

BOOK 113 PAGE 635 COUNTY COURT JOURNAL  
**NOTICE OF BOARD WORKSHOP AND BOARD MEETING**  
of the  
**TILLAMOOK COUNTY BOARD OF COMMISSIONERS**  
Also sitting as the Board of the  
SOLID WASTE SERVICE DISTRICT,  
THE 4-H AND EXTENSION SERVICE DISTRICT  
AND COUNTY ROAD DISTRICT  
to be held

FILED  
5-19  
AUG - 7 2015  
TASSI O'NEIL  
COUNTY CLERK

**Wednesday, July 29, 2015**  
**Workshop at 8:30 a.m.**  
**Commissioners' Meeting Room B**  
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

**Board Meeting at 10:00 a.m.**  
**Commissioners' Meeting Room A**  
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

**BOARD OF COMMISSIONERS**

Tim Josi, Chair  
E-mail: [tjosi@co.tillamook.or.us](mailto:tjosi@co.tillamook.or.us)

Mark Labhart, Vice Chair  
E-mail: [mlabhart@co.tillamook.or.us](mailto:mlabhart@co.tillamook.or.us)

Bill Baertlein, Commissioner  
E-mail: [bbaertle@co.tillamook.or.us](mailto:bbaertle@co.tillamook.or.us)  
201 Laurel Avenue  
Tillamook, Oregon 97141  
Phone: (503) 842-3403 FAX: (503) 842-1384

ANY QUESTIONS? Contact  
Paul Levesque (503) 842-1809  
E-mail: [plevesqu@co.tillamook.or.us](mailto:plevesqu@co.tillamook.or.us)

COUNTY WEBSITE: <http://www.co.tillamook.or.us>

WATCH THIS MEETING ONLINE: [tctvonline.com](http://tctvonline.com)  
OR ON TV: TCTV Channel 4

Friday – 1:00 p.m.  
Monday – 7:00 p.m.  
Thursday – 9:30 a.m.

Saturday – 3:30 a.m.  
Tuesday – 10:00 p.m.

Sunday – 7:00 p.m.  
Wednesday – 7:00 a.m.

NOTE: The Board of Commissioners reserves the right to recess to Executive Session as may be required at any time during this meeting, pursuant to ORS 192.660(1).

NOTE: The Tillamook County Courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing, visual or manual impairments who wish to participate in the meeting, please contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

## AGENDA

### WORKSHOP - AUDIO07-29-2015A.MP3

#### Commissioner Baertlein was absent (vacation)

CALL TO ORDER: Wednesday, July 29, 2015 8:30 a.m.

1. Welcome & Request to Sign Guest List
2. 00:15 Public Comment – Non-Agenda Items – There were none
3. 00:25 Discussion Concerning Request from the Tillamook Chamber of Commerce to Use Bayocean Spit on August 15 for the Annual Tillamook Bay Run/Justin Aufdermauer, Del Schleichert
4. 01:07 Discussion Concerning Purchase Order #16448 to Oregon Corrections Enterprises for Barview Park Cabin Furniture Package/Del Schleichert
5. 02:02 Discussion Concerning an Intergovernmental Agreement (#148080) with the Oregon Department of Human Services for the Financing of Community Developmental Disability Services/Frank Hanna-Williams
6. 03:18 Discussion Concerning an Order Appointing Michele Hunter and Reappointing Carmen Ervin Rost to the Tillamook County Community Health Council/Tim Josi
7. 03:57 Discussion Concerning Professional Services Agreement 15/16-006 with Tillamook Bay Dental for Federally Qualified Health Center (FQHC) Oregon Health Plan, Medicaid and Non-Insured Dental Services/Tim Josi
8. 04:27 Discussion Concerning Contract for Goods with RNBS, Inc. for Purchase of Rugged Notebook Computer Supplies Project/Michael Soots
- 06:03 UNSCHEDULED: Windows 10
9. Library Update/Sara Charlton
  - a. 07:30 Library Closure to Lay New Carpet August 24-29, 2015
10. Human Resources Report/Mona Hamblen
  - 08:39 Chris Underwood Resignation  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi to refill Mr. Underwood's position with a Computer Operations Technician. The motion carried with two aye votes.
  - 12:11 AFSCME Contract Negotiations
  - 14:40 Teamsters Contract Ratified
11. Community Development Update/Bryan Pohl
  - a. 17:20 Discussion and Consideration of an Out-of-State Travel Request for Leonard Brogden to Attend the Inspector/Professional Certification Exam Preparation for Building Official Technology Certification from 10-04-15 to 10-09-15 in Seatac, Washington; and b. Discussion and Consideration of an Out-of-State Travel Request for Leonard Brogden to Take the Certified Building Official Technology Exam  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The chair signed the two request forms.

12. Chief of Staff Report/Rachel Hagerty
  - a. 19:11 Discussion Concerning a Grant Application to the Oregon Department of Veterans' Affairs (ODVA) for 2015-2016 ODVA Funds
13. Board Concerns – Non-Agenda Items
  - 23:10 Potentially Hazardous Letters Received by Tillamook Sheriff's Office
14. Public Comments – There were none

**ADJOURN – 8:53 a.m.**

**MEETING - AUDIO07-29-2015B.MP3**

**Commissioner Baertlein was absent (vacation)**

CALL TO ORDER: Wednesday, July 29, 2015 10:00 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items – There were none
3. 00:31 Announce Library Closure to Lay New Carpet August 24-29, 2015/Sara Charlton
4. 02:49 Board of County Commissioners' Meeting Minutes for Leadership Team Meeting on July 6, 2015  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The board signed the minutes.
5. 03:05 Consideration of Request from the Tillamook Chamber of Commerce to Use Bayocean Spit on August 15 for the Annual Tillamook Bay Run/Tim Josi  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes.
6. 03:50 Consideration of Purchase Order #16448 to Oregon Corrections Enterprises for Barview Park Cabin Furniture Package/Tim Josi  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The chair signed the purchase order.
7. 05:34 Consideration of an Intergovernmental Agreement (#148080) with the Oregon Department of Human Services for the Financing of Community Developmental Disability Services/Frank Hanna-Williams  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The chair signed the agreement.
8. 09:58 Consideration of an Order Appointing Michele Hunter and Reappointing Carmen Ervin Rost to the Tillamook County Community Health Council/Tim Josi  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The board signed Order #15-058.

9. 11:01 Consideration of Professional Services Agreement 15/16-006) with Tillamook Bay Dental for Federally Qualified Health Center (FQHC) Oregon Health Plan, Medicaid and Non-Insured Dental Services/Tim Josi  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The board signed the agreement.
10. 11:55 Consideration of Contract for Goods with RNBS, Inc. for Purchase of Rugged Notebook Computer Supplies Project/Michael Soots  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The board signed the contract.
11. Consideration of a Grant Application to the Oregon Department of Veterans' Affairs (ODVA) for 2015-2016 ODVA Funds/Paul Levesque  
Pulled from the agenda

**Chair Josi recessed the meeting at 10:15 a.m.**

**Chair Josi reconvened the meeting at 10:27 a.m. - AUDIO07-29-2015C.MP3**

UNSCHEDULED: State Court Facilities Report/Mark Labhart

**10:30 a.m.**

12. **Second Public Hearing** Concerning Proposed Ordinance #77 Authorizing the Creation of the Salmonberry Trail Intergovernmental Agency Intergovernmental Agreement  
15:58 Chair Josi opened the public hearing  
19:28 Chair Josi closed the public hearing  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The board signed Ordinance #77.
13. 19:30 Consideration of Intergovernmental Agreement Creating the Salmonberry Trail Intergovernmental Agency  
A motion was made by Vice-Chair Labhart and seconded by Chair Josi. The motion carried with two aye votes. The board signed the agreement.
14. Board Concerns – Non-Agenda Items & Announcements  
13:23 Fair (AUDIO07-29-2015B.MP3)  
14:20 Announcements (AUDIO07-29-2015B.MP3)
15. Public Comments – There were none

**ADJOURN – 10:47 a.m.**

## AGENDA

### WORKSHOP

CALL TO ORDER: Wednesday, July 29, 2015 8:30 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items
3. Discussion Concerning Request from the Tillamook Chamber of Commerce to Use Bayocean Spit on August 15 for the Annual Tillamook Bay Run/Justin Aufdermauer, Del Schleichert
4. Discussion Concerning Purchase Order #16448 to Oregon Corrections Enterprises for Barview Park Cabin Furniture Package/Del Schleichert
5. Discussion Concerning an Intergovernmental Agreement (#148080) with the Oregon Department of Human Services for the Financing of Community Developmental Disability Services/Frank Hanna-Williams
6. Discussion Concerning an Order Appointing Michele Hunter and Reappointing Carmen Ervin Rost to the Tillamook County Community Health Council/Marlene Putman
7. Discussion Concerning Professional Services Agreement 15/16-006 with Tillamook Bay Dental for Federally Qualified Health Center (FQHC) Oregon Health Plan, Medicaid and Non-Insured Dental Services/Marlene Putman
8. Discussion Concerning Contract for Goods with RNBS, Inc for Purchase of Rugged Notebook Computer Supplies Project/Michael Soots
9. Library Update/Sara Charlton
  - a. Library Closure to Lay New Carpet August 24-29, 2015
10. Human Resources Report/Mona Hamblen
11. Community Development Update/Bryan Pohl
  - a. Discussion and Consideration of an Out-of-State Travel Request for Leonard Brogden to Attend the Inspector/Professional Certification Exam Preparation for Building Official Technology Certification from 10-04-15 to 10-09-15 in Seatac, Washington
  - b. Discussion and Consideration of an Out-of-State Travel Request for Leonard Brogden to Take the Certified Building Official Technology Exam
12. Chief of Staff Report/Paul Levesque
  - a. Discussion Concerning a Grant Application to the Oregon Department of Veterans' Affairs (ODVA) for 2015-2016 ODVA Funds
13. Board Concerns – Non-Agenda Items
14. Public Comments

### ADJOURN

## MEETING

CALL TO ORDER: Wednesday, July 29, 2015 10:00 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items
3. Announce Library Closure to Lay New Carpet August 24-29, 2015/Sara Charlton

## CONSENT CALENDAR

4. Board of County Commissioners' Meeting Minutes for Leadership Team Meeting on July 6, 2015

## LEGISLATIVE – ADMINISTRATIVE

5. Consideration of Request from the Tillamook Chamber of Commerce to Use Bayocean Spit on August 15 for the Annual Tillamook Bay Run/Justin Aufdermauer, Del Schleichert
6. Consideration of Purchase Order #16448 to Oregon Corrections Enterprises for Barview Park Cabin Furniture Package/Del Schleichert
7. Consideration of an Intergovernmental Agreement (#148080) with the Oregon Department of Human Services for the Financing of Community Developmental Disability Services/Frank Hanna-Williams
8. Consideration of an Order Appointing Michele Hunter and Reappointing Carmen Ervin Rost to the Tillamook County Community Health Council/Marlene Putman
9. Consideration of Professional Services Agreement 15/16-006) with Tillamook Bay Dental for Federally Qualified Health Center (FQHC) Oregon Health Plan, Medicaid and Non-Insured Dental Services/Marlene Putman
10. Consideration of Contract for Goods with RNBS, Inc for Purchase of Rugged Notebook Computer Supplies Project/Michael Soots
11. Consideration of a Grant Application to the Oregon Department of Veterans' Affairs (ODVA) for 2015-2016 ODVA Funds/Paul Levesque

**10:30 a.m.**

12. **Second Public Hearing** Concerning Proposed Ordinance #77 Authorizing the Creation of the Salmonberry Trail Intergovernmental Agency Intergovernmental Agreement
13. Consideration of Intergovernmental Agreement Creating the Salmonberry Trail Intergovernmental Agency/Paul Levesque
14. Board Concerns – Non-Agenda Items & Announcements
15. Public Comments

**ADJOURN**

## BOARD MEETINGS AND ANNOUNCEMENTS

The commissioners will take a court facilities tour at the Courthouse on **Wednesday, July 29, 2015** beginning at **noon** at the commissioners' office at 201 Laurel Avenue, Tillamook, Oregon.

A Leadership Team Meeting of the County Board of Commissioners with the Tillamook County Elected Officials and Department Heads will be held on **Monday, August 3, 2015 at 8:00 a.m.** The meeting will be held in the commissioners' meeting Rooms A&B in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The commissioners **will not hold a workshop or board meeting** on **Wednesday, August 5, 2015** in order to participate in activities and events at the Tillamook County Fair.

The commissioners **will not hold a workshop or board meeting** on **Wednesday, August 26, 2015**. The commissioners will attend the Oregon Coast Economic Summit hosted by the Oregon Legislative Coastal Caucus in Grand Ronde, Oregon.

The commissioners' evening meeting schedule will resume in October.

# BOARD OF COMMISSIONERS' WORKSHOP

## Wednesday, July 29, 2015

	Present	Absent		Present	Absent
Mark Labhart	✓	—	Bill Baertlein	—	✓ vacation
Tim Josi	✓	—	Paul Levesque	—	✓ vacation

PLEASE PRINT

Name	Address	Item of Interest
------	---------	------------------

GUS Meyer		all
JOHN GETTMAN		all
DA SEALEICHERT		Dec 3-4
Michael Scots		
Frank Hanna-Williams		#45
Sara Charlton		Library
Bryn Penn		DLD
Andy Long		All
Shawna Blanchard		All
Deanne Upson		Approved
Mona L. Hamblen		HR
Rachel Hayes		For Paul

(Please use reverse if necessary)



# BOARD OF COMMISSIONERS' MEETING

Wednesday, July 29, 2015

	Present	Absent		Present	Absent
Mark Labhart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bill Baertlein	<input type="checkbox"/>	<input checked="" type="checkbox"/> vacation
Tim Josi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paul Levesque	<input type="checkbox"/>	<input checked="" type="checkbox"/> vacation
Bill Sargent	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

PLEASE PRINT

Name	Address	Item of Interest
------	---------	------------------

Michael Soots		# 8
Sara Chantler		L. brown
Rechel Hajecky		For Paul
Frank Hanna		

(Please use reverse if necessary)

PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00  
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

TILLAMOOK COUNTY TRAVEL AUTHORIZATION

2015

Please complete this form and obtain required signatures **before** traveling.

1. Name of Employee/Traveler: Leonard Brogden 2. Date: 7/15/15

3. Training Related/Conference (if yes, attach Agenda):  
 Yes  No  
 4. Airfare/Railfare: \$0.00 Confirmation Number:

5. Name of Conference or Training: Construction Exam Center - CBO Technology  
 6. Conference/Training Cost: \$995.00

7. Itinerary:  
 Destination (City, State): Seatac, WA  
 Est. Departure Date: 10/4/2015 Time: 10:30 AM  
 Est. Return Date: 10/9/2015 Time: 7:30 PM  
 8. Lodging Reservation Information:  
 Hotel Name: Hampton Inn Suites  
 Address: 18850 28th Avenue South  
 Seatac, WA  
 Phone number: 206-244-5044  
 Confirmation Number: 000082390764

9. Miscellaneous Expenses:  
 (Identify Specific Expenses: Taxis, Shuttles, Etc.)  
 a. \$0.00 c. \$0.00  
 b. \$0.00 d. \$0.00  
 10. Lodging Rate:  
 Amount per Night: \$94.00  
 Tax per Night: \$13.66  
 Total per Night: \$107.66

11. Meals: (Please CHECK which rate you are using in ONE box below)  
 Daily Meal Rate without receipts (See policy):   
 CONUS Rate with detailed receipts and accounting:

\*Daily Rate: \$40 \*(Standard rate or City Conus Rate)  

# of Meals	x Rate	Total
Breakfast:		\$ -
Lunch: 6	\$12.00	\$ 72.00
Dinner: 6	\$20.00	\$ 120.00
Total Meals:		\$ 192.00

 12. Cost of Trip:  
 Airfare/Railfare: \$0.00  
 Lodging: \$538.28  
 Meal Per Diem: \$192.00  
 Personal Car Miles: \$0.00  
 Training/Conference Cost: \$995.00  
 Miscellaneous: \$0.00  
**Total Not To Exceed: \$1,725.28**


13. Personal Car Miles  
 Total miles round trip: x 0.575 \$ -


14. Purpose of Trip (Be Specific):  
 Training to complete the Technology portion of his Certified Building Official certification. This will also complete most of his continuing education requirements for his ICC certifications as well.

15. Approved for Payment:  

Meal Per Diem:	\$192.00	Transportation:	\$0.00
Personal Car Miles:	\$0.00	Training/Conference:	\$995.00
Misc:	\$0.00	<b>Total</b>	<b>\$1,725.28</b>
Lodging:	\$538.28		

16. Employee/Traveler Signature:  Date: 7-15-15

17. Department Head/Designee Signature:  Date: 7/15/15

18. Board of Commissioner's Signature (Required for Out-Of-State)  Date: 7/29/15

# CONSTRUCTION EXAM CENTER

770 W. Hampden Ave., Suite 342

MAIL TO: Post Office Box 1266

Englewood, CO 80150-1266

(303)788-0722 • 1-800-772-6470 • FAX (303)788-0424

www.constructionexam.com



**INSPECTOR / PROFESSIONAL CERTIFICATION EXAM PREPARATION**  
**———— FIVE-DAY TRAINING SEMINAR ————**  
**SEPT. 28 – OCT. 2, 2015 (MONDAY – FRIDAY) IN SALT LAKE CITY, UT**  
**OCTOBER 5 – 9, 2015 (MONDAY – FRIDAY) IN SEATAC, WA**

- A. For students whose payment and registration is received at Construction Exam Center **NOT LATER THAN August 26, 2015**, 5-day seminars (ONE location for each course) are being held to prepare students for the ICC Certification Exams:

**Monday through Friday, September 28 through October 2, 2015, in Salt Lake City, UT**  
**Monday through Friday, October 5 through October 9, 2015, in SeaTac, WA**

- B. The exact seminar location will be determined by the number of students and will be established shortly after the **August 26 deadline**. For this reason, late registrations may not be accepted.
- C. The seminars will be held from **7:30 am to 5:00 pm on Monday, Tuesday, Wednesday and Thursday**, and **7:30 am to 12:30 pm on Friday**, with a 45 minute lunch break each day, except Friday.

- D. The available certification exam courses and prices are:

CERTIFIED BUILDING OFFICIAL LEGAL/MANAGEMENT .....	\$795
CERTIFIED BUILDING OFFICIAL TECHNOLOGY .....	\$995
Residential BUILDING <u>or</u> ELECTRICAL <u>or</u> MECHANICAL <u>or</u> PLUMBING INSP. ....	\$750
Commercial BUILDING <u>or</u> ELECTRICAL <u>or</u> MECHANICAL <u>or</u> PLUMBING INSP. ....	\$950
RESIDENTIAL PLANS EXAMINER .....	\$795
BUILDING PLANS EXAMINER .....	\$950
ELECTRICAL PLANS EXAMINER .....	\$950
FIRE PLANS EXAMINER .....	\$950
ACCESSIBILITY INSPECTOR/PLANS EXAMINER .....	\$750
FIRE INSPECTOR I .....	\$795
FIRE INSPECTOR II .....	\$950
PERMIT TECHNICIAN .....	\$695

- E. Again, in order to reserve a place at the seminar, full tuition is payable in Englewood, CO, no later than August 26, 2015. (Purchase orders/vouchers do not reserve a place at the seminar.)

**\*\*\*TO REGISTER, GO TO [www.constructionexam.com](http://www.constructionexam.com) AND CLICK ON "INSPECTOR" \*\*\***

- F. All of our courses are **GUARANTEED PASS**: if a student fails the certification exam, after completing the course, he or she may re-study with us for that exam, at the next scheduled seminar (in the same location), or in Englewood, CO, at no additional charge.

**ORDER A "Certification Examination Information Bulletin" FROM ICC AT 1-888-422-7233 OR**  
**[http://www.iccsafe.org/Certification/Bulletins/National\\_Certification\\_EIB-CBT.pdf](http://www.iccsafe.org/Certification/Bulletins/National_Certification_EIB-CBT.pdf)**

**THEN:**

Schedule your computer-based exam with Pearson Vue as soon as possible, at (800) 275-8301.

**YOU MUST HAVE AN EXAMINATION DATE PRIOR TO ATTENDING THE**  
**CONSTRUCTION EXAM CENTER SEMINAR.**

# CONSTRUCTION EXAM CENTER

770 W. Hampden Avenue, Suite 342

MAIL TO: Post Office Box 1266

Englewood, CO 80150-1266

(303)788-0722 • 1-800-772-6470 • FAX: (303)788-0424

www.constructionexam.com



## INSPECTOR CERTIFICATION EXAM PREPARATION

----- FIVE DAY TRAINING SEMINAR -----

October 5 - October 9, 2015 (MON – FRI) IN SEATAC, WA

**IMPORTANT: YOU MUST HAVE AN EXAMINATION DATE PRIOR TO ATTENDING THE CONSTRUCTION EXAM CENTER SEMINAR!**

**PLEASE MAKE YOUR EXAM ARRANGEMENTS IMMEDIATELY WITH THE COMPUTER-BASED EXAMINING AGENCY, PEARSON VUE, AT (800) 275-8301.**

- A. Thank you. We have received your registration and payment for our 5-day seminar in SeaTac, WA, Monday through Friday, **October 5 through October 9, 2015.**
- B. The seminar will be held at:

**Hampton Inn & Suites, Seattle Airport  
18850 28<sup>th</sup> Avenue, South  
SeaTac, WA 98188  
Phone: 206-244-5044**

**Make reservations *IMMEDIATELY* to ensure room availability. Ask for the Construction Exam Center room rate of \$94.00 or a corporate or governmental rate if less expensive.**

- C. The seminar will be held from **7:30 am to 5:00 pm** on Monday, Tuesday, Wednesday and Thursday, and from **7:30 am to 12:30 pm** on Friday. There will be a 45-minute lunch break each day except Friday.
- D. **Students must bring their own reference books**, specified by Construction Exam Center, and a calculator (with percentage and square root). Cell phones are **NOT** permitted for use as calculators. Pencils, hi-lighters and scratch paper will be furnished.
- E. Cell phones are **NOT** allowed in the seminar at any time. Answering “silenced” cell phones in the seminar room is also **NOT** allowed. No electronic devices other than calculators are allowed on tables. **NO EXCEPTIONS!!!**
- F. All of our courses are **GUARANTEED PASS**: Students who study the minimum amount of required hours and fail the certification exam may retrain for that exam at any of our seminar locations or at our office in Englewood, Colorado) at no additional charge, **PRIOR TO YOUR CONTRACT EXPIRATION DATE.**

PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00  
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

TILLAMOOK COUNTY TRAVEL AUTHORIZATION 2015

Please complete this form and obtain required signatures **before** traveling.

1. Name of Employee/Traveler: Leonard Brogden		2. Date: 7/15/15	
3. Training Related/Conference (if yes, attach Agenda): <input checked="" type="radio"/> Yes <input type="radio"/> No		4. Airfare/Railfare: \$0.00 Confirmation Number:	
5. Name of Conference or Training: Pearson VUE Testing Center		6. Conference/Training Cost: \$116.00	
7. Itinerary: Destination (City, State): Vancouver, WA		8. Lodging Reservation Information: Hotel Name: Comfort Inn & Suites Address: 401 E 13th Street Vancouver, WA Phone number: 360-696-0411 Confirmation Number: 000409586262	
Est. Departure Date: <u>10/9/2015</u> Time: <u>7:30 PM</u>			
Est. Return Date: <u>10/10/2015</u> Time: <u>8:00 PM</u>			
9. Miscellaneous Expenses: (Identify Specific Expenses: Taxis, Shuttles, Etc.)		10. Lodging Rate:	
a. \$0.00                                  c. \$0.00		Amount per Night: \$115.49	
b. \$0.00                                  d. \$0.00		Tax per Night: \$14.01	
		Total per Night: \$129.50	
11. Meals: (Please CHECK which rate you are using in ONE box below)		Number of Nights: x <u>1</u>	
Daily Meal Rate without receipts (See policy): <input checked="" type="checkbox"/>		<b>Total Lodging:</b> \$129.50	
CONUS Rate with detailed receipts and accounting: <input type="checkbox"/>			
*Daily Rate: <u>\$40</u> *(Standard rate or City Conus Rate)		12. Cost of Trip:	
		Airfare/Railfare: \$0.00	
		Lodging: \$129.50	
		Meal Per Diem: \$32.00	
		Personal Car Miles: \$0.00	
		Training/Conference Cost: \$116.00	
		Miscellaneous: \$0.00	
		<b>Total Not To Exceed: \$277.50</b>	
13. Personal Car Miles			
Total miles round trip: x 0.575 \$ -			
14. Purpose of Trip (Be Specific): Take the CBO Technology Exam/Test			
15. Approved for Payment:			
Meal Per Diem: \$32.00		Transportation: \$0.00	
Personal Car Miles: \$0.00		Training/Conference: \$116.00	
Misc: \$0.00		Total: \$277.50	
Lodging: \$129.50			
16. Employee/Traveler Signature:		Date: 7-15-15	
17. Department Head/Designee Signature:		Date: 7/15/15	
18. Board of Commissioner's Signature (Required for Out-Of-State):		Date: 7/29/15	

## Computer-based Testing

### How do I register for a computer-based test?

Computer-based certification examinations are administered for the Code Council by Pearson VUE (formerly Promissor), a professional test administration company. **To register to take a Code Council computer-based certification exam, visit Pearson VUE's website at [www.pearsonvue.com/icc](http://www.pearsonvue.com/icc) or call Pearson VUE at 1-800-275-8301 (only for non-DBPR candidates). You must provide the EXAM ID and EXAM TITLE, whether registering online or by telephone.**

Online reservations are available 24 hours a day, 7 days a week. The Code Council encourages candidates to register online, for your convenience. You must provide an e-mail address to schedule an exam online, and Pearson VUE will e-mail you a confirmation letter containing the date and time of your exam, along with test day instructions. **It is your responsibility to check this confirmation letter to ensure the exam listed is the one you wish to take.**

Pearson VUE's customer care reservations and customer service lines are open Monday through Friday from 8:00 a.m. to 11:00 p.m. (Eastern Time), Saturday from 8:00 a.m. to 5:00 p.m., and Sunday from 10:00 a.m. to 4:00 p.m. When you call to make your examination reservation, a representative will help you select the optimal test date and location for your schedule, provide instructions and directions, and give your examination reporting time. Walk-in testing is not available.

You may make an exam reservation up to one business day prior to your desired exam date, depending on space availability at the test center.

### **You must have the following information available at the time you are registering for a Code Council computer-based certification examination:**

1. Exam ID and title. Exam IDs and titles can be found in this bulletin
2. Your full name, address, and home and work telephone numbers
3. Selected examination date and location of the area you desire to take the exam
4. Your score report, if you are retaking the examination (only for those candidates who originally tested through Pearson VUE)
5. Your credit card or payment information

Please make sure that the name you use to register for your exam exactly matches your chosen form of identification, i.e., your driver's license, if that is the identification you will use when you take the exam. You will not be allowed to take the exam if your exam registration and identification do not match.

### **What if I need to register more than one person?**

If you need to schedule four or more individuals for exams, you can do so through group scheduling at Pearson VUE. Call Pearson VUE at 1-800-275-8301, and tell the call center representative at the beginning of the call how many candidates that need to be scheduled for exams. You must have the following when you call: candidate demographics (name, address, and home and work telephone numbers), exam ID and titles of the exams for which you're registering, and payment information. You may also email this information to [pvgrouppreservations@pearson.com](mailto:pvgrouppreservations@pearson.com).

## Certified Building Official Examinations (continued)

Exams based on the 2012 International Codes and/or 2011 National Electrical Code will appear with this color heading.

Exams based on the 2015 International Codes and/or 2014 National Electrical Code will appear with this color heading.

**NOTE:** Specific information about changes to the CBO Certification can be found on page 9 of this bulletin, or you may contact us at 1-888-422-7233 ext. 5524.

### 02 Technology Module

75 multiple-choice questions

Exam fee: \$116

Open book—2-hour time limit

Content Area	% of Total	References
Architectural Plan Review	34%	1. 2012 <i>International Building Code</i> ®
Structural Plan Review	13%	Store ID: (soft-cover) 3000S12; (M) \$98; (N) \$131
Building Systems Plan Review	16%	Store ID: (loose-leaf) 3000L12; (M) \$111; (N) \$148
Field Inspection	37%	2. 2012 <i>International Fire Code</i> ®
		Store ID: (soft-cover) 3400S12; (M) \$80.25; (N) \$107
		Store ID: (loose-leaf) 3400L12; (M) \$89.25; (N) \$119
		3. 2012 <i>International Mechanical Code</i> ®
		Store ID: (soft-cover) 3300S12; (M) \$60; (N) \$80
		Store ID: (loose-leaf) 3300L12; (M) \$69.75; (N) \$93
		4. 2012 <i>International Plumbing Code</i> ®
		Store ID: (soft-cover) 3200S12; (M) \$63; (N) \$84
		Store ID: (loose-leaf) 3200L12; (M) \$73.50; (N) \$98
		5. 2012 <i>International Energy Conservation Code</i> ®
		Store ID: (soft-cover) 3800S12; (M) \$33; (N) \$44
		6. 2012 <i>International Residential Code</i> ®
		Store ID: (soft-cover) 3100S12; (M) \$91.50; (N) \$122
		Store ID: (loose-leaf) 3100L12; (M) \$107; (N) \$143
		7. ICC/ANSI A117.1-2009 <i>Standard on Accessible and Usable Buildings and Facilities</i> ®
		Store ID: (soft-cover) 9033S09; (M) \$36.95; (N) \$46
		8. 2011 <i>National Electrical Code</i>
		Store ID: (soft-cover) 5000S11; (M) \$65; (N) \$73
<b>Total</b>	<b>100%</b>	Store ID: (loose-leaf) 5000L11; (M) \$69.95; (N) \$84.95

Please note that prices of the I-Codes will update on July 1, 2015. Please visit the ICC Store at [www.iccsafe.org/store](http://www.iccsafe.org/store) for the most current prices.




TILLAMOOK COUNTY  
 201 LAUREL AVENUE  
 TILLAMOOK, OREGON 97141  
 Accounts Payable (503) 842-3401  
sbarstad@co.tillamook.or.us  
 Land of Cheese, Trees and Ocean Breeze

**PURCHASE ORDER #**  
**16448**  
 DATE: 7/23/2015  
 TERMS: NET 30  
 SHIP VIA: BEST WAY  
 TAX STATUS: GOVERNMENT-EXEMPT

<b>VENDOR:</b> Oregon Corrections Enterprises	<b>BILL / SHIP TO:</b> TILLAMOOK COUNTY
	<b>DEPT:</b> Parks
	<b>REQUISITIONER:</b> Del

<b>QUOTE #:</b> 85143	<b>DEPT CONTACT NAME:</b>
<b>CUSTOMER #:</b>	<b>DEPT CONTACT PHONE:</b>
<b>CONTRACT #:</b>	<b>DEPT CONTACT EMAIL:</b>

DESCRIPTION OF PURCHASE AUTHORIZED:				
QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		Barview cabin furniture package Q85143 Rev 2 BAR/Del		\$23,324.00
<b>TOTAL PRICE NOT TO EXCEED:</b>				<b>\$23,324.00</b>

**AUTHORIZED SIGNATURE:**   
 Tim Josi, Chair, Tillamook County Board  
 of Commissioners Date: 07-29-15

**NOTE:** No personal Reward Cards are to be run in conjunction with purchases from County funds.  
 Per ORS 244.040



# QUOTE

OREGON CORRECTIONS  
 ENTERPRISES  
 PO BOX 12849  
 SALEM, OR 97309  
 (503) 428-5500



ORDER NUMBER: 0085143  
 ORDER DATE: 7/22/2015

SALESPERSON: 1000  
 CUSTOMER NO: 0076260

SOLD TO:  
 TILLAMOOK COUNTY PARKS  
 PO BOX 633  
 GARIBALDI, OR 97118

SHIP TO:  
 BARVIEW COUNTY PARK  
 800 CEDAR STREET  
 ROCKAWAY BEACH, OR 97136

CONFIRM TO:  
 JOANN WOELFLE503-322-8443X3

Fax#

Comments:

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS	NET 30 DAYS	Ship Week of:	
ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT
181-907-13 BED,FRAME,BUNK,84"WX56"DX65"H, DOUGLAS FIR	EACH	6.00	0.00 Whse: 006	6.00	435.00	2,610.00
281-100-99 MATTRESS,38X74X4,SINGLE, GREEN NAUGAHYDE COVER	EACH	18.00	0.00 Whse: 006	18.00	235.00	4,230.00
281-101-99 MATTRESS,52X74X4,DOUBLE, GREEN NAUGAHYDE COVER	EACH	6.00	0.00 Whse: 006	6.00	346.00	2,076.00
181-900-04 FUTON,FRAME ONLY,84X34X24 RED OAK	EACH	6.00	0.00 Whse: 006	6.00	375.00	2,250.00
285-100-99 MATTRESS,FUTON,55X74X8,W/GREEN NAUG COVER	EACH	6.00	0.00 Whse: 006	6.00	436.00	2,616.00
181-901-04 TABLE,DINING,32X32X30,LAM TOP,4-LEG RED OAK	EACH	6.00	0.00 Whse: 006	6.00	182.00	1,092.00

Continued

QUOTE

OREGON CORRECTIONS  
 ENTERPRISES  
 PO BOX 12849  
 SALEM, OR 97309  
 (503) 428-5500



ORDER NUMBER: 0085143  
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 ROCKAWAY BEACH, OR 97136

CONFIRM TO:  
 JOANN WOELFLE503-322-8443X3

Fax#

Comments:

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS	Ship Week of:		
ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT
304-081-02	EA	26.00	0.00	26.00	114.00	2,964.00
CHAIR,STUDENT,4 LEG,W/BACK,RED OAK			Whse: 001			
18-1/4w X 16-1/2d X 18-3/8sh X 35-1/2oah						
181-910-14	EACH	6.00	0.00	6.00	450.00	2,700.00
BENCH,CABIN PORCH,72X25X35			Whse: 006			
301.02	EA	6.00	0.00	0.00	30.00	180.00
COAT HANGER, KNOTTY PINE						
72"L x 6"W x 3/4"T OCE STOCK STAIN						
181-908-13	EACH	6.00	0.00	6.00	403.00	2,418.00
BED,BUNK,SINGLE/SINGLE,84x42x64-1/2,DOUG FIR			Whse: 001			
281-103-99	EACH	2.00	0.00	2.00	139.00	278.00
COVER ONLY,38X74X4,SINGLE,NAUGAHYDE			Whse: 001			
281-104-99	EACH	2.00	0.00	2.00	199.00	398.00
COVER ONLY,52x74x4,DOUBLE,NAUGAHYDE			Whse: 001			
285-105-99	EACH	2.00	0.00	2.00	181.00	362.00
COVER ONLY,FUTON,55X74X8,GREEN NAUGAHYDE			Whse: 001			

Continued

QUOTE

OREGON CORRECTIONS  
 ENTERPRISES  
 PO BOX 12849  
 SALEM, OR 97309  
 (503) 428-5500



ORDER NUMBER: 0085143  
 ORDER DATE: 7/22/2015

SALESPERSON: 1000  
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 800 CEDAR STREET  
 ROCKAWAY BEACH, OR 97136

CONFIRM TO:  
 JOANN WOELFLE503-322-8443X3

Fax#

Comments:

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS NET 30 DAYS	Ship Week of:		
ITEM NUMBER	UNIT	ORDERED	SHIPPED	BACK ORDER	PRICE	AMOUNT
301.11	EA	1.00	0.00	0.00	1,000.00-	1,000.00-
QUANTITY DISCOUNT						
301.52		1.00	0.00	0.00	150.00	150.00
SHIPPING & HANDLING						
PER TRIP						

Admin. Approval *Phanda* Date 7/22/15  
 Customer Approval \_\_\_\_\_ Date \_\_\_\_\_

Your signature above authorizes Oregon Corrections Enterprise to produce the above products for you. You have committed to pay OCE for the above items. This quote is valid for \*\*\*\* 15 DAYS\*\*\*\*. Fax 503-373-1086  
 SHIPPING & HANDLING CHARGES ARE ESTIMATES ONLY.

Net Order: 23,324.00  
 Less Discount: 0.00  
 Freight: 0.00  
 Sales Tax: 0.00  
**Order Total: 23,324.00**

## **Tillamook County**

### **State Court Facilities**

#### **Upgrade/Replacement?**

In 2008, the Oregon Judicial Department (OJD) conducted a study of the 48 state court facilities in Oregon, looking at building security, structural deficiencies, and life safety issues. The Tillamook County Courthouse ranked 45<sup>th</sup> out of 48; the 4<sup>th</sup> worst facility in the state. The deficiencies identified included the items listed below.

Little has changed with the Tillamook County Courthouse since the 2008 State Court Assessment. Although there have been some minor security and surveillance enhancements, the major structural and life safety deficiencies continue to persist. Among the most notable are the lack of a singular controlled access point and comingling of court personnel, defendants, witnesses, victims, and judges throughout the facility. The woeful inadequacies in Courtroom 108 are also described below. When combined with the unsecured building access, such conditions present a dangerous risk to all persons throughout the facility but particularly to those in Courtroom 108.

The lack of adequate space for existing county and state court operations within the current building, prevent any opportunities for expansion or major improvements. Perhaps most importantly, the 1932 structure does not meet current seismic standards. Although the seismic deficiencies by themselves would not drive a decision to replace the existing courthouse building for both county and state court functions, the cost of the building upgrades for the state court within this building would trigger a seismic upgrade of the entire building. Under these circumstances, it would not be cost effective to upgrade the existing building. A replacement facility for the state court functions appears to be the most cost effective solution.

The primary reason that a new court facility is necessary is that one of the two existing courtrooms, Courtroom 108, is grossly inadequate in terms of space to perform essential court functions, such as jury trials, and presents serious safety risks to judges, court staff, and members of the public. According to the "General Facilities Design Assessment Criteria" used by Crook/Jefferson County when designing their new facility, the recommended size for a courtroom in which 12 person jury trails are conducted is 1,500-1,800 square feet. According to the American Bar Association, such a courtroom should be 2,000 square feet. Courtroom 109 has 532 square feet. This results in not only basic logistical problems, but also serious safety concerns.

Logistical concerns regarding Courtroom 108 include the following:

1. Inadequate space for 12 jurors to sit comfortably;
2. The witness stand is literally a few feet from the jurors and a witness can barely walk up the witness stand without stepping on the jurors feet;

The issues extend beyond Courtroom 108. Security elsewhere in the building also remains a major concern and is related to both building configuration and Americans with Disabilities Act (ADA) issues. Although most interior spaces are ADA compliant, the current ADA ramp for building access is at the rear of the building. Conversely, the most logical building access point for single-point security screening is at the front of the building into the south lobby for the main courtroom and state court offices. However, the elevation differential between grade and the middle story entry doors is so great as to make a new ramp problematic. Placing a mechanical lift at that location is also less than desirable.

Building configuration exacerbates security issues resulting in an undesirable mix of jurors with witnesses and defendants, as well as with the unintended back stairway convergence between judges and in-custody defendants. The 2008 State Court Assessment concluded that excessive security upgrades are required. Excessive upgrades were also identified in 2008 for general office and workstation size, heating and ventilation, air conditioning, plumbing, information technology (IT), and communications as well as for in-custody defendant areas and public waiting areas. Significant upgrades were identified for fire sprinklers, courtroom audio and video, courtrooms and jury assembly areas, security systems, as well as for parking, vehicular, and pedestrian access. A number of these are fire and life safety concerns.

Changes since 2008 have been minor. The air conditioning system for Courtroom 108 has been replaced but Courtroom 102 (the original, large courtroom) continues to labor under the original HVAC system. A few additional cameras and electronic locks have been added. The electrical system for the entire courthouse building has been upgraded. The major deficiencies identified in 2008 remain unchanged leaving the Tillamook County Courthouse ranked at least 45<sup>th</sup> out of 48; the 4<sup>th</sup> worst court facility in the state. Even if sufficient space was available to upgrade, the \$17,414,610 estimated cost (2008) at today's value exceeds the estimated (ROM) replacement cost of \$15.1 million.

ORDINANCE #77

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR TILLAMOOK COUNTY, OREGON

In the Matter of Authorizing the Creation )  
of the Salmonberry Trail Intergovernmental )     ORDINANCE #77  
Agency Intergovernmental Agreement     )

WHEREAS, the Tillamook County Board of Commissioners ("BOARD") desires to enter into an Intergovernmental Agreement ("IGA") pursuant to ORS 190.010 with the Oregon Department of Forestry ("ODF"), the Oregon Parks and Recreation Department ("OPRD"), and the Port of Tillamook Bay ("POTB"); and

WHEREAS, the IGA creates the Salmonberry Trail Intergovernmental Agency ("STIA"); and

WHEREAS, Tillamook County ("COUNTY") desires to ratify its participation in the IGA and the creation of the STIA.

NOW THEREFORE, the BOARD ordains as follows:

Section 1.     It is the intent of the County to create the STIA pursuant to ORS 190.003 through 190.085 by an IGA with the ODF, OPRD, and POTB.

Section 2.     The effective date of the IGA is as indicated in the STIA IGA.

Section 3.     The public purposes for which the STIA is created are to connect urban and rural Oregon by constructing a multi-use trail within the Salmonberry corridor, connecting to a wide network of existing recreation trails and parks, and providing educational opportunities and heritage sites which will create strong economic opportunities for Northwest Oregon and help revitalize communities along the trail corridor.

Section 4.     The powers, duties and functions of the STIA are described in the IGA attached as Exhibit "A".

Section 5.     The creation of the STIA pursuant to an IGA, substantially in the form of Exhibit "A", is hereby ratified and approved.

Section 6. Immediate action being necessary to carry out the STIA IGA purposes on an expedited and efficient basis, an emergency is declared to exist and this Ordinance shall take effect immediately upon its execution by the Board.

This Ordinance was duly and regularly passed and adopted by the Tillamook County Board of Commissioners on this \_\_\_\_ day of July, 2015 and shall be effective immediately.

Date of First Reading: July \_\_\_\_, 2015

Date of Second Reading: July \_\_\_\_, 2015.

**DATED this \_\_\_\_ day of \_\_\_\_\_, 2015.**

**BOARD OF COUNTY COMMISSIONERS  
FOR TILLAMOOK COUNTY, OREGON**

	<b>Aye</b>	<b>Nay</b>	<b>Abstain/Absent</b>
_____ Tim Josi, Chair	___	___	___/___
_____ Mark Labhart, Vice Chair	___	___	___/___
_____ Bill Baertlein, Commissioner	___	___	___/___

**ATTEST:** Tassi O'Neil, County Clerk

By \_\_\_\_\_  
Special Deputy

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William K. Sargent, County Counsel

## EXHIBIT A

### AGREEMENT ESTABLISHING THE SALMONBERRY TRAIL INTERGOVERNMENTAL AGENCY

**THIS INTERGOVERNMENTAL AGREEMENT** (hereinafter "Agreement") is made by and between the State of Oregon by and through the Oregon Department of Forestry (ODF), the Oregon Parks and Recreation Department (OPRD), Tillamook County, and the Port of Tillamook Bay (POTB), hereinafter referred to collectively as "Parties" and individually as "Party".

#### RECITALS

**WHEREAS**, ORS 190.010 and ORS 190.110 provide that units of local and state government may enter into agreements for the performance of any and all functions and activities that a party to the agreement, its officers or agents, have authority to perform; and,

**WHEREAS**, under ORS 190.010, an intergovernmental entity designated to perform specified functions or activities is vested with all powers, rights and duties relating to those functions and activities that are vested by law in each separate party to the agreement, its officers and agencies; and,

**WHEREAS**, Tillamook County has the authority under ORS 203.010(3) to enter into contracts; and,

**WHEREAS**, the Port of Tillamook Bay (POTB) railroad once connected the Willamette Valley to the Oregon Coast on an 86-mile rail corridor formerly owned by Southern Pacific, running from Banks to the Port of Tillamook Bay Industrial Park through the canyon of the Salmonberry River and the Tillamook State Forest; and,

**WHEREAS**, this unique passage, which is referred to as the Salmonberry Corridor (Corridor), has a rich history, an outstanding scenic context and has the potential to connect urban and rural Oregon by constructing a multi-use trail within the corridor, connecting to a wide network of existing recreation trails and parks, educational opportunities, and heritage sites; and,

**WHEREAS**, a new multi-use trail will create strong economic opportunities for Northwest Oregon and will help revitalize communities along the rail corridor, including Banks, Timber and the small towns and cities along the coast from Wheeler to Tillamook; and,

**WHEREAS**, SB 1516 was passed by the 2014 Legislature and required OPRD and ODF, in cooperation with other interested state agencies, local governments, nonprofit organizations and other stakeholders, to develop a plan to construct a trail along or adjacent to the portion of the former railroad line between Banks and Tillamook; and,

**WHEREAS**, the public agency members joined with other stakeholders, and, after extensive public involvement and engagement, completed the Salmonberry Corridor Concept Plan (Concept Plan) which is intended to be the foundation for future development of this important landmark and a guide for developing more specific plans and designs for individual segments of the Corridor; and,

**WHEREAS**, the Concept Plan listed four major goals within the document:



1. **Support Local Economies.** Encourage new economic opportunities for Corridor communities.
2. **Preserve the Investment.** Stabilize existing right of way and limit future damage. Ensure a financially-viable and sustainable future for the project.
3. **Provide Access for Multiple Users.** Improve and increase access to public lands for a wide range of uses (and ages) including walking, biking, hunting, fishing and equestrian.
4. **Maintain and Improve the Environment.** Maintain and improve sensitive river and coastal environments; and,

**WHEREAS**, in March 2015, Governor Kate Brown designated the effort to establish a governance structure for the Salmonberry Trail as an Oregon Solutions Project and named the Directors of the Oregon Department of Forestry and Oregon Parks and Recreation Department as Co-conveners; and,

**WHEREAS**, the Oregon Solutions project resulted in a collaborative agreement and a "Declaration of Cooperation" between the parties to enter into this intergovernmental agreement; and,

**WHEREAS**, the Parties agree that a governing body is needed to promote and facilitate coordinated direction and guidance to plan the development and maintenance of a multi-use trail within the Salmonberry Corridor that can fully achieve the four goals outlined within the plan; and,

**WHEREAS**, the construction and management of a multi-use trail envisioned by the Concept Plan is a complex undertaking that no single jurisdiction or entity can accomplish on its own; rather, a collaboration of many government agencies, nonprofit organizations, and the private sector is necessary to advance this project;

**NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

## **AGREEMENTS**

**1. Establishment of the Salmonberry Trail Intergovernmental Agency and Board of Directors.** There is hereby established an ORS 190.010(5) intergovernmental entity to be known as the "Salmonberry Trail Intergovernmental Agency", hereinafter referred to as "Agency", a multi-jurisdictional, collaboration of the public agencies which are Parties to this Agreement. The Agency shall be governed by a board of directors named the Salmonberry Trail Board of Directors, hereinafter referred to as the "Board" or "STB".

**2. Membership on the STB.** The Parties to this Agreement shall each designate one official to be a member of the STB (Director) and to accomplish the purposes set forth in paragraph 8. The officials to be designated shall be elected officials or Chief Administrative Officers of the respective agencies. Directors shall also designate an alternate Director who can attend meetings and act on behalf of the primary Director.

**3. Ex-officio Members of the Board of Directors.** Ex-officio membership on the STB is intended to be limited to those individuals and organizations that have or potentially have significant in-kind or other resources to contribute to the implementation of the concept plan. Ex-officio members are also called Directors, but are non-voting Directors; however, they can fully participate in discussions and deliberations of the STB. By and through this Agreement, the following groups shall have Ex-officio membership on the STB: Washington County; Cycle Oregon; the Tillamook Forest Heritage Trust (TFHT); the Washington County Visitors Association; the Oregon State Senator from District 16; the Oregon State Representative from District 32; and the Governor's Regional Solutions Team North Coast Coordinator. Cycle Oregon, the TFHT, and the Washington County Visitors Association shall each designate one person to be an Ex-officio member of the Board of Directors and to help the Board of Directors accomplish the purposes set forth in paragraph 8. Ex-officio Directors shall also designate an alternate who can attend meetings and speak on behalf of the primary Board member.

**4. Adding Directors or Ex-Officio Members.** The STB may add additional Ex-Officio Directors or member agencies through an amendment to this Agreement. Ex-officio members may be added at any time by consensus of the Board as specified in paragraph 11, or as otherwise provided in the by-laws.

**5. Conveners.** The STB shall establish Conveners or Co-conveners whose role will be determined within the STB by-laws. For calendar years 2015 and 2016, the Co-Conveners shall be the Director of the ODF and the Director of OPRD. In January 2017, a new Convener or Co-Conveners shall be appointed or reappointed by the STB in accordance with the adopted bylaws.

**6. Advisory Committees and Board Subcommittees.** The STB may establish Advisory Committees and Board Subcommittees as they believe appropriate. Example subjects for which an Advisory Committee may be needed include: Technical Assistance, Natural Resources; Recreation; Tourism and Economic Development; Scenic Railroad Coordination, Adjacent Private Landowners; and Local Government Coordination.

**7. Salmonberry Coalition.** The STB shall identify Salmonberry Corridor and trail stakeholders and invite each entity to designate an individual to be a member of the Salmonberry Coalition—a group similar to the stakeholders who provided input in the drafting of the Salmonberry Corridor Concept Plan. The Coalition shall be invited to meet at least once a year for the annual meeting of the STB. The purpose of the Coalition is to keep stakeholders informed, allow the STB to touch base with stakeholders, to present issues to stakeholders, provide status reports and generally to keep communication open with the large and varied group of stakeholders interested in the trail and the corridor.

**8. Purpose of Intergovernmental Agency.** The purpose of the Intergovernmental Agency is to plan the development and maintenance of a multi-use trail within the Salmonberry Corridor, consistent with the goals established within the Salmonberry Corridor Concept Plan and included in the Recitals above. The Salmonberry Corridor Concept Plan shall be the foundation for future development of the corridor and trail and a guide for developing more specific plans and designs for individual segments of the Trail.

**9. Duties and Responsibilities of Agency and the STB.** The duties and responsibilities of the Agency and the STB include, but are not limited to, those listed on Attachment A to this Agreement, enumerated as Ownership/Leadership Tasks. In addition, the intergovernmental entity shall have all the powers given to it under ORS chapter 190.

**10. Limitation of Powers.** The STB shall not have the power to bind or encumber the participating governmental units in any manner except as the member agencies agree through both the policy and administrative authority that they grant to their appointed Directors of the STB.

**11. Decision-Making.** The STB shall strive for consensus on all decisions. However, if consensus is not achievable within a reasonable period of time as determined by a majority of all Directors, decisions shall be made by majority vote of all voting Directors. No decisions, whether by consensus or by majority vote, can be made without a quorum. A quorum shall be defined as attendance by a majority of all Directors. This decision-making process may be further documented in the adopted by-laws.

**12. Fundraising Partner of the Intergovernmental Agency.** The TFHT is hereby designated as the initial fundraising partner of the Intergovernmental Agency and, on behalf of the Agency, shall develop and implement a fundraising plan for the initial phases of development of the Salmonberry Trail. The TFHT may eventually choose to create a "spin-off" non-profit organization for this purpose or relinquish its fundraising role to another qualified non-profit organization designated by the STB. In the event that a new nonprofit assumes the role of fundraising partner before initial donations are sufficient to "reimburse" TFHT for its initial fundraising and capital campaign planning costs (~\$100,000), then the new nonprofit partner will be required to reimburse TFHT for the balance of those costs as future donations are received.<sup>1</sup>

**13. Evolution of Governance Structure.** The Parties recognize that the governance structure and the roles of non-profit partners are expected to evolve over time as the needs of the organization change from the present concept stage to the future more detailed planning, implementation, and operational stages. As the governance and non-profit structures evolve, the Parties will need to determine how to reach additional collaborative agreements on overall project priorities and management functions.

**14. Administrative Entity.** The Directors agree to share administrative duties of the Agency by rotating those duties among Directors as agreed by the STB. Examples of administrative duties include: providing space and supervision of any employee(s) assigned to work with the Agency, giving notice of Agency meetings, arranging meeting location, taking minutes at meetings, sending meeting minutes, completing follow-up tasks as needed, and so forth. The initial administrative entity shall be OPRD. At its first official meeting, the Agency Board of Directors shall reach consensus on defining the administrative duties of the Administrative Entity and the consensus reached shall be recorded in the meeting minutes.

**15. Budget.** Initially, it is anticipated that the Agency will operate through in-kind contributions of the Directors. If at such time that the STB determines that a budget for the Agency is necessary and appropriate, such budget shall be prepared in accordance with the applicable public budgeting laws of the State of Oregon.

**16. By-Laws.** The STB shall adopt by-laws consistent with this Agreement necessary to conduct its affairs.

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<sup>1</sup> OPRD must follow OAR 736-002-0015 to implement its authority under ORS 390.141 to designate a fundraising partner. The new Intergovernmental Agency is expressly not utilizing OPRD's authority under ORS 390.141 to designate TFHT or any subsequent fundraising partner.

**17. Action.** Certain actions of the STB may need to be formally ratified by each Member's parent Board or Commission. Directors shall be responsible for determining whether an action contemplated by the STB requires ratification of the Member's Board or Commission.

**18. Meetings.** The STB shall meet as frequently as the Convener or Co-Conveners may determine, or as otherwise provided in the bylaws. All meetings shall comply with the Oregon Public Meetings statutes which begin at ORS 192.610.

**19. Duration and Termination.** This Agreement shall remain in force for a period of ten (10) years from the date last signed by a Director, unless specifically extended or otherwise modified by action of the Directors. At the end of the 10-year period, the Directors shall conduct a thorough review of their activities and make a decision on any needed changes to this Agreement, including its duration. A participating member agency may withdraw from the Intergovernmental Agency upon 30-days written notice to the other Directors.

**20. Amendments.** This agreement may be amended only with approval of the Member agencies.

**21. Agency relationship.** Nothing contained in this IGA or any transaction is intended to or should be construed as creating the relationship of partners, joint-venturers, an association, or agency relationship between State and units of local governments. Neither shall the employees, agents, or representatives of either Party be considered to be employees, agents, or representatives of the other Party for the purposes of the Oregon Tort Claims Act, ORS 30.260 to 30.300, or for any other purpose.

**22. Third party beneficiaries.** The State and the units of local government are the only Parties to the IGA and all transactions, and are the only parties entitled to enforce the terms of the IGA. Nothing in the IGA 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.

**23. Indemnification.** To the extent permitted by and subject to the limitations of the Oregon Constitution and the Oregon Tort Claims Act, and subject to ORS Chapter 180, each Party (First Party) shall defend, save, hold harmless and indemnify the other Parties and its subdivisions, officers, directors, employees and agents, from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever, including attorneys' fees, resulting from, arising out of or relating to the acts or omissions of the First Party or its officers, directors, employees, subcontractors or agents under this Agreement.

**24. Non appropriation clause.** Each Parties' obligation to pay any amounts, perform any activities or provide any items under this IGA is conditioned upon that Parties' receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow it, in the exercise of its reasonable administrative discretion, to meet its obligations under this IGA. Nothing in this Agreement is to be construed as permitting any violation of Article XI, section 7 of the Oregon Constitution or any other law regulating liabilities or monetary obligations of the State of Oregon.

## SIGNATURES

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Lisa Sumption  
Director, Oregon Parks and Recreation Department

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Doug Decker, Oregon State Forester  
Oregon Department of Forestry

### BOARD OF COMMISSIONERS FOR TILLAMOOK COUNTY, OREGON

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Tim Josi, Chairperson

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Mark Labhart, Vice Chairperson

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Bill Baertlein, Commissioner

### BOARD OF COMMISSIONERS Port of Tillamook Bay

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Jack Mulder, Commissioner  
Port of Tillamook Bay

**ATTACHMENT A**  
**TRAIL RESPONSIBILITIES AND TASKS**

By paragraph 9 above – Duties and Responsibilities—the Board will conduct some or all of the tasks listed below as Ownership/Leadership Tasks. At some point in the future, the Board will assign responsibilities for Management/Operational Tasks, Trail Support Tasks, or other tasks that may be identified by the Board.

**1. Ownership/Leadership Tasks.** The following Ownership/Leadership Tasks are the responsibility of the STB:

- A. Accept/adopt/approve plans that set the overall direction for developing the trail corridor.
- B. Ensure that the former railroad Right of Way is protected and reserved for the perpetual use of the public, including the use of “Railbanking” as a means to accomplish this goal when this technique is appropriate.
- C. Adopt a budget which sets priorities for spending on the project.
- D. Establish policies and procedures for trail users over the entire corridor that emphasize safety and enjoyment for users.
- E. As each Party may determine, provide general funds for trail planning and trail development either by ownership or for the entire corridor.
- F. Adopt a Named-Gift Policy that guides the Tillamook Forest Heritage Trust (THFT) as the Agency’s fundraising partner.
- G. As each Party may determine, provide financing for a project manager for an initial period of time.
- H. Provide, or cause to be provided, liability insurance for owners and support groups and their volunteers.
- I. Actively pursue grant funding sources that are unique to owners and key stakeholders to further trail development and management.
- J. Prioritize development projects and major maintenance activities within the trail corridor.
- K. Ensure that the trail is developed and managed consistent with acknowledged land use plans of local governments adjacent to the corridor. Seek land use changes in instances when development is not contemplated by the land use plans.

L. Actively pursue and promote public/private partnerships and facilitate cooperation between governmental agencies in developing, constructing, and maintaining the trail system.

M. Study and adopt uniform standards for the design and construction of the trail system, including signage standards.

N. Develop, or cause to be developed, a set of comprehensive action plans, to include:

i. a fundraising plan that will identify and secure funding for staff, operations, programs, and projects, to include appropriate endowment funds;

ii. a public engagement plan to involve stakeholders and adjoining property owners in the development and operation of the trail corridor;

iii. a public relations/marketing information program to increase use of the trail corridor and maximize its economic development and recreational use.

O. Create advisory committees as needed and consider all recommendations made by advisory committees.

P. Hold an annual meeting—a State of the Trail gathering—to keep all trail stakeholders informed about progress in fulfilling the vision for the trail.

Q. Consider options and then assign a responsible party for Management/Operational Tasks and for Trail Support Tasks, as indicated within this Attachment.

**2. Management/Operational Tasks.** These are tasks associated with the day-to-day operations of the trail and include everything from budget management to managing the staff delivering trail-related services, planning and implementing capital projects, doing trail maintenance, and addressing issues such as vegetation control, litter pick-up, trail patrols, etc. Examples of Management/Operational Tasks include:

A. Effectively manage an annual budget for the trail that includes operations and capital projects.

B. Hire or contract for staff support to effectively manage the trail.

C. Plan and undertake trail development capital projects and major maintenance projects to implement the Concept Plan.

D. Manage conflicts between trail uses within the trail right-of-way

- E. Undertake technical studies as necessary to support project development and implementation.
- F. Establish policies and procedures that address problem solving, communication, and coordination with governmental agencies and private property owners adjoining the trail corridor.
- G. Provide technical staff as appropriate to assist in the development and maintenance of the trail.
- H. Collaborate with governmental agencies, nonprofits, and private parties to implement the Concept Plan and manage the trail system.
- I. Review governmental agencies' ordinances, rules, standards, and regulations and recommend additions or changes in conformance with the adopted Concept Plans and any subsequent planning documents.
- J. Make recommendations to governing bodies and agencies relative to desirable federal, state, and local policies and funding concerning the trail corridor.
- K. Focus on the local community, identify trail interests and needs, and make suggestions for action to the STB.
- L. Monitor progress to fully implement the Concept Plan, discuss issues related to that progress, and advise the STB as appropriate.
- M. Facilitate the connection of the Salmonberry Trail to other area trails within the region.
- N. Prepare and submit an annual report which includes a review of the prior year's activities and a statement of goals and objectives for the coming year.

**3. Trail Support Tasks.** These tasks are ones that are often accomplished by a dedicated support group of volunteers—a Friends Group—such as fundraising, planning and conducting special events, working with and coordinating volunteers, performing light trail maintenance, promoting the trail as a benefit to local businesses, and so forth. The role of a support group can be relatively minor or it can be extensive.

- A. Coordinate volunteers who provide trail operations services such as light trail maintenance, fee collection services, litter pick-up, safety patrols, and help with special events.
- B. Assist in the implementation of the corridor's public relations and marketing plan and the trail's public engagement plan.



- C. Assist the trail's fundraising support group with their fundraising activities.
- D. Plan and conduct special events on the trail system.
- E. Look for opportunities to increase the economic development potential of the trail corridor to include support for businesses that benefit from the trail
- F. Act as a community advocate for the trail.
- G. Facilitate communications among all stakeholders and users through newsletters, social media, website development, meetings, and other techniques.
- H. Provide advice on logistical issues including development of projects within the trail right-of-way, signage, trail-head development, parking, public safety issues, and the sharing of responsibilities associated with operations and maintenance.

**NOTICE OF PUBLIC HEARINGS ON  
PROPOSED ORDINANCE #77  
TILLAMOOK COUNTY  
AUTHORIZING THE CREATION OF THE SALMONBERRY TRAIL  
INTERGOVERNMENTAL AGENCY INTERGOVERNMENTAL AGREEMENT**

Notice is hereby given that two (2) Public Hearings shall be held before the Board of Commissioners for Tillamook County pursuant to ORS 203.045 (3). The first Public Hearing shall be held on July 8, 2015 at 10:30 a.m., in the Commissioners' Conference Room A of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon 97141. The second public hearing shall be held on July 29, 2015 at 10:30 a.m., in the Commissioners' Conference Room A of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon 97141.

The purpose of these Public Hearings will be to receive public testimony concerning a Proposed Ordinance #77 in the matter of authorizing the creation of the Salmonberry Trail Intergovernmental Agency Intergovernmental Agreement.

Copies of the Proposed Ordinance are available in the Commissioners' office. Interested persons can obtain more information by contacting the County Commissioners' office at (503) 842-3403.

All persons are welcome to submit written testimony in this matter to the Tillamook County Board of Commissioners, 201 Laurel Avenue, Tillamook, Oregon 97141 or to appear and testify at the Public Hearing.

The Tillamook County Courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing, visual or manual impairments who wish to participate in the meeting, please contact 842-3403 at least 24 hours prior to the meeting in order that appropriate communications assistance can be arranged.

Publish July 1, 2015.

Post pursuant to ORS 203.045 (5)(A)