



**CURRY COUNTY
BOARD OF COMMISSIONERS**

94235 Moore Street
Gold Beach, Oregon

(541) 247-3296

BOC_Office@co.curry.or.us

www.co.curry.or.us

**AGENDA
BOC BUSINESS MEETING**

December 6, 2023

9:00 a.m.

**LOCATION: City of Brookings Council Chambers, 898 Elk Drive,
Brookings OR**

Items may be taken out of sequence to accommodate staff availability and the public.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. AMENDMENT AND APPROVAL OF THE AGENDA

3. PUBLIC COMMENTS

To make a public comment, please submit a Speaker's Slip to the Chair prior to the start of the meeting, or email public comments during the meeting to BOC_Office@co.curry.or.us. Public comments are limited to three (3) minutes per speaker.

4. CONSENT AGENDA

- A. Approve Minutes for Business Meeting on November 1, 2023 (Pg. 1)
- B. Approve Minutes for Special Meeting on November 20, 2023 (Pg. 3)
- C. Change in FTE Status – Fein (Pg. 5)
- D. Pay Increase – Swank (Pg. 7)
- E. New Hire – Dahl (Pg. 12)
- F. New Hire – Darrow (Pg. 16)
- G. Promotion – Younger (Pg. 22)
- H. Employee Transfer – Felton (Pg. 24)
- I. Donation of Parcels to City of Brookings (Pg. 29)
- J. Reclassification of Employee – Tippetts (Pg. 34)
- K. Application for Grizzly Mountain Tower Site (Pg. 40)
- L. Surveyor Equipment Rental (Pg. 47)
- M. Purchase Spray Truck (Pg. 54)
- N. MOU for Building Services – City of Brookings (Pg. 75)
- O. Annex Doors Purchase (Pg. 79)
- P. Agreement with ODOT – Edson Creek Bridge Rehabilitation (Pg. 89)
- Q. Boice-Cope Park Host Agreement (Pg. 107)
- R. Information – Sheriff New Hires (Pg. 114)

5. DISCUSSION/ACTION ITEMS

- A. Credit Card Policy (Pg. 118)
 - i. Order
 - ii. Credit Card Policy
- B. Discuss PIO/Grant Manager Job Description (Pg. 123)
 - i. Job Description
- C. Smith River National Recreation Area (Pg. 128)
 - i. Draft Letter
- D. Discuss Curry County Fair Board (Pg. 130)
- E. Harm Reduction Sites (Pg. 131)
 - i. 2022 Draft Ordinance and Code
 - ii. Photographs
- F. Animal Control Update (Pg. 136)
- G. Pet Friendly County (Pg. 137)
 - i. Survey
 - ii. Report

6. ELECTED OFFICIAL UPDATES

7. COMMISSIONER UPDATES

- A. Commissioner Alcorn
- B. Commissioner Herzog
- C. Commissioner Trost

8. EXECUTIVE SESSION

- A. 192.660(2)()

9. OTHER

ORS 192.640(1) provides that “... notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.”

10. ADJOURN

*Meetings are recorded and will be available on YouTube – Curry County Civic TV.
To make a public comment, please submit a Speaker’s Slip to the Chair prior to the start of the meeting,
or email public comments during the meeting to BOC_Office@co.curry.or.us.
Auxiliary aids will be provided upon request with 48-hour advance notification.*



CURRY COUNTY BOARD OF COMMISSIONERS

Commissioners' Hearing Room, Courthouse Annex
94235 Moore Street, Gold Beach, Oregon
www.co.curry.or.us

BUSINESS MEETING MINUTES

November 1, 2023

Please note: For detailed information on any agenda item refer to Audio/Video.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order 6:00 p.m.; present were Chair John Herzog, Vice Chair Brad Alcorn, and Commissioner Jay Trost

Staff present: Director of County Operations and County Counsel Ted Fitzgerald, County Counsel Assistant Rabiah Lee, and Administrative Assistant Natasha Tippetts

The Pledge was recited by all.

2. AMENDMENT AND APPROVAL OF THE AGENDA

Alcorn motioned to approve the agenda. Trost seconded. Motion carried unanimously.

3. PUBLIC COMMENTS

None

4. CONSENT AGENDA

- A. Approve Minutes for Business Meeting on October 19, 2023
- B. Approve Credit Card – IT Director
- C. Disband Committees
- D. Approve Promotion – M. Plagge
- E. Appoint BOPTA Members
- F. Appoint CCD Business Development Corporation Board Members

Alcorn motioned to approve the consent calendar. Herzog seconded. Motion carried unanimously.

5. DISCUSSION/ACTION ITEMS

- A. Fair Board Vacancy

Commissioners and County Counsel discussed the upcoming joint Workshop with the fair board and decided to table this item until after.

Commissioner Herzog asked about the second meeting in November since Commissioners and County Counsel will be at AOC Conference. The Board unanimously agreed to cancel the meeting that would have been held on November 16th.

Commissioner Herzog asked about November 24, 2023 being approved as an extended day for the Thanksgiving Holiday. All Commissioners agreed to declare the Friday following Thanksgiving as a Holiday for all employees.

B. Receipt of Funds Policy

Alcorn motioned approve the updated Financial Policy. Trost seconded. Motion carried unanimously.

6. ELECTED OFFICIAL UPDATES

Treasurer Barnes – Made positive comments on the update Financial Policy

7. COMMISSIONER UPDATES

Alcorn – provided information on upcoming RFPs for the Port Orford Recycling Center. Spoke about more security at Courthouse.

Herzog – None

Trost – Provided information on recent meeting with ODOT and OSP regarding transient camping/RV camping along highway.

Herzog called executive session at 6:45 p.m.

Regular session preceded at 7:27 p.m.

Herzog motioned to approve proposed revised employment contract with Becky Crockett. Motion failed on lack of second.

Trost motioned to not accept proposed revised employment contract with Becky Crockett. Alcorn seconded and with a two to one vote, Herzog voting nay, motion carried.

- 8. OTHER** *(ORS 192.640(1) “... notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.”)*

10. ADJOURN

Chair Herzog adjourned the meeting at 7:30 p.m.

Dated this 6th day of December, 2023

John Herzog, Chair

Brad Alcorn, Vice Chair

Jay Trost, Commissioner

Minutes prepared by Natasha Tippetts, Administrative Assistant



CURRY COUNTY BOARD OF COMMISSIONERS

Commissioners' Hearing Room, Courthouse Annex
94235 Moore Street, Gold Beach, Oregon
www.co.curry.or.us

SPECIAL MEETING MINUTES

November 20, 2023

Please note: For detailed information on any agenda item refer to Audio/Video.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order 11:00 a.m.; present were Chair John Herzog, Vice Chair Brad Alcorn, and Commissioner Jay Trost

Staff present: Director of County Operations and County Counsel Ted Fitzgerald and Administrative Assistant Natasha Tippetts

The Pledge was recited by all.

2. AMENDMENT AND APPROVAL OF THE AGENDA

Trost motioned to approve the agenda. Alcorn seconded. Motion carried unanimously.

3. PUBLIC COMMENTS

Mary Rowe – Provided opinion on several topics

4. DISCUSSION/ACTION ITEMS

- A. Travel Oregon Grant Award
Economic Development Director, Miranda Plagge, presented staff report

Trost motioned approve the signature authority for Travel Oregon's Competitive Grants 2023-2025 to the Director of County Operations. Alcorn seconded. Motion carried unanimously.

5. ELECTED OFFICIAL UPDATES

Treasurer Barnes – Provided update on process with new implemented Finance Policy.

Sheriff Ward – Provided information on recent applications received for Community Resource Officer position.

6. COMMISSIONER UPDATES

Alcorn – None

Herzog – Spoke highly of Commissioner Alcorn and County Clerk Denney for speaking at the recent AOC conference on cyber security.

Trost – Provided information on recent communication with South Coast Business Employment Corporation

7. OTHER *(ORS 192.640(1) "... notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")*

10. ADJOURN

Chair Herzog adjourned the meeting at 11:26 a.m.

Dated this 6th day of December, 2023

John Herzog, Chair

Brad Alcorn, Vice Chair

Jay Trost, Commissioner

Minutes prepared by Natasha Tippetts, Administrative Assistant



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Change in FTE status for County Surveyor Scott Fein	
Time Needed:			
Financial Impact:		Description and Background:	
		Since departure of the Planning Director in early November, County	
Category:		Surveyor Scott Fein has picked up extra duties and time. It is with	
<input type="checkbox"/> Action/Discussion		recommendation from the Director of County Operations that his FTE	
<input checked="" type="checkbox"/> Consent		status be changed from .5 to .75	
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve FTE status to .75 for County Surveyor Scott Fein retroactive from November 8 th , 2023			
Attachments:		Instructions Once Approved:	
1. Order			
2.			
3.			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts			11/27/2023

**In the Matter of Amending the FTE Status)
of a Current Employee) ORDER NO. _____
)**



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Pay Increase for Staff	
Time Needed:			
Financial Impact:		Description and Background:	
		After the departure of the Finance Director and Senior Accounting Clerk, Ida Swank began assisting with Accounts Payable and Payroll duties.	
Category:		It is appropriate that Ms. Swank be provided with a step increase retroactive to October 1, 2023.	
<input checked="" type="checkbox"/> Action/Discussion			
<input type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve Pay Increase to Range F, Step 2 for Ida Swank.			
Attachments:		Instructions Once Approved:	
1. Order		File with Clerk	
2.		Send copy to HR / Payroll	
3.			
4.			
5.			
Contact Person – Name and Department:		Date Submitted:	
Ted Fitzgerald, Director of County Operations		11/21/2023	

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

**In the Matter of an Order Approving a)
Grade and Step Increase for Accounting) ORDER NO. _____
Clerk – Accounts Payable and Payroll)**

WHEREAS, it is the recommendation of Michael E. Fitzgerald, Director of County Operations, that Ida Swank, currently an Accounting Clerk – Accounts Payable and Payroll at .5FTE, Salary Range E, Step 1 at \$2,065/month, be increased to Salary Range F, Step 2 at \$2,186/month; and

WHEREAS, the job description with the new classification is attached hereto and incorporated by reference; and

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

NOW, THEREFORE, IT IS HEREBY ORDERED THAT that the above stated hire be in effect as of October 1, 2023.

DATED this 6th day of December, 2023. **BOARD OF CURRY COUNTY COMMISSIONERS**

John Herzog, Chair

Approved as to Form:

Brad Alcorn, Vice Chair

Michael E. Fitzgerald, OSB #950738
Curry County Legal Counsel

Jay Trost, Commissioner

**CURRY COUNTY
JOB DESCRIPTION**

JOB TITLE: Accounting Clerk - Accounts Payable and Payroll

EXEMPT:	No	
SALARY LEVEL:	F	
SUPERVISOR:	Assistant Finance Director	
PREPARED BY:	Finance Director	November 2023

POSITION SUMMARY:

Performs general accounting duties The responsibility of an employee in this classification extends over a complete set of transactions within a specialized accounting system including accounts payable, payroll and other accounting functions of the department.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Accounts Payable:

1. Audits claims presented for payment by the county for proper classification, authorization and support documentation. Prepares checks for payment of properly authorized and documented claims. Prepares properly documented claims for approval by County Accountant for payments not associated to a specific department to vendors and other entities.
2. Controls the issuance of checks in compliance with Accounts Payable processing policy. Records and posts expenditure related transactions to accounting records. Monitors departmental expenditures to assure compliance with appropriations set in the annual budget. Maintains control of vendor records.
3. Coordinates the preparation and issuance of Form 1099 to vendors. Prepares and publishes required notice of schedule of expenditures according to ORS 294.250. Prepares claims for payments not associated to a specific department or for the Finance Department to vendors and other entities. Prepares activity and expenditure reports as required.
4. Serves as primary point of contact in the Finance Department for vendor and departmental inquiries as to the status of payments/claims. Assures compliance and maintains tracking of contracts and other accounts payable related agreements entered into by the County.

5. Assists in the preparation of fiscal year-end reports and supporting schedules. Assists in monitoring cost accounting activity for intra-governmental service funds.
6. Serves as the Fiscal Services Petty Cash Custodian. Maintains office supplies for both the Finance and Human Resource functions of the office.

Payroll:

7. Prepares payroll data for input into computer; processes checks, prepares various employee benefits reports. Answers employees' questions concerning their pay checks.
8. Answers a variety of questions regarding Payroll and Human Resources in the absence of the Payroll/HR Coordinator. Serves as backup to the Payroll/HR Coordinator.

SUPERVISORY REQUIREMENTS:

This position normally does not supervise the work of others.

Incumbents of this class are responsible for reviewing work from other departments or sources and verifying its accuracy. Work is performed under general supervision and is reviewed primarily on the basis of results obtained. Incumbent is generally expected to independently perform and complete work assignments.

QUALIFICATION REQUIREMENTS:

Knowledge of . . .

- Accounting practices used in the day-to-day maintenance of county fund accounts.
- Personal computers and related applications such as word processing and spreadsheets.
- accounting principles and practices including double entry bookkeeping

Ability to . . .

- Efficiently plan and organize work to meet mandatory deadlines.
- Interpret new regulations and policies relating to accounting and budgeting.
- Assist in the development and implementation of fiscal policies and procedures which are in accordance with regulations and policies affecting Curry County.
- Compose clear and concise fiscal reports and records.
- Maintain effective working relations with elected officials, department heads and other county employees.

EDUCATION AND/OR EXPERIENCE:

High school graduation or equivalency; three years of progressively responsible clerical work in the accounting area with exposure to basic accounting principles; or any satisfactory combination of experience and training which demonstrates the knowledge, skills and ability to perform the above described duties.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to operate, finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Work is generally performed in an office environment. The noise level in the work environment is usually moderately quiet.

Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		New Hire of an Employee Parks Office Assistant – D. Dahl	
Time Needed:			
Financial Impact:		Description and Background:	
		This order will hire Debra as part time Parks Office Assistant as approved	
Category:		in the budget	
<input type="checkbox"/> Action/Discussion			
<input checked="" type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approved the hire of Debra Dahl as part time Parks Office Assistant			
Attachments:		Instructions Once Approved:	
1. Order			
2. Job Description			
3.			
4.			
5.			
Contact Person – Name and Department:		Date Submitted:	
Natasha Tippetts		11/21/2023	

In the Matter of the Hire of an Employee)
)
)

ORDER NO. _____

**CURRY COUNTY
JOB DESCRIPTION**

JOB TITLE: Parks Office Assist-Parks Department

EXEMPT:	No	
SALARY LEVEL:	B	
SUPERVISOR:	Facilities/Parks Director	
PREPARED BY:	Facilities/Parks Director	October 2023

POSITION SUMMARY:

Serves as the Office Assistant in the Parks Department and provides technical office management, advanced secretarial duties, oversees reservations both on line and direct reservations, prepares claims, assists director and coordinator as needed.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Manages the office operations, manages reservations, handles administrative duties, maintains department accounts, calendars, and prepares documents for parks department. Other duties as assigned.
2. Serves as the parks liaison for on-line reservation system. Updates, maintains, and stays trained in the reservation program.
3. Keeps financial files, receipts and records of revenue and disbursements, grant accounting, claims and deposits for Parks Departments.
4. Screens incoming calls, mail, personal visits, problems, and other matters, evaluating relative importance of each. Independently responds to routine matters. Researches and assembles required information for response as necessary to all public inquiries and complaints.
6. Prepares and maintains the department calendar.
7. Responsible for social media for Parks Departments.

SUPERVISORY CONTROLS AND RESPONSIBILITIES:

- No Supervisory Responsibilities unless Director is not available.

- Position is supervised by the Director, however, requires independent work with limited supervision.

QUALIFICATION REQUIREMENTS:

Knowledge of . . .

- Office duties, computers, Microsoft Office, Outlook, county finance, and reservations.
- Office management practices, R.V. Park operations, and procedures to ensure efficient workflow.

Ability to . . .

- Establish and maintain effective relationships with other employees, department heads and the public.
- Work with limited supervision in an independent setting, while able to recognize situations in which supervision and guidance are necessary.
- Handle complaints, problems, and hostile persons courteously.

Additional skills:

- Keeping detailed records and preparing accurate reports.
- Conveying information, ideas, and facts both orally and in writing to supervisors, colleagues, and individuals, inside and outside the County, using language and a format the audience will best understand.

Desirable Qualifications: Understand R.V. Park reservation system, park management, and customer service.

EDUCATION AND/OR EXPERIENCE:

1 year experience in park management, hosting, reservations.

High School Diploma or equivalent

Must have valid Oregon Drivers License and pass a background and LEDS check.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Normal working hours but also subject to emergency call-out as needed to provide services on evenings or weekends.

Work is primarily performed in office, with a need to travel for training or other duties.

Will be required to do some work from the office at Boice Cope RV Park.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		New Hire of an Employee Senior Accounting Clerk – M. Darrow	
Time Needed:			
Financial Impact:		Description and Background:	
		This order will hire Melissa as full time Senior Accounting Clerk as	
Category:		approved in the budget	
<input type="checkbox"/> Action/Discussion			
<input checked="" type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approved the hire of Melissa Darrow as Accounting Clerk			
Attachments:		Instructions Once Approved:	
1. Order			
2. Job Description			
3.			
4.			
5.			
Contact Person – Name and Department:		Date Submitted:	
Natasha Tippetts		11/21/2023	

In the Matter of the Hire of an Employee)

) ORDER NO. _____

_____)
_____)

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**CURRY COUNTY
JOB DESCRIPTION**

JOB TITLE: Senior Accounting Clerk– Finance Department

EXEMPT:	No	
SALARY LEVEL:	F	
SUPERVISOR:	Finance Director	
PREPARED BY:	Finance Director	January 2022

POSITION SUMMARY:

Performs moderately complex work involving the application of bookkeeping and accounting principles in the maintenance of manual and computerized municipal financial records compliant with Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB). Performs a variety of professional accounting and fiscal record keeping activities as assigned. Incumbents in this classification also perform specific accounting functions, i.e., accounts receivable, accounts payable, cash allocation, journal entries, and general ledger account reconciliation. Understands all obligations of ORS 210. This position provides accounting support to all departments as directed by Finance Director. Performs related work as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

An employee in this class may perform any of the following duties. However, these examples do not include all of the specific tasks which an employee may be expected to perform.

Examples of Work: (Illustrative only)

Provides exemplary customer service and maintains good working relations with other departments, employees, officials, community leaders, vendors, auditors, etc.

Compiles specialized departmental or county-wide accounting and financial data.

Assists in preparing interim, quarterly and annual financial and status reports in accordance with policy and directives of agency requiring the report; May compile data from all accounting records and verify accuracy to record balance, revenues and expenditures for statements. Balances income and expenditures to proper accounts in accordance with legal and county requirements.

Assists in the preparation and auditing of monthly financial statements and management reports as directed by Finance Director. Makes available to all departments and distributes as needed.

Assists in the preparation of fiscal year end reports and supporting schedules as directed by the Finance Director.

Assists with reconciling bank statements and assists with audit preparation. Performs daily cash allocation as assigned. Serves as the Finance Petty Cash custodian.

JOB DESCRIPTION

JOB TITLE: Senior Accounting Clerk – Finance Department – Page 2

ESSENTIAL DUTIES AND RESPONSIBILITIES: (cont.)

Provides back-up support for Accounts Payable, Payroll and Human Resources.

Helps with records retention for Finance Department.

Assists in preparation of the budget document for presentation to the Budget Committee and Board of Commissioners for adoption and distribution of document after adopted. Assists in inputting annual budget to system and publication of all required legal notices as directed by Finance Director.

Conducts special projects as assigned. Generally projects are related to the financial or accounting activities of the County and may require a variety of clerical and para-accountant activities.

Assists in preparing, maintaining and reconciling all related financial records and reports in areas such as: accounts receivable and accounts payable journals; contract or grant accounting; fixed asset records; cost accounting; audit schedules and related work papers as directed by Finance Director.

ACCOUNTS PAYABLE: Audit claims presented for payment by the County for proper classification, authorization and support documentation in accordance with GAAP and GASB, Federal, State and Local Laws, regulations, and County policies. Prepare and properly document claims not associated to a specific department for approval by Finance Director. Controls the issuance of checks in compliance with Accounts Payable processing policy. Serves as back up to the Accounts Payable Clerk.

GENERAL LEDGER: Maintain General Ledger accounts and reconcile as necessary. Review daily deposits for correct coding. Process daily cash allocation and reconcile as needed. Assists with review of monthly financial reports for consistency and correct coding. Maintains chart of accounts for new and changed accounts by fund; open new General Ledger accounts as requested by Finance Director. Prepares reconciling or correcting journal entries as necessary. Final journal entry coding review and post journal entry to computer system after appropriate official authorization and County Account review.

ANNUAL AUDIT: prepare audit schedules as directed by Finance Director. Prepare lease and contracts schedules.

CAPITAL ASSETS: Maintain capital asset documentation and General Ledger asset management system as directed by Finance Director. Reconcile Road capital asset inventory to General Ledger asset management inventory.

Other duties as assigned.

SUPERVISION RECEIVED:

This position works under the supervision of the Finance Director who reviews work for accuracy and conformance to established procedures.

JOB DESCRIPTION

JOB TITLE: Senior Accounting Clerk – Finance Department – Page 3

SUPERVISORY RESPONSIBILITIES:

Supervision of other employees is not normally a responsibility of an employee in this class. May serve as lead person in the absence of the Accounts Payable Clerk or the Finance Director. Train new employees on the process of Accounts Payable and the procedure for Journal entry forms.

QUALIFICATION REQUIREMENTS:

Considerable knowledge of modern accounting principles and practices including double entry bookkeeping and their application to governmental fund accounting. Considerable knowledge of computer processes and techniques. Knowledge in the operation of data processing functions. Specific experience/expertise in MS Office Suite including Excel and Word; Caselle or similar governmental accounting software a plus.

Knowledge of County Personnel Rules and IRS rules for proper claims regarding Per Diem/Employee Reimbursements and enforce the policies and procedures to assure compliance.

Understand and apply all aspects of the General Ledger account code classifications and numbering system.

Ability to perform detailed work involving numerical data. Ability to work independently with a minimum of supervision. Ability to communicate effectively both orally and in writing. Ability to follow oral and written instructions. Ability to work effectively with other employees and the general public. Ability to operate standard office machinery including personal computer, 10-key adding machine by touch with speed and accuracy, copier and FAX machine.

Efficiently plan, organize and direct work schedules to meet mandatory deadlines on a daily, weekly, monthly and annual basis.

Maintain good working relations with other departments, employees, officials, community leaders, vendors, auditors, etc.

Willingness to implement and be involved in new processes; able to adjust to changes in procedures; be involved in problem solving

Ability to plan, implement, monitor, modify standardized and specialized accounting methods, procedures, forms and records to meet the needs and requirements of the County

EDUCATION AND/OR EXPERIENCE:

High school graduation or equivalency supplemented by an additional two years of college level course work in finance or accounting; three years of progressively responsible experience in bookkeeping or accounting work, preferably in governmental accounting with experience in a computerized accounting operation; or any satisfactory equivalent combination of experience and training which ensures the ability to perform the work.

JOB DESCRIPTION

JOB TITLE: Senior Accounting Clerk – Finance Department – Page 4

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to operate, finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT:

Work is generally performed in an office environment. The noise level in the work environment is usually moderately quiet.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Promotion of D. Younger to Building Inspector II	
Time Needed:			
Financial Impact:		Description and Background:	
		Dylan has recently passed the Commercial Building Inspector	
Category:		Certification. It is the recommendation of Building Official Garrett	
<input type="checkbox"/>	Action/Discussion	Thomson and Director of County Operations to promote Dylan to Building	
<input checked="" type="checkbox"/>	Consent	Inspector II.	
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
Promote Dylan Younger to Building Inspector II.			
Attachments:		Instructions Once Approved:	
1. Order			
2.			
3.			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts			11/8/2023

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

**In the Matter of the Promotion of an)
Employee) ORDER NO. _____
)**

WHEREAS, it is the recommendation of Garrett Thomson, Building Official, that Dylan Younger, currently a Building Inspector I, Salary Range D, Step 4 at \$4,263/month, be promoted to the position of Building Inspector II, Salary Range I, Step 1 at \$4,475/month; and

WHEREAS, the job description for the new position is attached hereto and incorporated by reference; and

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

NOW, THEREFORE, IT IS HEREBY ORDERED THAT that the above stated hire be in effect as of November 8, 2023.

DATED this 6th day of December, 2023. **BOARD OF CURRY COUNTY COMMISSIONERS**

John Herzog, Chair

Approved as to Form:

Brad Alcorn, Vice Chair

Michael E. Fitzgerald, OSB #950738
Curry County Legal Counsel

Jay Trost, Commissioner



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Transferring employee B. Felton to Prevention Specialist – Juvenile	
Time Needed:		Department	
.....		
Financial Impact:		Description and Background:	
.....		Brittany Felton applied to transfer from the Sheriff's office Communications	
Category:		Specialist to the Prevention Specialist in the Juvenile Department. The	
<input type="checkbox"/> Action/Discussion		transfer is effective November 27, 2023.	
<input checked="" type="checkbox"/> Consent		
<input type="checkbox"/> Executive Session		
<input type="checkbox"/> Hire Order		
<input type="checkbox"/> Presentation		
Requested Motion:			
Approve the transfer of Brittany Felton to the Juvenile Department as the Prevention Specialist			
.....			
Attachments:		Instructions Once Approved:	
1. Order	
2.	
3.	
4.	
5.	
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts			11/8/2023

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

In the Matter of an Order Transferring an)
Employee) **ORDER NO. _____**
)

WHEREAS, it is the recommendation of Michael E. Fitzgerald, Director of County Operations, that Brittany Felton, currently a Communications Deputy II, Salary Range S-11/F at \$5,532/month, be transferred to the position of Prevention Specialist, in the Juvenile Department, a Salary Range E, Step 6 at \$4,788/month; and

WHEREAS, the job description for the new position is attached hereto and incorporated by reference; and

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

NOW, THEREFORE, IT IS HEREBY ORDERED THAT that the above stated hire be in effect as of November 27, 2023.

DATED this 6th day of December, 2023. **BOARD OF CURRY COUNTY COMMISSIONERS**

John Herzog, Chair

Approved as to Form:

Brad Alcorn, Vice Chair

Michael E. Fitzgerald, OSB #950738
Curry County Legal Counsel

Jay Trost, Commissioner

**CURRY COUNTY
JOB DESCRIPTION**

JOB TITLE: Prevention Coordinator

EXEMPT:	No
UNION:	Teamsters 206
SALARY LEVEL:	E
SUPERVISOR:	Juvenile Department Director
PREPARED BY:	Juvenile Department Director

October 2023

POSITION SUMMARY:

This position will coordinate strategies designed to promote health and prevent substance use, misuse, disorder and addiction and associated effects across the life span. The employee will work to reduce risk factors and increase protective factors associated with alcohol, tobacco, and other drugs in Curry County. This position will assist Operations Manager with daily duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Alcohol and Drug Prevention Education Program (ADPEP)

1. Coordinates an Alcohol and Drug Prevention Education Program (ADPEP) and Tobacco Prevention Education Program (TPEP) plan among state and community partners. Activities include: reducing health disparities in our county and state, engaging organizations and communities in prevention, developing partnerships that improve the health of all Oregonians, addressing the leading causes of death and disability, addressing the risk factors which lead to chronic disease and substance use disorder or dependence, using data for decision making, setting priorities and defining and tracking health outcomes and planning and implementing evidence-based interventions.
2. Fulfills grant responsibilities: eLearning Modules, in person or webinar training, community practice sessions, regional support networking, attend grantee/contractor meetings, and attend annual conference. Submit quarterly and annual reporting as required by the funders.
3. Assists the Curry County Juvenile with reception, clerical, youth support, and office coverage.
4. Performs Juvenile Department Operations Manager duties when needed.

SUPERVISORY CONTROLS AND RESPONSIBILITIES:

No supervisory responsibilities

Position is supervised by Juvenile Department Director and requires independent work or very limited supervision.

QUALIFICATION REQUIREMENTS:

Knowledge of . . .

- Oregon Health Authority/Curry Public Health roles with tobacco, alcohol and other drug prevention.
- Office management practices and procedures to ensure efficient workflow.

Ability to . . .

- Establish and maintain effective relationships with other employees, department heads, local, county and state agencies and the public.
- Work with limited supervision in an independent setting, while able to recognize situations in which supervision and guidance are necessary.
- Research trends, update training, and understand prevention guidelines.

Additional skills:

- Computers, social media, webinars, and prevention strategies.
- Conveying information, ideas, and facts both orally and in writing to supervisors, colleagues, and individuals, inside and outside the County, using language and a format the audience will best understand.

Desirable Qualifications: Certified Prevention Specialist for the state of Oregon within one year of being hired.

EDUCATION AND/OR EXPERIENCE:

High school graduate or equivalency required, and three years of experience working directly with the public in the prevention or human services field; or at least two years of field-related college and one year of experience; or any satisfactory equivalent combination of experience and training which demonstrates the ability to perform the above-described duties.

This position is funded through Oregon Health Authority and then assigned to the Public Health Division. Through the Public Health Division are Alcohol and Drug Prevention Education

Program (ADPEP) and Tobacco Prevention and Education Program (TPEP). This program will be administered by the Curry County Juvenile Department.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Normal working hours but also subject to attending public meetings, training or events on weekends, or afterhours.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Donation of Orphan Parcels	
Time Needed:			
N/A			
Financial Impact:		Description and Background:	
TBD		<p>Certain parcels in the Glenwood / Seacrest subdivision were foreclosed upon by the County for nonpayment of property taxes. These parcels include roads, common open space, and utility easements. Pursuant to the CC&Rs of the subdivisions, the lots' ownership should be by the Homeowners' Association. The City of Brookings has approached the County regarding taking ownership of the parcels in order to meet the needs of the subdivision.</p> <p>Two other parcels, one making up the South half of Holmes Drive and the other being a residential alley, would be best served being transferred to the City of Brookings.</p> <p>Ownership of the parcels being transferred to the City of Brookings will put the parcels back on the County tax rolls.</p>	
Category:			
<input type="checkbox"/>	Action/Discussion		
<input checked="" type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
Transfer orphan parcels (Curry County Tax Accounts R27393, R22531, R27438, R27448, R27443, R11797, R34053, R34049, R37813, R24756, and R26207) to the City of Brookings.			
Attachments:		Instructions Once Approved:	
1. Order - Transfer 2. 4/13/22 Letter 3. 4. 5.		File Order with Clerk Record Deeds with Clerk BOC Office to send copy of deeds to City of Brookings - Public Works	
Contact Person – Name and Department:		Date Submitted:	
Ted Fitzgerald, Director of County Operations		11/21/23	

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

**In the Matter of an Order Authorizing)
the Donation of Certain Real Property to) ORDER NO. _____
the City of Brookings)
)**

WHEREAS, the County currently parcels of land in the Brookings area, as follows:

Seacrest / Glenwood Subdivision
Curry County Tax Account R27393
Curry County Tax Account R22531
Curry County Tax Account R27438
Curry County Tax Account R27448
Curry County Tax Account R27443
Curry County Tax Account R11797
Curry County Tax Account R34053
Curry County Tax Account R37813

Dawson Road Area
Curry County Tax Account R24756
Curry County Tax Account R26207

WHEREAS, upon discussion with the City of Brookings, the City is willing to accept ownership of the parcels; and

WHEREAS, transfer of the parcels to the City will allow them to return to County Tax Rolls.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the above-referenced properties shall be transferred to the City of Brookings via Quitclaim Deed.

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

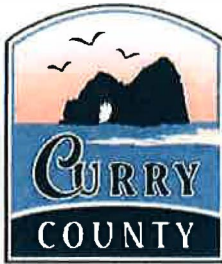
John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner



ANTHONY POPE
COUNTY LEGAL COUNSEL
94235 Moore Street, Suite 123
Gold Beach, OR 97444
(541) 247-3291 | Fax: (541) 247-2718
PopcA@co.curry.or.us

April 13, 2022

Anthony Baron
Public Works & Development Services Director
City of Brookings
898 Elk Drive
Brookings, OR 97415
abaron@brookings.or.us

**Re: Harris Heights – Seacrest
Orphan Lots**

Mr. Baron,

I am in receipt of your correspondence regarding providing utility easements through, or the possible transfer of several 'orphan' lots in the Harris Heights Subdivision.

It is our understanding that the City of Brookings is requesting several easements for right-of-way, storm drain, and utility line purposes in line with pending further housing development. After further research, we have ascertained that the requested easements are already in existence for those lots.

After discussion with the Board of Commissioners, as well as the County Roadmaster, it has been determined that the orphan parcels will be conveyed to the City of Brookings to assist with the development of a new housing subdivision.

It is the opinion of the County that transferring the above-referenced parcels to the City of Brookings is the most effective way in which to resolve this situation and allows for the most flexibility for the City of Brookings to utilize these lots for the development of housing.

Below is a list that should provide some clarification regarding several of the lots, as well as designations already in place, for your reference.

SEACREST PHASE I	HARRIS BEACH PHASE IV	HARRIS BEACH PHASE V
R27393 (TL 804) Common Open Space	R27438 (TL 500) Public Utility Easement and Private Drive	R11797 (TL 200) Public Utility Easement
R22531 (TL 1200) Common Open Space	R27448 (TL 1500) Glenwood Drive	R34053 (TL 209) Public Utility Easement and Private Drive
	R 27443 (TL 1000) Public Utility Easement	R34049 (TL 205) Public Utility Easement
		R37813 (TL 218) Public Utility Easement

You had spoken of an additional 'orphan' lot located on or near Dawson Road. My research indicates that there are two; R24756, which appears to be the South half of Holmes Drive; as well as R26207, which seems to be a residential access road or alley. It is also the consensus of our Board that these lots be transferred to the City of Brookings.

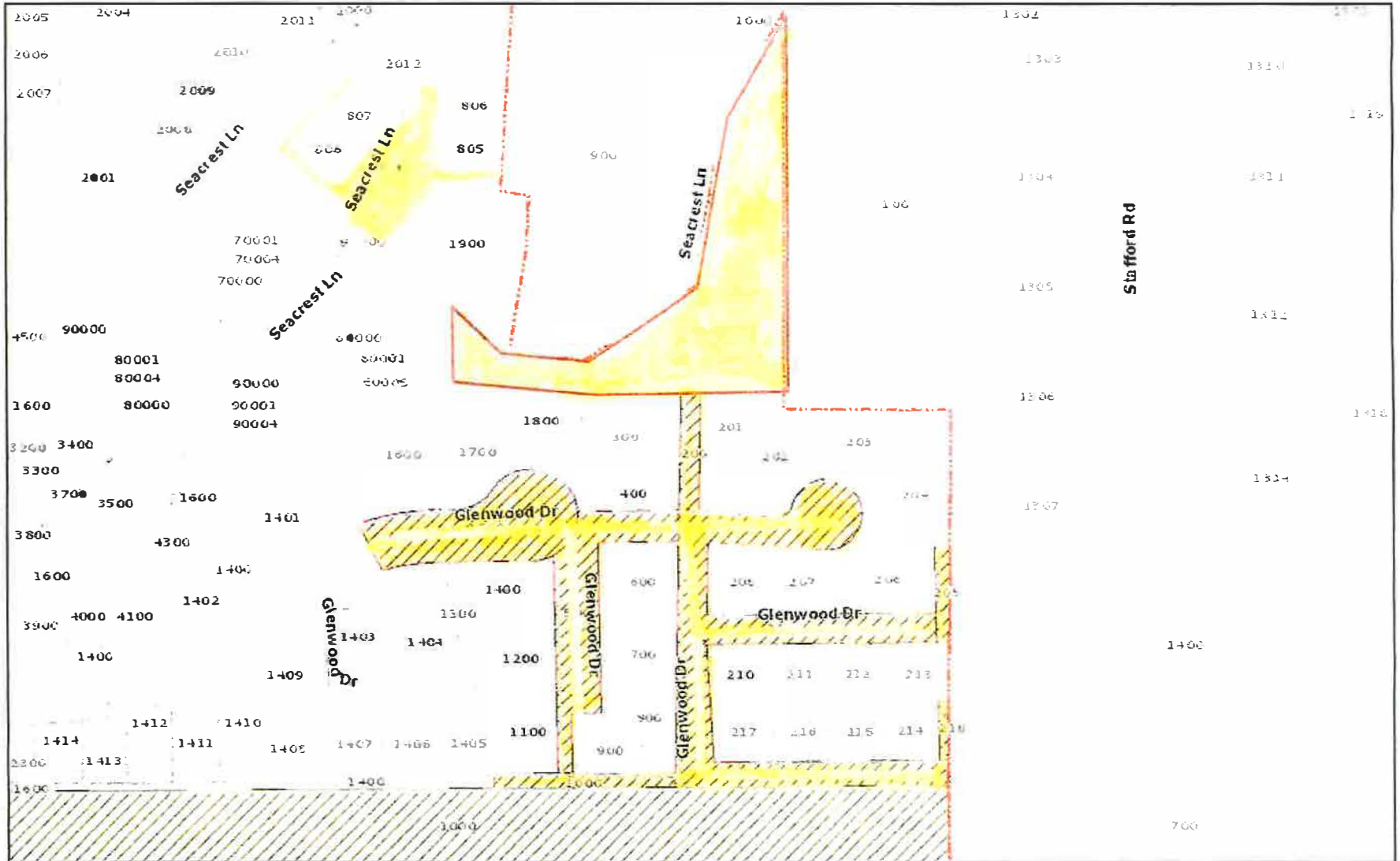
We look forward to working with you to complete these transfers.

Respectfully,



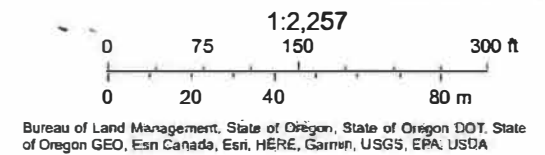
Anthony Pope, OSB No. 192939
Curry County Legal Counsel

Curry County Web Map



10/12/2021, 4:37:56 PM

- | | | | |
|---|--|--|--|
| Override 1 | Public Owned Parcels | Federal | Parcels |
| Highways (1) | Local Govt | Parcel Labels | Urban Growth Boundary |
| All Roads | State | City Limits | Counties |



Created by LCOG for Curry County

The information on this map was derived from digital databases from the Curry County regional geographic information system by LCOG. Care was taken in the creation of this map, but is provided "as-is". Curry County and LCOG cannot accept any responsibility for



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Reclassification of Employee	
Time Needed:			
15 minutes			
Financial Impact:		Description and Background:	
TBD		<p>Natasha Tippetts has been performing duties for Human Resources in addition to her duties as BOC Office Administrative Assistant.</p> <p>A new position should be created to summarize the duties being performed. The Commissioners must adopt the position description for the new position, and reclassify Ms. Tippetts to the new position.</p>	
Category:			
<input type="checkbox"/>	Action/Discussion		
<input checked="" type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
Adopt Position Description for BOC & Human Resources Specialist. Reclassify Natasha Tippetts to BOC & Human Resources Specialist			
Attachments:		Instructions Once Approved:	
1. Order - Position 2. Position Description 3. Order - Reclassification 4. 5.		File with Clerk Send copy to HR / Payroll	
Contact Person – Name and Department:		Date Submitted:	
Ted Fitzgerald, Director of County Operations		11/21/23	

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

In the Matter of an Order Adopting a)
Position Description for a New Position) ORDER NO. _____
(BOC & Human Resources Specialist))
)

WHEREAS, it is the recommendation of Michael E. Fitzgerald, Director of County Operations, that the attached position description be adopted for the following new position:

BOC & Human Resources Specialist	J
Position Title	Range

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

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the above stated position, which description is attached hereto and incorporated herein by reference, is adopted.

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner

CURRY COUNTY JOB DESCRIPTION

JOB TITLE: BOC and Human Resources Specialist

EXEMPT:	No	
SALARY LEVEL:	J	
SUPERVISOR:	Board of Commissioners Office Administrator	
PREPARED BY:	Board of Commissioners Office Administrator	November 2023

GENERAL POSITION SUMMARY:

This position is the general point of contact when calling or visiting the County Annex Building. This position provides information to the public regarding the Board of Commissioners Office, as well as about County job opportunities.

This Administrative Assistant classification is distinguished from other administrative or executive assistant classifications by the greater degree of complexity of office and administrative duties undertaken. This position requires a superior degree of independent judgment to complete assignments.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Answers phones and greets the public as they come to the County Office. Schedules and maintains the master calendar for the Board of Commissioners.
2. Serves as the recording secretary for Board of Commissioners' meetings and workshops. Acquires Commissioner signatures on documents following Board approval and files those documents with the County Clerk. Prepares meeting and workshop minutes, performs audio-visual recording services for Board meetings, and reserves meeting rooms upon request. Maintains Board Office equipment and supplies. Prepares claims for payments/reimbursements for submission to Accounts Payable and deposits money as necessary.
3. Assembles information and prepares agendas for Board meetings. Reviews agenda items submitted for completeness and accuracy and posts submissions to the BOC drive for approval prior to public posting. Advises each Board member of background information in preparation of scheduled meetings, providing reference material as needed. Prepares correspondence such as letters, emails, reports, notices and other material of important nature, some of which may be confidential in nature.
4. Coordinates and maintains all documents and activities for County advisory boards and

County committees which includes term expirations, vacancy notices, resignation acknowledgements, appointments, orders and appreciation letters; maintains paper and electronic files as required. Coordinates with County departments as needed for committee business. Notifies the Board when appointments should be made for advisory committees, boards and commissions.

5. Organizes and facilitates the advertisement and recruitment of County jobs in conjunction with Department Heads, and updates salary ranges. Advertises positions internally pursuant to Collective Bargaining Agreements. Issues, collects and screens applications prior to their dispersal to Department Heads.
6. Maintains official employee records and personnel files, as well as a database of job descriptions. Updates personnel records as approved by the Board of Commissioners. In conjunction with the Director of County Operations, administers and organizes the salary range placement process. Arranges annual employee training, including government ethics, employee safety, and policies.
7. Provides orientation for new employees, including a review of County policies, procedures, and benefit programs. Signs new employees up for payroll and benefits.
8. Assists Department Heads with employee counseling, discipline and termination in conjunction with the guidance of the County's insurer.

SUPERVISORY CONTROLS AND RESPONSIBILITIES:

There are no supervisory responsibilities. Able to work and make decisions with minimal supervision. Supervised by the BOC Office Administrator.

QUALIFICATION REQUIREMENTS:

Knowledge of . . .

- Office practices and methods of office organization
- Business English, spelling, grammar, composition

Ability to . . .

- Communicate effectively in oral and written form, and to work effectively with other employees, agencies & the general public using courtesy, tact & good judgment
- Use computers and business software proficiently including but not limited to Microsoft Office Suite
- Prioritize tasks and meet deadlines
- Remain calm and use good judgment during confrontational or high pressure situations
- Maintain confidentiality and professionalism

- Use initiative and judgment in carrying out responsibilities with minimal instruction and guidance
- Courteously meet and deal effectively with other employees, all County department heads, legislative and congressional representatives, federal, state, and city agencies, public agencies, advisory boards, committees, private businesses, contractors, consultants, media and the public
- Understand and comply with statutory requirements for public records, public notice, public meetings and advisory boards/committees

EDUCATION AND/OR EXPERIENCE:

Associate degree and five years or more of experience in an office work environment including experience in administrative, financial and office management functions; or any satisfactory equivalent combination of education, training and experience. Must have highly developed writing skills and independent ability.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Work is performed within departmental policy and procedure: federal, state and county statutes, rules, regulations and ordinances, personnel rules, various administrative reference materials, office management reference materials, secretarial handbooks.
- Employee uses seasoned judgment, initiative, and experience in interpreting guidelines and contributes to modifications of existing guidelines by advising the Board of problems encountered.

Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

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

**In the Matter of an Order Reclassifying an)
Employee) ORDER NO. _____
(BOC & Human Resources Specialist))**

WHEREAS, it is the recommendation of Michael E. Fitzgerald, Director of County Operations, that Natasha Tippetts, currently a BOC Administrative Assistant, at Salary Range G, Step 1, at \$4,291 per month be reclassified to BOC & Human Resources Specialist, Salary Range J, Step 1, at \$4,590 per month.

The job description for this position is attached hereto and incorporated by reference.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the above stated recommendation be in effect retroactive from November 8, 2023.

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Application for Renewal of Right-of-Way Grant / Temporary Use Permit - Grizzly Tower (RS-20) Site	
Time Needed:			
N/A			
Financial Impact:		Description and Background:	
N/A		<p>The current Right-of-Way Grant / Temporary Use Permit for the land where the Grizzly Communications Tower (RS-20) is located, executed in 2004, will expire in May, 2024.</p> <p>The County must re-apply for the Grant / Permit in order to retain the continued use of the Grizzly site.</p> <p>Additionally, the County would like to upgrade the existing diesel powered generators to propane powered generators. That upgrade will require some additional grounds pace, which is reflected in the Application.</p>	
Category:			
<input type="checkbox"/>	Action/Discussion		
<input checked="" type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
Approve the Application for continued use of the Grizzly Mountain tower site.			
Attachments:		Instructions Once Approved:	
1. Order 2. BLM Application 3. 4. 5.		File Order with Clerk Route Application to DCO Office for signature DCO to submit the Application to BLM	
Contact Person – Name and Department:			Date Submitted:
Ted Fitzgerald, Director of County Operations			11/28/23

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

In the Matter of an Order Authorizing an)
Application for Right-of-Way Grant /) **ORDER NO. _____**
Temporary Use Permit)
(Grizzly Communications Tower – RS20))

WHEREAS, the County currently possesses a Right-of-Way Grant / Temporary Access Permit – No. OR 19872 (“ROW Grant”) for use of the real property where the Grizzly Mountain Communications Tower (RS20) is located; and

WHEREAS, the County intends on upgrading the generator fuel from diesel to propane and that upgrade will require both temporary use of the grounds for construction activity, and a modification to the site plan; and

WHEREAS, the ROW Grant expires in May, 2024 and a new application must be made to renew the ROW Grant, request the additional construction space for generator upgrades, and expand the granted area to account for the upgrades.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the Director of County Operations is authorized to submit an Application for Right-of-Way Grant and Temporary Use Permit for the Grizzly Mountain Communications Tower (RS20) site.

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner

STANDARD FORM 299
APPLICATION FOR TRANSPORTATION, UTILITY SYSTEMS, TELECOMMUNICATIONS AND FACILITIES
ON FEDERAL LANDS AND PROPERTY

DRAFT

FOR AGENCY USE ONLY

NOTE: Before completing and filing the application for an authorization (easement, right-of-way, lease, license or permit), the applicant should completely review this package, including instructions, and schedule a pre-application meeting with representatives of the agency responsible for processing the application. Each agency may have specific and unique requirements to be met in preparing and processing the application. Many times, with the help of the agency representative, the application can be completed at the pre-application meeting.

Application Number

Date Filed

1. Name and address of applicant

2. Name and address of authorized agent if different from item 1

3. Applicant telephone number and email:

Authorized agent telephone number and email:

4. As applicant are you? *(check one)*

- a. ☐ Individual
- b. ☐ Corporation*
- c. ☐ Partnership/Association*
- d. ☐ State Government/State Agency
- e. ☐ Local Government
- f. ☐ Federal Agency

* If checked, complete supplemental page

5. Specify what application is for: *(check one)*

- a. ☐ New authorization
- b. ☐ Renewing existing authorization number
- c. ☐ Amend existing authorization number
- d. ☐ Assign existing authorization number
- e. ☐ Existing use for which no authorization has been received *
- f. ☐ Other*

* If checked, provide details under item 7

6. If an individual, or partnership, are you a citizen(s) of the United States? ☐ Yes ☐ No

7. Project description (describe in detail): (a) Type of use or occupancy, (e.g., canal, pipeline, road, telecommunications); (b) related structures and facilities; (c) physical specifications (*Length, width, grading, etc.*); (d) term of days/years needed; (e) time of year of use or operation; (f) Volume or amount of product to be transported; (g) duration and timing of construction; and (h) temporary work areas needed for activity/construction (*Attach additional sheets, if additional space is needed.*)

8. Attach a map covering area and show location of project proposal.

9. State or Local government approval: ☐ Attached ☐ Applied for ☐ Not Required

10. Nonrefundable application fee: ☐ Attached ☐ Not required ☐ To be determined by agency

11. Does project cross international boundary or affect international waterways? ☐ Yes ☐ No (*if "yes," indicate on map*)

12. Give statement of your technical and financial capability to construct, operate, maintain, and terminate system for which authorization is being requested.

13a. Describe other alternative locations considered.

b. Why were these alternatives not selected?

c. Give explanation as to why it is necessary to use or occupy Federal assets (lands or buildings).

14. List authorizations and pending applications filed for similar projects which may provide information to the authorizing agency. (*Specify number, date, code, or name*)

15. Provide statement of need for project, including the economic feasibility and items such as: (a) cost of proposal (construction, operation, and maintenance); (b) estimated cost of next best alternative; and (c) expected public benefits.

16. Describe probable effects on the population in the area, including the social and economic aspects, and the rural lifestyles.

17. Describe likely environmental effects that the proposed project will have on: (a) air quality; (b) visual impact; (c) surface and ground water quality and quantity; (d) the control or structural change on any stream or other body of water; (e) existing noise levels; and (f) the surface of the land, including vegetation, permafrost, soil, and soil stability; and, (g) historic or archaeological resources or properties.

18. Describe the probable effects that the proposed project will have on (a) populations of fish, plant life, wildlife, and marine life, including threatened and endangered species; and (b) marine mammals, including hunting, capturing, collecting, or killing these animals.

19. State whether any hazardous material, as defined in this paragraph, would be used, produced, transported or stored on or in a federal building or federal lands or would be used in connection with the proposed use or occupancy. "Hazardous material" shall mean (a) any hazardous substance under section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. § 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. § 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws. The holder shall not store any hazardous materials at the site without prior written approval from the authorized officer. This approval shall not be unreasonably withheld. If the authorized officer provides approval, this permit shall include (or in the case of approval provided after this permit is issued, shall be amended to include) specific terms addressing the storage of hazardous materials, including the specific type of materials to be stored, the volume, the type of storage, and a spill plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

20. Name all the Federal Department(s)/Agency(ies) where this application is being filed.

I HEREBY CERTIFY, That I am of legal age and authorized to do business in the State and that I have personally examined the information contained in the application and believe that the information submitted is correct to the best of my knowledge.

Signature of Applicant

Date

Title 18, U.S.C. Section 1001, makes it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious, or fraudulent statements or representations as to any matter within its jurisdiction.

GENERAL INFORMATION
ALASKA NATIONAL INTEREST LANDS

This application will be used when applying for a right-of-way, permit, license, lease, or certificate for the use of Federal lands which lie within conservation system units and National Recreation or Conservation Areas as defined in the Alaska National Interest Lands Conservation Act. Conservation system units include the National Park System, National Wildlife Refuge System, National Wild and Scenic Rivers System, National Trails System, National Wilderness Preservation System, and National Forest Monuments.

Transportation utility systems telecommunication installations facility uses for which the application may be used are:

1. Canals, ditches, flumes, laterals, pipes, pipelines, tunnels, and other systems for the transportation of water.
2. Pipelines and other systems for the transportation of liquids other than water, including oil, natural gas, synthetic liquid and gaseous fuels, and any refined product produced therefrom.
3. Pipelines, slurry and emulsion systems, and conveyor belts for transportation of solid materials.
4. Systems for the transmission and distribution of electric energy.
5. Wired and wireless systems for transmission or reception of radio, television, telephone, telegraph, and other electronic signals, and other means of communications.
6. Improved right-of-way for snow machines, air cushion vehicles, and all-terrain vehicles.
7. Roads, highways, railroads, tunnels, tramways, airports, landing strips, docks, and other systems of general transportation.

This application must be filed simultaneously with each Federal department or agency requiring authorization to establish and operate your proposal.

In Alaska, the following agencies will help the applicant file an application and identify the other agencies the applicant should contact and possibly file with:

Department of Agriculture
Regional Forester, Forest Service (USFS)
P.O. Box 21628
Juneau, Alaska 99802-1628
Telephone: (907) 586-7847 (or a local Forest Service Office)

Department of the Interior
Bureau of Indian Affairs (BIA)
Alaska Regional Office
709 West 9th Street
Juneau, Alaska 99802
Telephone: (907) 586-7177

Department of the Interior
Alaska State Office
Bureau of Land Management
222 West 7th Avenue #13
Anchorage, Alaska 99513
Public Room: 907-271-5960
FAX: 907-271-3684
(or a local BLM Office)

U.S. Fish & Wildlife Service (FWS)
Office of the Regional Director 1011
East Tudor Road Anchorage, Alaska
99503 Telephone: (907) 786-3440

National Park Service (NPS)
Alaska Regional Office
240 West 5th Avenue
Anchorage, Alaska 99501
Telephone: (907) 644-3510

Note - Filings with any Interior agency may be filed with any office noted above or with the Office of the Secretary of the Interior, Regional Environmental Officer, P.O. Box 120, 1675 C Street, Anchorage, Alaska 99513.

Department of Transportation
Federal Aviation Administration
Alaska Region AAL-4, 222 West 7th Ave., Box 14
Anchorage, Alaska 99513-7587
Telephone: (907) 271-5285

NOTE - The Department of Transportation has established the above central filing point for agencies within that Department. Affected agencies are: Federal Aviation Administration (FAA), Coast Guard (USCG), Federal Highway Administration (FHWA), Federal Railroad Administration (FRA).

OTHER THAN ALASKA NATIONAL INTEREST LANDS

Use of this form is not limited to National Interest Conservation Lands of Alaska.

Individual department/agencies may authorize the use of this form by applicants for transportation, utility systems, telecommunication installations and facilities on other Federal lands outside those areas described above.

For proposals located outside of Alaska, applications will be filed at the local agency office or at a location specified by the responsible Federal agency.

SPECIFIC INSTRUCTIONS
(Items not listed are self-explanatory)

- 7 Attach preliminary site and facility construction plans. The responsible agency will provide instructions whenever specific plans are required.
- 8 Generally, the map must show the section(s), township(s), and range(s) within which the project is to be located. Show the proposed location of the project on the map as accurately as possible. Some agencies require detailed survey maps. The responsible agency will provide additional instructions.
- 9, 10, and 12 The responsible agency will provide additional instructions.
- 13 Providing information on alternate locations in as much detail as possible, discussing why certain locations were rejected and why it is necessary to use Federal assets will assist the agency(ies) in processing your application and reaching a final decision. Include only reasonable alternate locations as related to current technology and economics.
- 14 The responsible agency will provide instructions.
- 15 Generally, a simple statement of the purpose of the proposal will be sufficient. However, major proposals located in critical or sensitive areas may require a full analysis with additional specific information. The responsible agency will provide additional instructions.
- 16 through 19 Providing this information with as much detail as possible will assist the Federal agency(ies) in processing the application and reaching a decision. When completing these items, you should use a sound judgment in furnishing relevant information. For example, if the project is not near a stream or other body of water, do not address this subject. The responsible agency will provide additional instructions.

Application must be signed by the applicant or applicant's authorized representative.

EFFECT OF NOT PROVIDING INFORMATION

Disclosure of the information is voluntary. If all the information is not provided, the proposal or application may be rejected.

DATA COLLECTION STATEMENT

The Federal agencies collect this information from proponents and applicants requesting a right-of-way, permit, license, lease, or certification for use of Federal assets. The Federal agencies use this information to evaluate a proponent's or applicant's proposal to use Federal assets.

BURDEN STATEMENT

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0249. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The authority to collect this information is derived from 47 U.S.C. 1455(c)(3) and 16 U.S.C. 3210.

USDA NONDISCRIMINATION STATEMENT

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

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

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

SUPPLEMENTAL

NOTE: The responsible agency(ies) will provide instructions	CHECK APPROPRIATE BLOCK	
I - PRIVATE CORPORATIONS	ATTACHED	FILED*
a. Articles of Incorporation	<input type="checkbox"/>	<input type="checkbox"/>
b. Corporation Bylaws	<input type="checkbox"/>	<input type="checkbox"/>
c. A certification from the State showing the corporation is in good standing and is entitled to operate within the State	<input type="checkbox"/>	<input type="checkbox"/>
d. Copy of resolution authorizing filing	<input type="checkbox"/>	<input type="checkbox"/>
e. The name and address of each shareholder owning 3 percent or more of the shares, together with the number and percentage of any class of voting shares of the entity which such shareholder is authorized to vote and the name and address of each affiliate of the entity together with, in the case of an affiliate controlled by the entity, the number of shares and the percentage of any class of voting stock of that affiliate owned, directly or indirectly, by that entity, and in the case of an affiliate which controls that entity, the number of shares and the percentage of any class of voting stock of that entity owned, directly or indirectly, by the affiliate.	<input type="checkbox"/>	<input type="checkbox"/>
f. If application is for an oil or gas pipeline, describe any related right-of-way or temporary use permit applications, and identify previous applications.	<input type="checkbox"/>	<input type="checkbox"/>
g. If application is for an oil and gas pipeline, identify all Federal lands by agency impacted by proposal.	<input type="checkbox"/>	<input type="checkbox"/>
II - PUBLIC CORPORATIONS		
a. Copy of law forming corporation	<input type="checkbox"/>	<input type="checkbox"/>
b. Proof of organization	<input type="checkbox"/>	<input type="checkbox"/>
c. Copy of Bylaws	<input type="checkbox"/>	<input type="checkbox"/>
d. Copy of resolution authorizing filing	<input type="checkbox"/>	<input type="checkbox"/>
e. If application is for an oil or gas pipeline, provide information required by item "I - f" and "I - g" above.	<input type="checkbox"/>	<input type="checkbox"/>
III - PARTNERSHIP OR OTHER UNINCORPORATED ENTITY		
a. Articles of association, if any	<input type="checkbox"/>	<input type="checkbox"/>
b. If one partner is authorized to sign, resolution authorizing action is	<input type="checkbox"/>	<input type="checkbox"/>
c. Name and address of each participant, partner, association, or other	<input type="checkbox"/>	<input type="checkbox"/>
d. If application is for an oil or gas pipeline, provide information required by item "I - f" and "I - g" above.	<input type="checkbox"/>	<input type="checkbox"/>

*If the required information is already filed with the agency processing this application and is current, check block entitled "Filed." Provide the file identification information (e.g., number, date, code, name). If not on file or current, attach the requested information.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Surveyor Equipment Rental	
Time Needed:			
Financial Impact:		Description and Background:	
Est. \$34,000.00 - see PR Form		<p>The County does not own any survey equipment necessary to complete survey work in the field, or an outfitted survey vehicle. I own the needed equipment through my private survey business. Using my equipment would mean that there would be no additional time or delivery fees incurred prior to being able to utilize it. The County has several survey projects pending and field checks for plats that require said equipment.</p> <p>I have obtained two quotes (attached) from the only two entities in Oregon which we can rent the necessary equipment (Robotic Total Station, RTK GPS Base/Rover, Data Collector) from and they exceed my quoted costs (attached).</p> <p>Shipping/insurance costs, which will add at least \$300.00 for each rental, will not apply and the equipment will be available when we need it.</p> <p>For use of my survey vehicle, used in the event that a County vehicle is not available, I will claim mileage at the federal reimbursement rate.</p>	
Category:			
<input type="checkbox"/>	Action/Discussion		
<input checked="" type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
Approve the Director of Operations to enter into an Agreement with Scott Fein for rental of survey equipment.			
Attachments:		Instructions Once Approved:	
1. Order 2. PR Form 3. PSS Rental Quote 4. Frontier Precision Rental Quote 5. Scott Fein Quote		File Order with Clerk Copy to Surveyor	
Contact Person – Name and Department:		Date Submitted:	
Scott Fein, Surveyor		11/29/23	

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

In the Matter of an Order Authorizing)
Rental of Survey Equipment) **ORDER NO. _____**
)

WHEREAS, the County does not currently possess survey equipment necessary to complete survey work in the field, including but not limited to a survey vehicle, station, GPS base/rover, and data collector; and

WHEREAS, three quotes have been obtained for the rental of such equipment, and the quote submitted by Scott Fein, in his capacity as private land surveyor, is the most cost-effective.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the County Surveyor is authorized to rent survey equipment from Scott Fein, in his capacity as private land surveyor, in accordance with the quoted terms.

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner

PROCUREMENT REVIEW

Required for approval of all purchases or contracts for services.

SUBMITTER: _____ DEPARTMENT: _____

BOARD APPROVAL REQUIRED? ☐ Yes ☐ No DATE OF BOARD APPROVAL: _____

*Any **BUDGETED** purchases or contracts under \$10,000.00 do **NOT** require Board approval.*

DOLLAR AMOUNT OF PROCUREMENT: \$ _____

CATEGORY:

☐ Good / Service ☐ Personal Service * ☐ Public Improvement ☐ Other: _____

**Please provide certificate of liability insurance or written verification that insurance will be obtained.*

DESCRIPTION: _____

FREQUENCY OF PAYMENT: ☐ One-Time ☐ Annual ☐ Monthly ☐ Other – describe: _____

IS THIS A BUDGETED PURCHASE OR CONTRACT? ☐ Yes ☐ No

*Unless Exempted by Section 6.11, all **UNBUDGETED** purchases or contracts **MUST** be approved by the Board.*

PAYMENT TO BE DEBITED FROM GL ACCOUNT # : _____

MANNER OF PROCUREMENT:

For all except Exempt procurements, documentation demonstrating the manner of procurement must be attached.

- ☐ Competitive Sealed Proposals
- ☐ Competitive Sealed Bidding
- ☐ Quotes (*Purchases up to \$150,000.00*)
- ☐ Emergency Contract
- ☐ Sole Source (*determination **MUST** be made based on written findings*)
- ☐ Procurement Exempt under Contract Review Rules – specify:
☐ 6.1 ☐ 6.2 ☐ 6.3 ☐ 6.4 ☐ 6.5 ☐ 6.6 ☐ 6.7 ☐ 6.8 ☐ 6.9 ☐ 6.10 ☐ 6.11

IS FEDERAL FUNDING INVOLVED? ☐ Yes ☐ No

*If yes, requirements of Contract Review Rules Section 5.3.1 **MUST** be completed **PRIOR** to procurement review.*

IS GRANT FUNDING INVOLVED? ☐ Yes ☐ No

If yes, the Grant Agreement or other documentation regarding use of funds must be attached.

IS SIGNATURE AUTHORITY REQUESTED? ☐ Yes ☐ No

If yes, name of authorized signer: _____

If no signature authority is requested, the Director of County Operations is the authorized signer.

**ATTACH THIS FORM TO THE AGENDA ROUTING SLIP FOR ALL CONTRACTS OR PURCHASES
REQUIRING BOARD APPROVAL**

**ATTACH A COPY OF THIS FORM TO THE CLAIM FORM FOR ALL INITIAL PAYMENTS EVEN IF
BOARD APPROVAL WAS NOT REQUIRED**

Pacific Survey Supply Equipment Rental

Commencement Date: TBA

Phone:

Company

Curry County Surveyor

Address:

Representative

Qty.	Description	Daily Rate	Weekly	Monthly
	S7 Robotic Total Station	\$300.00	\$1400.00	\$4,200.00

Qty	Part number/ ID	Description	Serial Number
1	S7 Case S723220 59369-00 494000 SLSU-S2003	Trimble Yellow shipping case S7 3" Robotic Total Station Multi Battery Adaptor w/charger S7 Lithium Ion Batteries Robotic Target Kit w/Target ID	37411095
1	TSC3 TSC3 Cradle	TSC3 Data Collector w/Access SW TSC3 Cradle w/, rod bracket down load cable and usb adapter cable	ES73D22000
2	Tripod	HD yellow quick clamp tripod	
1	Prism Pole/Bipod		

Replacement Value: \$48,950.00

Pacific Survey Supply Representative

Lessee

George Hischar

Lessor: Pacific Survey Supply

Print Name

Insurance required by end user.

C:\Users\ghischar.PACIFICSURVEY\Documents\Rental\rental_robo_S7 pacificcrestvin3.docx

Pacific Survey Supply Equipment Rental

Commencement Date: TBA

Phone:

Company

C:\Users\ghischar\PACIFICSURVEY\Documents\Rental\rental_robo_GPS_Scott.docx

Address:

Representative

Qty.	Description	Daily Rate	Weekly	Monthly
1	Trimble R10 RTK BASE/Rover w/HP Data Radio	\$350.00	\$1,600.00	\$4,572.00

Qty	Part number/ ID	Description	Serial Number
1	S Case	Trimble Yellow shipping case	
2	59369-00	R10 GNSS Receivers Base/Rover Multi Battery Adaptor w/charger Lithium Ion Batteries	
1	TSC3 TSC3 Cradle	TSC3 Data Collector w/Access SW TSC3 Cradle w/, rod bracket down load cable and usb adapter cable	
1	Tripod GPS	GPS Base tripod w/center leg	
1	Prism Pole/Bipod		

Replacement Value: \$50,950.00

Pacific Survey Supply Representative

George Hischar

Lessor: Pacific Survey Supply

Lessee

Print Name

Insurance required by end user.

Curry County Surveyor
94235 Moore St.
Gold Beach, OR 97444

SHIP TO:
[Curry County Surveyor](#)
[94235 Moore St.](#)
[Gold Beach, OR 97444](#)
[m](#)

Product Details	Qty	Price	Total
MISC-SURVEY-RENTAL Total Station rental \$305 a day, \$1,220 a week, \$3660 a month. Will include Robotic total station, data collector, MT1000 prism, backsight prism, two tripods, robotic rod, and bipod.	1	\$ 3,660.00	\$ 3,660.00
MISC-SURVEY-RENTAL Base and Rover rental \$305 a day, \$1,220 a week, \$3660 a month Will include R12/R12i base, rover, data collector, magnetic locator, tripod, rover rod, and bipod.	1	\$ 3,660.00	\$ 3,660.00

Sub Total:	\$ 7,320.00
Discount:	\$ 0.00
Tax:	\$ 0.00
Shipping:	\$ 0.00
Grand Total:	\$ 7,320.00

Valid Until: Aug 31, 2023

Special Notes

Shipping, handling, and applicable sales tax will be added to invoice

Terms and Conditions

All invoices are in U.S. Dollars. Prices are good for 30 days.

Payment terms are net 30 days upon approved credit. We also accept VISA, MasterCard and American Express. Returns may be accepted 30 days from invoice. A restocking fee of up to 25% may be charged for any return. Special orders are not returnable.

Shipping and handling charges are prepaid and added to invoice. Shipment will be made by UPS Ground unless otherwise specified, FOB Shipping Point.

{{Signature*}}

{{Signdate*}}

{{Fullname*}}

SCOTT FEIN
Water Rights
Land Surveying
GIS & Mapping, Land Use

600 Tyler Creek Rd.
Ashland, OR, 97520
Phone 541-842-0795
E-Mail sfeinsurveyor@gmail.com

FOR:
Survey Equipment Rental
Survey Truck Mileage

QUOTE

DATE: NOVEMBER 28, 2023

TO:
Curry County Surveyor
94235 Moore St.
Gold Beach, OR 97444

DESCRITPION		RATE	
TRIMBLE ROBOTIC TOTAL STATION & ACCESSORIES		300/ DAY	
TRIMBLE RTK GPS BASE & ROVER & ACCESSORIES		300/ DAY	
TRIMBLE DATA COLLECTOR		100/DAY	
RENTAL RATES GOOD FOR 1 YEAR			
SURVEY TRUCK MILEAGE		65.5 cents/mile or published federal rate	
Thank you for your business! Make all payments to Scott Fein Mail to 600 Tyler Creek Rd. Ashland, OR 97520			



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Purchase of Kenworth T480 Spray Truck with Tank	
Time Needed:			
N/A			
Financial Impact:		Description and Background:	
\$276,677.63		The Road Department Spray Truck is at its end of useful life. The Board will consider the purchase of a new Spray Truck from Pape Kenworth.	
Category:			
<input type="checkbox"/> Action/Discussion			
<input checked="" type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve the purchase of a new Kenworth T480 Spray Truck with Tank.			
Attachments:		Instructions Once Approved:	
1. Order 2. Sales Order 3. Updated Specs and Pricing 4. Quote 5. PR Form		File Order with Clerk Copy to Road Department Office	
Contact Person – Name and Department:		Date Submitted:	
Gary Wolford, Road Department		11/29/23	

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

In the Matter of an Order Authorizing)
the Purchase of a Spray Truck and Tank) **ORDER NO. _____**
(Road Department))
)

WHEREAS, the County Spray Truck currently being used by the Road Department is nearing the end of its useful life; and

WHEREAS, the Road Department has received a Quote and specs for a new Spray Truck (Kenworth T480 Truck and Tank) priced at \$276,677.63 in accordance with a State Purchasing Program.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the purchase of the Kenworth Spray Truck is approved, with signature authority for the purchase assigned to Gary Wolford.

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner



PAPÉ KENWORTH

CUSTOMER TRUCK
SALES ORDER

Page 1 of 2

SIC Code:

INVOICE ADDRESS		Buyer Name Curry County Road Department		DELIVERY ADDRESS		Name Pape Kenworth	
Address 28425 Hunter Creek Rd				Address 4300 Hadley Drive Suite 100			
City Gold Beach		State OR		Zip 97444		City Central Point	
Phone 541-247-7097		Fax		Phone 541-772-5211		Fax 541-774-5035	
PO No.		Delivery/F.O.B.		Est. Delivery Date			
EQUIPMENT		Yr/Make 2025 Kenworth		Mileage		NEW	USED
		Model T480		VIN No.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Description:							\$0.00
1) New 2025 Kenworth T480 2 Axle Chassis, PX-9 360, Allison 3000RDS, Meritor R23-160, Hendrickson HAS230L							\$138,249.86
1) New 1600 Gallon Ace Rotomold Elliptical Tank Spray Setup (see attached spec)							\$138,427.77
Sourcewell Bid Contract# 060920-KTC							
Note: Prices subject to change until we are invoiced from the Kenworth & Ag Enterprises due to Increasing Costs							
<input type="checkbox"/> See attached Kenworth Vehicle Summary or Addendum							
Additional Equipment/Accessories							Cost
						Add'l Equipment Sales Price	\$0.00
						Transportation Charges	
						Federal Excise Tax	
						State Sales Tax %	\$0.00
TRADE		Yr/Make		<input type="checkbox"/> See attached Addendum		Misc. Document/License Fee	
		Model				Less Net Trade-In Allowance	
		VIN No.				Total Differential Price	
						\$276,677.63	
Lienholder				Mileage		Less Deposit with Order	
Trade In Allowance				Less (Est.) Payoff		Balance Due on Delivery	
						\$276,677.63	
* The Sales Price shown in this order will be adjusted by the same increase or decrease as any increase or decrease in Dealer's factory list prices and any increase or decrease in transportation costs between today's date and the date of delivery.							
WARRANTY		<input checked="" type="checkbox"/> NEW STANDARD KENWORTH CHASSIS					
		<input type="checkbox"/> VENDOR NEW EXTENDED (describe)					
		<input type="checkbox"/> VENDOR NEW EXTENDED (describe)					
		<input type="checkbox"/> USED (describe)					
		<input type="checkbox"/> AS IS / NO WARRANTY					
		Buyer Initial: 					
A heavy-duty tractor and 53-foot or longer box-type trailer operated in California may be subject to the California Air Resources Board Heavy-Duty Vehicle Greenhouse Gas Emission Reduction measure. These vehicles may be required to use low-rolling resistance tires and meet aerodynamic equipment requirements to reduce greenhouse gas emissions. For more information, please visit the California Air Resources Board website at http://www.arb.ca.gov/cc/hdghg/hdghg.htm .							
If trade-in, Buyer certifies that there is no lien of any kind and that the Trade is free and clear and is his sole and absolute property except as noted above. The undersigned Buyer places a firm order.							
PAPÉ KENWORTH				BUYER			
Store Pape Kenworth							
City Central Point		State OR		Zip 97502		By Gary Wolford	
By Paul Hildebrand		Title Territory Manager		By		Title	
Date 10-5-2023				Date			

TERMS AND CONDITIONS OF SALE

TERMS AND CONDITIONS OF SALE: Sales Orders are based on the terms and conditions stated herein. Unless otherwise provided on the face hereof, offers are good for acceptance for a period of 30 days from the date hereof. An order by the Buyer shall constitute an acceptance of the terms and conditions herein proposed. If, and only if, no offer of sale is issued by Seller, then the invoice shall be deemed: an acceptance of the Buyer's order; a written confirmation; and a final, complete, and exclusive written expression of the agreement between Seller and Buyer. Buyer is hereby notified that additional or different terms from those contained herein are objectionable.

1. **Taxes.** Buyer shall pay all local, state, and federal taxes arising from or related to any sale or lease to which this document relates, except for taxes upon or measured by net income of Seller.

2. **Delivery.** Stated or promised delivery dates are estimates only based upon Seller's best judgment and Seller shall not be responsible for deliveries later than promised regardless of the cause. Delivery periods are projected from the date of receipt of any order by Seller, but if equipment to be furnished by Seller is to be manufactured specifically to fill a particular order, delivery periods will be projected from the date of Seller's receipt of complete manufacturing information. If the furnishing of equipment on orders accepted by Seller is hindered or prevented by public authority or by the existence of war or other contingencies, including, but not limited to, shortage of materials, fires, labor difficulties, accidents, delays in manufacture or transportation, acts of God, embargoes, inability to ship, inability to insure against war risks or substantially increased prices or freight rates, or other causes beyond Seller's control, the obligation to fill or complete such orders shall be excused by Seller's option.

3. **Transportation and Claims.** Prices quoted are net F.O.B. point designated in writing by Seller. When no F.O.B. point is designated in writing by Seller, prices for new equipment shall be deemed to be net F.O.B. point of manufacture and prices for all other equipment shall be deemed to be F.O.B. Seller's place of business at which the order for the equipment is accepted. Seller's responsibility for the equipment shall cease and all risk of loss shall become the Buyer's upon delivery of the equipment to the first carrier for shipment to the Buyer or his consignee, even though such delivery shall be made prior to the arrival of the equipment at the F.O.B. point designated, and any and all claims for shortages, deliveries, damages or non-delivery must be made by the Buyer or his consignee to the carrier. Seller shall in no event be responsible for shortages in shipments unless notice of such shortage is given in writing to Seller within 15 days after receipt of shipment.

4. **Payment and Security.** Buyer agrees to pay in full for the equipment at time of delivery. Buyer agrees to pay the late charge on any past due balance at the rate of 18% per annum. The signator warrants that he/she has authority to execute this order on behalf of any party for whom he/she signs, and that such party has the power to enter into this agreement and perform its terms. As security for all of Buyer's obligations to Seller, Buyer grants to Seller a security interest in the equipment and authorizes Seller to file all documents necessary to perfect Seller's security interest. The security interest granted hereunder is in addition to any other rights available to Seller, and Seller shall have all of the rights and remedies available to a secured party under the Uniform Commercial Code, all of which are cumulative. Throughout the duration of Seller's security interest. Buyer shall keep the equipment fully insured against theft and loss or damage by fire and other casualty as Seller may from time to time require in accordance with such terms as Seller may require.

5. **Buyer to Furnish.** Performance by Seller is subject to the Buyer furnishing a satisfactory credit rating certificate, letter of credit, evidence of financing, or any other similar papers necessary for the satisfactory completion of such order.

6. **Assignment.** The right to any monies due or to become due hereunder may be assigned by Seller, and Buyer, upon receiving notice of such assignment, shall make payment as directed.

7. **Limitations of Warranties.** If "NEW" warranty is indicated on the reverse side or if new equipment is purchased hereunder, all warranties are strictly given only by the manufacturer. Copies of manufacturer's warranty can be obtained from Seller. If "USED" warranty is indicated on the reverse side. Seller hereby warrants to Buyer that the equipment or components thereof designated on the reverse side, shall be free under normal use and service from defects in material and workmanship for the period shown, commencing on the date of delivery. Buyer's exclusive remedy for breach of the limited warranty shall be the repair or replacement of the warranted equipment without charge to Buyer when returned at Buyer's expense to the Seller's facility where the equipment was purchased, with proof of purchase. Buyer must give notice of any warranty claim not later than 7 days after the expiration of the warranty period and must return the equipment to Seller for repair or replacement no later than 30 days after expiration of the warranty period. Any action against Seller for breach of the limited warranty must be commenced within one year after the date of delivery of the equipment. Seller's warranty does not extend to any defect, claim, or damage attributable to the failure to operate and/or maintain the equipment in accordance with the manufacturer's specifications, or due to the failure to operate or maintain the equipment in accordance with any recommendations of Seller. If "AS IS" is indicated on the reverse side, no warranty of any kind is being given and the equipment is being sold with all faults. THE WARRANTIES IN THIS PARAGRAPH AND ON THE REVERSE SIDE ARE THE EXCLUSIVE WARRANTIES GIVEN BY SELLER AND SUPERSEDE ANY PRIOR, CONTRARY, OR ADDITIONAL REPRESENTATIONS, WHETHER ORAL OR WRITTEN. SELLER HEREBY DISCLAIMS AND EXCLUDES ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND ANY IMPLIED WARRANTIES OTHERWISE ARISING FROM COURSE OF DEALING OR USAGE OF TRADE. SELLER SHALL NOT BE LIABLE FOR ANY LOSS, INJURY, OR DAMAGE TO PERSONS OR PROPERTY RESULTING FROM THE FAILURE OR DEFECTIVE OPERATION OF THE EQUIPMENT; NOR WILL SELLER BE LIABLE FOR DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND SUSTAINED FROM ANY CAUSE. This exclusion applies regardless of whether such damages are sought for breach of warranty, breach of contract, negligence, or strict liability in tort or under any other legal theory.

8. **Notice.** This paragraph shall serve as notice that The Papé Group, Inc. has assigned its rights to sell its rental equipment (as may be described in this sales order) and its rights to sales proceeds (including "trade-in assets" related thereto) to North Star Deferred Exchange as part of an IRC Sec. 1031 exchange.

9. **Attorneys Fees.** In the event suit or action is instituted against Buyer on account of or in connection with or based upon the terms hereof, the Buyer agrees to pay, in addition to the costs and disbursements provided by law, such sum as the court may adjudge reasonable attorney's fees in both the trial and appellate courts, or in connection with any bankruptcy proceeding.

10. **Entire Agreement.** The foregoing and any addendum shall constitute the complete and exclusive agreement between the parties, and it is expressly understood and agreed that no promises, provisions, terms, warranties, conditions, guarantees, or obligations whatsoever, either expressed or implied, other than as herein set forth or provided for shall be binding on either party. Each party may transmit its signature by facsimile to the other party and such facsimile signatures shall have the same force and effect as an original signature.

I have read, understand and am bound by the above Terms and Conditions of Sale.

Buyer Initial Here

**ADDENDUM TO
CUSTOMER TRUCK SALES ORDER**

Customer Name: _____

Sales Order: _____

<input type="checkbox"/> ADDITIONAL PURCHASES			
Yr/Make	Model	VIN	Description

<input type="checkbox"/> ADDITIONAL TRADE-INS			
Yr/Make	Model	VIN	Description

If trade-in, Buyer certifies that there is no lien of any kind and that the Trade is free and clear and is his sole and absolute property except as noted above. The undersigned Buyer places a firm order.

PAPÉ KENWORTH				BUYER	
Store <u>Pape Kenworth</u>				By <u>Gary Wolford</u>	Title _____
City <u>Central Point</u>	State <u>OR</u>	Zip <u>97502</u>			
By <u>Paul Hildebrand</u>		Title <u>Territory Manager</u>		By _____	Title _____
Date <u>10-5-2023</u>				Date _____	



PAPÉ KENWORTH - CENTRAL POINT (P257)
4300 HADLEY DR, SUITE 100
CENTRAL POINT, Oregon 97502

CURRY COUNTY
28425 HUNTER CREEK RD
GOLD BEACH, Oregon 97444
United States of America

Paul Hildebrand
Cell Phone: 541-778-9622
Office Phone: 541-772-5211
Email: phildebrand@papekenworth.com

Gary Wolford
Email: wolfordg@co.curry.or.us

Vehicle Summary

Unit		Chassis	
Model:	T480 Series Conventional	Fr Axle Load (lbs):	13000
Type:	FULL TRUCK	Rr Axle Load (lbs):	21000
Description 1:	T480 2 Axle	G.C.W. (lbs):	34001
Description 2:	Spray Truck		
Application		Road Conditions:	
Intended Serv.:	Local Pickup & Delivery: Vehicles which	Class A (Highway)	90
Commodity:	Other Bulk Goods	Class B (Hwy/Mtn)	10
Body		Class C (Off-Hwy)	0
Type:	Tank	Class D (Off-Road)	0
Length (ft):	14	Maximum Grade:	6
Height (ft):	13	Wheelbase (in):	217
Max Laden Weight (lbs):	4000	Overhang (in):	49.5
Trailer		Fr Axle to BOC (in):	69.5
No. of Trailer Axles:	0	Cab to Axle (in):	147.5
Type:	0	Cab to EOF (in):	197
Length (ft):	0	Overall Comb. Length (in):	330.5
Height (ft):	0	Special Req.	
Kingpin Inset (in):	0	U.S. Domestic Registry, 50-state.	
Corner Radius (in):	0		
Restrictions			
Length (ft):	75		
Width (in):	102		
Height (ft):	13.5		

Approved by: _____

Date: _____

Note: All sales are F.O.B. designated plant of manufacture.

Sales Code	Std/ Opt	Description	Weight
Model			
0000480	S	T480 Series Conventional	10,386
0071001	O	T480 Vocational Hood	0
0072000	O	Chassis Operation Will Not Incl. Stationary application. Stationary operation is defined as running the engine under load while stationary at a substantial fraction of engine gross horsepower (60% or greater) for an extended period of time (longer than 5 - 10 minutes).	0
0080050	O	CARB Clean Idle Label - PACCAR PX Engines	0
0080314	O	EPA Clean Idle Label - PACCAR PX Engines	0
0090161	O	T480 Single Rear	0
0098437	O	State of Registry: Oregon	0
Engine & Equipment			
0130224	O	PACCAR PX-9 360 360@1650 1150@1200, 2024 With Turbo Exhaust Brake (VGT Brake) N09420 C333 0.....Reserve Speed Limit Offset (N09380 C334 0.....Maximum Cycle Distance (N202 N09360 C400 252...Reserve Speed Function Reset N09200 C399 120...Standard Maximum Speed Limit N09400 C401 10....Maximum Active Distance (N20 N09220 C402 0.....Expiration Distance (N207) N09540 C395 0.....Expiration Distance (N209) N09260 C121 64....Max Vehicle Speed in Top Gea N09440 C234 NO....Engine Protection Shtdwn N09460 C231 NO....Gear Down Protection N09580 C133 5.....Idle Shtdwn Time N09680 C233 NO....Idle Shtdwn Override N09480 C132 1400..Max PTO Speed N09300 C128 64....Max Cruise Control Speed N09500 C239 NO....Cruise Control Auto Resume N09520 C238 NO....Auto Engine Brake in Cruise N09780 C190 80....High Ambient Temperature Thr N09740 C188 40....Low Ambient Temperature Thre N09760 C189 60....Intermediate Ambient Tempera N09720 C382 YES...Enable Hot Ambient Automatic N09600 C396 YES...Enable Impending Shutdown Wa N09620 C397 60....Timer For Impending Shutdown N09640 C206 35....Engine Load Threshold N09560 C225 YES...Enable Idle Shutdown Park Br	0
1000047	O	CARB Emissions Warranty Engine	0
1000151	S	PremierSpec	0

Price Level: January 1, 2024

100% Complete

Date: October 05, 2023

Deal: T480 2 Axle

Quote Number: QUO-946085-D7F3W6

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Sales Code	Std/ Opt	Description	Weight
1000243	O	Gearing Analysis: Performance power before economy results.	0
1000256	O	Customer's Typical Operating Spd: 64 MPH	0
1000524		RegistrationYear Year of Registration: 2024	0
1000684		Effective VSL Setting NA	0
1000858	O	Engine Idle Shutdown Timer Disabled	0
1000859	O	Enable EIST Ambient Temp Override	0
1000891		Eff EIST NA Expiration Miles Use only with MX and Cummins engines	0
1002060	S	Air Compressor: Cummins 18.7 CFM For Cummins And PACCAR PX engines.	0
1041399	S	Air Cleaner: MD Composite Engine Mounted	0
1107060	O	Fan Hub: Borg Warner On/Off for PX-9 or L9N	0
1121233	O	Cooling Module: 2.1M MD Vocation Hood 1000 Square Inches	10
1247263	O	EXH: Single Can 2024 RH Under with RH Side-of-Cab Vertical Tailpipe	0
1290124	O	Tailpipe: 5 in. single 24 in. 45 degree curved.	6
1321102	S	Fuel Filter: PACCAR 2.1M MD for PX-7 or PX-9 Fuel/water separator for 2021 and later engines.	0
1321205	O	Run Aid:Fuel Heat *For Fuel Filter	0
1321305	O	Start Aid:12V Heat *For Fuel Filter	1
1504006	O	Block Heater: PACCAR 750 watt 120V for PX-7 and B6.7N. 1000 watt for PX-9 and ISL9 Engines.	2
1700149	O	Retarder: Jacobs for PX-9 and ISL With 3-way switch. Replaces the standard turbo brake for PX-9 engines.	57
1816260	S	Alternator: PACCAR 160 amp, Brush Type	0
1821210	O	Batteries: 3 PACCAR GP31 Threaded Post (700-730) 2100-2190 CCA dual purpose.	62
1836106	S	Mitsubishi 105P55 12V Starter with Cummins and PX PACCAR 12 volt electrical system. W/ centralized power distribution incorporating plug-in style relays. Circuit protection for serviceability, 12-volt light system w/circuit protection circuits number & color coded. Only for Cummins or PX engines.	0
1840067	O	Battery Disconnect Switch Mounted on Battery Box Provides One (1) Switch	0
1900996	O	Jump Start Terminals Under Hood.	0

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Sales Code	Std/Opt	Description	Weight
1901017	O	Remote PTO/Throttle, 12-Pin, Engine Bay Remote Control Provision	0
Transmission & Clutch			
2011613	O	Transmission: Allison 3000RDS 6-speed, With PTO drive gear. 6th Generation controls. Includes heat exchanger & oil level sensor. Rugged Duty Series for vocational applications. Requires a push button shift control code. Oil temperature gauge is standard on class 8 models. Transynd transmission fluid is standard on all Allison 1000, 2000, 3000 & 4000 series transmissions.	399
2406452	O	Driveline: 2 Dana SPL170XL 1 Centerbearing	16
2409941	S	One Heavy-Duty One-Piece Aluminum Crossmember This option upgrades an existing crossmember. The cost does not include the centerbearing and bracket. Crossmember location will be in accordance with Kenworth engineering standards, using the major components specified on the DTPO.	0
2410018	O	Torque Converter Included W/ Allison Transmission.	0
2410114	O	Left Hand PTO Access, Right Hand Dip Stick Tube Allison 3000 series only.	0
2410153	O	Push Button Shifter Controls, Center Console Mounted for Allison Transmission. 2.1m Medium Duty only.	0
2410204	O	Allison Fuel Sense: Delete	0
2410244	O	J1939 Park Brake Auto Neutral	0
2410310	O	Allison Neutral at Stop	0
2429038	O	PTO Adapter For Front Engine PTO (FEPTO)	8
2429378	O	Customer Installed Transmission PTO in the LH Mounted position (8 o'clock) for Allison 3000 & 4000 transmissions.	0
2460069	O	Transmission Cooler: Automatic Transmission For use with 2.1M MD with Vocational Hood. Includes cooler protector.	38
Front Axle & Equipment			
2502338	O	Dana Spicer E-1302IL Front Axle rated 13K 3-1/2in. drop.	27
2621310	S	Front Brakes: 14.6K Bendix ES S-Cam 16.5x5 in.	0
2690002	S	Front Brake Drums: 14.6K 16.5x5 in. cast.	0
2702500	S	Front Hub: Iron Hub Pilot 14,600 lbs. 11-1/4 in. bolt circle. For use w/ air disc brakes. Consider wheelguards (5850002) w/ aluminum wheels.	0
2741970	S	ConMet PreSet Plus Hub Package; Front Axle.	0

Sales Code	Std/ Opt	Description	Weight
2750001	S	Hubcap: Front Vented.	0
2765001	S	Front Auto Slack Adjuster for Drum Brakes.	0
2864070	S	Front Springs: Taperleaf 13.2K W/ Shock Absorbers w/ maintenance-free elastomer spring pin bushings.	0
2895223	S	Single Power Steering Gear: 13.2K for Air Brakes.	0
2900055	O	5 mm Front Suspension Spacer Block	0
Rear Axle & Equipment			
3042150	O	Single Meritor RS23-160 Rear Axle rated @ 21K.	295
3200614	O	Rear Axle Ratio - 6.14.	0
3330004	S	Single Rear Brakes 16-1/2x7 in. Bendix ES- extended service S-cam.	0
3392007	S	Single Rear Brake Drums: Cast S-Cam Single For use with 15x8.625", 16.5X7" or 16.5X8.625" brake.	0
3403220	S	Single Rear Hubs: Iron Hub Pilot 26k; 11.25" Bolt circle. Requires "R" series outer ends.	0
3441971	S	ConMet PreSet Plus Hub Package; Single Rear Axle.	0
3465001	S	Single Rear Axle Automatic Slack Adjusters. For use with drum brakes.	0
3485007	S	Spring Brake: 3030 Long Stroke Single 3 in. travel. For drum brakes. Helps keep brakes in adjustment longer.	0
3495226	S	Bendix 4S/4M Anti-Lock Brake System.	0
3511080	O	Meritor Driver Controlled Differential Lock for single rear axle.	0
3632277	O	Rear suspension: single Hendrickson HAS230L 23K. Welded steel crossmember & gussets w/shocks at 8.3 in. laden height, 8.5 in. unladen height. Medium-duty. Includes air suspension dump valve. Not rear air disc brake compatible.	-59
3830505	O	Dual Leveling Valves for Single Air Suspension. Dual leveling valves on single rear suspensions on only available on Neway ADZ for class 8 or Hendrickson HAS for medium duty. Dual leveling valves will not be approved on any other suspensions on T3.	0
3832313	O	Bolted Rear Suspension Crossmembers for HAS 210/210L or 230/230L. Replaces medium duty standard.	0
Tires & Wheels			
4010002	O	Front Tires: Michelin X Works Z 11R22.5 16PR	42
4210150	O	Rear Tires: Michelin X Works D 11R22.5 16PR	120
4900004	O	Rear Tire Quantity: 4	0

Sales Code	Std/ Opt	Description	Weight
5042268	O	Front Wheel: Accuride 50885 22.5x8.25 steel Steel Armor[TM] powder coat, hub-pilot mount. heavy-duty 5 hand-hole hub pilot mount.	26
5242268	O	Rear Wheel: Accuride 50885 22.5x8.25 steel Steel Armor[TM] powder coat, hub-pilot mount. Heavy-duty 5 hand-hole hub pilot mount. Code is priced per pair of wheels.	48
5853906	O	Powder Coat White Steel Wheel. Use in Conjunction with front, dual front, rear, spare or lift axle wheel code(s). All wheels on chassis must have same finish color.	0
5900004	O	Rear Wheel/Rim Quantity: 4	0

Frame & Equipment

6054250	S	Frame Rails: 10-5/8 x 3-1/2 x 5/16 in. Steel to 308 in. Truck frame weight is 2.91 lb.-in. per pair of rails. Section modulus is 14.80 cu.in., RBM is 1,776,000 in.-lbs per rail. 120,000 PSI yield. Heat treated. Frame rail availability may be restricted based upon application, axle/suspension capacity, fifth wheel setting, or component/dimensional specifications. The results of the engineering review may result in a change to the requested frame rail. If a change is required Kenworth Application Engineering will advise the dealer of the appropriate material specification for a substitute rail.	109
6302460	O	Bumper: Tapered Painted Steel Channel. Requires a bumper setting code.	65
6319064	O	64 in. Bumper Setting. Requires a Bumper Code.	0
6321010	S	Front Tow Loops: Two	0
6390034	O	24 in. Frame Rail Extensions. Vocational Hoods only.	36
6391201	O	Custom Frame Layout: One Chassis CFL F/T: Body Builder Needs to See Layout	0
6404420	O	Battery Box: Steel Parallel Module under W/Step, natural aluminum cover. Use with 2 or 3 batteries. Up to 2 air tanks may be mounted to bottom of box. Batteries will be oriented perpendicular to the frame rail in a single row.	9
6409901	S	Battery Box Location: LH Side.	0
6451125	S	DPF/SCR Box Natural End Plates and Natural cover.	0
6490139	S	Heavy-Duty One-PC Aluminum Intermediate/ Fill-In crossmember.	0
6490433	S	Heavy-Duty 5-Piece Rear Cab Support, Hucked assembly. Huck fastened to frame.	0
6721102	S	Rear Mudflap Arms: Betts B-25 Standard-Duty, straight. Includes B1732 mounting brackets as standard.	0
6722000	S	Rear Mudflap Shields: White Plastic Antisail W/ Kenworth logo.	0
6742009	S	Square End-of-Frame W/O Crossmember; Non-Towing.	0

Price Level: January 1, 2024

100% Complete

Date: October 05, 2023

Deal: T480 2 Axle

Quote Number: QUO-946085-D7F3W6

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Sales Code	Std/ Opt	Description	Weight
Fuel Tanks & Equip			
7144060	O	60 US Gallon D-Shape Rectangular Aluminum BOC fuel tank, replace.	0
7722170	S	Small DEF Tank, 5.5 Gallons.	0
7840038	O	Polished Cover for 1 DEF Tank Any Size.	3
7889007	O	Fuel Fill: Center of Tank(s) BOC. Not available on fuel tanks with 3 supports or with full or partial chassis fairings.	0
7889203	O	DEF to Fuel Fill Ratio 2:1 or Greater.	0
7889614	S	DEF Tank Location is LH BOC. For 2.1M Medium-Duty	0
7940060	O	Location: 60 gal fuel tank LH behind cab	0
Cab & Equipment			
8024311	S	Cab: Stamped Aluminum with Curved Windshield LED markers. Requires separate roof code.	0
8090153	O	Hood: Sloped Vocational w/ Stationary Grille w/ Chrome Crown	-24
8108003	O	Ember Filter For Cabin Air. Used to keep embers out of the HVAC filter element. Cannot be used with code 8108002.	2
8108011	S	Cab HVAC - Day Cab and 40 in. Sleeper System With Defrost, A/C, and 48,000 BTU/hr Heater. Includes automatic temperature control with one touch defrost operation and dash mounted cab temperature and solar intensity sensors. Pleated fresh air filter and cabin recirculation air filter standard. The Kenworth HVAC system is designed to provide optimal heating and cooling in all operating environments without need for additional insulation. Cab HVAC without sleeper heater AC is available with 40in sleeper.	0
8201013	S	Steering Wheel: 18 in. 4-Spoke.	0
8201200	S	Adjustable Telescoping Tilt Steering Column.	0
8203060	O	5 Sets of Keys. Replaces Standard 2 Sets of Keys.	0
8203196	O	Dash Mounted Compact Trailer Brake Valve. Self Returning.	0
8205135	O	Information for Customer-Installed PTO Muncie 10-bolt.	0
8205177	O	Dash Switch:1st Allison-Mounted PTO. Electric switch and wiring are factory-installed to control the 1st Allison Trans mounted PTO.	0
8208474	O	One Spare Switch: Wired to Power. BOC Wire termination.	0
8209999	O	Spare Power Wiring For Customer Installed Devices	2

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Sales Code	Std/Opt	Description	Weight
		Behind Dash Cluster. Includes 2 batt, 2 ign, 1 acc, 1 LVD at 20A each.	
8220106	O	Gauge: Dash Mounted Air Filter Restriction Gauge.	0
8221100	O	Gauge: 2 Air Suspension Pressure Gauges. For Use w/air suspension w/dual leveling valves.	0
8222413	O	Gauge: DD Virtual Gauge - Manifold Pressure Boost	0
8222414	O	Gauge: DD Virtual Gauge - Engine Percent Torque	0
8222418	O	Gauge: DD Virtual Gauge - Engine Hours Instrument Cluster	0
8222419	O	Gauge: DD Virtual Gauge - Volts Instrument Cluster	0
8225626	O	Gauge: Axle Oil Temperature Gauge. Single Drive axle or forward rear axle w/integral warning light.	0
8282024	S	Main Instrument Package: 7" Digital Display Cluster. Includes Physical (Analog): Speedometer, Tachometer, Oil Pressure, and Coolant Temp; and Digital: Fuel Level #1, DEF Level, DPF Filter Status, Fuel Economy, Volts Telltale, OAT and Primary Air Pressure, Secondary Air Pressure, and Air Application for air brake trucks.	0
8330591	S	Interior Trim Package: 2.1M MD Gray Foam Backing/Cloth Headliner W/Gray Sunvisor & Seat Color Three Underdash Center Console Cupholders (Two If Allison Transmission Is Selected).	0
8410126	O	Driver Seat: KW Air Seat IB Tough Cloth w/ Dual Armrests/Susp Cover/Isolator Lever	0
8460107	O	Rider Seat: KW Air Seat IB Tough Cloth w/ Susp Cover/Isolator Lever/Occupancy Sensor w/o Armrests	0
8496559	O	Driver and Rider Seat Belts: Orange Seat Belts. Replacing standard color.	0
8601432	O	Kenworth Radio DEA710 AM/FM/WB/USB, Bluetooth	0
8601875	O	CB Radio: Cobra 29 W/Weatherband/DI Ant Transceiver/Sound Tracker/Illum Panel W/Microphone Clip Mtd On Side	0
8698965	O	Speaker Package For Cab: (2) Speakers B-Pillar	0
8700161	O	Footwell Light: Red Lens & Switch	0
8700196	S	Turn Signal: Self-Cancelling	0
8700283	S	LH and RH Trip Ledge Rain Deflectors	0
8700501	O	Metal Int Door Panel Kick Plates	0

Price Level: January 1, 2024

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Date: October 05, 2023

Deal: T480 2 Axle

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Sales Code	Std/Opt	Description	Weight
8700663	O	Kenworth TruckTech+: This system provides the World's Best reporting of engine and aftertreatment fault codes, as well as enhanced support for the truck owner through rapid communication of fault severity and recommended actions. This is standard on all Kenworth models with a PACCAR MX engine, Cummins X15 engine, PX engine or Natural Gas engine.	0
8800261	O	Long Grabhandle RH Side Mounted to Side-of-Cab exhaust. NFPA Compliant.	0
8800382	O	Grabhandle: LH SOC Non-Slip Ergonomic Grab Handle Mounted To The Left Hand Exterior Of The Cab For Entry and Exit. NFPA Compliant.	3
8800402	S	Dual Cab Interior Grabhandles: A Pillar Mounted Dash Wrap and B Pillar Mounted Grabhandles	0
8832113	S	Kenworth Daylite Door With Standard LH/RH electric door locks and LH/RH electric window controls.	0
8841411	S	Single Air Horn Under Cab.	0
8850139	S	Look-Down, Pass. Door, Black 11x6	0
8850842	S	Mirror Shell: Dual Aero In-Mold Black	0
8860852	O	Mirror: Dual KW Aero Rear View Motor, heated with Integral CX.	0
8871446	S	Rear Cab Stationary Window 19in x 36in	0
8879917	O	Two Additional Outboard Windows 19in x 12in	10
8890038	O	3.5in x 11.5in Plastic Records Holder:Mounted On Rear Cab Panel. Not available With Sleeper Or 2 Person Bench Seat.	0
8890101	S	One-Piece Bonded-In Windshield With Curved Glass. Standard.	0
8890135	O	Exterior Stainless Steel Sunvisor.	11
8890874	O	Kenworth Cab Air Suspension.	0
8891009	O	Thermal/Sound Insulation Package	0
8891011	O	Roof: Raised Profile, Stamped Aluminum w/ Additional Head Room & Interior Overhead Storage	0
Lights & Instruments			
9010813	O	Headlamps: Single Halogen Complex Reflector w/ Turn Indicator, Reflector and w/o DRL. Fender Mtd.	0
9010951	O	Daytime Running Lights Located in Bumper. Driven by Chassis Height.	3
9022137	S	Marker Lights: Five, Rectangular, LED	0
9030052	S	LED Stop,Turn,Tail: With Two LED	0

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Sales Code	Std/ Opt	Description	Weight
		Backup Lights and With An LED License Plate.	
9058072	O	Switch, Wiring, and Indicator Light for Customer Installed Floodlights. 2nd Set. Pigtail Routed Through Pass Thru Grommet. 10ft Jumper Harness Shipped Loose.	1
9058085	O	Switch,Wire,Indicator Light: C/I Flood 1st SW Thru Grommet Under Cab	0
9059923	O	Floodlight Location: Located Low - Second Set . This Code To Be Used With Flush-Mount (9052012) or C/I (9058072) Codes Only.	0
9080131	O	Dual Strobe Roof Lights: Low-Profile LED Beacon lights w/ overhead switch.	7
9090027	O	Headlamps to Turn on When Wipers are Active.	0
9090052	O	Brake Lights on when Engine Brake Active. Can only be selected when chassis also has engine brake. Cannot be used with options to delete engine brake.	0
9090180	O	Backup Alarm: Tail Light Bracket Mounted Variable self-adjusting 82-102 DBA.	0
9090302	O	Junction Box: Mounted Behind Cab or Sleeper Not Mounted at End of Frame.	1
9090312	O	Body Builder Lighting Harness Coiled End Of Frame For Additional Customer Installed Exterior Lighting. Harness Includes Circuits for Additional Customer Installed Tail Lamps, Turn Lamps, Stop Lamps, and Marker Lamps.	0
9090316	O	Junction Box: End of Frame	1
9090849	O	Polyswitches Replacing Fuses. Switch Will automatically reset after removal of excess load.	0
Air Equipment			
9101218	S	Air Dryer: Bendix AD-HF Puraguard Heated	0
9108001	S	Moisture Ejection Valve W/ Pull Cable Drain.	0
9110020	O	Full Truck Kit Gladhands mounted at end-of-frame. Seven-way female receptacle mounted at end-of-frame in taillamp bracket. Kit includes dash mounted trailer air supply valve, trailer hand control valve, and hoses/fittings for the valves. Dash mounted parking brake valve, tractor protection valve, and spring brake inversion/relay valves are standard.	15
9140020	S	Nylon Air Tubing in Frame & Cab, Excluding Hoses subject to excessive heat or flexing.	0
9140252	O	Locate Air Dryer Inside LH Rail BOC. This code requires the use of a custom frame layout code.	0
9140328	O	Trailer ABS Electric Supply Through SAE J560 7-pin connector per TMC RP137).	0
Extended Warranty			
9200008	S	Base Warranty - PACCAR PX-9 Engine 24 months / 250,000 miles / 402,336 km / 6250 hours.	0

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Sales Code	Std/ Opt	Description	Weight
9200022	O	Base Warranty - Standard Service Medium Duty 12 months / Unlimited miles & km	0
9210159	U	Sourcewell Narr Sourcewell Sourcewell	0
9212659	O	TruckTech+ RD - 3YR Sub PACCAR PX Engines	0
9220006	O	Base Warranty: Emissions (CARB Operation) 5YR/150K MI - PX-9 Engine	0
Miscellaneous			
9409852	O	GHG Secondary Manufacturer: Does Not Apply	0
9490206	O	Warning Triangle Reflector Kit: Shipped Loose. Kit consists of 3 triangles in plastic carrying case. Not floor mounted.	4
9491659	S	VMUX Architecture	0
Promotions			
Paint			
9700000	O	Paint Color Number(s). N9702 A - L0006 WHITE N9770 BUMPER N0001 BLACK N9720 FRAME N0001 BLACK	0
9943014	O	Steel Bumper Painted Frame Color	0
9943048	O	Day Cab Bulk Paint	0
9943050	S	Day Cab Standard Paint	0
9944820	S	1 - Color Paint - Day Cab Color will be White if no other color is specified.	0
9965510	S	Base Coat/ Clear Coat. The Kenworth Color Selector contains additional instructions, as well as information on Kenworth paint guidelines and surface finish applications. Kenworth is standard with Dupont Imron Elite paint.	0

Special Requirements

Special Requirement 1 0098025
Special Requirement 2
Special Requirement 3
Special Requirement 4

Order Comments

Total Weight

11,742

Prices and Specifications Subject to Change Without Notice.

Unpublished options may require review/approval.

Dimensional and performance data for unpublished options may vary from that displayed in CRM.

PRICING DISCLAIMER

While we make every effort to maintain the web site to preserve pricing accuracy, prices are subject to change without notice. Although the information in this price list is presented in good faith and believed to be correct at the time of printing, we make no representations or warranties as to the completeness or accuracy of this information. We reserve the right to change, delete or otherwise modify the pricing information which is represented herein without any prior notice. We carefully check pricing specifications, but occasionally errors can occur, therefore we reserve the right to change such prices without notice. We disclaim all liability for any errors or omissions in the materials. In no event will we be responsible for any damages of any nature whatsoever from the reliance upon information from these materials. Please check your order prebills to confirm your pricing information



Shipping Destinations

Intermediate Destination:

Final Destinations	Quantity
--------------------	----------

Ag Enterprise Supply, Inc.
17005 W SR 904
Cheney, WA 99004
800-782-7786



Quote

To: Curry County- Gary	From: Ryan Kuster
Fax:	Pages: 1
Phone: 541-254-0546	Date: 09/29/2023
Re: 1600 Gallon Sprayer	CC:

☐ **Urgent** ☒ **For Review** ☐ **Please Comment** ☐ **Please Reply** ☐ **Please Recycle**

Thank you for allowing Ag Enterprise Supply, Inc. to quote you a sprayer with the following:

1600 Gallon Ace Rotomold Elliptical tank and cradle on a custom-built powder-coated steel frame with lower rear shelf for chemical injection tanks

Banjo manifold-style plumbing package with 2" load/ offload valves, 2" Air-Gap fill, and 10-gallon fresh water tank for hand wash and injection pump rinse

AES Curb/ Guardrail lower actuator-controlled spray head with 4x boom buster nozzles to cover the following widths: 0-3', 0-5' (2x nozzles mounted 45 degrees to the front and rear to help cover guardrail post shadows), 0-6', and 0-11'. 2-piece actuator controlled upper spray heads with straight-stream nozzles to cover 11'-17', 17'-23', 23'-27', and 27'-31'. Target rate will be 30 gpa @ 10mph

Raven Viper 4+ GPS field computer (allows as-applied mapping in .shp file format), CAN Switchbox, Product control node and associated cabling

3x Raven Sidekick Pro injection pumps (2x 1-40oz/ minute low volume and 1x 5-200oz/ minute high volume) with 2x 30-gallon, and 1x 85-gallon cone tanks and liquid venturi agitation with pumps to load, offload, and agitate chemicals in injection tanks. Injection tanks to be mounted at the rear of the truck on a lower platform.

October 5, 2023

Hydraulic system for truck utilizing front frame mounted direct crankshaft driven pump. If other type system is required, we can re-quote this portion.

Reelcraft 200' Electric Rewind Hose Reel w/ 1/2" Hose and TeeJet Type 43 Handgun

Installation and training (up to 8 hours) at our Cheney, WA facility

Surge Busters for additional surge control in tank (53x)

****DUE TO THE SUPPLY CHAIN VOLATILITY, THIS QUOTE IS VALID FOR 30 DAYS**

PROCUREMENT REVIEW

Required for approval of all purchases or contracts for services.

SUBMITTER: Ted Fitzgerald

DEPARTMENT: Roads

BOARD APPROVAL REQUIRED? ☐ Yes ☐ No

DATE OF BOARD APPROVAL: 12/6/23

*Any **BUDGETED** purchases or contracts under \$10,000.00 do **NOT** require Board approval.*

DOLLAR AMOUNT OF PROCUREMENT: \$ 276,677.63

CATEGORY:

☒ Good / Service ☐ Personal Service * ☐ Public Improvement ☐ Other: _____

**Please provide certificate of liability insurance or written verification that insurance will be obtained.*

DESCRIPTION:

2025 Kenworth T480 Spray Truck w/ Tank

FREQUENCY OF PAYMENT: ☒ One-Time ☐ Annual ☐ Monthly ☐ Other – describe: _____

IS THIS A BUDGETED PURCHASE OR CONTRACT? ☐ Yes ☒ No

*Unless Exempted by Section 6.11, all **UNBUDGETED** purchases or contracts **MUST** be approved by the Board.*

PAYMENT TO BE DEBITED FROM GL ACCOUNT # : 1.15-431.00-490.00-742-00

MANNER OF PROCUREMENT:

For all except Exempt procurements, documentation demonstrating the manner of procurement must be attached.

- ☐ Competitive Sealed Proposals
- ☐ Competitive Sealed Bidding
- ☐ Quotes (*Purchases up to \$150,000.00*)
- ☐ Emergency Contract
- ☐ Sole Source (*determination **MUST** be made based on written findings*)
- ☒ Procurement Exempt under Contract Review Rules – specify:
☐ 6.1 ☐ 6.2 ☐ 6.3 ☐ 6.4 ☐ 6.5 ☐ 6.6 ☐ 6.7 ☐ 6.8 ☒ 6.9 ☐ 6.10 ☐ 6.11

IS FEDERAL FUNDING INVOLVED?

☐ Yes ☐ No

*If yes, requirements of Contract Review Rules Section 5.3.1 **MUST** be completed **PRIOR** to procurement review.*

IS GRANT FUNDING INVOLVED?

☐ Yes ☒ No

If yes, the Grant Agreement or other documentation regarding use of funds must be attached.

IS SIGNATURE AUTHORITY REQUESTED?

☒ Yes ☐ No

If yes, name of authorized signer: Gary Wolford

If no signature authority is requested, the Director of County Operations is the authorized signer.

**ATTACH THIS FORM TO THE AGENDA ROUTING SLIP FOR ALL CONTRACTS OR PURCHASES
REQUIRING BOARD APPROVAL**

**ATTACH A COPY OF THIS FORM TO THE CLAIM FORM FOR ALL INITIAL PAYMENTS EVEN IF
BOARD APPROVAL WAS NOT REQUIRED**



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Memorandum of Understanding for building services by and between Curry County and the City of Brookings	
Time Needed:			
.....			
Financial Impact:		Description and Background:	
.....		Building Official Garrett Thomson brought the Memorandum of Understanding (MOU) to the Board on September 6, 2023. The Board tabled the item until a deliberation with the City of Brookings could occur on the proposed changes. The City of Brookings approved the MOU on November 13 th , 2023. This now has to be approved by the Board for execution.	
Category:			
<input type="checkbox"/> Action/Discussion			
<input checked="" type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve the Memorandum of Understanding for building services between Curry County and the City of Brookings			
Attachments:		Instructions Once Approved:	
1. Order			
2. MOU			
3.			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Ted Fitzgerald, Director of County Operations			11/29/2023

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

**In the Matter of an Order Amending and)
Restating a Memorandum of) ORDER NO. _____
Understanding by and between Curry)
County and the City of Brookings)
(Building Inspector Services))**

WHEREAS, Curry County (“County”) entered into a Memorandum of Understanding (“MOU”) with the City of Brookings (“City”) allowing the County Building Official to perform Building Inspection services for the City of Brookings, effective June 1, 2021; and

WHEREAS, due to additional services requested by the City and an increase in costs incurred in the performance of services by the County, amendments to the MOU are necessary.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the 2021 MOU is amended and restated by the MOU attached hereto and incorporated herein by reference (“2023 MOU”).

DATED this 6th day of December, 2023.

BOARD OF CURRY COUNTY COMMISSIONERS

John Herzog, Chair

Brad Alcorn, Vice Chair

Approved as to Form:

Michael E. Fitzgerald, OSB #950738
County Legal Counsel

Jay Trost, Commissioner

MEMORANDUM OF UNDERSTANDING
By and between Curry County and City of Brookings

This Memorandum of Understanding is made by and between Curry County ("County"), and the City of Brookings ("City"). The parties agree as follows:

1. **TERM:** This Contract shall commence on October 1, 2023, and shall continue until this agreement is cancelled by either party as described in Section 6.
2. **SERVICES:** The County shall provide professional residential and commercial building inspection and plan review services to the City. Services shall include residential structural and mechanical, residential plumbing, manufactured dwellings, commercial structural, commercial mechanical, commercial plumbing, and plan review. Inspection services require a 48 hour notice from the City. The service area is within the city limits of the City of Brookings.
 - 2.1. The County Building Official shall set priority for inspections but shall have requested inspections completed within 48 business hours of receipt barring time out of office.
 - 2.2. The City will provide the County Building Official with a copy of all application forms, report forms, and other related materials to be used in the conduct of City services.
 - 2.3. Except as otherwise specified, all original files and records related to the City's building permit applications shall be retained at the City offices for the term of the agreement.

Acceptance of plan review and/or inspection service requests will be based on availability and determination of any conflicts of interest. Plan review shall be done in order once received.
3. **PAYMENT:** The billing rate for services provided by the County Building Official is \$65.00/ hour for services described in section 2. Plan Review fees shall consist of the entirety of the plan review fees collected by the City but at minimum but shall not be less than \$65.00/ hour. Payments shall be made monthly upon completion of the work and receipt of invoice.
4. **INDEMNIFICATION:** Each party shall defend, indemnify and hold harmless the other party, it's officers, agents and employees, from any and all claims, liabilities, demands, damages, actions or proceedings arising from or related to the negligence, wrongful acts, or omissions in connection with the performance of any services under this contract.
5. **LIABILITY FOR DAMAGE OR INJURY:** The City understands and agrees that the County assumes no responsibility or liability for any damage, injury, or loss resulting from or arising under this agreement at any time. The City hereby waives, releases and discharges the County, its officer agents, and employees from any and all claims, losses, suites, damages, liabilities, and proceedings of any kind or nature which may arise at any time for any damages or injuries to persons or property arising or resulting from activities under this contract. The City of Brookings covenants not to sue or initiate any type of proceeding or claim against Curry County, its officers, agents and employees for any damages, injuries, claims, or losses of any kind resulting from the activities under this contract.
6. **TERMINATION:** Either party may terminate this agreement at any time upon written notice to the other party.

7. **THIRD PARTY BENEFICIARY:** Curry County and the City of Brookings are the only parties to this contract and are the only parties entitled to enforce its terms. Nothing in this contract gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this contract.
8. **NOTICES:** Any notice required by this contract must be given by email or in writing by personal delivery or by certified mail return receipt requested to the following address. Any notice so mailed shall be deemed to be given three (3) days after mailing. Any notice by personal delivery shall be deemed to be given when actually delivered.
- 8.1. Curry County's address for notice is: Ted Fitzgerald, 94235 Moore Street, Suite 123, Gold Beach, OR 97444. CountyCounsel@co.curry.or.us
- 8.2. City of Brookings address for notice is: Janell Howard, 898 Elk Drive, Brookings, OR 97415. jhoward@brookings.or.us
9. **AMENDMENT:** This contract may be amended or modified at any time upon the written agreement of both parties, signed and executed in the same manner as below.
10. **ENTIRE CONTRACT:** This Memorandum of Understanding constitutes the entire agreement between the parties. There are no promises, agreements, conditions or understandings, either oral or written, between the parties other than those set forth in this contract. This Memorandum of Understanding Supersedes and cancels any prior written or verbal agreement between the parties for similar services.

**CURRY COUNTY
BOARD OF COMMISSIONERS**

CITY OF BROOKINGS

John Herzog, Chair

Janell Howard, City Manager

Brad Alcorn, Vice Chair

Jay Trost, Commissioner

Date: _____

Approved as to form:

Ted Fitzgerald
County Legal Counsel



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 06, 2023,		Approval of purchase of new Annex entry door.	
Time Needed:			
..... 2 Minutes			
Financial Impact:		Description and Background:	
\$13,510.00 Budgeted R&M Fund		<p>The Facilities Director is requesting approval of the purchase and installation of an automatic door system for the Curry County Annex. The door system and installation will be provided by Advanced Automatic Doors. The Facilities Director has contacted other companies in an attempt to find other vendors who offer this service but was not successful.</p>	
Category:			
<input type="checkbox"/> Action/Discussion			
<input checked="" type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve quote and direct Facilities Director to retain a Contractor to start the project.			
Attachments:		Instructions Once Approved:	
1. Quote.....		
2.	
Contact Person – Name and Department:			Date Submitted:
Charles Buchanan, Facilities Director 541-247-3384			8/18/23

Quotation

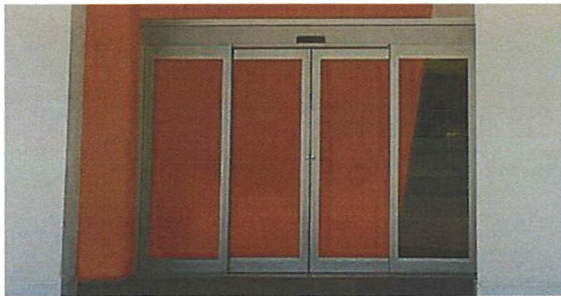
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Entrance Systems

The global leader in
door opening solutions

besam
ASSA ABLOY

The products you know and trust,
under one powerful brand:

ASSA ABLOY



ADVANCED
Automatic Doors

541-324-8188

ADVANCEDAUTOMATICDOORS.NET



Advanced Automatic Doors
Attn: Andy
1750 Delta Waters Road
Medford, OR 97504

Project Name:
Curry County Office Bldg.

Thank you for the opportunity to provide our quotation for this project.

Advanced Automatic Doors, LLC offers a Total Solution: *Design, Manufacturing, Sales, Installation, Service and Door Management* resulting in reducing your cost of ownership. Commitment to our customers lasts for the entire life cycle of our products.

Our installers and service technicians are factory-trained, authorized as well as AAADM* Certified ensuring you a professional, quality installation.

ASSA ABLOY is the global leader in door opening solutions, dedicated to satisfying end-user needs for security, safety and convenience.

Should you have any questions or need additional information please do not hesitate contacting us.

**AAADM-American Association of Automatic Door Manufacturers*

Regards,

Andrew M Cunningham
Owner
541-324-8188
Advancedautomaticdoors@gmail.com

Advanced Automatic Doors, LLC
1750 Delta Waters Rd.
STE 102 PMB 371
Medford OR 97504
541-324-8188

advancedautomaticdoors.net

Email:
advancedautomaticdoors@gmail.com

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The global leader in
door opening solutions

Advanced Automatic Doors, LLC
1750 Delta Waters Rd. STE 102 PMB 371
Medford, OR 97504
(541) 324-8188
advancedautomaticdoors@gmail.com
Advancedautomaticdoors.net



ADDRESS

Charles Buchanan
Curry County
94235 Moore St.
STE 411
Gold Beach, OR 97444

SHIP TO

Charles Buchanan
Curry County
Side Office Bldg

ESTIMATE # 1662

DATE 09/05/2023

EXPIRATION DATE 09/30/2023

DESCRIPTION	QTY	RATE	AMOUNT
Besam SL500 full breakout door. Installed	1	13,300.00	13,300.00
Travel/trip charge out of standard area	3	70.00	210.00

TOTAL **\$13,510.00**

Accepted By

Accepted Date

Project Name:
Curry County Office Bldg.

Door #1

door 1 location



Advanced Automatic Doors, LLC
1750 Delta Waters Rd.
STE 102 PMB 371
Medford OR 97504
541 324-8188

advancedautomaticdoors.net

Email:
advancedautomaticdoors@gmail.com

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Quote Details: Door #1

Remove existing storefront and replace with a Full Breakout sliding door.

New Door Details:

Type: Full Breakout
Handing: Bi-part
Door Stile: Medium Stile
Finish: Dark Bronze Anodized
Overall Frame Width: 177.5
Mounting Height: 89.75
Clear Door Opening Width: 70.0
Clear Door Opening Height: 81.25
Frame Type: Transom
Frame Depth: 4-1/2" Jambs
Glass Stop: 5/8" Glass Stop
Bottom Rail: 7" Bottom Rail
Sensor: Motion & Presence Sensor
Lock: Key Cylinder Ext / Key Cylinder Int
Guide System: Pin Guide / 1/2" Threshold
Lead-up: Both Sides
Mode Selector: 5-Position Switch - Key
Jamb Prep: Factory Jamb Prep for Position Switch
Overall Frame Height: 118
Transom Glass Stop: 5/8" Transom Glass Stop
Transom Verticals: (2) Verticals - Sm-Lg-Sm
Head Can Option: Head Can Extrusion
Muntins: Muntins A/L & S/L
Muntins Thickness: 1-3/4" Muntin
Muntin Quantity: (1) Muntin
Centerline of Muntin bar: 41.25
Lock Indicator: Lock Indicator
Electric Lock: Fail Safe Electric Lock
Door Position Switch: Door Position Switch
Hold Open Beams: Dual Hold Open Beams Factory Installed
Closers / Dampeners: Sidelight Damper
Catch: Magnetic Catch
Carrier Wheels: Heavy Duty Carrier Wheels

Project Name:
Curry County Office Bldg.

Includes:

- Demo and disposal of existing door package
- Installation of new door package
- All caulking and sealing needed
- 1 year warranty on door systems during normal business hours

Excludes:

Running new electrical to door.
Any permits or fees

Advanced Automatic Doors, LLC
1750 Delta Waters Rd.
STE 102 PMB 371
Medford OR 97504
541-324-8188

advancedautomaticdoors.net

Email:
advancedautomaticdoors@gmail.com

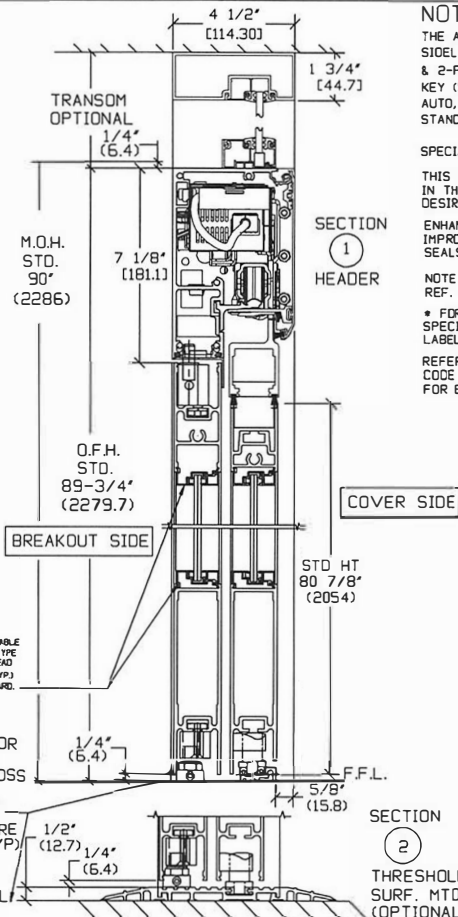
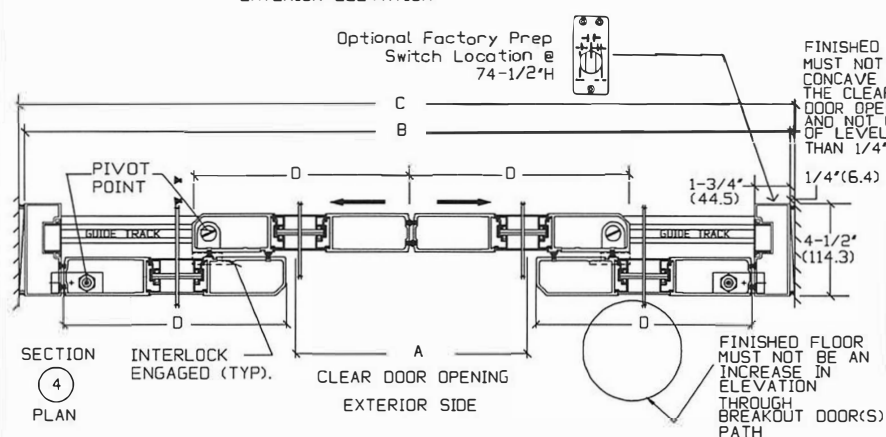
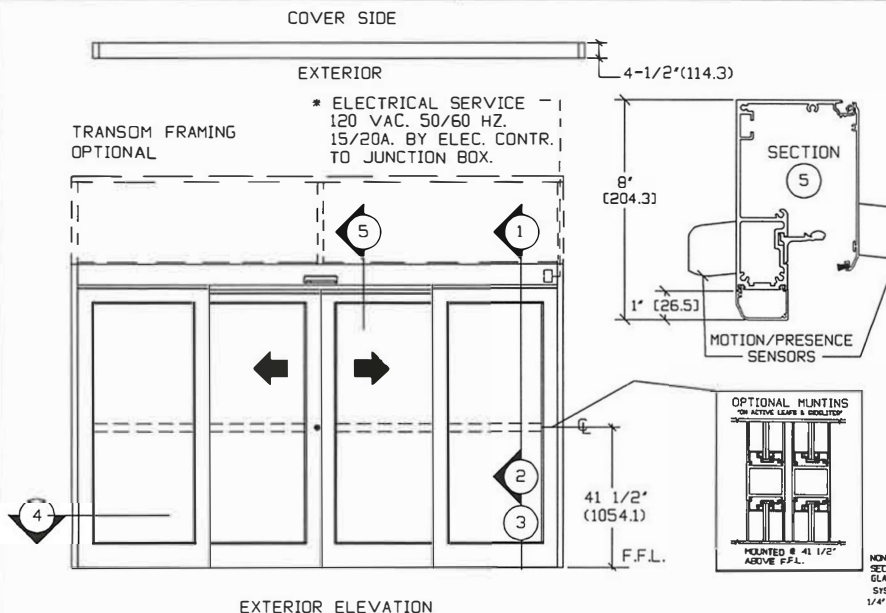
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ASSA ABLOY Entrance Systems
1900 Airport Road
Monroe, NC 28110
Phone: 1-866-237-2687
specdesk.no.besan@assaabloy.com

ASSA ABLOY SL500
OVERHEAD CONCEALED FULL BREAKOUT
MEDIUM STILE BI-PART SLIDING DOOR SYSTEM



NOTE: THE STANDARD PACKAGE CONSISTS OF:
THE AUTOMATIC OPERATOR & WEATHERSTRIP. FRAMES, DOORS & SIDELITES WITH VERTICAL WEATHERSTRIP, EMERGENCY BREAKAWAY & 2-POINT LOCK. OPTIONAL POSITION SWITCHES (DIGITAL (3 OR 5) OR KEY (5)), (OFF-EXIT ONLY-AUTO-REDUCED OPENING-HOLD OPEN or OFF, AUTO, HOLD OPEN), MOTION/PRESENCE SENSORS, OPTIONAL 5" JAMBS.
STANDARD FINISH: CLEAR- AA-M12C22A41, CLASS 1, .08 MM.
DARK BRONZE- AA-M12C22A44, CLASS 1, .08MM
SPECIAL FINISHES ARE AVAILABLE.

THIS PACKAGE WILL ACCEPT UP TO 1"(25.4) INSULATED GLASS IN THE SIDELITES AND ACTIVE LEAVES. PLEASE INDICATE IF SO DESIRED.

ENHANCE YOUR BESAM SL500 PACKAGE WITH ECODOOR OPTIONS TO IMPROVE AIR INFILTRATION PERFORMANCE. CHOOSE FROM: ECODOOR SEALS, MAGNETIC CATCHES, HYDRAULIC CLOSERS, INSULATED GLASS.

NOTE DRAWING IS DIMENSIONED IN BOTH ENGLISH AND METRIC REF. AS FOLLOWS 1" (25.4) ALL METRIC SIZES ARE MILLIMETERS.

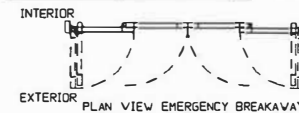
* FOR MAXIMUM CURRENT DRAW PER OPERATOR, SEE PRODUCT SPECIFICATION, INSTALLATION INSTRUCTIONS, OR THE UL LABEL ON THE EQUIPMENT.

REFER TO RELEVANT (LOCAL, STATE, NATIONAL OR A.H.J.) BUILDING CODE FOR MIN DOOR HEIGHT & MIN/MAX WIDTH ALLOWABLE FOR EGRESS REQUIREMENT IN CONJUNCTION WITH TABLE BELOW.

SL500 OHC	DOOR OPENING A	OVERALL FRAME WIDTH B	MASONRY OPENING WIDTH C	ACTIVE & SIDELITE LEAF WIDTH D
OC6-8	30 3/4" (781)	96" (2438.4)	96 1/2" (2451.1)	25 1/4" (641.3)
OC6-10	42 3/4" (1085.8)	120" (3048)	120 1/2" (3060.7)	31 1/4" (793.7)
OC6-12	54 3/4" (1390.6)	144" (3657.6)	144 1/2" (3670.3)	37 1/4" (946.1)
OC6-14	66 3/4" (1695.4)	168" (4267.2)	168 1/2" (4279.9)	43 1/4" (1099.5)
OC6-16	78 3/4" (2000.2)	192" (4876.8)	192 1/2" (4899.5)	49 1/4" (1250)
KEY	(B/2)-17 1/4" (B/2)-438.1	(C-1/2") (C-12.7)	(B+1/2") (B+12.7)	(B/4)+1 1/4" (B/4)+31.8

STANDARD GLASS SIZES ARE AS FOLLOWS:

SL500 OHC	1/4" (6.4)	5/8" (15.8) AND 1" (25.4)
OC6-8	15 3/4" (405.4) 71 11/16 (1820.9)	15 1/2" (391.1) 71 3/16" (1809.2)
OC6-10	22 3/4" (577.8) 71 11/16 (1820.9)	22 1/2" (571.5) 71 3/16" (1809.2)
OC6-12	28 3/4" (730.2) 71 11/16 (1820.9)	28 1/2" (723.9) 71 3/16" (1809.2)
OC6-14	34 3/4" (882.6) 71 11/16 (1820.9)	34 1/2" (875.3) 71 3/16" (1809.2)
OC6-16	40 3/4" (1035) 71 11/16 (1820.9)	40 1/2" (1028.7) 71 3/16" (1809.2)
KEY	WIDTH (B/4)-7 1/4" (B/4)-184.2	(B/4)-7 1/2" (B/4)-190.5
HEIGHT	(OFH)-18 1/16" (OFH)-459.8	(OFH)-18 9/16" (OFH)-471.5



DWG NO. 1009865
OWN BY CLW DATE 11/9/12 CHK BY SS DATE 11/14/12 REV 5.0 DATE 01/18/22

ASSA ABLOY

THE FOLLOWING REQUIRE OVERHEAD SUPPORT BY OTHERS: PACKAGES OVER 16' OVERALL FRAME WIDTH, OVER 90' OVERALL FRAME HEIGHT, TRANSOM, OR GLASS OTHER THAN 1/4" THICKNESS.

Terms & Conditions: Purchaser's signature on this quotation or issuance of a purchase order or other writing expressing an intention to purchase the services/equipment that is the subject of this quote reflects acceptance of the attached Terms and Conditions.

Acceptance of Quotation

Signature of purchaser below represents Purchaser personally (a) has read, understands, and agrees with the terms herein, (b) is holding him or herself out to be authorized to bind his or her company or organization to the terms herein, (c) and that his or her company or organization is of sound financial standing so has to accommodate specifically the payment terms herein expressed.

Purchaser

Accepted by: _____

Print name: _____

Date:

Purchaser's authorized signature required.

Advanced Automatic Doors, LLC
1750 Delta Waters Rd.
STE 102 PMB 371
Medford OR 97504
541.324.8188

advancedautomaticdoors.net

Email:
advancedautomaticdoors@gmail.com

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Terms and Conditions

1. **Terms.** Acceptance of this quote by Customer constitutes an order and contract for the purchase of the equipment and/or services described herein. If this quote is not accepted by Customer within 30 days, Advanced Automatic Doors, LLC (AAD) reserves the right to change the equipment and/or services and prices quoted. Signature on this document or issuance of a purchase order or other writing by Customer expressing an intention to purchase the services/equipment that is the subject of this quote constitutes acceptance of the scope of work and these Terms and Conditions ("Agreement"). Any additional orders, changes or extras for material or labor will be subject to all terms and conditions of this agreement. No terms, provisions, or conditions of any previously or subsequently submitted Customer agreement or purchase order (including but not limited to any verbal representation or understandings) will have any effect on the obligations of the parties under or otherwise modify this Agreement.
2. **Labor.** AAD's labor is non-union and non-prevailing wage unless otherwise stated.
3. **Specific Exclusions.** The following exclusions apply to all work quoted or performed by AAD unless otherwise stated:
 - a. Cost of bonds, permits or fees.
 - b. Recertification and/or re-labeling of modified doors or frames.
 - c. Cost of special insurance requirements.
 - d. Engineering, structural support or backing.
 - e. Paint/patch of walls, finish paint/stain, fascia or trim work.
 - f. Protection or cleaning of material after installation.
 - g. All other items, products or services that are not listed as inclusions.
 - h. After-hours security of any type including temporary board up.
 - i. Preparation, installation or connection of material supplied by others.
 - j. All conduits, boxes and wire runs for high or low voltage requirements.
 - k. Interface fire/smoke/security alarm systems.
 - l. Dust and/or security barricades.
4. **Submittals.** Submittals, cut sheets and/or shop drawings submitted by AAD and approved by Customer, general contractor, architect or owner shall be deemed the correct interpretation of the scope of work to be performed even if inconsistent with the architectural plans and specifications.
5. **Commencement of Work.** AAD will not commence work by ordering materials or fabrication until:
 - a) Customer has signed this Agreement and AAD has countersigned this Agreement;
 - b) All complete and current plans, drawings and specifications, if applicable, have been delivered to AAD by Customer;
 - c) All submittals, cut sheets and/or shop drawings submitted by AAD have been approved by Customer, general contractor, architect or owner and have been returned to AAD with a stamp of approval;
 - d) AAD has received all information from related trades affecting the scope of work being performed;
 - e) AAD has received, after Customer's compliance with 5a – 5d, reasonable notice to commence fabrication or ordering of materials within the factory lead time in effect at the time of notice from Customer; and
 - f) All credits and debits for changes in quantity or design of material furnished have been accepted in writing.
6. **Delivery.** This quote is subject to AAD's ability to procure suitable material at the time of manufacture. Shipping dates are approximate only and are subject to change. AAD shall not be liable in damages or otherwise for delays or failure in performance when caused by circumstances beyond its reasonable control, including, without limitation, fire, acts of God, strikes, labor difficulties, acts of governmental or military authority, and/or delays in transportation or in procuring materials. In the event that AAD is unable, due to any such occurrence or otherwise, to fulfill its total commitments to all customers, Customer agrees to accept as full and complete performance by AAD, deliveries in accordance with such plan or proration as AAD may adopt. AAD will provide commercial packaging, adequate under normal conditions, to protect the products in shipment and identify the contents. Should Customer request any special packaging, it will be done at Customer's expense. All products will be shipped via the most cost effective means of transportation under the circumstances, unless Customer indicates otherwise. In the event Customer requests expedited shipping and handling, AAD shall comply provided Customer pays all reasonable expediting and increased shipping fees and expenses. If Customer provides no routing instructions, AAD shall be the sole judge of the best method of routing shipment. Claims for loss or damage in transit must be entered and prosecuted by the Customer. AAD will provide reasonable assistance, at Customer's expense, upon request.
7. **Storage.** If after complete or partial fabrication of the equipment purchased by Customer, shipment of the equipment is delayed at the request of Customer for 30 calendar days past the agreed upon delivery date, Customer will be invoiced for the equipment based on the agreed upon delivery date and will pay the invoice upon the terms thereof. AAD will store the equipment at its or a third party's facility and, as necessary, insure the equipment and arrange for shipment, at Customer's expense.
8. **Installation Requirements.** Unless otherwise stated, Customer must comply with the following requirements:
 - a) 110-volt AC permanent power must be available to each of the automatic operators at the time of installation. Additional charges will be added in the event it is not.
 - b) If the project contains multiple units, Customer must provide AAD with the ability to complete the work in a manner that allows for the continuous installation of multiple units without interruption, delay or return trips to the project site. If the work cannot be completed as set forth herein, Customer shall incur additional charges.
 - c) Once given an authorization to proceed, Customer must properly prepare the area for the automatic door equipment. If the installers arrive and find that the area is not properly prepared to accept the equipment for installation, Customer shall incur additional charges for loss of time for the crew, travel and staging.
 - d) Once given an authorization to proceed, Customer must ensure that the area is accessible and free of other trades working above, below or adjacent to AAD's equipment. If the installers arrive and find that other trades might impede our ability to install in the area, Customer shall incur additional charges for loss of time for the crew, travel and staging.
 - e) All work shall be performed during normal business hours: Monday through Friday, 8:00 a.m. – 4:00 p.m.
9. **Back-charges.** No back-charges will be accepted unless approved in writing by AAD.
10. **Cancellation.** All orders shall be subject to cancellation fees to cover any and all administrative fees and restocking fees. If materials have been ordered and Customer cancels the order, Customer shall pay for all materials released for fabrication in addition to all administrative and restocking fees. If no materials have been ordered, Customer shall pay 20% of the overall order.
11. **Payment.** 50% deposit or joint check agreements are required for new customers that are denied credit or special orders. Payment terms are net 30 days from invoice date. If payment is not received within 30 days, a finance charge of 1½ % per month will be assessed and added to past due invoices. If Customer defaults in payment obligations with respect to equipment, AAD has the right to suspend fabrication or cancel any outstanding orders. If Customer defaults in payment obligations with respect to services, AAD has the right to file a lien against all or part of the property being improved. Should payment be received in the form of a check containing insufficient funds, a charge of \$25.00 will be added for each additional deposit attempt. In the event AAD has to enforce its right to payment under this Agreement, Customer agrees to reimburse AAD for any costs reasonably incurred by AAD relating to Customer's default (e.g., costs of collection, attorneys' fees, and court costs).
12. **Shipment and Risk of Loss.** Title, ownership and risk of loss of product(s) purchased by Customer ("Purchased Product") shall pass from AAD to Customer upon shipment of Purchased Product from AAD's factory. AAD reserves the right to invoice Customer for 50% of the contract upon shipment of Purchased Product from the AAD factory.
13. **Limited Warranty.** There are no guarantees or warranties except those specifically set forth herein. New equipment shall be free from material defects for a period of one (1) year from the date of installation. Extended warranties are available for an additional charge. Warranty does not apply when damage is caused by misuse, fire, flood, storms, vandalism, acts of God, or any other cause outside of AAD's control. No allowance or credit will be made or given for any warranty material or labor repairs made by AAD. In the event (i) it is discovered that the equipment has been tampered with or (ii) if work has been performed on the equipment by any person or company other than AAD, this paragraph and all warranties and indemnification obligations of AAD set forth herein shall be void. AAD reserves the right to refuse to perform warranty service if Customer has not complied with all payment obligations under the Agreement. Warranty services shall be performed during normal business hours, Monday – Friday, 8:00 a.m. – 4:00 p.m. In the event after-hours, weekend or holiday warranty service is required, over-time or double-time labor and zone charges will apply and will be invoiced at the then-current AAD labor rates. **ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE ARE HEREBY DISCLAIMED. THE FOREGOING EXPRESSES ALL OF SUBCONTRACTOR'S OBLIGATIONS AND LIABILITIES WITH RESPECT TO THE PRODUCTS FURNISHED BY IT HEREUNDER.**
14. **Insurance.** AAD's obligation to maintain insurance shall be limited to the types and amounts of coverage set forth on the certificate of insurance submitted by AAD.
15. **LIMITATION OF LIABILITY.** AAD shall not be liable for any indirect, incidental or consequential damages (including without limitation, lost profits or savings), arising from or related to the sale of equipment or any related installation or maintenance services, even if such damages are foreseeable or AAD had notice of such damages. If AAD breaches any of its obligations, Customer's sole and exclusive remedy, and AAD entire liability, shall be the re-performance of AAD's applicable warranty obligations set forth above with respect to the purchased equipment and the re-performance of any non-conforming services with respect to any installation or maintenance services purchased by Customer. This limitation of liability will apply even if AAD's re-performance of any obligation or any refund provided fails of its essential purpose. This limitation of liability reflects a negotiated allocation of risks between the parties and is an essential part of the consideration for AAD's performance of the Agreement.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Agreement with ODOT for Edson Creek "A" Bridge Rehab Project	
Time Needed:			
Financial Impact:		Description and Background:	
		This Agreement with ODOT and Curry County will allow ODOT the	
Category:		authority to deliver the Edson Creek "A" Bridge Rehab Project. The	
<input type="checkbox"/> Action/Discussion		project was selected as part of the Local Bridge Program and may include	
<input checked="" type="checkbox"/> Consent		federal and state funds.	
<input type="checkbox"/> Executive Session		
<input type="checkbox"/> Hire Order		
<input type="checkbox"/> Presentation		
Requested Motion:			
Approve agreement 21323 with ODOT for the Edson Creek "A" Bridge Rehab Project			
.....			
Attachments:		Instructions Once Approved:	
1. Agreement	
2.	
3.	
4.	
5.	
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts			11/8/2023

**ODOT Delivered Federal Project
On Behalf of Curry County
Edson Creek "A" Bridge Rehab
Key Number: 23159
Bridge Number: 15C004**

THIS AGREEMENT ("Agreement") is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State" or "ODOT," and Curry County, acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually as "Party" and collectively as "Parties."

RECITALS

1. By the authority granted in Oregon Revised Statute (ORS) 190.110, 366.572 and 366.576, state agencies may enter into cooperative agreements with counties, cities and units of local governments for the performance of any or all functions and activities that a party to the Agreement, its officers, or agents have the authority to perform.
2. Sixes River Rd. and Edson Creek bridge, Bridge No. 15C004 are a part of the county road system under the jurisdiction and control of Agency.
3. Agency has agreed that State will deliver this project on behalf of the Agency.
4. The Project was selected as a part of the Local Bridge Program (LBP) and may include a combination of federal and state funds. "Project" is defined under Terms of Agreement, paragraph 1 of this Agreement.
5. The Stewardship and Oversight Agreement On Project Assumption and Program Oversight By and Between Federal Highway Administration, Oregon Division and the State of Oregon Department of Transportation ("Stewardship Agreement") documents the roles and responsibilities of the State with respect to project approvals and responsibilities regarding delivery of the Federal Aid Highway Program. This includes the State's oversight and reporting requirements related to locally administered projects. The provisions of that agreement are hereby incorporated and included by reference.

NOW THEREFORE the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Under such authority, Agency and State agree to State delivering the Edson Creek "A" Bridge Rehab project on behalf of Agency, hereinafter referred to as "Project." Project includes strengthening the bridge. The location of the Project is approximately as shown on the map attached hereto, marked "Exhibit A," and by this reference made a part

hereof.

2. Agency agrees that, if State hires a consultant to design the Project, State will serve as the lead contracting agency and contract administrator for the consultant contract related to the work under this Agreement.
3. Project Costs and Funding.
 - a. The total Project cost is estimated at \$989,300.00, which is subject to change. Federal funds for this Project shall be limited to \$887,698.89. Agency shall be responsible for all remaining costs, including any non-participating costs, all costs in excess of the federal funds, and the 10.27 percent match for all eligible costs. Any unused funds obligated to this Project will not be paid out by State, and will not be available for use by Agency for this Agreement or any other projects. "Total Project Cost" means the estimated cost to complete the entire Project, and includes any federal funds, state funds, local matching funds, and any other funds.
 - b. With the exception of Americans with Disabilities Act of 1990-related design standards and exceptions, State shall consult with Agency on Project decisions that impact Total Project Cost involving the application of design standards, design exceptions, risks, schedule, and preliminary engineering charges, for work performed on roadways under local jurisdiction. State will allow Agency to participate in regular meetings and will use all reasonable efforts to obtain Agency's concurrence on plans. State shall consult with Agency prior to making changes to Project scope, schedule, or budget. However, State may award a construction contract up to ten (10) percent (%) over engineer's estimate without prior approval of Agency.
 - c. Federal funds under this Agreement are provided under Title 23, United States Code.
 - d. ODOT does not consider Agency to be a subrecipient or contractor under this Agreement for purposes of federal funds. The Catalog of Federal Domestic Assistance (CFDA) number for this Project is 20.205, title Highway Planning and Construction.
 - e. State will submit the requests for federal funding to the Federal Highway Administration (FHWA). The federal funding for this Project is contingent upon approval of each funding request by FHWA. Any work performed outside the period of performance or scope of work approved by FHWA will be considered nonparticipating and paid for at Agency expense.
 - f. Agency guarantees the availability of Agency funding in an amount required to fully fund Agency's share of the Project.
4. The term of this Agreement shall begin on the date all required signatures are obtained and shall terminate upon completion of the Project and final payment or ten (10) calendar years following the date all required signatures are obtained, whichever is sooner.

5. Termination.

- a. This Agreement may be terminated by mutual written consent of both Parties.
- b. State may terminate this Agreement upon 30 days' written notice to Agency.
- c. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
 - i. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
 - ii. If Agency fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.
 - iii. If Agency fails to provide payment of its share of the cost of the Project.
 - iv. If State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
 - v. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if State is prohibited from paying for such work from the planned funding source.
- d. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.

6. Americans with Disabilities Act Compliance:

- a. When the Project scope includes work on sidewalks, curb ramps, or pedestrian-activated signals or triggers an obligation to address curb ramps or pedestrian signals, the Parties shall:
 - i. Utilize ODOT standards to assess and ensure Project compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as amended (together, "ADA"), including ensuring that all sidewalks, curb ramps, and pedestrian-activated signals meet current ODOT Highway Design Manual standards;
 - ii. Follow ODOT's processes for design, construction, or alteration of sidewalks, curb ramps, and pedestrian-activated signals, including using the ODOT Highway Design Manual, ODOT Design Exception process, ODOT Standard

Drawings, ODOT Construction Specifications, providing a temporary pedestrian accessible route plan and current ODOT Curb Ramp Inspection form;

- iii. At Project completion, send a completed ODOT Curb Ramp Inspection Form 734-5020 to the address on the form as well as to State's Project Manager for each curb ramp constructed or altered as part of the Project. The completed form is the documentation required to show that each curb ramp meets ODOT standards and is ADA compliant. ODOT's fillable Curb Ramp Inspection Form and instructions are available at the following address:

<https://www.oregon.gov/ODOT/Engineering/Pages/Accessibility.aspx>.

- b. Agency shall ensure that any portions of the Project under Agency's maintenance jurisdiction are maintained in compliance with the ADA throughout the useful life of the Project. This includes, but is not limited to, Agency ensuring that:
 - i. Pedestrian access is maintained as required by the ADA,
 - ii. Any complaints received by Agency identifying sidewalk, curb ramp, or pedestrian-activated signal safety or access issues are promptly evaluated and addressed,
 - iii. Agency, or abutting property owner, pursuant to local code provisions, performs any repair or removal of obstructions needed to maintain the facility in compliance with the ADA requirements that were in effect at the time the facility was constructed or altered,
 - iv. Any future alteration work on Project or Project features during the useful life of the Project complies with the ADA requirements in effect at the time the future alteration work is performed, and
 - v. Applicable permitting and regulatory actions are consistent with ADA requirements.
 - c. Maintenance obligations in this section shall survive termination of this Agreement.
7. State shall ensure compliance with the Cargo Preference Act and implementing regulations (46 CFR Part 381) for use of United States-flag ocean vessels transporting materials or equipment acquired specifically for the Project. Strict compliance is required, including but not limited to the clauses in 46 CFR 381.7(a) and (b) which are incorporated by reference. State shall also include this requirement in all contracts and ensure that contractors include the requirement in their subcontracts.
8. Agency grants State the right to enter onto Agency right of way for the performance of duties as set forth in this Agreement.

9. The Parties acknowledge and agree that State, the Oregon Secretary of State's Office, the federal government, and their duly authorized representatives shall have access to the books, documents, papers, and records of the Parties which are directly pertinent to the specific Agreement for the purpose of making audit, examination, excerpts, and transcripts for a period of six (6) years after completion of the Project and final payment. Copies of applicable records shall be made available upon request. Payment for costs of copies is reimbursable by the requesting party.
10. The Special and Standard Provisions attached hereto, marked Attachments 1 and 2, respectively, are incorporated by this reference and made a part hereof. The Standard Provisions apply to all federal-aid projects and may be modified only by the Special Provisions. The Parties hereto mutually agree to the terms and conditions set forth in Attachments 1 and 2. In the event of a conflict, this Agreement shall control over the attachments, and Attachment 1 shall control over Attachment 2.
11. Agency shall assume sole liability for Agency's breach of any federal statutes, rules, program requirements and grant provisions applicable to the federal funds, and shall, upon Agency's breach of any such conditions that requires the State to return funds to FHWA, hold harmless and indemnify the State for an amount equal to the funds received under this Agreement.
12. Agency and State are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
13. State and Agency hereto agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
14. Notwithstanding anything in this Agreement or implied to the contrary, the rights and obligations set out in the following paragraphs of this Agreement shall survive Agreement expiration or termination, as well as any provisions of this Agreement that by their context are intended to survive: Terms of Agreement Paragraphs 3.e (Funding), 5.d (Termination), 6.b (ADA maintenance), 9-14, 17 (Integration, Merger; Waiver); and Attachment 2, paragraphs 1 (Project Administration), 7, 9, 11, 13 (Finance), and 37-41 (Maintenance and Contribution).
15. Agency certifies and represents that the individual(s) signing this Agreement has been authorized to enter into and execute this Agreement on behalf of Agency, under the direction or approval of its governing body, commission, board, officers, members or representatives, and to legally bind Agency.

16. This Agreement may be executed in several 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 Agreement so executed shall constitute an original.
17. This Agreement and attached exhibits constitute the entire agreement between the Parties on the subject matter hereof. In the event of conflict, the body of this Agreement and the attached exhibits will control over Project application and documents provided by Agency to State. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision. Notwithstanding this provision, the Parties may enter into a Right Of Way Services Agreement in furtherance of the Project.
18. State's Contract Administrator for this Agreement Teresa DeWald, Transportation Project Manager, 3500 NW Stewart Parkway, Roseburg, OR 97470, 541-580-0610, Teresa.l.dewald@odot.oregon.gov or assigned designee upon individual's absence. State shall notify the other Party in writing of any contact information changes during the term of this Agreement.
6. Agency's Contract Administrator for this Agreement is Tim Fitzgerald, Curry County Director of Operations, 28425 Hunter Creek Road, Gold Beach, OR 97444, 541-247-7097, fitzgeraldt@curry.or.us, or assigned designee upon individual's absence. Agency shall notify the other Party in writing of any contact information changes during the term of this Agreement.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

This Project is in the 2024-2027 Statewide Transportation Improvement Program (STIP), (Key #23159) that was adopted by the Oregon Transportation Commission on July 13, 2023 (or subsequently by amendment to the STIP).

Agency/State
Agreement No. 73000-00021323

CURRY COUNTY, by and through its
elected officials

By _____
John Herzog, Chair

Date _____

By _____
Brad Alcorn, Vice Chair

Date _____

By _____
Jay Trost, Commissioner

Date _____

APPROVED AS TO FORM

By _____
Legal Counsel

Date _____

Agency Contact:

Ted Fitzgerald
Curry County Director of Operations
28425 Hunter Creek Road
Gold Beach, OR 97444
541-247-7097
fitzgeraldt@co.curry.or.us

State Contact:

Teresa DeWald
Transportation Project Manager
3500 NW Stewart Parkway
Roseburg, OR 97470
541-580-0610
Teresa.l.dewald@odot.oregon.gov

STATE OF OREGON, by and through
its Department of Transportation

By _____
Region 3 Manager

Date _____

APPROVAL RECOMMENDED

By _____
SW Area Manager

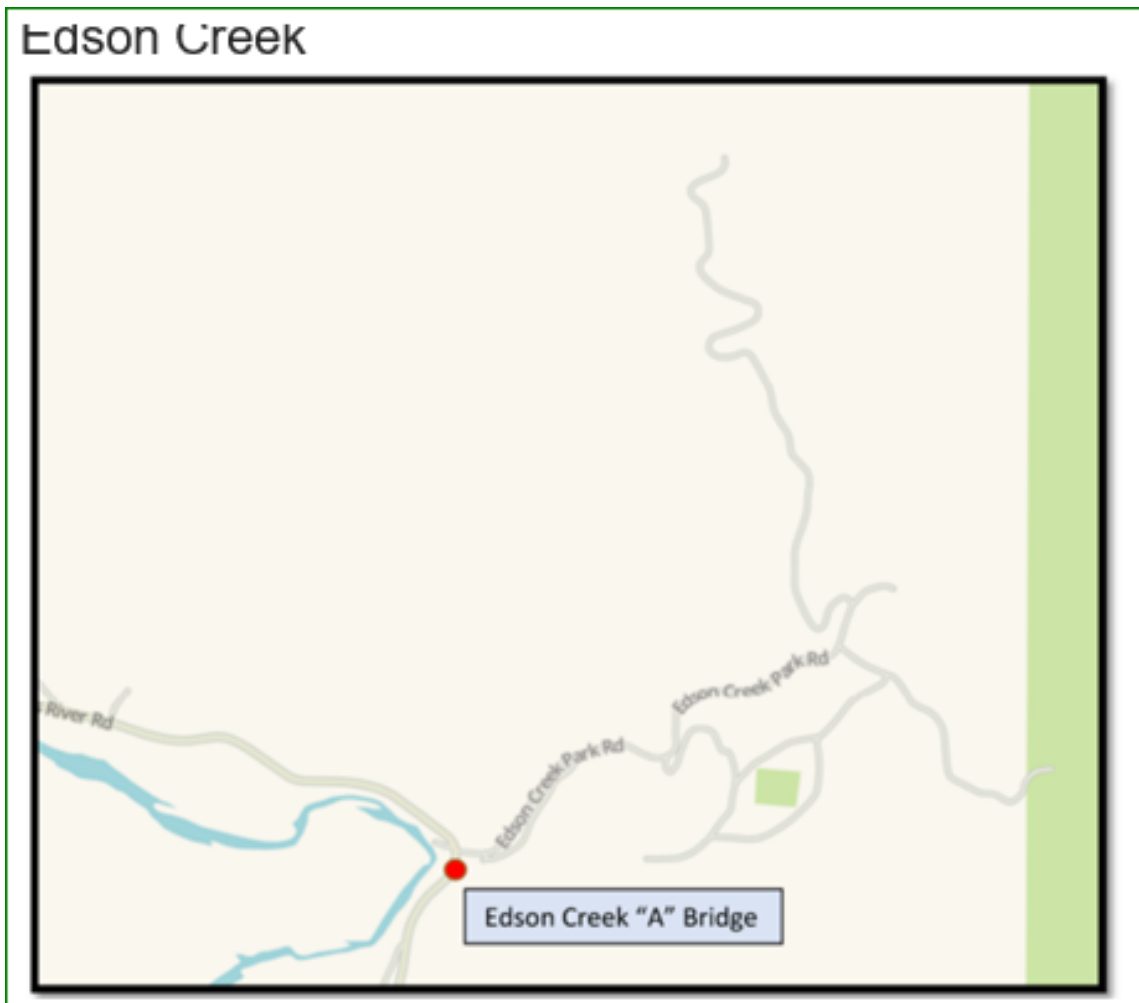
Date _____ Jennifer O'Brien via E-mail

**APPROVED AS TO LEGAL
SUFFICIENCY**

By _____ 10/26/23
Assistant Attorney General

Date _____

EXHIBIT A – Project Location Map



ATTACHMENT NO. 1 to AGREEMENT NO. 73000-00021323
SPECIAL PROVISIONS

1. State or its consultant shall conduct all work components necessary to complete the Project, except for those responsibilities specifically assigned to Agency in this Agreement.
 - a. State or its consultant shall conduct preliminary engineering and design work required to produce final plans, specifications, and cost estimates in accordance with current state and federal laws and regulations; obtain all required permits; acquire necessary right of way and easements; and arrange for all utility relocations and adjustments.
 - b. State will advertise, bid, and award the construction contract. Upon State's award of the construction contract, a consultant hired and overseen by the State shall be responsible for contract administration and construction engineering & inspection, including all required materials testing and quality documentation. State shall make all contractor payments.
 - c. State will perform project management and oversight activities throughout the duration of the Project. The cost of such activities will be billed to the Project.
 - d. State will submit to the Agency the following documents at Project completion:
 - I. Bridge Plans
 - II. As-Constructed Bridge Drawings
 - III. Final Load Rating with a stamped report.
2. State and Agency agree that the useful life of this Project is defined as 25 years.
3. If Agency fails to meet the requirements of this Agreement or the underlying federal regulations, State may withhold the Agency's proportional share of Highway Fund distribution necessary to reimburse State for costs incurred by such Agency breach.

ATTACHMENT NO. 2 FEDERAL STANDARD PROVISIONS

PROJECT ADMINISTRATION

1. State (ODOT) is acting to fulfill its responsibility to the Federal Highway Administration (FHWA) by the administration of this Project, and Agency (i.e. county, city, unit of local government, or other state agency) hereby agrees that State shall have full authority to carry out this administration. If requested by Agency or if deemed necessary by State in order to meet its obligations to FHWA, State will act for Agency in other matters pertaining to the Project. Prior to taking such action, State will confer with Agency concerning actions necessary to meet federal obligations. State and Agency shall each assign a person in responsible charge "liaison" to coordinate activities and assure that the interests of both Parties are considered during all phases of the Project.
2. Any project that uses federal funds in project development is subject to plans, specifications and estimates (PS&E) review and approval by FHWA or State acting on behalf of FHWA prior to advertisement for bid proposals, regardless of the source of funding for construction.
3. State will provide or secure services to perform plans, specifications and estimates (PS&E), construction contract advertisement, bid, award, contractor payments and contract administration. A State-approved consultant may be used to perform preliminary engineering, right of way and construction engineering services.
4. Agency may perform only those elements of the Project identified in the special provisions.

PROJECT FUNDING REQUEST

5. State shall submit a separate written Project funding request to FHWA requesting approval of federal-aid participation for each project phase including a) Program Development (Planning), b) Preliminary Engineering (National Environmental Policy Act - NEPA, Permitting and Project Design), c) Right of Way Acquisition, d) Utilities, and e) Construction (Construction Advertising, Bid and Award). Any work performed prior to FHWA's approval of each funding request will be considered nonparticipating and paid for at Agency expense. State, its consultant or Agency shall not proceed on any activity in which federal-aid participation is desired until such written approval for each corresponding phase is obtained by State. State shall notify Agency in writing when authorization to proceed has been received from FHWA. All work and records of such work shall be in conformance with FHWA rules and regulations.

FINANCE

6. Federal funds shall be applied toward Project costs at the current federal-aid matching ratio, unless otherwise agreed and allowable by law. Agency shall be responsible for the entire match amount for the federal funds and any portion of the Project, which is not covered by federal funding, unless otherwise agreed to and specified in the intergovernmental Agreement (Project Agreement). Agency must obtain written approval from State to use in-kind contributions rather than cash to satisfy all or part of the matching funds requirement. If federal funds are used, State will specify the Catalog of Federal Domestic Assistance (CFDA) number in the Project Agreement. State will also determine and clearly state in the Project Agreement if recipient is a subrecipient or contractor, using the criteria in 2 CFR 200.331.

7. If the estimated cost exceeds the total matched federal funds available, Agency shall deposit its share of the required matching funds, plus 100 percent of all costs in excess of the total matched federal funds. Agency shall pay one hundred (100) percent of the cost of any item in which FHWA will not participate. If Agency has not repaid any non-participating cost, future allocations of federal funds or allocations of State Highway Trust Funds to Agency may be withheld to pay the non-participating costs. If State approves processes, procedures, or contract administration that result in items being declared non-participating by FHWA, such items deemed non-participating will be negotiated between Agency and State. Agency agrees that costs incurred by State and Agency for services performed in connection with any phase of the Project shall be charged to the Project, unless otherwise mutually agreed upon by the Parties.
8. Agency's estimated share and advance deposit.
 - a) Agency shall, prior to commencement of the preliminary engineering and/or right of way acquisition phases, deposit with State its estimated share of each phase. Exception may be made in the case of projects where Agency has written approval from State to use in-kind contributions rather than cash to satisfy all or part of the matching funds requirement.
 - b) Agency's construction phase deposit shall be one hundred ten (110) percent of Agency's share of the engineer's estimate and shall be received prior to award of the construction contract. Any additional balance of the deposit, based on the actual bid, must be received within forty-five (45) days of receipt of written notification by State of the final amount due, unless the contract is cancelled. Any balance of a cash deposit in excess of amount needed, based on the actual bid, will be refunded within forty-five (45) days of receipt by State of the Project sponsor's written request.
 - c) Pursuant to Oregon Revised Statutes (ORS) 366.425, the advance deposit may be in the form of 1) money deposited in the State Treasury (an option where a deposit is made in the Local Government Investment Pool), and an Irrevocable Limited Power of Attorney is sent to State's Active Transportation Section, Funding and Program Services Unit, or 2) an Irrevocable Letter of Credit issued by a local bank in the name of State, or 3) cash or check submitted to the Oregon Department of Transportation.
9. If Agency makes a written request for the cancellation of a federal-aid project; Agency shall bear one hundred (100) percent of all costs incurred as of the date of cancellation. If State was the sole cause of the cancellation, State shall bear one hundred (100) percent of all costs incurred. If it is determined that the cancellation was caused by third parties or circumstances beyond the control of State or Agency, Agency shall bear all costs, whether incurred by State or Agency, either directly or through contract services, and State shall bear any State administrative costs incurred. After settlement of payments, State shall deliver surveys, maps, field notes, and all other data to Agency.
10. Agency shall make additional deposits, as needed, upon request from State. Requests for additional deposits shall be accompanied by an itemized statement of expenditures and an estimated cost to complete the Project.
11. Agency shall, upon State's written request for reimbursement in accordance with Title 23, CFR part 630.112(c) 1 and 2, as directed by FHWA, reimburse State for federal-aid funds distributed to Agency if any of the following events occur:

- a) Right of way acquisition is not undertaken or actual construction is not started by the close of the twentieth federal fiscal year following the federal fiscal year in which the federal-aid funds were authorized for right of way acquisition. Agency may submit a written request to State's Liaison for a time extension beyond the twenty (20) year limit with no repayment of federal funds and State will forward the request to FHWA. FHWA may approve this request if it is considered reasonable.
 - b) Right of way acquisition or actual construction of the facility for which preliminary engineering is undertaken is not started by the close of the tenth federal fiscal year following the federal fiscal year in which the federal-aid funds were authorized. Agency may submit a written request to State's Liaison for a time extension beyond the ten (10) year limit with no repayment of federal funds and State will forward the request to FHWA. FHWA may approve this request if it is considered reasonable.
12. State shall, on behalf of Agency, maintain all Project documentation in keeping with State and FHWA standards and specifications. This shall include, but is not limited to, daily work records, quantity documentation, material invoices and quality documentation, certificates of origin, process control records, test results, and inspection records to ensure that the Project is completed in conformance with approved plans and specifications.
 13. State shall submit all claims for federal-aid participation to FHWA in the normal manner and compile accurate cost accounting records. State shall pay all reimbursable costs of the Project. Agency may request a statement of costs-to-date at any time by submitting a written request. When the final total cost of the Project has been computed, State shall furnish Agency with an itemized statement. Agency shall pay an amount which, when added to said advance deposit and federal reimbursement payment, will equal one hundred (100) percent of the final total cost of the Project. Any portion of deposits made in excess of the final total cost of the Project, minus federal reimbursement, shall be released to Agency. The actual cost of services provided by State will be charged to the Project expenditure account(s) and will be included in the final total cost of the Project.

DESIGN STANDARDS

14. Agency and State agree that minimum design standards on all local agency jurisdictional roadway or street projects on the National Highway System (NHS) and projects on the non-NHS shall be the American Association of State Highway and Transportation Officials (AASHTO) standards and be in accordance with State's Oregon Bicycle & Pedestrian Design Guide (current version). State or its consultant shall use either AASHTO's A Policy on Geometric Design of Highways and Streets (current version) or State's Resurfacing, Restoration and Rehabilitation (3R) design standards for 3R projects. State or its consultant may use AASHTO for vertical clearance requirements on Agency's jurisdictional roadways or streets.
15. Agency agrees that if the Project is on the Oregon State Highway System or a State-owned facility, that design standards shall be in compliance with standards specified in the current ODOT Highway Design Manual and related references. Construction plans for such projects shall be in conformance with standard practices of State and all specifications shall be in substantial compliance with the most current Oregon Standard Specifications for Highway Construction and current Contract Plans Development Guide.
16. State and Agency agree that for all projects on the Oregon State Highway System or a State-owned facility, any design element that does not meet ODOT Highway Design Manual design standards must be justified and documented by means of a design exception. State and Agency further agree that for all projects on the NHS, regardless of funding source; any design element that does not

meet AASHTO standards must be justified and documented by means of a design exception. State shall review any design exceptions on the Oregon State Highway System and retain authority for said approval. FHWA shall review any design exceptions for projects subject to Project of Division Interest and retains authority for their approval.

17. ODOT agrees all traffic control devices and traffic management plans shall meet the requirements of the current edition of the Manual on Uniform Traffic Control Devices and Oregon Supplement as adopted in Oregon Administrative Rule (OAR) 734-020-0005. State or its consultant shall, on behalf of Agency, obtain the approval of the State Traffic Engineer prior to the design and construction of any traffic signal, or illumination to be installed on a state highway pursuant to OAR 734-020-0430.

PRELIMINARY & CONSTRUCTION ENGINEERING

18. Preliminary engineering and construction engineering may be performed by either a) State, or b) a State-approved consultant. Engineering work will be monitored by State to ensure conformance with FHWA rules and regulations. Project plans, specifications and cost estimates shall be performed by either a) State, or b) a State-approved consultant. State shall review and approve Project plans, specifications and cost estimates. State shall, at project expense, review, process and approve, or submit for approval to the federal regulators, all environmental statements. State shall offer Agency the opportunity to review the documents prior to advertising for bids.
19. Architectural, engineering, photogrammetry, transportation planning, land surveying and related services (A&E Services) as needed for federal-aid transportation projects must follow the State's processes to ensure federal reimbursement. State will award, execute, and administer the contracts. State's personal services contracting process and resulting contract document will follow Title 23 CFR part 172, 2 CFR part 1201, ORS 279A.055, 279C.110, 279C.125, OAR 731-148-0130, OAR 731-148-0220(3), OAR 731-148-0260 and State Personal Services Contracting Procedures, as applicable and as approved by the FHWA. Such personal services contract(s) shall contain a description of the work to be performed, a project schedule, and the method of payment. No reimbursement shall be made using federal-aid funds for any costs incurred by Agency or the state approved consultant prior to receiving authorization from State to proceed.
20. The State or its consultant responsible for performing preliminary engineering for the Project shall, as part of its preliminary engineering costs, obtain all Project related permits necessary for the construction of said Project. Said permits shall include, but are not limited to, access, utility, environmental, construction, and approach permits. All pre-construction permits will be obtained prior to advertisement for construction.
21. State shall prepare construction contract and bidding documents, advertise for bid proposals, award all construction contracts, and administer the construction contracts.
22. Upon State's award of a construction contract, State shall perform quality assurance and independent assurance testing in accordance with the FHWA-approved Quality Assurance Program found in State's Manual of Field Test Procedures, process and pay all contractor progress estimates, check final quantities and costs, and oversee and provide intermittent inspection services during the construction phase of the Project.
23. State shall, as a Project expense, assign a liaison to provide Project monitoring as needed throughout all phases of Project activities (preliminary engineering, right-of-way acquisition, and construction). State's liaison shall process reimbursement for federal participation costs.

Disadvantaged Business Enterprises (DBE) Obligations

24. State and Agency agree to incorporate by reference the requirements of 49 CFR part 26 and State's DBE Program Plan, as required by 49 CFR part 26 and as approved by USDOT, into all contracts entered into under this Project Agreement. The following required DBE assurance shall be included in all contracts:

"The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of Title 49 CFR part 26 in the award and administration of federal-aid contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Agency deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b))."

25. State and Agency agree to comply with all applicable civil rights laws, rules and regulations, including Title V and Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and Titles VI and VII of the Civil Rights Act of 1964.
26. The Parties hereto agree and understand that they will comply with all applicable federal, state, and local laws, regulations, executive orders and ordinances applicable to the work including, but not limited to, the provisions of ORS 279C.505, 279C.515, 279C.520, 279C.530 and 279B.270, incorporated herein by reference and made a part hereof; Title 23 CFR parts 1.11, 140, 635, 710, and 771; Title 49 CFR parts 24 and 26; , 2 CFR 1201; Title 23, USC, Federal-Aid Highway Act; Title 41, Chapter 1, USC 51-58, Anti-Kickback Act; Title 42 USC; Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, as amended, the provisions of the FAPG and *FHWA Contract Administration Core Curriculum Participants Manual & Reference Guide*. State and Agency agree that FHWA-1273 Required Contract Provisions shall be included in all contracts and subcontracts verbatim and not by reference.

RIGHT OF WAY

27. Right of Way activities shall be conducted in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, ORS Chapter 35, FAPG, CFR, and the *ODOT Right of Way Manual*, Title 23 CFR part 710 and Title 49 CFR part 24.
28. State is responsible for proper acquisition of the necessary right of way and easements for construction and maintenance of projects. State or its consultant may perform acquisition of the necessary right of way and easements for construction and maintenance of the Project in accordance with the *ODOT Right of Way Manual*, and with the prior approval from State's Region Right of Way office.
29. If the Project has the potential of needing right of way, to ensure compliance in the event that right of way is unexpectedly needed, a right of way services agreement will be required. State, at Project expense, shall be responsible for requesting the obligation of project funding from FHWA. State, at Project expense, shall be entirely responsible for project acquisition and coordination of the right of way certification.
30. State or its consultant shall ensure that all project right of way monumentation will be conducted in conformance with ORS 209.155.

31. State and Agency grant each other authority to enter onto the other's right of way for the performance of non-construction activities such as surveying and inspection of the Project.

RAILROADS

32. State shall follow State established policy and procedures when impacts occur on railroad property. The policy and procedures are available through the State's Liaison, who will contact State's Railroad Liaison on behalf of Agency. Only those costs allowable under Title 23 CFR part 140 subpart I, and Title 23 part 646 subpart B shall be included in the total Project costs; all other costs associated with railroad work will be at the sole expense of Agency, or others.

UTILITIES

33. State or its consultant shall follow State established statutes, policies and procedures when impacts occur to privately or publicly-owned utilities. Policy, procedures and forms are available through the State Utility Liaison or State's Liaison. State or its consultant shall provide copies of all signed utility notifications, agreements and Utility Certification to the State Utility & Railroad Liaison. Only those utility relocations, which are eligible for reimbursement under the FAPG, Title 23 CFR part 645 subparts A and B, shall be included in the total Project costs; all other utility relocations shall be at the sole expense of Agency, or others. Agency may send a written request to State, at Project expense, to arrange for utility relocations/adjustments lying within Agency jurisdiction. This request must be submitted no later than twenty-one (21) weeks prior to bid let date. Agency shall not perform any utility work on state highway right of way without first receiving written authorization from State.

GRADE CHANGE LIABILITY

34. Agency, if a County, acknowledges the effect and scope of ORS 105.755 and agrees that all acts necessary to complete construction of the Project which may alter or change the grade of existing county roads are being accomplished at the direct request of the County.
35. Agency, if a City, hereby accepts responsibility for all claims for damages from grade changes. Approval of plans by State shall not subject State to liability under ORS 105.760 for change of grade.
36. Agency, if a City, by execution of the Project Agreement, gives its consent as required by ORS 373.030(2) to any and all changes of grade within the City limits, and gives its consent as required by ORS 373.050(1) to any and all closure of streets intersecting the highway, in connection with or arising out of the Project covered by the Project Agreement.

MAINTENANCE RESPONSIBILITIES

37. Agency shall, at its own expense, maintain operate, and provide power as needed upon Project completion at a minimum level that is consistent with normal depreciation and/or service demand and throughout the useful life of the Project. The useful life of the Project is defined in the Special Provisions. State may conduct periodic inspections during the life of the Project to verify that the Project is properly maintained and continues to serve the purpose for which federal funds were provided. Maintenance and power responsibilities shall survive any termination of the Project Agreement. In the event the Project will include or affect a state highway, this provision does not address maintenance of that state highway.

CONTRIBUTION

38. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Agency with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
39. With respect to a Third Party Claim for which State is jointly liable with Agency (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of State on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
40. With respect to a Third Party Claim for which Agency is jointly liable with State (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

ALTERNATIVE DISPUTE RESOLUTION

41. The Parties shall attempt in good faith to resolve any dispute arising out of this Project Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.

WORKERS' COMPENSATION COVERAGE

42. All employers, including Agency, that employ subject workers who work under this Project Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126. Employers Liability Insurance with coverage limits of not less than five hundred thousand (\$500,000) must be

included. State and Agency shall ensure that each of its contractors complies with these requirements.

LOBBYING RESTRICTIONS

43. Agency certifies by signing the Agreement that:

- a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed one hundred thousand dollars (\$100,000), and that all such subrecipients shall certify and disclose accordingly.
- d) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31, USC Section 1352.
- e) Any person who fails to file the required certification shall be subject to a civil penalty of not less than ten thousand dollars (\$10,000) and not more than one hundred thousand dollars (\$100,000) for each such failure.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS

By signing this Agreement, Agency agrees to fulfill the responsibility imposed by 2 CFR Subpart C, including 2 CFR 180.300, 180.355, 180.360, and 180.365, regarding debarment, suspension, and other responsibility matters. For the purpose of this provision only, Agency is considered a participant in a covered transaction. Furthermore, by signing this Agreement, Agency is providing the certification for its principals required in Appendix to 2 CFR part 180 – Covered Transactions.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:	Agenda Item Title:	
December 6, 2023	Approve Host Agreement for Boice Cope	
Time Needed:		
..... N/A	
Financial Impact:	Description and Background:	
.....	Wayne Dahl was approved as host May 1, 2023, to November 1, 2023, this	
Category:	Agreement is to renew another six months from November 1, 2023	
<input type="checkbox"/> Action/Discussion	through May 31, 2024.	
<input checked="" type="checkbox"/> Consent		
<input type="checkbox"/> Executive Session		
<input type="checkbox"/> Hire Order		
<input type="checkbox"/> Presentation		
Requested Motion:		
Approve the Host Agreement with Wayne Dahl, for Boice Cope Park.		
Attachments:	Instructions Once Approved:	
1. Order	Sign the Agreement and provide a copy to Parks Department and Finance.	
2. Park Host Volunteer Agreement	File Agreement with Clerk	
3.	
4.	
5.	
Contact Person – Name and Department:		Date Submitted:
Wendy S. Lang-for Charles Buchanan		11/22/2023

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

In the Matter of the Approving the Park)
Host Volunteer Agreement for Boice-Cope) **ORDER NO. _____**
Park)

WHEREAS, Curry County Parks needs a volunteer to serve as the Park Host for Boice-Cope Park; and

WHEREAS, Wayne Dahl has indicated availability to continue as host from November 1, 2023 through May 31, 2024; and,

WHEREAS, Curry County and Wayne Dahl will enter into a six month Park Host Volunteer Agreement, attached hereto, upon approval by Legal Counsel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the attached Park Host Volunteer Agreement with Wayne Dahl is approved.

DATED this 6th day of December, 2023. **BOARD OF CURRY COUNTY COMMISSIONERS**

John Herzog, Chair

Approved as to Form:

Brad Alcorn, Vice Chair

Michael E. Fitzgerald, OSB #950738
Curry County Legal Counsel

Jay Trost, Commissioner

PARK HOST VOLUNTEER AGREEMENT

BOICE – COPE COUNTY PARK | CONTRACT NO. _____

This Agreement is entered into this 1st day of November 2023, by and between Curry County, a Political Subdivision of the State of Oregon (County) and Wayne Dahl (Host) as follows:

RECITALS:

WHEREAS, the County has a need for volunteers to serve as Park Host for Boice-Cope Park (hereinafter “County Park”) to watch and provide security for the property, to call for assistance, when necessary, to coordinate activities with Parks Management, and to perform other services as necessary; and

WHEREAS, the County has a campsite space available for the Host to use (“Host Campsite”); and,

WHEREAS, the County is willing to allow the use of the campsite by the Host, rent and utility free, to provide them with a small stipend of \$500.00 per month, and to assist the Host in the performance of their voluntary services for the term of this agreement.

The County and Host agree to the following provisions:

1. ADMINISTRATION OF THIS AGREEMENT AND CHAIN OF COMMAND

1.1 The Parks Management shall administer this agreement and recommend to the Board of Commissioners termination or renewal of this agreement. The Parks Management is the sole administrator of this contract.

1.2 If the Park Host has a complaint about the Parks Management, they are to contact the Board of Commissioners Parks Liaison.

2. DESCRIPTION OF FUNCTIONS AND SERVICES

2.1 Host shall voluntarily perform the functions and services described in Exhibit “A” that is attached to this agreement and such other services as authorized by Parks Management. County reserves the right to modify the Host duties and service to the County as necessary for the efficient operation of the designated County Park.

2.2 The Host understands that they are donating their hours of service to the County and that this is done without any promise or expectation of compensation for services rendered. The Host will not receive any compensation for services performed under this agreement. The Host is not eligible to receive unemployment benefits, social security, health insurance, or any other benefits that are provided to paid employees of the County, with the exception of worker’s compensation coverage that the County provides to volunteers. The provision of a Host Campsite, no-cost utilities and a stipend by the County is not compensation for service rendered but rather a benefit and gratuity that the County freely chooses to provide.

3. CAMPSITE, OCCUPANCY, PETS, UTILITIES AND STIPEND

3.1 As a gratuity to Host, County hereby allows Host the use of a space at the County Park for placement of a recreational vehicle that is the residence of the Host. As a further gratuity, the County shall provide water, electrical, sewer and garbage utilities in reasonable amounts for the Host.

3.1(a) The Host shall always maintain the Host Campsite and surrounding area in a clean and sanitary condition. Items used for outdoor recreation are allowed outside, provided they are maintained in an orderly fashion; any other personal items must be stored inside the Host's recreational vehicle, mobile trailer, and/or personal vehicle(s). All personal vehicle(s), recreational vehicle(s), and/or mobile trailer(s) that will be parked at the Camp Host Site must first be approved by the Parks Management to ensure suitability for the Park.

3.1(b) County Park facilities are not to be used for storage of personal items of the Host.

3.2 No more than two guests (Host and one other) will reside at the host site. Both the host and guest must submit to a background check. The Host is liable for the actions of any person who may at any time be residing therein.

3.3 The Host shall vacate the Host Campsite and remove their residence (recreational vehicle) and personal property within five (5) days of the termination of this Agreement.

3.4 The Host may not alter or improve the Host Campsite, the campground, or any County Park services without prior permission from Parks Management or his/her designee.

3.5 County employees or agents may inspect the County Park and Host Campsite at reasonable times.

3.6 The Host shall be responsible for providing, at their own expense, any insurance coverage for their personal property to include their recreational vehicle, mobile trailer, and/or any personal vehicle(s).

3.7 Pets: All pets must be preapproved and have current vaccinations, County Licensed, and such must remain current during the term of this Agreement. Host shall always maintain control of the pet(s) and shall not allow the pet(s) to run at large.

3.7(a) If the Parks Management determines, in their sole discretion, that the Host's pet(s) exhibit aggressive behavior, the Host shall be required to remove the pet from the County Park as directed by the County.

3.8 Host will be compensated at the rate of fifty cents (\$0.50) per mile for driving their personal vehicle for park business only when directed by the Parks Management or other County staff.

3.9 Host shall not sublet any portion of the designated premises.

3.10 Host shall not assign any duties designated by this Agreement to any other individual.

4. TIME COMMITMENT

4.1 One or more Hosts must be available when the County Park is open during the busy season of May 15th through September 15th. Absences of all Hosts from the Park during these business hours must be arranged with Parks Management prior to date of absence. During the offseason, the Host and Parks Management will determine reasonable hours of coverage. Hosts and Parks Management will work to maintain a schedule that typically allows five days on including weekends and holidays, with two consecutive days off May 15th through September 15th.

4.2 Hosts shall notify the Parks Management of any anticipated absences from the County Park for more than twenty-four (24) hours. Hosts must provide this notice in writing no later than five (5) days prior to the anticipated absence.

4.3 When the Park Host is off site, he or she shall leave the tablet, all keys, change, cash, and any other items necessary for park operations in the park Office for ease of access.

5. COMPLIANCE WITH LAWS

5.1 This agreement shall be governed by and subject to the laws of the State of Oregon. The parties shall perform their duties in accordance with all applicable statutes, ordinances, regulations, and administrative rules now or hereinafter in effect.

5.2 If any provision of this Agreement is held by a Court or administrative body to be invalid, such invalidity shall not affect any other provision of this Agreement. This Agreement shall be construed as if the invalid provision had never been included.

5.3 The County may modify the terms of this Agreement by written notice to the Park Host as necessary to comply with changes in federal and state statutes, regulations, administrative rules, and orders.

6. TERM AND TERMINATION

6.1 If the Park Host fails to perform any of the services and/or obligations of this Agreement or acts in any such way that their behavior is reasonably deemed to be detrimental to the integrity, functionality, or safety of the Parks Department, the County may terminate this Agreement at its sole discretion upon twenty four (24) hours written notice.

6.2 Either party may unilaterally terminate this Agreement with or without cause upon thirty (30) days prior written notice or such lesser written notice when dictated by emergency conditions.

6.3 This agreement shall be effective November 1, 2023 – May 31, 2024, unless terminated pursuant to the provisions of Sections 6.1 or 6.2. Agreements are for 6-month terms and can be renewed with both parties agreement.

6.4 Termination shall not prejudice any right of the parties prior to the effective date of termination.

7. MODIFICATIONS

Except as provided in Sections 2.1 and 5.3, this Agreement may be changed only by written modifications signed by both parties and may not be amended or modified by oral agreements or understandings between the parties.

8. ENTIRE AGREEMENT

This Agreement supersedes all prior and existing written or oral understandings between the parties. No other agreements, whether expressed or implied, shall be considered a part of this Agreement unless made in writing and executed by the parties hereto.

Dated: 11/1/2023, 2023. Wayne Dahl
Wayne Dahl
Park Host

PARK HOST

CURRY COUNTY PARKS DEPARTMENT

Dated: _____, 2023. _____
Charles Buchanan
Curry County Parks Director

BOARD OF COMMISSIONERS

John Herzog, Chair

APPROVED AS TO FORM:

Brad Alcorn, Vice Chair

Ted Fitzgerald, OSB# 950738
Curry County Legal Counsel

Jonathon Trost, Commissioner

Exhibit “A”
SERVICES OF A VOLUNTEER PARK HOST-BOICE COPE

The volunteer park host helps maintain and operate Boice Cope County Park, a part of the Curry County Park System. One or more Park hosts must be available all times when the park is open during the busy season of May 15th through September 15th, unless preauthorized by the Parks Management, or except in case of emergency. They must work and live in the campground near campers, have a sign identifying them as park hosts at their site.

Perform Visitor services such as;

1. Greet visitors and make them feel welcome and disseminate park rules.
2. Answer questions, receive comments, be readily accessible to the public.
3. Represent Curry County Parks, serving as a contact point for campers and travelers.
4. Notify Parks Management and/or Law Enforcement when emergencies arise.
5. Sell firewood.
6. Monitor host cell phone.
7. Evening rounds to check spaces, payment and needs.

Perform Reservation services such as;

1. Assist visitors “with” reservations to locate their site.
2. Assist visitors “without” reservations to find an available space and register.
3. Input on-site reservation into the Parks Online Reservation System daily.

Perform Maintenance services such as;

1. Check, clean and stock restrooms.
2. Keep the park clean of litter and trash.
3. Maintain a tidy host site.
4. Work on maintenance or service projects.
5. Mow, weed, landscape or garden.
6. Maintain a variety of equipment.
7. Assist Parks Management to paint, build, and repair projects.
8. Advise Parks Management of issues, improvements or broken equipment.
9. Other duties agreed upon with Parks Management.

Volunteer Expectations:

1. Hosts may sell only Curry County Parks approved items.
2. Hosts must get approval from Parks Management before adding any additional structures or storage containers to the host site.
3. No vehicle maintenance at your site, consult with Parks Management on options.
4. No county equipment shall be used for personal benefit.
5. No use of alcohol, marijuana, or other non-prescribed drugs while on active duty.
6. Hosts are considered official “agents” of Curry County, therefore: please dress appropriately, avoid offensive conduct and language.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		New Hire information for Board of Commissioners	
Time Needed:			
N/A			
Financial Impact:		Description and Background:	
		Personnel Rules, Article 13, Section G was amended in June of 2019	
Category:		stating that all new hires be done through the Board of Commissioners with	
<input type="checkbox"/>	Action/Discussion	the exemption of the Sheriff's Department. The Sheriff provides a	
<input checked="" type="checkbox"/>	Consent	Personnel Action Form (PAF) to the Personnel Officer for processing of	
<input type="checkbox"/>	Executive Session	new hires. Attached are three PAFs for the Board for general knowledge.	
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
None			
Attachments:		Instructions Once Approved:	
1. New Hire - Powell			
2. New Hire - Easlon			
3. New Hire - Coombe			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Julie Swift			11/22/2023



Exhibit A

Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 06-14-2023

Employee's Name:

Jered Powell

Recommending
Official

Sheriff John Ward

Action to be Taken:
(check all that apply)☒ New Hire☐ Promotion☐ Payroll Allocation Change *☐ Rehire☐ Change in Pay☐ Leave of Absence (explain below)☐ Transfer☐ Other:☐ Job Description
Attached

Start/Effective Date: JULY 10, 2023

☐ Temporary (less than 180 days) requires end date

End Date:

☐ Seasonal (less than 90 days) requires end dateOR ☐ Continuing

FROM

(use for changes)

Dept

Range

Step

Base Pay

Per

					Month	
--	--	--	--	--	-------	--

TO

(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Curry County Sheriff's Office	Corrections	S-7	A	4123	Month	
-------------------------------	-------------	-----	---	------	-------	--

☒ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund	Dept	Division	Object	%
Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

New Hire for open position in Corrections

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

Date: 6-14-23

Administrator:

Date: 6-14-23

Employee:

Date: 7/24/23

Human Resources:

JS Rev 12-17



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 10-09-23

Employee's Name:

Levi Easlon

Recommending
Official

Sheriff John Ward

Action to be Taken:
(check all that apply)

☐ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☒ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☐ Job Description
Attached

Start/Effective Date: 10-23-2023

☐ Temporary (less than 180 days) requires end date

End Date:

☐ Seasonal (less than 90 days) requires end date

OR ☐ Continuing

FROM

(use for changes)

Dept.

Range

Step

Base Pay

Per

Month

TO

(use for new hires & changes)

Dept.

Range

Step

Base Pay

Per

Curry County Sheriff's Office

Patrol

S-2

F

5886

Month

☒ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund Dept Division Object %

Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

Rehire Levi Easlon at Salary Range he left on. Levi still has his Oregon Intermediate certificate.

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

Date:

Administrator:

Date:

Employee:

Date:

Human Resources:

Date:

10/20/23

JS Rev 12-17



Personnel Action Form (PAF)

COMPLETE ALL APPLICABLE SECTIONS

Today's Date: 10-09-2023

Employee's Name:

Mark Coombe

Recommending
Official

Sheriff John Ward

Action to be Taken:
(check all that apply)

☒ New Hire

☐ Promotion

☐ Payroll Allocation Change *

☐ Rehire

☐ Change in Pay

☐ Leave of Absence (explain below)

☐ Transfer

☐ Other:

☐ Job Description
Attached

Start/Effective Date:

10-25-2023

☐ Temporary (less than 180 days) requires end date

End Date:

OR ☐ Continuing

☐ Seasonal (less than 90 days) requires end date

FROM

(use for changes)

Dept

Range

Step

Base Pay

Per

Month

TO

(use for new hires & changes)

Dept

Range

Step

Base Pay

Per

Curry County Sheriff's Office

Corrections

S-7

B

4329

Month

☒ Certification (list):

*Allocation Change:

☐ No Change

Explanation:

Fund Dept Division Object %

Sum of percentages must equal				100%

Comments / Other: Use this space to clarify, explain, or justify personnel actions. Be specific and use sufficient detail so that future readers will understand what change(s) occurred, why, and the resulting effect on the employee's pay.

Mark Coombe has prior experience in law enforcement in another state with Patrol but no certifications in Corrections.

REQUIRED SIGNATURES: Please sign and date.

Appointing Authority:

Date: 10-9-23

Administrator:

Date:

Employee:

Date: 10-9-23

Human Resources:

Date: 11/2/23

JS Rev 12-17



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Adopt Credit Card Policy	
Time Needed:			
Financial Impact:		Description and Background:	
		In lieu of recent events, an updated Credit Card Policy has been	
Category:		drafted. This policy will be in the Policy and Procedures handbook and	
<input type="checkbox"/> Action/Discussion		also attached to the Credit Card User Agreement that all Credit Card	
<input checked="" type="checkbox"/> Consent		holders must sign prior to receiving a credit card.	
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve Credit Card Policy – Guidelines, Procedures and Expectations for a Credit Card Holders			
Attachments:		Instructions Once Approved:	
1. Order			
2. Credit Card Policy			
3.			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts			11/8/2023

**In the Matter of an Order Adopting the)
2023 Curry County Credit Card Policy) ORDER NO. _____
)**

119



CURRY COUNTY CREDIT CARD POLICY

GUIDELINES, PROCEDURES AND EXPECTATIONS FOR ALL CREDIT CARD HOLDERS

Purpose:

- To set forth policy with the accompanying procedures for Curry County's Credit Card Program.
- To ensure appropriate internal controls.
- To promote operational efficiency by empowering employees with the proper authority to purchase items directly from merchants to meet departmental needs.
- To ensure that Curry County will bear no legal liability from the inappropriate use of credit cards.

Cardholder Eligibility:

- Card user must be an employee of Curry County.
- Elected Officials and Department Heads are responsible for approval, setting limits, and training of individuals under their supervision.
- Authorized individuals must sign a Curry County Credit Card Agreement bearing the Elected Official or Department Head's approval before a card is released to an employee.

Restrictions:

- Cash advances are prohibited.
- All refund transactions will be processed as a credit transaction on the card.
- No alcoholic, tobacco, marijuana products, or any other illegal items.
- No personal use.
- No purchase of gift cards.
- Purchase limits are set by the Elected Official or Department Head.
- Gasoline purchases for personal vehicles are prohibited.
- No personal rewards or other personal gains through card usage.

Responsibility/Charge Approval:

Elected Official or Department Heads are required to:

- To review each cardholder's purchases to ensure items were purchased within the adopted policy.
- Verify purchases were made to meet approved departmental needs.
- To inform the Finance Department in writing of questionable purchase(s) within one (1) business day of becoming aware of the violation. This report shall include a description of the violation and the disciplinary action taken.
- To appropriate disciplinary actions for misuse.

Consequences:

Improper use of a credit card may result in any of the following corrective actions:

- Additional training.
- Personal reimbursement for the unauthorized purchase(s).
- Revocation of the approval to use the card.
- Disciplinary action determined by the Elected Official or Department Heads up to and including termination depending upon the degree of the violation.
- The Finance Department reserves the right to suspend the use of a credit card in the event of suspicious or unauthorized activity. The Finance Department will provide written notification of the suspension to the Elected Official or Department Head within one (1) business day. The parties will work together to resolve the concern.

Policy Statement:

- Master Card Policy requires cards be issued to an individual. The first line is the individual's name.
- Purchases shall only be for authorized purchase of goods and/or services required to conduct County business.
- Purchases must comply with all applicable federal, state, and local laws, rules, and regulations, and Curry County Policies and Procedures.
- Elected Officials and Department Heads shall establish appropriate departmental financial and budgetary controls regarding the assignment and use in compliance with Curry County Policy.
- Each transaction must include complete documentation and be signed by the user. In the event that a signature is not possible, proof of the approved electronic transmission must be submitted.
- Responsibility for purchases made without receipts and complete documentation are the responsibility of the card user and not Curry County. Employees will be required to sign an agreement accepting responsibility for unauthorized charges including those without receipts and/or complete documentation. In rare circumstances the Elected Official or Department Head have the authority to accept an employee statement in lieu of receipts.
- Elected Official or Department Head must review and reconcile monthly statements to ensure all charges are legitimate, returns or exchanges are applied, and use is within the department's established budget. Signature on the first page of the monthly statement will serve to confirm these actions.
- Authorized personnel are responsible for ensuring card information is secured.
- Authorized personnel must sign the back of the card immediately upon receipt. In those circumstances where the card is issued to a position or department, rather than an individual, the card shall be signed "see ID", or, be signed by the Department Head.
- Use of the card for travel must comply with Curry County Policy and be accompanied by the proper travel expense documentation and forms prior to making purchases.
- Meals while traveling must comply with Curry County Policy and be accompanied by the proper documentation and forms prior to making purchase.

- Lost or stolen cards must be reported immediately to the Finance Department and will be cancelled.
- Disputed transactions are the responsibility of the Elected Official or Department Head. Written confirmation of such actions must accompany the monthly review.
- Elected Official or Department Heads are responsible for collecting cards from employees no longer eligible to hold credit cards.
- The collected cards with supporting documentation of the termination of authorized use must be delivered to the Finance Department within one (1) business day.
- The Finance Department is responsible for card cancellation, destruction, changes, and meeting records retention requirements.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Discuss PIO/Grant Manager Job Description	
Time Needed:			
Financial Impact:		Description and Background:	
		Commissioners have discussed the need for a PIO/Grant Manager position	
Category:		within the County. Staff have created a job description for this position.	
<input checked="" type="checkbox"/> Action/Discussion		Staff would like recommendations on desired Salary/Exempt Status,	
<input checked="" type="checkbox"/> Consent		constructive notes on the description itself and how to proceed.	
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Direct Director of County Operations on how to proceed			
Attachments:		Instructions Once Approved:	
1. Job Description			
2.			
3.			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts			11/27/2023

CURRY COUNTY JOB DESCRIPTION

JOB TITLE: Public Information Officer/Grant Manager

EXEMPT:

SALARY LEVEL:

SUPERVISOR: BOC Office Administrator

PREPARED BY: Economic Development Administrator

October 2023

GENERAL POSITION SUMMARY:

This position is responsible for providing the public with up-to-date information about ongoing events, departmental updates, and coordinating with news media about County business. The qualified applicant will develop media strategies that promote a positive public image for the County in all media forums including social media. This person also serves as the primary grant writer/manager, manages funder relationships, engages in compliance reporting, and supports special project initiatives. The PIO will work with BOC Office staff to ensure that the public has a single point of contact for general inquiries, questions, and assistance in navigating County policies and procedures.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. In coordination and at the direction of County leadership, acts as a spokesperson for the County; conducts media relations, public relations, marketing, and informational activities; coordinates with the media, community, Department Heads, and staff. Relays status and results from media inquiries to County leadership.
2. Responds to media and public inquiries and disseminates public information, in coordination with the Emergency Management Department during and in response to crises, emergencies, and other critical situations, responds to requests for information. Serves as PIO in the incident management structure.
3. Recommends communication strategies for County programs, functions, and activities.
4. Develops comprehensive strategic communication programs in line with County objectives, primary messages, research, strategy, tactics; develops and facilitates

outreach, public awareness campaigns, and special communications /media projects.

5. Writes and edit speeches, remarks, and scripts for press conferences and internal events, responses to reports, sensitive correspondence, and video or live presentations.
6. Builds awareness of County/Office news, programs, and initiatives by communicating and disseminating information to the media or the public through social media, web posts, videos, fact sheets, and other promotional and public information materials.
7. In conjunction with Department Heads, leads grant proposal development and submission—prepares and organizes materials for proposals, and submits and monitors grant applications. Submits grant applications via paper or online portals and maintains access information for those portals.
8. Monitors compliance of County awards, subrecipient agreements, and collaborative community programs, including but not limited to use of funds, System of Award Management validity, and continuing obligations associated therewith.
9. Research new funding and business development opportunities on a local, state, and federal level.

In coordination with the Finance Department, maintains a master list of grant deadlines, grant opportunities and all associated files and correspondence. Maintains library of grant support documents including resumes, bios, IRS forms, board, staff.

10. Acts as the Public Records Custodian; coordinates with County Legal Counsel to facilitate the provision of public records.

SUPERVISORY CONTROLS AND RESPONSIBILITIES:

No supervisory responsibilities. Supervised by Economic Development Administrator.

QUALIFICATION REQUIREMENTS:

Knowledge of . . .

- Thorough knowledge of Microsoft 365, Adobe Creative Suite, Media practices and buying; general office practices and procedures.
- Office management practices and procedures to ensure efficient workflow.

- Knowledge of social media, website management, emergency information, and historical perspective of organizational unit.

Ability to . . .

- Think critically and make recommendations on complex community and intergovernmental relations, community relations, media relations, community outreach, and public affairs issues and strategies.
- Learn County functions, operations, and associated public information and media relations issues.
- Communicate effectively, both verbally and in writing; present information clearly and persuasively to the media and in public settings; prepare clear, concise, and comprehensive correspondence, reports, studies, and other written materials.
- Exercise independent judgment within general policy guidelines. Navigate sensitive political environments.
- Develop, research, recommend, and implement comprehensive public information programs, including media relations, public relations, and marketing.
- Maintain grant compliance and reporting, including outcome measurement and grant budgets—taking responsibility for meeting high standards of effectiveness, timeliness, and completeness, including:
 -
- Draft compelling progress reports and targeted program updates (e.g., blog posts, press releases, FB) to funders that fully capture programmatic success
- Research statistics, trends and data for grant proposals and community advocacy

Additional skills:

- Keep detailed records and prepare accurate reports and findings
- Convey information, ideas, and facts both orally and in writing to supervisors, colleagues, and individuals, inside and outside the County, using language and a format the audience will best understand

EDUCATION AND/OR EXPERIENCE:

Bachelor's degree in communications, public relations, journalism, grant writing or related field. Prior experience in a public relations role or grant management, or any satisfactory equivalent combination of experience and training which demonstrates the ability to perform the above-described duties.

Must obtain FEMA certificates and continuing education in order to fulfill the PIO incident management role.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

- Work is primarily performed in an office, sitting at long periods of time. 40-hour workdays; occasional weekend or evenings
- Travel for training is sometimes necessary.
- Lifting of 30-40 lbs. record boxes, while reaching and maneuvering is occasionally needed. Bending and filing in low floor level drawers.



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
December 6, 2023		Letter of support for expansion of the Smith River National Recreation	
Time Needed:		Area in Curry County	
Financial Impact:		Description and Background:	
		Commissioner Herzog received an email inquiring if the Commissioners	
Category:		would consider writing a support letter for Senator Merkley's legislation for	
<input checked="" type="checkbox"/> Action/Discussion		the expansion of the Smith River National Recreation Area. This legislation	
<input type="checkbox"/> Consent		would provide a permanent ban on mining claims in the area. Past	
<input type="checkbox"/> Executive Session		Commissioner Boice provided a letter in 2021 and the Board provided a	
<input type="checkbox"/> Hire Order		letter in 2022.	
<input type="checkbox"/> Presentation			
Requested Motion:			
Approve letter expressing support for the Expansion of the Smith River National Recreation Area in Curry County			
Attachments:		Instructions Once Approved:	
1. Draft Letter			
2.			
3.			
4.			
5.			
Contact Person – Name and Department:			Date Submitted:
Natasha Tippetts on behalf of Commissioner Herzog			11/9/2023



BOARD OF COMMISSIONERS

JOHN HERZOG, CHAIR
BRAD ALCORN, VICE CHAIR
JAY TROST, COMMISSIONER

94235 Moore Street | Suite 122
Gold Beach, OR 97444
(541) 247-3296

December 6, 2023

Chairman Joe Manchin III
Ranking Member John Barrasso
304 Dirksen Senate Building
Washington DC 20510

RE: Support for the Expansion of the Smith River National Recreation Area in Curry County

Dear Chairman and Ranking Member John Barrasso

We are writing to express strong support for Senator Merkley's legislation to expand the beautiful Smith River Watershed that originates in Southwest Oregon.

This segment of Kalmiopsis Wilderness and Smith River head waters is a national treasure and a valuable asset to our coastal communities. It is a stronghold in providing salmon and steelhead for commercial and sport fisheries and too as drinking water for our downstream residents. We are pleased to know that this legislation provides a permanent ban on new mining claims and that there is no private land involved.

Thank you for your efforts to expand the Smith River National Recreation Area. It is an excellent investment in the health of our region,

Curry County Board of Commissioners,

John Herzog, Chair

Brad Alcorn, Vice Chair

Jay Trost, Commissioner



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Curry County Fair Board Discussion	
Time Needed:			
15 minutes			
Financial Impact:		Description and Background:	
N/A		I will give a report on the County Fair Board.	
Category:			
<input checked="" type="checkbox"/> Action/Discussion			
<input type="checkbox"/> Consent			
<input type="checkbox"/> Executive Session			
<input type="checkbox"/> Hire Order			
<input type="checkbox"/> Presentation			
Requested Motion:			
Attachments:		Instructions Once Approved:	
1.			
2.			
3.			
4.			
5.			
Contact Person – Name and Department:		Date Submitted:	
Ted Fitzgerald, Director of County Operations		11/28/23	



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Harm Reduction in Curry County	
Time Needed:			
15 minutes			
Financial Impact:		Description and Background:	
TBD		Certain harm reduction programs are operating within Curry County. The Board must address the allowance of harm reduction programs in accordance with the County's mission.	
Category:			
<input checked="" type="checkbox"/>	Action/Discussion		
<input type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
N/A			
Attachments:		Instructions Once Approved:	
1. 2022 Draft Ordinance and Code 2. Photographs 3. 4. 5.		N/A	
Contact Person – Name and Department:			Date Submitted:
Brad Alcorn, Vice-Chair			11/21/23

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

In the Matter of an Ordinance Imposing a)
Prohibition Upon Supervised Injection Site)
Facilities in Curry County) ORDINANCE NO. _____

WHEREAS, residents and business owners within Curry County have expressed concerns about negative impacts to communities resulting from supervised drug consumption facilities; and

WHEREAS, the US Department of Justice has recently indicated that it may not fully enforce federal law against supervised drug consumption facilities; and

WHEREAS, Curry County does not currently regulate the siting and establishment of supervised drug consumption facilities; and

WHEREAS, in order to respond to this rapidly emerging policy issue, the Board expresses a strong preference for prohibiting uses and activities such as supervised drug consumption facilities, which are established and designed to provide a location for individuals to consume illicit drugs intravenously, in Curry County; and

WHEREAS, without adequate regulations and review processes, new supervised drug consumption facilities may locate in areas that would create negative impacts and potential safety issues for the community; and

WHEREAS, it is in the best interest of Curry County to prohibit supervised drug consumption facilities from locating or establishing such a use in the County and the changes will promote the public health, safety, morals, and general welfare consistently with the goals and policies of the County's Comprehensive Plan.

WHEREAS, to impose a prohibition on supervised narcotic/drug consumption facilities, community health engagement locations, safe injection sites, and other uses or activities with the purpose of providing a location for individuals to possess and consume illicit drugs intravenously or by other means; Curry County adopts the foregoing as its findings of fact justifying adoption of this Ordinance; now, therefore;

THE BOARD OF COMMISSIONERS FOR THE COUNTY OF CURRY DOES ORDAIN AS FOLLOWS:

SECTION 1: TITLE

This Ordinance shall be known as Ordinance _____, an ordinance amending the Curry County Land Use Regulations with respect to **[SECTION TBD]**.

SECTION 2: ADOPTION

The Curry County Land Use Regulations Section [TBD] is hereby amended and in its entirety replaced, as attached. [attach entirety of amended section after discussion with CD]

SECTION 3: SEVERANCE CLAUSE

If any section, subsection, provision, clause or paragraph of this Ordinance shall be adjudged or declared by any court of competent jurisdiction to be unconstitutional or invalid, such judgement shall not affect the validity of the remaining portions of the Ordinance; and it is hereby expressly declared that every other section, subsection, provision clause or paragraph of this Ordinance enacted, irrespective of the enactment or validity of the portion thereof declared to be unconstitutional or invalid, is valid.

SECTION 4: EMERGENCY CLAUSE

The Board of Commissioners for the County of Curry deems this Ordinance necessary for the immediate preservation and protection of the public peace, health, safety, and general welfare for Curry County and declares an emergency exists, and this Ordinance shall be effective on _____, 2022.

DATED this _____ day of _____, 2022.

BOARD OF CURRY COUNTY COMMISSIONERS

Reviewed as to Form:

Anthony Pope, OSB #192939
Curry County Counsel

John Herzog, Chair

FIRST READING: _____, 2022
SECOND READING: _____, 2022
EFFECTIVE DATE: _____, 2022

Christopher Paasch, Vice Chair

Court Boice, Commissioner

xx.xxx Use Prohibited in all Land Use Districts

Supervised Drug Consumption Facilities (SDCF) designed to provide a hygienic environment where individuals are free to possess and consume illicit drugs intravenously or by other means are prohibited in all Land Use Zones in the County. Further, any other business that encourages or allows possession and consumption or otherwise, use of illicit substances, is prohibited in any Zone. This includes all uses established or activities undertaken for the above defined purposes, irrespective of how the use or activity is described. An SDCF may also be referred to as a medically supervised injection center, community health engagement location (when applicable), supervised injection site or facility, safe injection site, fix room, or drug consumption facility. This Ordinance shall take effect and be in force immediately upon adoption, [EFFECTIVE DATE], subsequent to proper legal notice publication and public hearing requirements as set forth by ORS 203.045. Any SDCF already in place prior to [EFFECTIVE DATE] shall not be subject to these restrictions.





CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Animal Control Update	
Time Needed:			
15 minutes			
Financial Impact:		Description and Background:	
TBD		<p>The Director of County Operations will give an update regarding current and future animal control services.</p> <p>In September, a volunteer assumed many of the animal control officer duties. That volunteer has since resigned, meaning the County's capacity to respond to animal control calls is severely diminished.</p> <p>The Board must to determine a direction in which to proceed with respect to animal control services offered throughout the County.</p> <p>Additionally, the County is only responsible for dog-at-large and dog licensing matters within the city limits of an incorporated city. The Board should assess entering into agreements with the incorporated cities in order to fund services.</p>	
Category:			
<input checked="" type="checkbox"/>	Action/Discussion		
<input type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
N/A			
Attachments:		Instructions Once Approved:	
1.			
2.			
3.			
4.			
5.			
Contact Person – Name and Department:		Date Submitted:	
Ted Fitzgerald, Director of County Operations		11/28/23	



CURRY COUNTY BOARD OF COMMISSIONERS
REQUEST FOR AGENDA ITEM
BUSINESS MEETING

Agenda Date:		Agenda Item Title:	
12/6/23		Pet Friendly Curry County	
Time Needed:			
15 minutes			
Financial Impact:		Description and Background:	
N/A		<p>A study of local businesses was conducted to determine how many are already pet friendly.</p> <p>The Board should discuss the possibility of the County being a pet friendly destination, with activities and destinations geared towards pet owners. This would be a great way to expand our tourism draw.</p>	
Category:			
<input checked="" type="checkbox"/>	Action/Discussion		
<input type="checkbox"/>	Consent		
<input type="checkbox"/>	Executive Session		
<input type="checkbox"/>	Hire Order		
<input type="checkbox"/>	Presentation		
Requested Motion:			
Attachments:		Instructions Once Approved:	
1. Survey 2. Report 3. 4. 5.			
Contact Person – Name and Department:			Date Submitted:
Jay Trost, Commissioner			11/28/23



Is Your Business Pet Friendly?

Welcome to the Southern Oregon Coast Pet Friendly Business Survey brought to you by Travel Curry Coast! We value your input in making our community more pet-friendly. Thank you for participating!

P1 anonymous

October 20, 2023 5:11 PM - 00:04:30 - Crescent City, United States - Windows 10 - Chrome 118

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Pets on a leash at all times when outside of RV; and not left unattended at RV sites or inside RV.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Our RV park is along the beach, it is a completely pet-friendly property, with doggi-bags provided along the walkways and sidewalks.

Q7 How do you handle pet waste management on your premises?

We provide doggi-bags along all of our sidewalks and walkways. We ask customers to pick up after their pets on walks, and at their RV sites.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Beachfront RV Park

P2 susieshoshana@yahoo.com

October 20, 2023 5:29 PM - 00:05:45 - Bend, United States - iOS 16.6 - Chrome 118

Q1 Are pets currently allowed in your establishment?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

None- Pets are not allowed in suites or even in vehicles on our lot.

Q7 How do you handle pet waste management on your premises?

We don't allow pets.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Pets are not a problem, the owners are. I am not looking forward to more pets in our community. Owners do not pick up after them and many constantly bark and are a noise issue. I would not support such an initiative.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

P3 happyhillskennel@gmail.com

October 20, 2023 6:15 PM - 00:05:19 - Wilsonville, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

We board dogs and cats

Daycare and

Overnight

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Cats

Q4 Do you charge an additional fee for customers with pets?

Yes

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Will there be a google search tab when you look up Gold Beach maybe tie into hotels, camp site etc web sites or searches

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Happy Hills Kennel LLC

541-425-5222

P4 anonymous

October 20, 2023 6:19 PM - 00:04:23 - Coos Bay, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Well behaved.. no aggression

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

All the above

Q7 How do you handle pet waste management on your premises?

Pick up & Disposal

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Nope

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Be patient.. considerate and understanding.. 'life happens

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

Q12 What is the name of your establishment? (for future promotional partnerships)

OREGON COAST PET & HOUSE SITTING SERVICES

P5 rdixon@cityofgoldbeach.org

October 20, 2023 6:32 PM - 00:03:29 - Newberg, United States - iOS 17.0.3 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

On leash.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

We are working on adding things that don't create biohazard issues.

Q7 How do you handle pet waste management on your premises?

We provide doggie poop bags and trash cans.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

I am the new lead at the Gold Beach Visitor Center and would like to look into a dog park.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Gold Beach Visitor Center

P6 anonymous

October 20, 2023 6:42 PM - 00:04:16 - Cameron Park, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Very Little

Q8 Have you encountered any challenges or issues related to being pet-friendly?

When we allowed pets, they destroyed furniture and soiled linens. I had to pay our cleaning crew for twice the amount of time needed to clean cabins. It cost far more to allow pets than it was worth.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

A dog park.

Dog waste bag stands would be helpful.

Not letting the homeless park on the sides of roads or camp in the park would limit human waste that dogs like to roll in.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

P7 anonymous

October 20, 2023 6:50 PM - 00:16:18 - Brookings, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

No

Q2 If yes, do you have any specific policies or restrictions for pets?

They leave a mess—poor owners

Q4 Do you charge an additional fee for customers with pets?

Yes

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

None

Q7 How do you handle pet waste management on your premises?

I expect customer to clean up after pets

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Yes, owners left animal for the day—it destroyed the unit.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

More responsible owners

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

P8 director@curryhomelesscoalition.org

October 20, 2023 6:50 PM - 00:05:14 - Crescent City, United States - iOS 16.7 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Pets must be on leash and under the control of their handler at all times.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water, food (when we have it available), leashes, collars if needed & available.

Q7 How do you handle pet waste management on your premises?

Handlers are responsible for cleaning up after their pets on premises.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Not yet.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

More bag dispensers with waste can attached strategically placed throughout the community.

Hitching posts for on leash dogs/cats while their people shop or eat in places not pet friendly.

Provide information at lodging locations about leash law's& jurisdictional control ex: beach is state jurisdiction & allows off leash. City is strictly on leash everywhere, etc.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Curry County Homeless Coalition. (Housing Navigation Center)

P9 anonymous

October 20, 2023 6:54 PM - 00:04:09 - Crescent City, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

Yes

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

Yes

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Dog beds...food and water bowls,...blankets...Beach towels and treats

Q7 How do you handle pet waste management on your premises?

Have a waste "trash can" available

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Guests are looking for pet friendly lodging and take amenities very seriously.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Gold Beach Country Cottage

P10 hookedonafelinecatgrooming@gmail.com

October 20, 2023 7:48 PM - 00:02:52 - Canby, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Must be current on Rabies vaccinations

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Small Animals

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Somewhat

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Bathing and grooming services

Q7 How do you handle pet waste management on your premises?

Clean it up and dispose of it

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Nope

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Community dog park

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

Q12 What is the name of your establishment? (for future promotional partnerships)

Hooked on a Feline cat grooming

P11 erin@turtlerockrv.com

October 20, 2023 7:50 PM - 00:03:13 - La Grande, United States - Windows 10 - Chrome 118

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Be aware of other pets at the resort. Keep your pet on a leash unless in a contained area and please pick up after your pets!

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

Yes

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Pet friendly area in the park and beach access to walk them!

Q7 How do you handle pet waste management on your premises?

Trash bins located around the resort!

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Turtle Rock RV Resort

P12 tamara@pithitude.com

October 20, 2023 7:54 PM - 00:08:07 - Crescent City, United States - Windows 10 - Chrome 118

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

On a leash, held in arms, or in a stroller.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Cats

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls and a treat jar.

Q7 How do you handle pet waste management on your premises?

Owner is responsible. If there is a mishap, we use the carpet shampooer.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

One woman mentioned a dog allergy and left when a dog came in.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

No.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Pithitude Gift Shop

P13 Ivanzante@yahoo.com

October 20, 2023 8:06 PM - 00:09:00 - Portland, United States - iOS 17.0.3 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

We are a non profit ... and have an office where we welcome pets. No restrictions

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Dog water bowl

Q7 How do you handle pet waste management on your premises?

Great question !! Because the port cannery building is a public building ... pet owners are expected to manage their dogs waste issues.

However it would be great if the port did have 'dog waste stations' ... as well as city parkand north and south jetties !!

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

As stated previously ...

'Dog waste stations' if you want a pet friendly town ... and a walkable town !! Many locals have commented on this !!

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Gold Beach Main Street

P14 davidpopa@aol.com

October 20, 2023 8:58 PM - 00:02:41 - Seattle, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Pick up after them

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Somewhat

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls , waste bags

Q7 How do you handle pet waste management on your premises?

Guests handle

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Not really

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Airbnb on the Illinois River

P15 anonymous

October 20, 2023 9:33 PM - 00:06:08 - Coos Bay, United States - Android 13 - Facebook 437

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

That the pet is well behaved, clean and courteous.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Only Small Dogs

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

None, it is the responsibility of the owner.

Q7 How do you handle pet waste management on your premises?

It is the responsibility of the owner

Q8 Have you encountered any challenges or issues related to being pet-friendly?

None

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Train the owners to behave with a pet in others establishment.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Service animals are always accepted inside the cafe. We have an indoor, pet-friendly seating area (with bistro tables), just outside of our dining room

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls, inside seating with tables.

Q7 How do you handle pet waste management on your premises?

Our tables are sanitized throughout the day, and any pet waste is promptly cleaned up, and the floor / chair / table, etc. is cleaned and the area is bleached and allowed to air dry with a 1:10 bleach solution.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Not so far!

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

None

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

The Sweetery at Gold Beach

P17 hiouchicafe@gmail.com

October 20, 2023 10:49 PM - 00:02:01 - Crescent City, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Service dogs allowed indoors

Pet friendly outdoor seating

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowl, dog treats

Q7 How do you handle pet waste management on your premises?

Customers supply bags and pick up own poop.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Historic Hiouchi Cafe

P18 constance@tropicaliabraziliancuisine.com

October 21, 2023 1:17 AM - 00:07:45 - Crescent City, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

No

Q2 If yes, do you have any specific policies or restrictions for pets?

Yes, established by Health Department

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowl outside

Q7 How do you handle pet waste management on your premises?

Never had an issue

Q8 Have you encountered any challenges or issues related to being pet-friendly?

People misunderstanding the limitations/regulations

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

A standardized sign

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Tropicália Brazilian Cuisine

P19 anonymous

October 21, 2023 1:19 AM - 00:01:12 - Aloha, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

Yes

P20 goldbeachkaren@gmail.com

October 21, 2023 1:25 AM - 00:04:09 - Seattle, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

On leash preferred

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Somewhat

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls

Q7 How do you handle pet waste management on your premises?

We have a grassy area that customers may use and provide bags. Area is for our clients only.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

A dog park would help.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

RE/MAX Ultimate Coastal Properties

P21 anonymous

October 21, 2023 1:53 AM - 00:04:16 - Crescent City, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

No

Q8 Have you encountered any challenges or issues related to being pet-friendly?

You might want to check with the health department on the legality of certain establishments allowing pets. To keep your license and to keep from getting slapped with a huge fine, restaurants are not permitted to allow anything other than service animals. Creating a pet friendly destination of gold beach would open many up to folks claiming their pet is a service animal.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Put out poop bags all over. We already have dog shit everywhere from local pet owners.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

P22 thelegendsarcade@gmail.com

October 21, 2023 5:02 AM - 00:02:54 - Crescent City, United States - Android 12 - Samsung Browser 22

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Must be well behaved and on a lead of some kind.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Treats for dogs

Q7 How do you handle pet waste management on your premises?

Haven't had it come up yet

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Not yet, just opening

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Legends Arcade

P23 anonymous

October 21, 2023 5:41 AM - 00:04:32 - Coos Bay, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

No

Q2 If yes, do you have any specific policies or restrictions for pets?

Poets allowed in picnic grove

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls. Homemade dog treats. Allowed in outdoor dining area

Q7 How do you handle pet waste management on your premises?

Never had an issue. Pet owners have responsibility taken care of it.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Golden Harvest Herban Farm and bakery

P24 dirtroadiva@gmail.com

October 21, 2023 2:36 PM - 00:01:20 - Crescent City, United States - Windows 10 - Edge 118

Q1 Are pets currently allowed in your establishment?

Yes

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

P25 kathworking@gmail.com

October 21, 2023 7:37 PM - 00:02:52 - Hillsboro, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Just a pet fee per stay.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

Yes

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Towels, toys, and treats.

Q7 How do you handle pet waste management on your premises?

I ask the guests to please pick up after pet

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Minor damage to rooms

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Letting the public know where they can take their pet

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Stunning Rogue River and Beach Views.

P26 anonymous

October 21, 2023 8:27 PM - 00:01:37 - Issaquah, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

No

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Small Animals

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls. Treats

Q7 How do you handle pet waste management on your premises?

Pick it up

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Marstall Financial

P27 anonymous

October 21, 2023 9:02 PM - 00:04:06 - Aloha, United States - Windows 10 - Chrome 118

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

NO, BUT WE HAVE FREE DOG BISCUITS

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

PET FRIENDLY AREA, FREE DOGGY POOP BAGS AND WATER

Q7 How do you handle pet waste management on your premises?

FREE BAGS AND RECEPTACLE

Q8 Have you encountered any challenges or issues related to being pet-friendly?

NO

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

GOLD BEACH VISITORS CENTER

P28 shae@sunnypatchranch.com

October 22, 2023 3:24 AM - 00:04:17 - Seattle, United States - iOS 16.6.1 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Dogs welcome. We do not take cats.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

Yes

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Outdoor off-leash area. We require dogs to be under owner supervision at all times.

Q7 How do you handle pet waste management on your premises?

Our staff picks up pet waste twice a day on our grounds and we have disposal containers for it.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Sunny Patch Ranch - Coastal Farmstay Lodge & Med Spa

P29 anonymous

October 22, 2023 6:29 AM - 00:05:09 - Honolulu, United States - Android 13 - Facebook 436

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Must be attended and polite in the store.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Very Little

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowl, treats with human permission.

Q7 How do you handle pet waste management on your premises?

Not an issue.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

No

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

A dog park. Waste station at popular beaches. A vet.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

I just volunteer there. Wild River Animal Shelter Thrift and gift.

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Yes- dogs are welcome in certain areas but they must be well behaved and well socialized with people and other dogs. Dogs must be on leash and are not allowed on the furniture.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Somewhat

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Water bowls, dog treats and dog blankets when needed

Q7 How do you handle pet waste management on your premises?

We have plastic bags available to Owners, and pets are not allowed to eliminate waste in our facility. They must be taken for a walk outside.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Yes, indeed, especially post pandemic, many ill behaved or poorly socialized. Dogs have attempted to visit our establishment. People have been hit other dogs have been attacked. It's usually a case of owner, ignorance and lack of training.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

It is unfortunate, but I think it is necessary to spell out within your establishment. What the expected behavior is. We have a laminated card that we hand to guests, we'd be happy to share what we have done to continue to be pet friendly with your program.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Chetco Brewing Company

P31 anonymous

October 24, 2023 2:24 AM - 00:09:25 - Crescent City, United States - Windows 10 - Edge 118

Q1 Are pets currently allowed in your establishment?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

No

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Our business has tried being pet-friendly before and it was a total disaster. For the most part, people do not follow the rules for their pets, they think they have the best "pet" in the world and let their animal behave however they wish. This mentality and disrespect of other people's "things" made us become not pet-friendly. We only accommodate true Certified Service Pets as it is the law and they are the best behaved animals.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Don't continue with this "promotion" it's a waste of time and will hurt the businesses that do not want pets affiliated with their businesses, and for good reason, to protect their assets and increases their legal liabilities to others around.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

P32 anonymous

October 25, 2023 10:04 AM - 00:08:27 - Crescent City, United States - iOS 16.6 - Facebook undefined

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Pets must be on leash, but are always welcome in our store!

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

All Pets

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

We offer pet supplies, a self serve dog wash station, treats, pet food, medicine, vaccines, and our dog bakery. Water bowls are easily accessible and our entire store is pet friendly.

Q7 How do you handle pet waste management on your premises?

We have extra poop bags if needed and grass close by our store.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Nope, we love pets and welcome them all!

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

I'd love to get involved with making our town more pet friendly. I work at Woofs Dog Bakery, if you'd like to get in contact with us. I'm sure my team has lots of ideas we could contribute.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

Woofs Dog Bakery and Holistic Pet Supplies
located in Brookings and Gold Beach
Feel free to contact
541-740-3883

P33 mewildetoo@gmail.com

October 25, 2023 2:00 PM - 00:02:59 - Crescent City, United States - Android 13 - Facebook 437

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Must be leashed, well mannered and the human must be responsible for their dog

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Dogs

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q7 How do you handle pet waste management on your premises?

Charge a 25.00 refundable pet clean up fee.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Yes

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

No

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Need a fricken fenced in dog park with a separate area for small and large dogs

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

No

Q12 What is the name of your establishment? (for future promotional partnerships)

Beach Paws Kennel. Raise Scottish Terriers

P34 anonymous

October 30, 2023 10:02 PM - 00:12:07 - Issaquah, United States - Windows 10 - Chrome 116

Q1 Are pets currently allowed in your establishment?

Yes

Q2 If yes, do you have any specific policies or restrictions for pets?

Pets must be leashed at all times except when in the K-9 Park. Owners must clean up after their pets.

Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?

Cats

Q4 Do you charge an additional fee for customers with pets?

No

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?

Yes

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Note: The answer to the question of whether we charge for pets is this.

If the guest is staying in their own RV or tent there is no charge for the pet.

If the guest is staying in one of our accommodations (ie Destination RV trailer or a cabin), we do charge a fee for pets.

Q7 How do you handle pet waste management on your premises?

The Bandon Port Orford KOA has baggies for pet pick up and trash bin as well. We have these in the K-9 park as well as in the grass area in the front of the camp area.

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Our challenge is that some pet owners do not clean up after their pets and some do not keep them leashed. In addition, some owners leave their pets unattended or alone in their RV's. The dogs bark non-stop until they return.

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?

Yes

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

I think it is important to remind pet owners to be responsible so that their pets do not infringe on the other

people's time and space.

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?

Yes

Q12 What is the name of your establishment? (for future promotional partnerships)

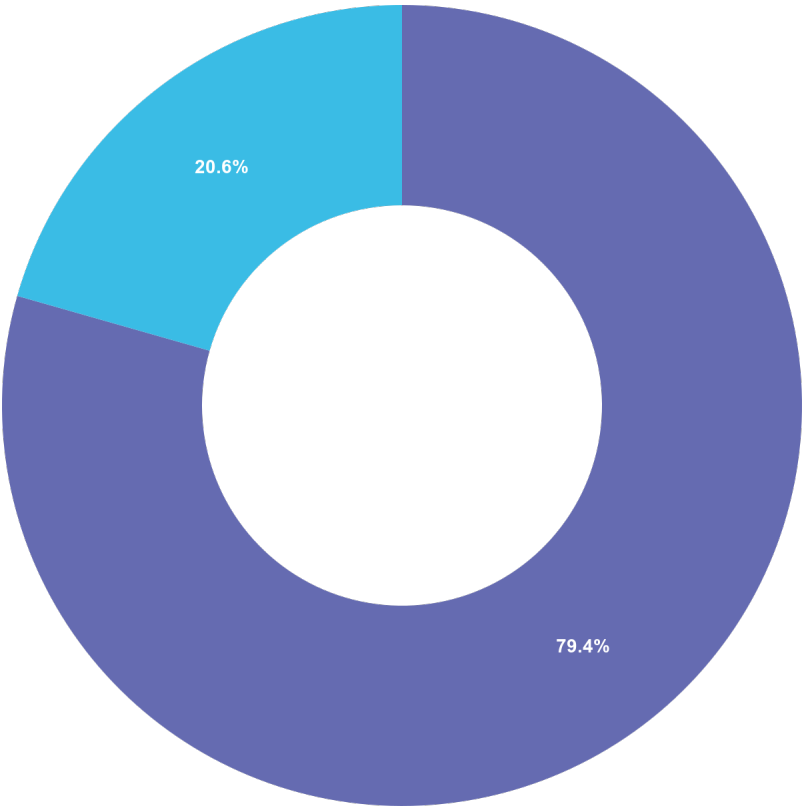
Bandon Port Orford KOA



Is Your Business Pet Friendly?

Welcome to the Southern Oregon Coast Pet Friendly Business Survey brought to you by Travel Curry Coast! We value your input in making our community more pet-friendly. Thank you for participating!

Q1 Are pets currently allowed in your establishment?*



Answered: 34 Unanswered: 0

Choice		Total
	Yes	27
	No	7

Q2 If yes, do you have any specific policies or restrictions for pets?

Monday, October 30, 2023 at 10:02 PM UTC

Pets must be leashed at all times except when in the K-9 Park. Owners must clean up after their pets.

Wednesday, October 25, 2023 at 2:00 PM UTC

Must be leashed, well mannered and the human must be responsible for their dog

Wednesday, October 25, 2023 at 10:04 AM UTC

Pets must be on leash, but are always welcome in our store!

Sunday, October 22, 2023 at 3:59 PM UTC

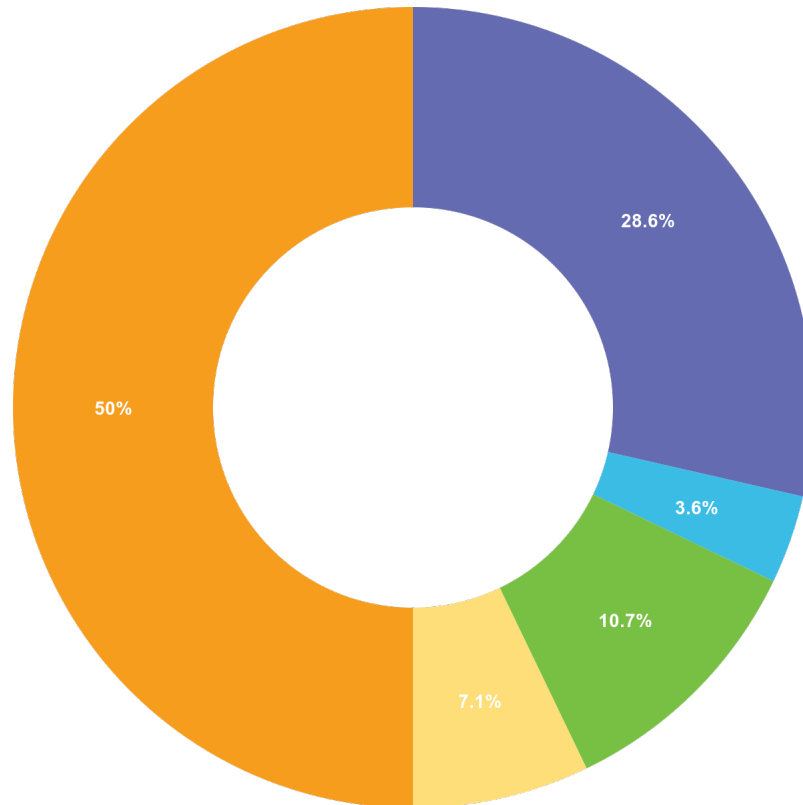
Yes- dogs are welcome in certain areas but they must be well behaved and well socialized with people and other dogs. Dogs must be on leash and are not allowed on the furniture.

Sunday, October 22, 2023 at 6:29 AM UTC


Must be attended and polite in the store.

Answered: 27 Unanswered: 7

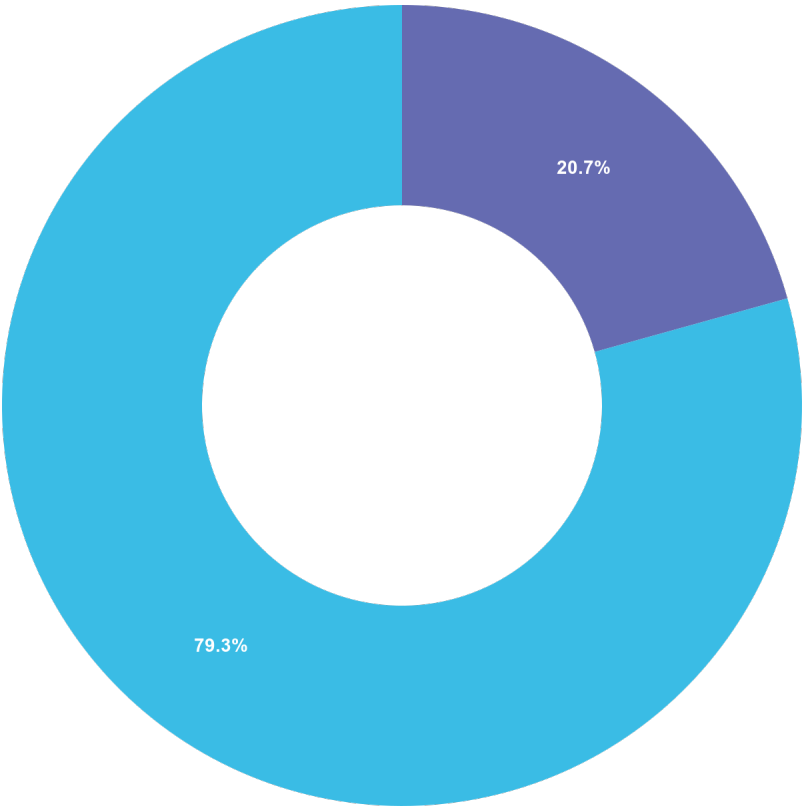
Q3 What types of pets are allowed (e.g., dogs, cats, small animals)?



Answered: 28 **Unanswered:** 6

Choice	Total
 Dogs	8
 Only Small Dogs	1
 Cats	3
 Small Animals	2
 All Pets	14

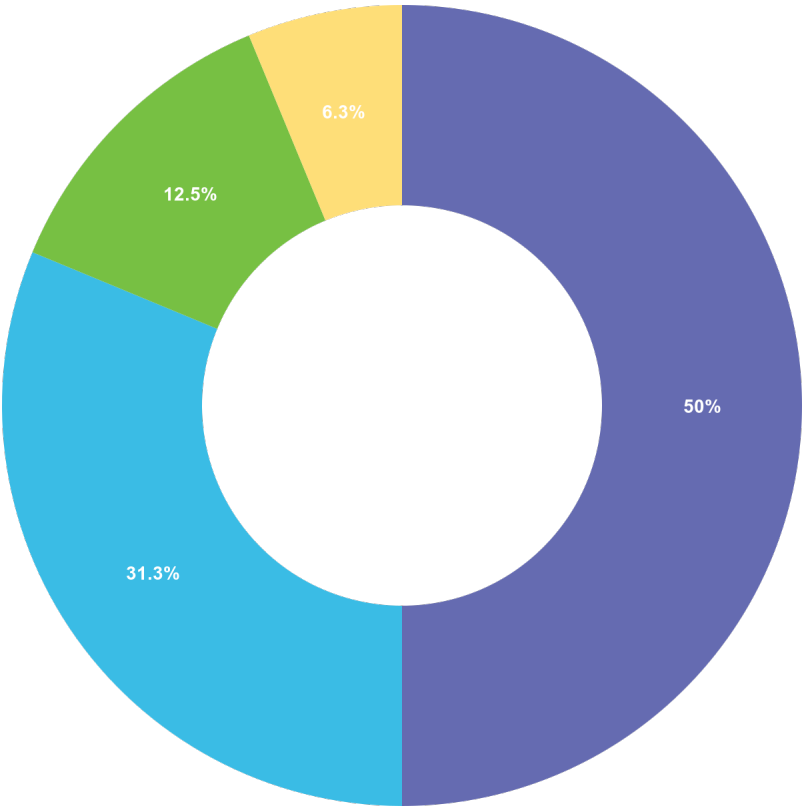
Q4 Do you charge an additional fee for customers with pets?




Answered: 29 Unanswered: 5

Choice		Total
<div></div>	Yes	6
<div></div>	No	23

Q5 Have you noticed an increase in customer traffic due to being pet-friendly?



Answered: 32 Unanswered: 2

Choice		Total
	Yes	16
	No	10
	Somewhat	4
	Very Little	2

Q6 What amenities or accommodations do you provide for customers with pets (e.g., water bowls, pet-friendly areas)?

Monday, October 30, 2023 at 10:02 PM UTC

Note: The answer to the question of whether we charge for pets is this.

If the guest is staying in their own RV or tent there is no charge for the pet.

If the guest is staying in one of our accommodations (ie Destination RV trailer or a cabin), we do charge a fee for pets.

Wednesday, October 25, 2023 at 10:04 AM UTC

We offer pet supplies, a self serve dog wash station, treats, pet food, medicine, vaccines, and our dog bakery. Water bowls are easily accessible and our entire store is pet friendly.

Sunday, October 22, 2023 at 3:59 PM UTC

Water bowls, dog treats and dog blankets when needed

Sunday, October 22, 2023 at 6:29 AM UTC

Water bowl, treats with human permission.

Sunday, October 22, 2023 at 3:24 AM UTC

Outdoor off-leash area. We require fogs to be under owner supervision at all times.

Answered: 27 Unanswered: 7

Q7 How do you handle pet waste management on your premises?

Monday, October 30, 2023 at 10:02 PM UTC

The Bandon Port Orford KOA has baggies for pet pick up and trash bin as well. We have these in the K-9 park as well as in the grass area in the front of the camp area.

Wednesday, October 25, 2023 at 2:00 PM UTC

Charge a 25.00 refundable pet clean up fee.

Wednesday, October 25, 2023 at 10:04 AM UTC

We have extra poop bags if needed and grass close by our store.

Sunday, October 22, 2023 at 3:59 PM UTC

We have plastic bags available to Owners, and pets are not allowed to eliminate waste in our facility. They must be taken for a walk outside.

Sunday, October 22, 2023 at 6:29 AM UTC

Not an issue.

Answered: 28 Unanswered: 6

Q8 Have you encountered any challenges or issues related to being pet-friendly?

Monday, October 30, 2023 at 10:02 PM UTC

Our challenge is that some pet owners do not clean up after their pets and some do not keep them leashed. In addition, some owners leave their pets unattended or alone in their RV's. The dogs bark non-stop until they return.

Wednesday, October 25, 2023 at 2:00 PM UTC

Yes

Wednesday, October 25, 2023 at 10:04 AM UTC

Nope, we love pets and welcome them all!

Tuesday, October 24, 2023 at 2:24 AM UTC

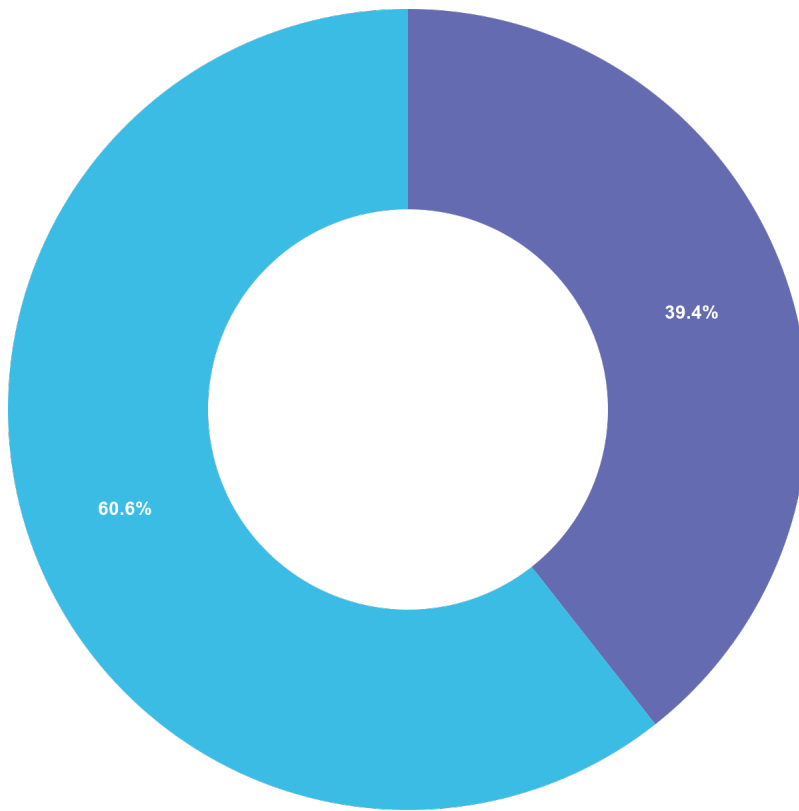
Our business has tried being pet-friendly before and it was a total disaster. For the most part, people do not follow the rules for their pets, they think they have the best "pet" in the world and let their animal behave however they wish. This mentality and disrespect of other people's "things" made us become not pet-friendly. We only accommodate true Certified Service Pets as it is the law and they are the best behaved animals.

Sunday, October 22, 2023 at 3:59 PM UTC

Yes, indeed, especially post pandemic, many ill behaved or poorly socialized. Dogs have attempted to visit our establishment. People have been bit other dogs have been attacked. It's usually a case of owner, ignorance and lack of training.

Answered: 30 **Unanswered:** 4

Q9 Would you be interested in receiving training or resources on pet-friendly best practices?



Answered: 33 Unanswered: 1

Choice		Total
	Yes	13
	No	20

Q10 Do you have any suggestions for improving the pet-friendly experience in our community?

Monday, October 30, 2023 at 10:02 PM UTC

I think it is important to remind pet owners to be responsible so that their pets do not infringe on the other people's time and space.

Wednesday, October 25, 2023 at 2:00 PM UTC

Need a fricken fenced in dog park with a separate area for small and large dogs

Wednesday, October 25, 2023 at 10:04 AM UTC

I'd love to get involved with making our town more pet friendly. I work at Woofs Dog Bakery, if you'd like to get in contact with us. I'm sure my team has lots of ideas we could contribute.

Tuesday, October 24, 2023 at 2:24 AM UTC

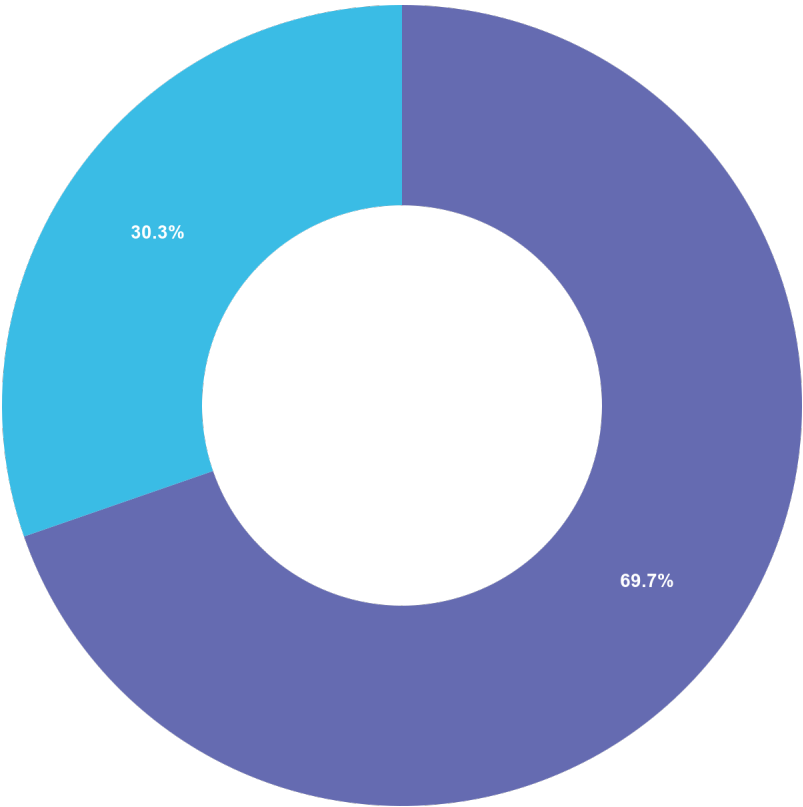
Don't continue with this "promotion" it's a waste of time and will hurt the businesses that do not want pets affiliated with their businesses, and for good reason, to protect their assets and increases their legal liabilities to others around.

Sunday, October 22, 2023 at 3:59 PM UTC

It is unfortunate, but I think it is necessary to spell out within your establishment. What the expected behavior is. We have a laminated card that we hand to guests, we'd be happy to share what we have done to continue to be pet friendly with your program.

Answered: 23 Unanswered: 11

Q11 Would you like to receive a 'Pet-Friendly Business' certification or designation?



Answered: 33 Unanswered: 1

Choice		Total
	Yes	23
	No	10

Q12 What is the name of your establishment? (for future promotional partnerships)

Monday, October 30, 2023 at 10:02 PM UTC

Bandon Port Orford KOA

Wednesday, October 25, 2023 at 2:00 PM UTC

Beach Paws Kennel. Raise Scottish Terriers

Wednesday, October 25, 2023 at 10:04 AM UTC

Woofs Dog Bakery and Holistic Pet Supplies

located in Brookings and Gold Beach

Feel free to contact

541-740-3883

Sunday, October 22, 2023 at 3:59 PM UTC

Chetco Brewing Company

Sunday, October 22, 2023 at 6:29 AM UTC

I just volunteer there. Wild River Animal Shelter Thrift and gift.

Answered: 26 Unanswered: 8