequate thickness of plywood hatch cover.

### Visible Areas of Foundation Walls & Footings

Footings Material ☒ Poured Concrete Perimeter Footings  
 Foundation Walls Material ☒ Concrete Block  
 Condition ☒ Visible Areas - Appeared Satisfactory ☒ Typical Cracks

### Foundation Anchoring Systems ?

☒ Some Visible  
 Comments \*\*It is beyond the scope of this inspection to evaluate the foundation anchoring system as being adequately engineered to withstand seismic events. This report states whether or not any foundation anchoring system is readily apparent or not readily apparent.

### Visible Areas of Ground

Material ☒ Dirt  
 Condition ☒ Vapor Barrier Present

### Drainage

Standing Water ? ☒ No  
 Evidence of Water Damage ? ☒ Yes ~ See Comments Below  
 Sump-Pump ? ☒ None Readily Apparent  
 Comments \*\* There is obvious water-damage of some of the primary floor-framing support posts inside the crawlspace, see comments and photos in crawlspace framing sub-section.  
 \*If a sump-pump exists, it was not readily apparent.

### Ventilation

Ventilation Condition ☒ Some Need Higher Vent Wells  
 Comments > Foundation Vents: Some need vent wells, and some of the existing vent wells should be higher as surface water can enter crawlspace. \*The gutter downspouts also need to be extended further away from the

## Foundation / Crawl Space

### Ventilation cont.

Comments cont. foundation in order to help prevent water from entering the crawlspace.

Photos



Example of how gutter downspouts are discharging directly at the foundation and how water can easily enter the crawlspace as a result. Also: Some need vent wells or other need better vent wells than currently exist.

### Visible Areas of HVAC Ducting

HVAC Ducting Type ☒ Insulated Flex

HVAC Ducting Condition ☒ Most Visible Areas - Appeared Satisfactory ☒ One or More Ducts are Loose / Disconnected

Comments > Crawlspace HVAC Ducting: One or more sections of HVAC ducting is loose and discharging treated air into the crawlspace. See photo for location.

Photos



The ducting that supplies the S-E corner grey office is completely disconnected at plenum. There may be others loose too.

### Visible Areas of Sill Plates / Posts / Beams

Sill Plate Material ☒ Wood

Post Material ☒ Wood

Beam Material ☒ Wood

Condition ☒ Most Visible Areas - Appeared Satisfactory ☒ Some Areas have Decay

## Foundation / Crawl Space

### Visible Areas of Sill Plates / Posts / Beams cont.

Condition cont. ☒ \*I Recommend that a Licensed Construction Contractor Further Evaluate

Comments  
 > Crawlspace: All of the support posts for the floor beams have water stains extending far above the ground, this indicates that water enters the crawlspace in the rain season, See Photos.  
 > Crawlspace: Most of the under framing appeared to be in satisfactory condition; however, some areas of support posts have decay - Likely Caused by Water-Intrusion into the Crawlspace ~ See Photos for Examples.

**\*\*In All Cases ~** When outer decay or damage is detected, inner wall framing decay or damage may (or may not) also exist but would not be visible without first removing the exterior or interior layers of house cladding. The Oregon Standards of Practice prevent me (as the home inspector) from removing any cladding - exterior or interior. \*I recommend that an Oregon Licensed Construction Contractor Further Evaluate for any hidden / latent decay or damage.

#### Photos



Example of decayed bottoms of some primary floor-framing support posts (most are Not this bad). The posts with decay are randomly located, so have the construction contractor check them all and replace with Pressure-Treated wood. Note that there are also holes in the water-damaged support posts, probably created by wood boring beetles.



Another Example of decayed bottoms of some primary floor-framing support posts (most are Not this bad). The posts with decay are randomly located, so have the construction contractor check them all and replace with Pressure-Treated wood. Note that there are also holes in the water-damaged support posts, probably created by wood boring beetles.

### Visible Areas of Floor Joists

Material ☒ Wood

Condition ☒ Only Bottoms of Joists Visible due to Insulation ☒ Readily Visible Areas - Appeared Satisfactory

Comments  
 \*Much of the crawlspace under-floor framing not visible or readily accessible due to insulation, restricted spaces, wiring, plumbing and / or ducting ~ \* Therefore Not Evaluated as per Oregon Standards of Practice for certified home inspectors.

### Visible Areas of Subfloor

Material ☒ Not Visible due to Insulation

Condition ☒ Not Visible, therefore Not Evaluated

Comments  
 \*Much of the crawlspace under-floor framing not visible or readily accessible due to insulation, restricted spaces, wiring, plumbing and / or ducting ~ \* Therefore Not Evaluated as per Oregon Standards of Practice for certified home inspectors.



## Foundation / Crawl Space

### Visible Areas of Floor Insulation

Insulation ? ☒ Fully Insulated, Only Bottom was Visible

Type ☒ Fiberglass

Condition of Visible Areas ☒ Most Visible Areas - Appeared Satisfactory

☒ Some Insulation is Hanging Down or Fallen Off Entirely

Comments \* This is a generalization of the floor insulation, not every square inch could be examined.

### Visible Areas of Electrical Systems

☒ Fully Exposed Electric Cables ☒ Safety Hazard

☒ \*I Recommend that a Licensed Electrician Further Evaluate

Comments > Crawlspace: There is a loose / exposed high voltage electric cable that runs from the main electric breaker panel to the two sub-panels. ~ \*I Recommend securing the cable up and off of the ground and out of any pathways.

Photos



This is a high voltage / high amperage cable laying on the ground about 1/2 way between the main panel and the sub-panels.

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Amendments - Travel Policy for Commissioners & Elected Officials**AGENDA DATE<sup>a</sup>:** Oct 4, 2017 **DEPARTMENT:** Commissioner **TIME NEEDED:** 15 min<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Comm Huxley **PHONE/EXT:** 3213 **TODAY'S DATE:** Sept 27, 2017**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** See attached Memo - Travel Policy Enforcement.<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Order

- (1)Memo - Travel Policy Enforcement
- (2)Vehicle Check-out Mileage Form
- (3) BOC Vehicles Odometer Form - GS12127 GS07089
- (4)Adopted Budget - Commissioners 2017-2018
- (5) Elected Officials Travel Policy Aug 2, 2017 - Order 20438 (highlighted)

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:** New Business**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 ☐

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Car #: \_\_\_\_\_

Mileage: Begin: \_\_\_\_\_ End: \_\_\_\_\_ Total Miles: \_\_\_\_\_

Fuel Reading Begin: F  $\frac{3}{4}$   $\frac{1}{2}$   $\frac{1}{4}$  E Personal Use Miles: \_\_\_\_\_  
Fuel Reading End: F  $\frac{3}{4}$   $\frac{1}{2}$   $\frac{1}{4}$  E

# Passengers: \_\_\_\_\_ Comments/Problems: \_\_\_\_\_

NO Smoking or Pets in Vehicles

**DO NOT Return Vehicle with less than Half-full Tank**

Gates at County Fueling Stations (ODOT) close at 3:00 PM - Plan Accordingly

<input type="checkbox"/> Accounting	2.20-415.12
<input type="checkbox"/> Assessor	1.10-415.17
<input type="checkbox"/> Assessor - Tax Collection	1.10-415.15
<input type="checkbox"/> Commissioners Office	1.11-411.10
<input type="checkbox"/> Commissioners Office - Admin. Svcs.	2.20-411.10
<input type="checkbox"/> County Clerk - BOPTA	1.10-411.30
<input type="checkbox"/> County Clerk - Elections	1.10-414.00
<input type="checkbox"/> County Clerk - Recording	1.10-415.40
<input type="checkbox"/> County Counsel	2.20-415.30
<input type="checkbox"/> Economic Development	1.27-465.20
<input type="checkbox"/> Information Technology "I.T."	2.20-419.20
<input type="checkbox"/> Juvenile	1.10-423.60
<input type="checkbox"/> Payroll/Personnel Dept.	2.20-415.50
<input type="checkbox"/> Comm. Dvlpmt. - Building	2.17-424.20
<input type="checkbox"/> Comm. Dvlpmt. - Planning	2.17-419.10
<input type="checkbox"/> Comm. Dvlpmt. - Sanitation	2.17-424.30
<input type="checkbox"/> Sheriff - Civil & Criminal	1.10-421.20
<input type="checkbox"/> Sheriff - Emergency Services	1.10-429.10
<input type="checkbox"/> Sheriff - Jail	1.10-421.26
<input type="checkbox"/> Sheriff - Parole & Probation	1.28-423.50
<input type="checkbox"/> Surveyor	1.10-419.15
<input type="checkbox"/> Treasurer	1.10-415.16
<input type="checkbox"/> Veterans' Services	1.10-466.37
<input type="checkbox"/> Other _____	

FUND \_\_\_\_\_ DEPT \_\_\_\_\_ DIV \_\_\_\_\_ ACT 582-00  
(IGS - Motor Pool)

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Car #: \_\_\_\_\_

Mileage: Begin: \_\_\_\_\_ End: \_\_\_\_\_ Total Miles: \_\_\_\_\_

Fuel Reading Begin: F  $\frac{3}{4}$   $\frac{1}{2}$   $\frac{1}{4}$  E Personal Use Miles: \_\_\_\_\_  
Fuel Reading End: F  $\frac{3}{4}$   $\frac{1}{2}$   $\frac{1}{4}$  E

# Passengers: \_\_\_\_\_ Comments/Problems: \_\_\_\_\_

NO Smoking or Pets in Vehicles

**DO NOT Return Vehicle with less than Half-full Tank**

Gates at County Fueling Stations (ODOT) close at 3:00 PM - Plan Accordingly

<input type="checkbox"/> Accounting	2.20-415.12
<input type="checkbox"/> Assessor	1.10-415.17
<input type="checkbox"/> Assessor - Tax Collection	1.10-415.15
<input type="checkbox"/> Commissioners Office	1.11-411.10
<input type="checkbox"/> Commissioners Office - Admin. Svcs.	2.20-411.10
<input type="checkbox"/> County Clerk - BOPTA	1.10-411.30
<input type="checkbox"/> County Clerk - Elections	1.10-414.00
<input type="checkbox"/> County Clerk - Recording	1.10-415.40
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<input type="checkbox"/> Surveyor	1.10-419.15
<input type="checkbox"/> Treasurer	1.10-415.16
<input type="checkbox"/> Veterans' Services	1.10-466.37
<input type="checkbox"/> Other _____	

FUND \_\_\_\_\_ DEPT \_\_\_\_\_ DIV \_\_\_\_\_ ACT 582-00  
(IGS - Motor Pool)

# ODOM

BOC Monthly Odom

DATE: September 30, 2017

TO: **COMMISSIONERS** 1.11-411.10-490.00-581-00  
**BOC** Eco. Dlv. 1.27-465.20-490.00-581-00

FROM: GENERAL SERVICES DEPARTMENT

RE: ODOMETER READINGS

Please find listed below the vehicles assigned to your Department according to the General Services Department files.

<u>ODOM</u> <u>8/31/2017</u>	<u>Current</u> <u>ODOM</u>	<u>Assigned To:</u>				
72,640		07 089	E241454		07 Ford	Taurus
1,974	miles to date FY17-18			Commissioners' Office		Sedan
86,434		12 127	E252729		12 Chevrolet	Traverse - SUV
1,685	miles to date FY17-18			Commissioner		
Charge <b>Economic Dvlpmt.</b>		vehicle#		Acct	1.27-465.20-490.00-581-00	
Charge <b>Commissioners</b>		vehicle#		Acct	1.11-411.10-490.00-581-00	
Charge		vehicle#		Acct		
Dept.	Miles		Vehicle		Fund	
Total Miles to date FY17-18		Comm.	Eco. Dvlp.	Other Dept.		
		2,941	0	718		
3,659	Total Miles to date FY17-18					

Please **CORRECT** this list according to your records; list **MONTH-END** ODOMETER readings in the space provided; and **RETURN** to the **ROAD** Department **NO LATER** than the **5th** day of the month.

Thank you,

*Diana L. Carpenter*

Office Manager

Curry County Road Dept.

247-3391

Fax 247-7804

[carpenterd@co.curry.or.us](mailto:carpenterd@co.curry.or.us)

# *Commissioners*

The Board of Commissioners' Office is administered by three elected County Commissioners.

Matters must come before the Board in an open meeting for action by the County.

The Board meets every first and third Wednesday to review matters which must be considered and acts on those items on the meeting agenda. The Board's Meeting Schedule and Agenda is listed on the County Website [co.curry.or.us](http://co.curry.or.us)

The Board of Commissioners oversees certain programs that are listed elsewhere in the County Budget but are too small to be administered as a separate department.

The Commissioners' Office is responsible for and the point of contact for most membership associations the County belongs to as an entire entity.

A resolution was adopted April 2, 2014 establishing an Internal Service Fund called "Commissioners" beginning with Fiscal Year 2014-2015. The purpose is to provide funding for Commissioners' salary and benefits as well as travel and related services costs based upon the cost of governance. The office expenses not otherwise charged to the new internal service fund shall be charged to a new department in the Administrative Services Fund.

Prior activity was included in the General Fund.

<u>Position</u>	<u>Salary</u> <u>Range</u>	<u>FTE</u>
Commissioner	Elected	3.00
		<b>3.00</b>

L I N E #	HISTORICAL DATA			L I N E #	RESOURCE/REQUIREMENT DESCRIPTION  ADOPTED			1		
	Actual		1 Adopted Budget This Year 06/30/17					Budget for Next Year 2017-2018		
	Second Preceeding Year 06/30/15	First Preceeding Year 06/30/16						2017-2018 Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
Tab 13				Tab 13						
1	-	873	-	1	FUND - Commissioners					
2	183,383	114,374	135,278	2	1.11-411.10-331.00-000-17	Grant - MH Court CFDA 16.745		-	-	-
3	-	-	-	3	1.11-411.10-390.88-110-00	IGS - 1.10 General Fund - Depts	35,487	78,268	35,487	35,487
4	73,581	45,327	59,615	4	1.11-411.10-390.88-110-01	IGS - 1.10 General Fund - Other	30% 37152	82,364	37,152	37,152
5	387	226	262	5	1.11-411.10-390.88-115-00	IGS - 1.15 Road	35,410	78,633	35,410	35,410
6	1,856	804	748	6	1.11-411.10-390.88-125-00	IGS - 1.25 Law Library	122	270	122	122
7	-	-	-	7	1.11-411.10-390.88-127-00	IGS - 1.27 Econ Development	540	1,203	540	540
8	10,153	1,833	2,710	8	1.11-411.10-390.88-128-00	IGS - 1.28 Sheriff-SAR/Mar/For/P&P	5,817	12,966	5,817	5,817
9	1,453	1,004	803	9	1.11-411.10-390.88-130-00	IGS - 1.30 Brookings Airport	156	396	156	156
10	1,435	1,021	1,706	10	1.11-411.10-390.88-137-00	IGS - 1.37 Towers	594	1,319	594	594
11	743	585	748	11	1.11-411.10-390.88-140-00	IGS - 1.40 County Parks	1,223	2,655	1,223	1,223
12	778	456	601	12	1.11-411.10-390.88-212-00	IGS - 2.12 Victims' Assistance	0	-	-	-
13	5,155	3,333	4,195	13	1.11-411.10-390.88-213-00	IGS - 2.13 Child Advocacy	231	466	231	231
14	5,377	3,493	4,780	14	1.11-411.10-390.88-214-00	IGS - 2.14 County Fair	1,803	3,511	1,803	1,803
15	930	1,153	1,674	15	1.11-411.10-390.88-217-00	IGS - 2.17 Community Development	2,134	5,594	2,134	2,134
16	1,359	677	534	16	1.11-411.10-390.88-221-00	IGS - 2.21 General Services	1,905	4,086	1,905	1,905
17	1,398	827	978	17	1.11-411.10-390.88-222-00	IGS - 2.22 Vehicle Replacement	0	-	-	-
18	1,811	1,375	1,696	18	1.11-411.10-390.88-224-00	IGS - 2.24 Road Cap Improvement	0	-	-	-
19	3,706	1,373	1,728	19	1.11-411.10-390.88-231-00	IGS - 2.31 Cable TV Franchise	0	-	-	-
20	-	37,136	-	20	1.11-411.10-390.88-233-00	IGS - 2.33 Building Repair & Constrtn Projects	1,267	2,814	1,267	1,267
21	293,505	215,870	218,056	21	1.11-411.10-399.01-000-00	Assigned Fund Balance		-	-	-
22	166,122	137,262	137,238	22	TOTAL RESOURCES		10	274,545	123,841	123,841
23	36,296	36,872	37,072	23	1.11-411.10-490.00-105-00	Sal - Elected		199,407	66,469	66,469
24	140	124	101	24	1.11-411.10-490.00-213-00	Ben - Health Insurance		38,112	38,112	38,112
25	12,015	10,725	10,499	25	1.11-411.10-490.00-214-00	Ben - Life Insurance		101	101	101
26	18,487	9,619	9,619	26	1.11-411.10-490.00-220-00	Ben - FICA		15,255	5,085	5,085
27	358	330	366	27	1.11-411.10-490.00-230-00	Ben - PERS - County Portion		7,451	5,209	5,209
28	159	181	165	28	1.11-411.10-490.00-260-00	Ben - Worker's Compensation		532	177	177
29	233,576	195,114	195,060	29	1.11-411.10-490.00-290-00	Ben - OR W/C Assessment		164	164	164
					TOTAL PERSONAL SERVICES		1	261,022	115,317	115,317

L I N E #	HISTORICAL DATA			L I N E #	RESOURCE/REQUIREMENT DESCRIPTION  ADOPTED			1		
	Actual		1 Adopted Budget This Year 06/30/17					Budget for Next Year 2017-2018		
	Second Preceeding Year 06/30/15	First Preceeding Year 06/30/16						2017-2018 Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
				T	Account Number	Account Description				
1	-	-	-	1	1.11-411.10-490.00-310-00	Pro Svcs - Training & Ed		-	-	-
2	1,005	1,600	-	2	1.11-411.10-490.00-315-00	Conference Fees		1,000	474	474
3	-	125	1,000	3	1.11-411.10-490.00-345-00	Other Services		-	-	-
4	1,240	734	1,600	4	1.11-411.10-490.00-416-00	Util - Cellular Telephone		600	600	600
5	-	1,344	1,446	5	1.11-411.10-490.00-521-00	Gen Liab Ins		1,423	1,424	1,424
6	-	-	-	6	1.11-411.10-490.00-541-00	Advertising - Legal		900	900	900
7	50	215	1,200	7	1.11-411.10-490.00-550-00	Copying & Printing		750	750	750
8	4,350	3,729	6,000	8	1.11-411.10-490.00-580-00	Travel - Meals & Lodging		3,000	1,420	1,420
9	10,909	9,664	7,500	9	1.11-411.10-490.00-581-00	IGS - Assigned Vehicles		4,000	1,895	1,895
10	-	-	-	10	1.11-411.10-490.00-582-00	IGS - Motor Pool		-	-	-
11	4,217	2,678	3,500	11	1.11-411.10-490.00-583-00	Travel - Mileage Allowance		1,500	711	711
12	715	22	-	12	1.11-411.10-490.00-584-00	Travel - Transportation		200	200	200
13	-	-	-	13	1.11-411.10-490.00-595-00	Postage		-	-	-
14	143	-	100	14	1.11-411.10-490.00-600-00	Sup - Office		150	150	150
15	132	392	-	15	1.11-411.10-490.00-606-00	Sup - Event Food Supplies		-	-	-
16	-	-	-	16	1.11-411.10-490.00-610-00	Sup - Non-Capital Furniture		-	-	-
17	33	634	650	17	1.11-411.10-490.00-615-00	Other Materials & Services		-	-	-
18	-	-	-	18	1.11-411.10-490.00-640-00	Books & Periodicals		-	-	-
19	-	-	-	19	1.11-411.10-490.00-650-00	Dues - Membership		-	-	-
20	-	-	-	20	1.11-411.10-490.00-651-00	Fees - Miscellaneous		-	-	-
21	22,793	21,138	22,996	21	TOTAL MATERIALS & SERVICES		2	13,523	8,524	8,524
22	-	-	-	22	1.11-411.10-491.15-000-00	Tran To - Veh Replacement		-	-	-
23	-	-	-	23	TOTAL INTER-FUND TRANSFERS		5	-	-	-
24	256,369	216,251	218,056	24	TOTAL REQUIREMENTS		9	274,545	123,841	123,841
25	37,136	(381)	-	25	CONTRIBUTION TO/(FROM) FUND			-	-	-

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

In the Matter of an Order                     )  
Creating Curry County                         )  
Travel Policy for Board of                    )  
Commissioners and                            )  
Elected Officials                             )

**ORDER NO. 20438**

**WHEREAS**, on March 22, 2017, the Curry County Board of Commissioners had a workshop to discuss a travel policy; and

**WHEREAS**, at this workshop, Counsel informed the Board that the County had a travel policy for County employees in the Personnel Rules, but this did not include policy for Commissioners and other Elected Officials; and

**WHEREAS**, due to financial and budget considerations, the Board of Commissioners felt it was necessary to implement a travel policy; and

**WHEREAS**, due to public concern and testimony about unregulated Commissioner and Elected Officials' travel, the Board of Commissioners felt it was in the best public interest; and

**WHEREAS**, following continued discussion at multiple subsequent meetings and favorable consensus by majority of the Board; and

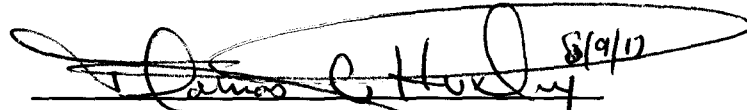
**NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS AS FOLLOWS:**

The attached Curry County Board of Commissioners and Elected Officials Travel Policy, marked as Exhibit "A" outlining Regulations, Allowable Expenses and Reimbursement Rates, is incorporated by reference, and is approved and adopted.

**DATED** this 2<sup>nd</sup> day of August, 2017.




**Board of Curry County Commissioners**

 8/9/12  
\_\_\_\_\_  
Thomas Huxley, Chair

  
\_\_\_\_\_  
Sue Gold, Vice Chair

  
\_\_\_\_\_  
Court Boice, Commissioner

Approved as to Form:

  
\_\_\_\_\_  
John Huttli, County Counsel

## EXHIBIT "A"

### CURRY COUNTY BOARD OF COMMISSIONER AND ELECTED OFFICIAL TRAVEL REGULATIONS, ALLOWABLE EXPENSES AND REIMBURSEMENT RATES

#### Travel Policy

##### Goals

This Policy is to implement the goals of authorizing only reasonable and necessary travel expenses by encouraging use of telephonic or electronic training and conferencing, encouraging use of county pool cars for authorized in-state travel, dis-allowing use of pool cars for in-county travel, and establishing limits for meals and lodging expense reimbursement.

Board review and approval of cumulative travel expenses that exceed \$1,500 for any individual county elected official within one fiscal year is required before County funds may be spent on travel, training, meals, lodging or pool car use regardless of budget line item.

The Sheriff and Sheriff Department employees are not subject to these rules, but the Board encourages the Sheriff Department to use all means available to reduce its travel expenses.

Travel and training expenses exceeding \$1,500 not pre-approved by the Board will be the personal responsibility of the Commissioner or Elected Official. Personal responsibility for the expense shall be joint and several.

The Board of Commissioners (Board) retains the right to determine:

- a. The mode of transportation utilized by a County Commissioner or Elected Official.
- b. The number, type and availability of County vehicles.
- c. The process for determining who will be authorized to drive any vehicle on behalf of the County.

#### A. Board to Approve all Travel Expenses for Commissioners and Elected Officials over \$1,500

All elected official cumulative travel expenses that exceed \$1,500 within a single fiscal year sought to be paid for by County funds require pre-approval by majority vote of the Board. The Board may but is not required to, consider factors such as those described in (B)(1)(c) when deciding requests for such travel expenses.

All travel reimbursement requests for hotel and travel/airfare/car rental expenses shall be supported by three quotes. Three quotes are NOT required when the vendor is on a county or state-approved vendor list and the charge is at the county or state-approved list rate.

#### B. Rules for Travel Meal and Lodging expense of County funds regardless of dollar amount For all travel, whether cumulatively above or below the \$1,500 annual limit, the following rules apply

##### 1. Three types of travel: Within the County; Out of County within the State; Out of State

###### a. Travel within the County not covered by County funds.

The County will not expend funds for Commissioner or Elected Official Training

or Meeting travel within Curry County. This section does not apply to the Assessor while conducting assessments.

///

**b. Use of County Vehicles for out-of-county in-state travel**

Commissioners and Elected Officials are encouraged (not required) to use County vehicles or public transportation before using private vehicles when conducting County business out of County but within the state.

While a Commissioner or Elected Official is traveling out of the County for business or training activities in a County vehicle, the vehicle is available for use by the Commissioner or Elected Official for reasonable incidental personal activities.

Reasonable incidental personal activities include obtaining meals and services and providing for other usual personal needs. It is expected that personal use of County vehicle will be confined to the immediate area of necessary travel.

Travel to non-work related places or events may be considered action outside the scope of County business and is undertaken at the Commissioner or Elected Official's own time and liability.

**c. Out-of- State Travel**

**Travel Plan Requirement**

Except in the event of an emergency, and regardless of travel expense limitations set forth above, all out-of-state travel for which County reimbursement or payment will be sought must be approved in advance by the Board. Approval shall be considered following review of a written travel plan.

The plan must contain the following information:

- a) A statement as to the nature and purpose of the trip.
- b) A list of dates on which the Commissioner or Elected Official will be gone on the trip.
- c) An estimate of expected expenses for which County reimbursement or payment will be sought. (Example: meals and lodging, airfare, ground transportation, and other expenses related to the out-of-state travel.)
- d) The current budget line item from which payment is sought to be made.

Approval or denial of County funding of out-of-state travel shall be based upon an evaluation by the Board, including but not limited to, the following factors:

- a) The reasonable necessity in making the trip;
- b) Whether there are reasonable alternatives to making the trip;
- c) The availability of County funding to finance the trip;
- d) The reasonableness of the costs submitted in the travel plan;
- e) Whether County business will be jeopardized by the trip

**2. Use of Personal Vehicle**

a) When County vehicle is available.

While not encouraged, Commissioners and Elected Officials may use a personal vehicle when conducting County business out of County but within the state. Reimbursement shall be paid, on the most direct route (typically an on-line mapping travel application), at the rate of \$0.30 per mile.

b) When no County vehicle is available.

The County will reimburse the Commissioner or Elected Official for use of his/her vehicle, on the most direct route, at the rate of \$0.45 per mile.

c) Insurance for Personal Vehicles Required and is Primary.

In the event a Commissioner or Elected Official uses a personal vehicle for County authorized business, liability coverage for third party claims is provided under the County auto insurance policy. The insurance coverage by the County is secondary; the insurance coverage under the personal vehicle is primary.

Personal damage or theft to the personal vehicle (collision and comprehensive insurance), repairs, maintenance or operating costs, personal injury protection and uninsured or underinsured motorist coverage are not available under the County insurance policy or reimbursable by the County and must be provided by the Commissioner or Elected Official, if desired.

Commissioner or Elected Officials must still provide insurance required under Oregon law to lawfully operate a personal vehicle.

### **3. Miscellaneous Vehicle Use Rules**

Whether a Commissioner or Elected Official uses a County vehicle or is authorized to use a personal vehicle on official County business, bridge, road, and ferry tolls, and other expenses such as parking and storage fees shall be reimbursed at cost, if itemized.

Claims for maintenance and repair of personal automobiles will not be allowed. Individual Commissioner or Elected Official shall be responsible for responding to alleged traffic and parking violations (which result in citations) incurred while a County car is checked out or a personal vehicle is used for County business, and for paying any fines and assessments which result from the violations. Individual Commissioner or Elected Official shall report said moving violations to the Board at the first regularly scheduled Board business meeting after return to the workplace. Three moving violations within a year constitute grounds for suspending County vehicle driving privileges. The County will conduct a DMV background check annually on Public Officials who use County vehicles.

### **4. Meal Per Diem Outside the County within the State or Outside the State**

Commissioner or Elected Official traveling outside of Curry County on official County business may claim reimbursement, on a per diem basis, for meals that are not included in conference or seminar. If Commissioner or Elected Official chooses to eat meals other than those provided as part of a conference or seminar, they will be at their own expense. If Commissioner or Elected Official chooses to decline a meal provided as part of a conference or seminar, they cannot apply for reimbursement for that meal. Travel costs supported by various state and federal grants normally require special accounting for allowable costs to be tracked at the departmental level. Please consult the County Accountant for guidance.

When a Commissioner or Elected Official is required to travel outside Curry County on official

County business for more than twenty-four (24) hours, he/she shall receive a daily per diem of \$42.00 for each full twenty-four (24) hour period.

Receipts are not required to support payment of per diem. Advances for per diem may be allowed for travel from the workplace when the request is made at least two weeks in advance of departure.

#### **5. Budget Limitations**

Commissioner and Elected Official Travel, Meals and Lodging may only be paid from appropriated budget line items in their respective approved budgets.

Any claim paid for travel expenses outside of the respective Commissioner or Elected Official budget Travel Expense Accounts not pre-approved by a majority vote of the Board of Commissioners shall be the personal responsibility of the Commissioner or Elected Official.

#### **6. Unexpected Expenses**

Unexpected costs or expenses may be paid by the County upon approval by the County Accountant, or in the County Accountant's discretion, the Board. If the County Accountant exercised his or her option to approve any unexpected expense, the County Accountant shall then file a written report for information purposes for the Board to review at its next regular business meeting.

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Additional Audio/Video Equipment - Meeting Room & Website Video:**AGENDA DATE<sup>a</sup>:** Oct 4, 2017 **DEPARTMENT:** Commissioner **TIME NEEDED:** 5 min<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Comm Huxley **PHONE/EXT:** 3213 **TODAY'S DATE:** 9/27/17

**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** During the September 13, 2017 Workshop (PEG) channel presentation, this pending request for purchase w/PEG funds was discussed. This additional equipment will add wireless microphones for use during budget committee meetings and when additional meeting participants require microphones. Speakers in the hallway adjacent to the meeting room will be installed. Two or three existing wireless stick microphones will be moved to the Blue Room along with the older audio mixer that was used with the older video system. Software for streaming video on the new website is included along with equipment installation. See attached Quote for \$7,092.75 (includes 5% contingency). Additional work in the Blue Room will include running 110volt service to the column where the laptop computer connects and two (2) wireless mice. Additional cost \$750. Existing PEG funds will be used for the purchase of this equipment. Request the Board direct county counsel to draft a purchase agreement with Brandt Media to provide the equipment and installion (excludes electrical work).

<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE: Discussion/Decision**

(1)Curry New Quote 2017 Brandt Media

(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:

<sup>c</sup>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 ☐

Part	Part Number	Quantity	Cost	Line Cost	Item Description		Hours	Rate	Total Labor
ATLAS VOLUME CONTROL		1	\$100.00	\$100.00	Volume control for hall speakers	Brandt Media Labor	16	\$85.00	\$1,360.00
ATLAS SPEAKERS		2	\$100.00	\$200.00	2 hall speakers				
Tricaster Advanced	ADVANCED	1	\$1,995.00	\$1,995.00	Upgrade to tricaster				
Shure SCM 810	SCM 810	1	\$1,400.00	\$1,400.00	New mixer for chambers				
SHURE MX1185	SM 93	1	\$200.00	\$200.00	replacement wired mic				
SHURE BLX288	BLX System	2	\$750.00	\$1,500.00	4 new lavaliers for chambers				
Note: Addition of 4 new lavaliers would allow us to bring one lav one stick and the old mixer back down stairs.				\$5,395.00					
							Total	\$6,755.00	
							GRAND TOTAL	\$7,092.75	
							Total due at signing		



**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Payroll Distribution change for Sheriff John Ward**AGENDA DATE<sup>a</sup>:** 10-4-17 **DEPARTMENT:** BOC **TIME NEEDED:** 15 Mins.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Court Boice **PHONE/EXT:** 3229 **TODAY'S DATE:** 09/27

**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Commissioner Boice is again recommending a payroll adjustment for Sheriff John Ward's Salary. Through the Chetco Bar Fire, he demonstrated terrific leadership. I personally witnessed he and his staff working extremely hard and making some very, very difficult decisions -- choices that ultimately proved to be incredibly sound and critically wise for our Citizens. This was originally budgeted to include the PERS contribution of \$1148 per month. Mr. Ward retired from PERS effective 1/1/17, so he does not receive that portion of his compensation package. He requests an equitable transfer of that allocated budget item from PERS to his salary retroactive to July 1, 2017 and going forward as Sheriff. This action would not change the base salary of the Sheriff nor for any future person in this position. If the Commission agrees, staff can prepare a payroll adjustment Order for a future Regular Meeting. Such an order would not change the budget as it is not an additional expenditure from the County General Fund...

<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Proposal

(1)

(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) Funds available but currently allocated to PERS contribution
2. Does this agenda item impact any other County department? Yes ☒ No ☐  
(If Yes, brief detail) Sheriff's Office
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:

<sup>c</sup>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:** New Business**LEGAL ASSESSMENT:** Does this agenda item have a legal impact?Yes ☒ No ☐

(If Yes, brief detail) Changes expense from PERS to wages.

**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 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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** All Care Grant Discussion Next Steps**AGENDA DATE<sup>a</sup>:** 10/04/2017 **DEPARTMENT:** BOC **TIME NEEDED:** 20 mins<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** JHuttl **PHONE/EXT:** 3218 **TODAY'S DATE:** 09/24/2017

**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Local organizations have applied to the County for distributions of funds received by the County from Allcare. The Board tasked County Counsel to obtain a written agreement from Allcare that (a) allowed the County to use the funds for non-housing study purposes, and (b) described the shared responsibilities for grant administration. Allcare has sent a letter to the Commissioners confirming that the grant funds can be used for non-housing study purposes. The letter also proposed terms of grant administration. Staff seeks feedback whether Allcare's terms are acceptable or further discussion is needed. Other options can be discussed.

<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

- (1) Letter to Board from Allcare  
(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:

<sup>c</sup>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) Depending on Board Direction

**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 County Commissioners  
94235 Moore Street, Suite 122  
Gold Beach, OR 97444

August 28, 2017

Chair Huxley, Vice Chair Gold, and Commissioner Boice,

Regarding use of the remainder of the \$100,000 awarded to Curry County by AllCare Health, we agree to modify the scope of the grant to include homelessness as well as housing. We also support the County in awarding the funds to community projects addressing these issues.

While we agree generally with the written outline of fund administration that you suggested to AllCare on 8/21/17, we do have the following comments:

1. AllCare would like copies of applications submitted to the BOC but we do not require final authorization.
2. We would prefer the 10% administration fee be reduced or reconsidered and propose the following
  - a. A maximum 3% administration fee or
  - b. A maximum of \$10,000 be set aside for use by the County in affordable housing/homeless services or programming
3. AllCare would like the opportunity to work directly with the County and funding recipients to define reporting criteria and evaluation of funded projects.

We look forward to working with you, county staff, and the community in finding solutions to housing and homelessness issues in Curry County and developing stronger and lasting partnerships.

Thank you,



Sam Engel  
Coordinator  
Social Determinants of Health

1701 NE 7th St.  
Grants Pass, OR 97526  
Phone (541) 471-4106  
Fax (541) 471-3789  
Toll free (888) 460-0185  
TTY (800) 735-2900  
AllCareHealth.com

**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](mailto:BOC_Office@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Brookings Head Start Workshop Summary Document**AGENDA DATE<sup>a</sup>:** 100417 **DEPARTMENT:** BOC **TIME NEEDED:** 20 mins<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** JHutt**PHONE/EXT:** 3218 **TODAY'S DATE:** 09/27/2017

**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** After the work session of September 13, 2017, the Board directed Counsel to develop a one-page document that outlined the key points from the discussion. A one-pager was drafted by Counsel and circulated to Mike Lehman at ORCCA, Tracy Loomis at CCD, Becky Baxter at State of Oregon and John Hitt Interim County Administrator. Changes were incorporated and document presented to Board for review. The attached document represents the document with changes after Board comment. Board may consider adoption of additional comments or format submitted by Chair.

<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

- (1)Staff Summary Document  
(2)Tom Huxley Comment Documents

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:

<sup>c</sup>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) summary of workshop direction going forward questionable legal impact

**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 ☐

BROOKINGS HEAD START OPTIONS IDENTIFIED  
AS OF SEPTEMBER 13, 2017

Option to Stop Now	Option to Stop Later
<p>If the Board elects to terminate activity on the Brookings Headstart CDBG grant project now, then the IFA (Infrastructure Finance Authority) will re-classify the grant as a “planning” grant and all grant monies paid to date would be considered appropriately spent on the planning of this project.</p> <p>The IFA would not exercise any grant option of reclaiming or recapturing disbursed grant funds (repayment of expended funds) from the County.</p> <p>The project, as it was originally awarded, would not be completed. The County would pay all the outstanding invoices to date from CCD for grant administration/environmental review and complete the administrative closeout requirements for the grant.</p> <p>The County would have to resolve on its own at its own expense any issues remaining with the prior architect. The County would look to ORCCA for payment of any costs of the project not covered by grant funds.</p> <p>The grant contract will be amended to reflect a Planning Only Grant and close out process would need to be accomplished in accordance with CDBG process.</p>	<p>If the Board elects to continue activity now and stop later, then two possibilities were identified.</p> <p><u>Possibility A: (not subject to repayment of expended funds)</u></p> <p>The County obtain a whole-hazard building inspection paid from CDBG grant funds.</p> <p>The county will obtain a federal standard “yellow book” appraisal. IFA will contribute \$3000 to this from non-grant funds. A review appraisal will also need to be completed as required by federal regulations, which is reimbursable with the CDBG grant.</p> <p>CCD will assist the County with the procurement of the building inspector, appraiser and review appraiser. The County would enter into a contract with the vendors. County would advise CCD on applicable state and county processes and forms. CCD would continue to perform normal duties, such as processing invoices, in accordance to the terms and conditions of the contract between CCD and the County.</p> <p>After the county has obtained building inspection, appraisal and review appraisal, the county may decide to stop the project.</p> <p>If so, the IFA will re-classify the grant as a planning grant and all grant monies drawn to this future date would be considered appropriately spent on the planning of the project.</p> <p>The County would pay all the outstanding invoices to date from CCD for grant administration/ environmental review and complete the administrative closeout requirements for the grant.</p> <p>The IFA would not exercise any grant option of reclaiming drawn CDBG grant funds from the County.</p>



	<p>The County would have to resolve on its own at its own expense any issues remaining with the prior architect. The County would look to ORCCA for payment of any costs of the project not covered by grant funds.</p> <p><u>Possibility B: (subject to repayment of expended funds)</u></p> <p>The county proceeds with the project post-inspection, appraisal and review appraisal.</p> <p>If the County proceeded, IFA would grant an extension of time, not to exceed one year, subject to the development and approval of a scheduled work plan.</p> <p>The plan would identify what tasks were to be performed by the County and CCD, and could also include designating a County official as the approving authority for County performance under the Grant. ORCCA would provide an on-site construction manager, who would not have any authority to authorize changes to the project. All changes would have to go through the County/Architect, with review and approval by the IFA.</p> <p>Under this option, if the project did not go forward, then the IFA would reserve the right to require repayment of expended funds.</p> <p>The County would have to resolve on its own at its own expense any issues remaining with the prior architect. The County would look to ORCCA for payment of any costs of the project not covered by grant funds.</p>
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## Brookings Head Start (IFA Project #C14044) **Option A:** September 13, 2017 WS

### Stop Now or After Inspection & Appraisal of Property

#### **Guests Present:**

Chris Cummings – Assistant Director Economic Development – Business Oregon (Also known as) Oregon Business Development Dept. & Infrastructure Finance Authority (IFA)

Tawni Bean – Regional Project Manager – Business Oregon (Community Development Block Grant (CDBG))

Tracy Loomis – Community Development Director – CCD Business Development Corp

Michael Lehman – Oregon Coast Community Action (ORCCA)

### Stop Now – Before Inspection & Appraisal

- County may return grant Project C14014 to IFA at no cost to county
- IFA will not exercise grant contract options of reclaiming/recapturing disbursed funds
- IFA will reclassify grant Project C14014 as a “Planning Project”
- All grant monies paid to date (9/13/2017) will be considered appropriately spent
- No negative impact will be reflected in future Curry County IFA/CDBG grant applications
- Close out process will be required according to CDBG requirements
- County at its expense will resolve any issues with the prior architect
- County will look to ORCCA for payment of any project costs not covered by grant funds
- CCD ??? any further compensation at this stage

Note: Effective May 2017 Grant ‘Draws’ received \$117,054.00

Effective May 2017 Grant ‘Paid out to date’ \$110,859.97

### Inspection & Appraisal of Property

- County obtain a ‘whole-hazard’ building inspection – paid from CDGB grant funds
- CCD to assist county in procurement of building inspection – paid from CDBG grant funds
- County to obtain federal standard ‘yellow book’ appraisal – IFA will contribute \$3,000
- Costs for ‘yellow book’ appraisal exceeding \$3,000 paid from CDBG grant funds
- CCD to assist county in procurement of ‘yellow book’ appraisal – paid from CDBG grant
- CCD to receive compensation for inspection & appraisal assistance from CDBG grant funds

Same scenario above “Stop Now – Before Inspection & Appraisal” would apply should county elect to Stop Now - After Inspection & Appraisal of Property

## Brookings Head Start (IFA Project #C14044) **Option B:** September 13, 2017 WS

### Continue After Inspection & Appraisal of Property

#### **Guests Present:**

Chris Cummings – Assistant Director Economic Development – Business Oregon (Also known as) Oregon Business Development Dept. & Infrastructure Finance Authority (IFA)

Tawni Bean – Regional Project Manager – Business Oregon (Community Development Block Grant (CDBG))

Tracy Loomis – Community Development Director – CCD Business Development Corp

Michael Lehman – Oregon Coast Community Action (ORCCA)

### All Concessions from IFA (Option A) Are Off the Table

- All existing IFA Project #C14014 terms remain in place
- Grant 'Draws' are the responsibility of the County and do not increase the grant amount
- County effectively begins the project having already used approximately \$117,000
- County will be required at its expense to submit a detailed work plan to IFA for approval
- Upon approval of the detailed work plan IFA will grant a one year extension of time
- County will not be reimbursed for county project management or in house legal services
- County will be reimbursed for 'outside counsel' within limitations of the grant scope
- ORCCA will provide an onsite project construction manager for the duration of the project
- Agreement between County and ORCCA – compliance with IFA Exhibit A. 8. a. (1) use:
- County at its expense will resolve any issues with the prior architect
- County will look to ORCCA for payment of any project costs not covered by grant funds
- CCD will provide project oversight as the 'grant administrator' per the existing agreement

Note: Effective May 2017 Grant 'Draws' received \$117,054.00

Effective May 2017 Grant 'Paid out to date' \$110,859.97

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Update on Charter Channel 181**AGENDA DATE<sup>a</sup>:** 10/04/2017 **DEPARTMENT:** BOC **TIME NEEDED:** 10 min<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** JHutt **PHONE/EXT:** 3218 **TODAY'S DATE:** 09/27/2017**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** Update on status of second PEG channel.<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

(1) Revised Draft Agreement and Exhibits Curry County Voices

(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:

<sup>\*</sup>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) Staff Report

**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 ☐

**ATTACHMENT A**  
**PUBLIC ACCESS ADVISORY COUNCIL**

Curry County Voices will form a Public Access Advisory Council to provide feedback and oversight concerning Curry County Voices' policies and procedures, to pursue opportunities to raise public awareness of and support of Public Education Government access on Channel 181, to encourage non-commercial support for programming following industry-standard guidelines, as well as to serve as a third party review board for programming-related complaints.

All persons, firms, corporations, businesses, organizations, schools, institutions and other entities in Curry County who subscribe to the purpose of Curry County Voices and who support Curry County Voices by participation or with a contribution of money, service or equipment will be eligible for membership in the Public Access Advisory Council.

All members of the Council will have the right to notice of and attendance at meetings of the Council. Any person or entity interested in becoming a member of the Council can demonstrate his or her interest in the affairs of Curry County Voices by:

- a. Submitting a duly signed application, on a form provided by Curry County Voices, and
- b. Paying membership dues, if any, by category, as they may from time to time be established by Curry County Voices.

The Council will meet at least quarterly at a time and place to be determined by Curry County Voices. Meetings of the Council shall be open to the public.

Among other things, the Council will:

- (a) assist Curry County Voices in developing and implementing fundraising strategies and plans and in assisting in the implementation of specific fundraising projects undertaken by Curry County Voices;
- (b) assist Curry County Voices in developing and implementing strategies for the development of a broad-based membership in the Council which encourages and

fosters the development and production of access and community programming;

(c) assist Curry County Voices in complying with appropriate federal law and regulations governing the availability of program time and Curry County Voices' equipment and facilities in order to provide for non-discriminatory access and use.

(d) assist Curry County Voices in developing and implementing policies for training activities, including outreach to publicize the availability of training activities and determining the subject matter of workshops, classes and certification requirements;

(e) assist Curry County Voices in ensuring that a wide variety of programming which addresses the interests and needs of residents, including programming responsive to the needs of schools, is available whether through the production or acquisition of alternative programming;

(f) assist Curry County Voices in reviewing and evaluating the allocation of channel capacity and other programming capacity;

(g) assist Curry County Voices in developing and evaluating strategies to maximize the quantity and quality of original programming produced or fostered by Curry County Voices;  
and

(h) assist Curry County Voices in exploring ways of integrating Curry County Voices into the community to serve the diverse needs of all community, school and municipal organizations, ethnic groups and other interests, in informing and generally educating all such diverse groups about Curry County Voices and its services and facilities, and in cultivating interest in and access to Curry County Voices.

**ATTACHMENT B**  
**EQUIPMENT TO BE ACQUIRED**

3 Pelican Cases @ \$200 each	600
3 JVC GY-HM200U 4KCAM Compact Handheld Camcorders @ \$1,295 each	3,885
3 Camera batteries @ \$25 each	75
3 Davis & Stanford Provista 7518B Tripods @\$160 each	480
3 Movo Lavalier Wireless Mic Systems @ \$300 each	900
3 Light Kits @ \$926 each	2,778
2 12"MacBook Pros @ \$1,100	<u>2,200</u>
	\$10,918

**ATTACMENT C**  
**BRANDT SERVICES**

Teach field certification workshop quarterly.

Facilitate access to and use of field equipment in the field or at facilities made available by Curry County Voices.

Be responsible for access to field equipment, including maintaining sign-out and sign-in records.

Provide training and facilitate production of programming for Channel 181.

Scheduling and monitoring programming on Channel 181.

Equipment maintenance and material preparation.



**REVOCABLE PERMIT TO OPERATE NON-COMMERCIAL PEG  
CHANNEL 181  
TO BE OPERATED BY CURRY COUNTY VOICES**

This Agreement regarding Charter Public, Educational or Governmental (PEG) Channel 181 is executed as of this \_\_\_\_\_ day of October, 2017 (hereinafter, the "Effective Date") by and between Curry County acting by and through its Board of Commissioners (hereinafter, "the County") and The Gold Beach Rotary Foundation, Inc. doing business as Curry County Voices (hereinafter, "Curry County Voices"). The purpose of this Agreement is to set forth the terms and conditions governing the operation of the County's Charter Communications' PEG Channel 181 by Curry County Voices.

**WHEREAS**, Section 611 of the Communications Act, 47 U.S.C. § 531, as amended, authorizes governmental franchisors to require cable providers to set aside channel capacity to provide access for public, educational or governmental ("PEG") programming; and

**WHEREAS**, Curry County has been provided with two channels for PEG access pursuant to its franchise agreement with Charter Communications; and

**WHEREAS**, Curry County has entered into an agreement with Brandt Media to operate on its behalf one of the two channels, Channel 182, limited to governmental programming; and

**WHEREAS**, Curry County seeks to have a 501(c)(3) non-profit entity operate the other channel, Channel 181, subject to this revocable permit and applicable PEG laws; and

**WHEREAS**, Curry County Voices has represented that, with the assistance of Brandt Media, it has the knowledge and expertise to operate Channel 181.

**NOW, THEREFORE,** in consideration of the mutual understandings contained herein, the County and Curry County Voices agree as follows:

**1. Curry County Voices.**

Curry County Voices is incorporated in the State of Oregon as a public benefit non-profit charity, is an independent non-profit corporation within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, and has registered with the Secretary of State of Oregon the assumed name "Curry County Voices".

**2. Revocable Permit from County to Curry County Voices.**

The County hereby designates Curry County Voices as the operator of Charter Communications Channel 181 in Curry County. This designation of Curry County Voices as operator of Channel 181 is revocable, with or without cause, upon sixty days written notice by the County acting by and through its Board of Commissioners.

**3. Responsibility for Programming.**

During the term of this Agreement, Curry County Voices shall be fully and completely responsible for all programming, scheduling, and administration of Channel 181. The County shall have no editorial control over, involvement in or responsibility for the content or scheduling of programming on Channel 181. Any attempt by any County official or employee to influence the content or scheduling of programming on Channel 181 shall be deemed not to be an action on behalf of the County.

**4. Compliance with Applicable Laws.**

Curry County Voices shall comply with appropriate Federal law and regulations governing the availability of program time and the County's equipment and facilities in order to provide for non-discriminatory access and use. Curry County Voices shall not discriminate against any person in any of its Public Access activities on the basis of race, color, creed, religion, ancestry, national origin, sex, sexual preference, affectional preference, disability, age, marital status or status with regard to public assistance.

## **5. Outreach.**

Curry County Voices shall encourage the widest possible public participation among community and school organizations, including the establishment of a Public Access Advisory Council as set forth on Attachment A to this Agreement.

## **6. Training.**

Curry County Voices shall develop and implement policies for training activities, including outreach to publicize the availability of training activities, including workshops, classes and certification requirements.

## **7. Programming.**

(a). Curry County Voices shall cablecast on Channel 181 a wide variety of programming which addresses the interests and needs of residents of Curry County, including programming responsive to the needs of schools, whether through the production or the acquisition of programming.

(b). While all programming shall be non-commercial in nature, programming may highlight the availability of products and services of interest to residents. While there shall be no advertising or promotion of specific products or services for sale, Curry County Voices may solicit program sponsorships and identify briefly such sponsors consistent with the Federal Communications Commission Guidelines for Acknowledgment of Donors. Commission Policy Concerning the noncommercial Educational Nature of Educational Broadcasting Stations, 97 FCC 2d 255 (1984); Commission Policy Concerning the noncommercial Educational Nature of Educational Broadcasting Stations, 90 FCC 2d 895 1982).

(c). During the term of this Agreement, Curry County Voices shall comply with all Federal and State laws and regulations regarding program content, it being understood that Curry County Voices shall have full discretion to refuse to cablecast any material that it, in its discretion, reasonably believes to be obscene in accordance with 47 U.S.C. § 531(e) and §§ 558-559 and 47 CFR 76.702.

(d). Before cablecasting material submitted by a third

party, Curry County Voices shall require the third party to warrant, in writing, that the third party has obtained all necessary ownership rights, clearances and licenses, and made all other necessary arrangements with every interested party for lawful transmission of the submitted material.

(e). Curry County Voices shall cablecast the following written statement intermittently, but not less than five (5) times during a 24-hour schedule of Channel 181:

"Opinions expressed on Channel 181 are the sole responsibility of the person or entity expressing them and do not necessarily reflect the opinions of Charter Communications, Curry County Voices, or Curry County."

## **8. Equipment.**

(a). Within 30 days of contract execution, the County shall initiate procurement and use restricted PEG Franchise Fees to purchase the "field equipment" set forth on Attachment B to this Agreement, the ownership of which field equipment shall be transferred to Curry County Voices for training activities and for the production of programming, provided ownership shall revert to the County upon any termination of this agreement.

(b). Within 30 days of contract execution, Curry County Voices shall enter into an agreement with Brandt Media pursuant to which Brandt Media will provide to Curry County Voices the services set forth on Attachment C to this Agreement. Curry County Voices shall be solely responsible for the payment for any services rendered by Brandt Media with respect to Channel 181.

## **9. Term.**

This Agreement shall become effective on the Effective Date and shall continue in full force and effect through December 31, 2018, provided that it may be terminated, with or without cause, upon sixty days written notice by the County acting by and through its Board of Commissioners. All rights to the assumed name "Curry County Voices" shall be assigned to the County or its designee immediately upon any termination of this Agreement.

**10. Independent Contractor.**

It is understood and agreed that Curry County Voices is an independent contractor and that no other relationship of any kind exists between the County and Curry County Voices. The relationship between the County and Curry County Voices shall be that established by this Agreement and none other.

**11. Indemnification.**

Curry County Voices shall indemnify, defend and save and hold harmless the County of and 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 occasioned by the operation of Channel 181 by Curry County Voices.

**12. Assignment.**

Neither this Agreement nor any interest herein shall be assigned by Curry County Voices to any other entity or person without the advanced express, written authorization of the County acting by and through its Board of Commissioners.

**13. No Third-party Beneficiaries.**

Nothing in this Agreement is intended to confer third-party beneficiary status on any member of the public to enforce the terms of this Agreement.

**14. Governing Law.**

This Agreement is executed in the State of Oregon and is subject to Oregon law and the jurisdiction of Curry County.

**15. Nonwaiver.**

No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach.

**16. Entire Agreement.**

This Agreement is the entire agreement of the parties regarding the operation of Channel 181 and supersedes all

prior negotiations and agreements whether written or oral regarding the subject matter contemplated herein. This Agreement may be amended or modified only by a written instrument signed by both the County and Curry County Voices.

## 17. Notices.

All formal notices required to be given by either party shall be given in writing, to county administrator if intended for the County, and to The Gold Beach Rotary Foundation, Inc. if intended for Curry County Voices.

The Gold Beach Rotary Foundation, Inc.

\_\_\_\_\_  
 Carl King, president Date \_\_\_\_\_

CURRY COUNTY BOARD OF COMMISSIONERS

Thomas Huxley, Chair

Sue Gold, Vice Chair                      Date

Court Boice, Commissioner Date

Approved as to Form:

John R. Hutt1, County Counsel      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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Designation of Vehicle for Commissioner Boice**AGENDA DATE<sup>a</sup>:** 10/4 **DEPARTMENT:** BOC **TIME NEEDED:** 15 Mins.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** Court Boice **PHONE/EXT:** 3229 **TODAY'S DATE:** 09/27**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** See Attached email from Commissioner Boice to Administrator John Hitt<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

(1)Email

(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) Possible Departure depending on the amount of use of the proposed dedicated vehicle

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:** Matters from Commissioners**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 ☐

**From:** Court Boice  
**Sent:** Thursday, September 28, 2017 7:15 AM  
**To:** John Hitt  
**Cc:** John Hutt  
**Subject:** ARS ... One more for the 10-4-17 Meeting

**Good Morning Administrator Hitt;**

**I'm sorry I did not get this done yesterday before the 5:00 deadline – it is needed for the Curry BOC General Meeting, 10-4-17. I assume we can get this in on the Supplemental Agenda as it is very important.**

**Plainly stated;**

**With the shock of the Chetco Bar Fire, the tremendous resulting devastation for our Citizens and County will require me to have a reliable Vehicle. I'm petitioning my fellow board members for an extended "emergency travel vehicle". Since August 18<sup>th</sup>, I've been using our 15 year old vehicle, but economical Ford Taurus. As Commissioner, unanticipated, however additional and significant travel will be needed particularly between Gold Beach and Brookings. In the future it is likely much of these related expenses can be recovered for our County as you know this fire began in Federal Land.**

**I will need to follow through with the consistent work I've began with State Representative David Brock Smith and other Regional Oregon Legislative leaders, other Regional County Commission Boards, , Association of Oregon Counties, Association of O & C Counties, City of Brookings, Oregon Governor Brown, Congressman Peter DeFazio, U.S. Forest Service, Oregon Department of Forestry, Senators Wyden and Merkley, B.A.E.R., C.M.A.T. and F.E.M.A. teams, C.C.P.L.A., O.E.M., S.O.D. Task Force, and South Coast Lumber– this is not a conclusive list .**

**There is tremendous responsibility and even pressure to be very vigilant with detailed and critical requirements in positioning Curry County for State and Federal aid vital to our recovery.**

**Thank You ...**

**Court Boice**

**Curry County Commissioner**

**541.247.3229 office**

**541.661.6150 cell**



[boicec@co.curry.or.us](mailto:boicec@co.curry.or.us)

[www.co.curry.or.us](http://www.co.curry.or.us)

Oregon's Fabulous Southwest "Curry Corner" Combining Nature, Country Values and Commerce for a better tomorrow.

**Court Boice.org**

**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](mailto:BOC_OFFICE@CO.CURRY.OR.US)****AGENDA ITEM TITLE:** Interim Administrator's Report**AGENDA DATE<sup>a</sup>:** 10/4 **DEPARTMENT:** BOC **TIME NEEDED:** 12 mins.<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)**CONTACT PERSON:** John Hitt **PHONE/EXT:** 3287 **TODAY'S DATE:** 09/26**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** N/A<sup>b</sup>Indicate if more than one copy to be signed**FILES ATTACHED:****SUBMISSION TYPE:** Discussion/Decision

(1)

(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:

<sup>\*</sup>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 ☐