

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES June 17, 2015

1. CALL TO ORDER & ATTENDANCE

At 9:00 a.m., Commissioner Ainsworth declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Wheeler and Commissioner Pope were present.

Staff present: Greg Hansen, Administrative Officer
 Matt Hawkins, Administrative Services Director
 Morgan Smith, County Counsel

2. ANNOUNCEMENTS

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board may consider and take action on subjects that are not listed on the agenda.

Department Head/staff meetings with the Board of Commissioners are held on Monday, Thursday, and Friday. The meetings are held in the Board of Commissioners' Office Conference Room and are conducted between 9:00 a.m. and 5:00 p.m. The principal subjects anticipated to be considered are on-going, upcoming, and new matters bearing on County operations. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects not listed within this announcement.

The Board of Trustees for the Grand Ronde Sanitary District will conduct a public hearing regarding the adoption of the Fiscal Year 2015-2016 Budget, Wednesday, June 17, 2015 at 9:15 a.m. in the Courthouse conference room.

The Board of Commissioners will conduct a public hearing regarding the adoption of the Fiscal Year 2015-2016 Budget, Wednesday, June 24, 2015 at 9:00 a.m. in the Courthouse conference room.

The Board of Directors for the Polk Extension Service District will conduct a public hearing regarding the adoption of the Fiscal Year 2015-2016 Budget, Wednesday, June 24, 2015 at 1:30 p.m. in the OSU Extension Service Office, Suite 301, 289 E Ellendale Ave, Dallas, OR 97338.

The Board of Commissioners will be the guest speakers at the West Salem Business Association luncheon on Thursday, June 25, 2015 beginning at 11:45 a.m. at Roth's West Salem.

3. COMMENTS (FOR ITEMS NOT ON THIS AGENDA)

4. APPROVAL OF AGENDA

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE THE AGENDA.

MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF CONSENT CALENDAR

MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE CONSENT CALENDAR.

MOTION PASSED UNANIMOUSLY.

6. APPROVAL OF MINUTES

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE THE MINUTES OF JUNE 10, 2015.

MOTION PASSED UNANIMOUSLY.

7. RESOLUTION 15-12 - YEAR END MODIFICATIONS TO 2014-2015 BUDGET

Greg Hansen presented Resolution 15-12 in the matter of transferring appropriations within multiple funds for fiscal year 2014-2015. Greg explained that the County has to adjust the current budget appropriations prior to the end of the fiscal year in order to prevent violating the Oregon budget law.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE RESOLUTION 15-12.

MOTION PASSED UNANIMOUSLY.

At 9:15 County Counsel announced that the meeting was recessed to Executive Session pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated to carry on labor negotiations. Although the public is excluded, no vote may be taken in executive session. Written minutes from the meeting are on file in the Board's office, but are confidential under ORS 192.660.

Commissioner Ainsworth called the meeting back into regular session.

BY CONSENSUS, THE BOARD DIRECTED STAFF TO PROCEED AS DISCUSSED.

Commissioner Ainsworth adjourned the meeting at 10:20 am.

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**

- (a) COMMUNITY DEVELOPMENT – CONTRACT NO. 15-75**
Approve Contract No. 15-75 with Bob Oliver for Hearings Officer Services.
- (b) PERSONNEL – CONTRACT NO. 15-76**
Approve Contract No. 15-76, employment agreement with Matt Hawkins.
- (c) DISTRICT ATTORNEY – CONTRACT 15-77**
Approve Contract No. 15-77 with the Department of Justice for Child Support Services.
- (d) BEHAVIORAL HEALTH – CONTRACT 15-79**
Approve Contract No. 15-79 with Meletina Dendy for mental health services.
- (e) PUBLIC HEALTH – CONTRACT 15-80**
Approve Contract No. 15-80 with Cathy Murphey for nurse practitioner services.
- (f) PUBLIC HEALTH – CONTRACT 15-81**
Approve Contract No. 15-81 with Audrey McClaughery for basic life support training.

- (g) **CORRECTIONS – CONTRACT 15-82**
Approve Contract No. 15-82 with TMI Testing Services for polygraph services for the indigent adult sex offenders.
- (h) **PUBLIC HEALTH – CONTRACT 15-83**
Approve Contract No. 15-83 with West Valley Hospital for the provision of tb chest x-rays and liver function tests.
- (i) **BEHAVIORAL HEALTH – CONTRACT 15-84**
Approve Contract No. 15-84 with the Oregon Health Authority for mental health services biennial funding.
- (j) **PERSONNEL – NEW JOB SPECIFICATIONS & SALARY RANGE**
Approve new job specifications and salary range for the Older Adult Specialist position in the Behavioral Health Department.

POLK COUNTY BOARD OF COMMISSIONERS

Mike Ainsworth, Chair

Jennifer Wheeler, Commissioner

Craig Pope, Commissioner

Minutes: Heather Merrill
Approved: June 24, 2015



POLK COUNTY

POLK COUNTY COURTHOUSE ★ DALLAS, OREGON 97338-3174
503-623-8173 ★ FAX 503-623-0896

BOARD OF COMMISSIONERS

Commissioners
CRAIG A. POPE
MIKE AINSWORTH
JENNIFER L. WHEELER

GREGORY P. HANSEN
Administrative Officer

TO: BOARD OF COMMISSIONERS

FROM: GREG HANSEN, ADMIN. OFFICER

DATE: JUNE 10, 2015

SUBJECT: ADOPTION OF THE 2015-2016 BUDGET

RECOMMENDATION:

The Board adopt Resolution 15-13 in the matter of the Polk County Budget, Appropriation of Funds and Imposing of Taxes for fiscal year beginning July 1, 2015.

ISSUE:

Should the Board of Commissioners adopt the recommended budget and the levying of taxes for fiscal year 2015-2016?

BACKGROUND:

The Polk County Budget Committee met March 30 – April 3, 2015, and tentatively approved the 2015-2016 fiscal year budget. During those deliberations the Budget Committee reviewed all of the budgets for the County's departments/divisions.

On May 20, 2015, the Budget Committee reconvened and formally approved the County budget with changes to the General Fund that included all of the additional funding provided by the operating levy, SRS monies, and elected officials salaries. The only other funds with significant changes were Public Works and Behavioral Health. Also, the Budget Committee set a property tax rate, the rate for the operating levy and the levy for paying off the Road Bonds.

Attachment 1 provides a summary of the budget recommended for adoption.

Attachment 2 is budget resolution 15-13. The Resolution for your consideration has total appropriations in the amount of \$58,967,525. The permanent property tax rate being considered in the Resolution is \$1.716/\$1,000 which is the permanent rate established by the Department of Revenue for Polk County. The amount for the new operating levy is

\$0.3048/\$1,000 which is the rate after the reduction of SRS funding. The amount of the levy to pay off the general obligation bonds for the Road Bond is \$2,750,000.

DISCUSSIONS:

The total recommended changes for the adopted budget amounted to a \$1,215,000 **increase** in appropriations.

The net change in the General Fund was an increase of \$815,000. This is the result of the year #2 SRS funding and an increase in Beginning Fund Balance. Appropriations increases occurred in CASA (transition funding) and Contingency. Reductions occurred in Community Corrections due to the loss of Drug Court monies (\$120,000).

In Public Works there was an overall increase of \$200,000 for the fund (positive adjustment of the beginning fund balance). An increase in Road Maintenance (chip seals and asphalt) with the balance to contingency.

Behavioral Health had an increase of \$200,000 to the Beginning Fund Balance with that amount going into Contingency.

ALTERNATIVES:

The following are alternatives before the Board:

1. Adopt the recommended Budget as presented.
2. Modify the recommended budget with additions/deletions to the Budget.
Your limits on additions to the Budget can not exceed 10% for any given fund.

FISCAL IMPACT:

Total budget for Polk County is \$58,967,525. This is an approximate 20.4% increase over last year's adopted budget. The major reason for this is the inclusion of the newly approved operating levy and the increase in Behavioral Health.

**POLK COUNTY
FY 2015-2016
SUMMARY OF RECOMMENDED CHANGES TO
THE APPROVED BUDGET**

	PROPOSED BUDGET	Net Change	APPROVED BUDGET	Ref.	Recommended Changes	BUDGET FOR Adoption
GENERAL FUND						
ASSESSOR	\$1,132,102	\$2,361	\$1,134,463			\$1,134,463
CLERK- RECORDING	\$172,349	\$1,617	\$173,966			\$173,966
CLERK- ELECTIONS	\$321,062	\$3,773	\$324,835			\$324,835
TREASURER	\$91,664	\$1,670	\$93,234			\$93,234
TAX COLLECTOR	\$274,137	\$1,049	\$275,186			\$275,186
COMM. DEV.- PLANNING	\$383,371	\$10,000	\$393,371			\$393,371
COMM. DEV.- BUILDING INSPECTION	\$500,153		\$500,153			\$500,153
COMM. DEV.- ENVIRONMENTAL HEALTH	\$252,413		\$252,413			\$252,413
DISTRICT ATT.- PROSECUTION	\$785,213	\$445,264	\$1,230,477			\$1,230,477
DISTRICT ATT.- MEDICAL EXAMINER	\$41,095		\$41,095			\$41,095
DISTRICT ATT.- SUPPORT ENF.	\$354,746		\$354,746			\$354,746
DISTRICT ATT.- CASA	\$0		\$0	a	\$25,000	\$25,000
DISTRICT ATT.- VICTIM'S ASSISTANCE	\$171,444		\$171,444			\$171,444
SHERIFF- PATROL	\$2,695,788	\$1,191,508	\$3,887,296			\$3,887,296
SHERIFF- JAIL	\$4,026,583	\$465,196	\$4,491,779			\$4,491,779
SHERIFF- EMERGENCY MANAGEMENT	\$363,541		\$363,541			\$363,541
COMMUNITY CORRECTIONS	\$1,844,097	\$175,000	\$2,019,097	b	(\$120,000)	\$1,899,097
COMM. SERVICE-DIVERSION	\$169,617		\$169,617			\$169,617
PARKS MAINTENANCE	\$60,541		\$60,541			\$60,541
OPERATING LEVY	\$2,149,981	(\$2,149,981)	\$0			\$0
NON-DEPARTMENTAL	\$3,750		\$3,750			\$3,750
NON-DEPT. -- O&C TIMBER TITLE III	\$83,170		\$83,170			\$83,170
TRANSFERS						
PUBLIC WORKS	\$80,000		\$80,000	c	(\$50,000)	\$30,000
DOG CONTROL FUND	\$60,000		\$60,000			\$60,000
MARINE PATROL	\$5,000		\$5,000			\$5,000
LAW LIBRARY	\$0		\$0			\$0
PUBLIC HEALTH	\$215,000		\$215,000			\$215,000
JUVENILE	\$800,000		\$800,000			\$800,000
FAIR FUND	\$0		\$0			\$0
BUILDING IMPROVEMENT FUND	\$0		\$0			\$0
UNAPPROPRIATED BALANCE	\$300,000	(\$300,000)	\$0			\$0
FUND OPERATING CONTINGENCY	\$1,753,833	\$77,643	\$1,831,476	d	\$960,000	\$2,791,476
TOTALS	\$19,090,650	(\$75,000)	\$19,015,650		\$815,000	\$19,830,650
SPECIAL FUNDS						
P.O.I.N.T. FUND	\$150,000		\$150,000			\$150,000
C.A.M.I. FUND	\$130,000		\$130,000			\$130,000
DOMESTIC MEDIATION FUND	\$41,000		\$41,000			\$41,000
COURT SECURITY FUND	\$126,000		\$126,000			\$126,000
PUBLIC WORKS FUND						
ADMINISTRATION PROGRAM	\$1,001,544	\$50,000	\$1,051,544	e	\$80,000	\$1,131,544
COUNTY SHOP	\$476,605		\$476,605			\$476,605
ROAD MAINTENANCE	\$3,670,937	\$100,000	\$3,670,937	e	\$120,000	\$3,790,937
ROAD CONSTRUCTION	\$200,500		\$200,500			\$200,500
SURVEY	\$279,303		\$279,303			\$279,303
ENGINEERING	\$200,611		\$200,611			\$200,611
TOTALS	\$5,729,500	\$150,000	\$5,879,500		\$200,000	\$6,079,500
PUBLIC LAND CORNER PRES. FUND						
DOAKS FERRY ROAD/HWY 22 & 51 FUND	\$110,000		\$110,000			\$110,000
OTIA III BRIDGE REPLACEMENT FUND	\$362,000		\$362,000			\$362,000
DOG CONTROL FUND	\$158,500		\$158,500			\$158,500
MARINE PATROL FUND	\$74,500		\$74,500			\$74,500
LAW LIBRARY FUND	\$55,000		\$55,000			\$55,000
JUVENILE FUND						
JUVENILE PROBATIONS	\$751,718		\$751,718			\$751,718
JUVENILE SANCTIONS	\$394,615		\$394,615			\$394,615
JUVENILE SANCTIONS - COMM. SV	\$48,167		\$48,167			\$48,167
TOTALS	\$1,194,500	\$0	\$1,194,500		\$0	\$1,194,500
911 EMERGENCY COMM. FUND						
COUNTY SCHOOL FUND	\$25,000		\$25,000			\$25,000
ECONOMIC DEVELOPMENT FUND	\$1,267,500		\$1,267,500			\$1,267,500
HOUSEHOLD HAZARDOUS WASTE	\$165,000		\$165,000			\$165,000
BUILDING IMPROVEMENT FUND	\$500,000	\$250,000	\$750,000			\$750,000
DEBT SERVICE FUND	\$2,757,375		\$2,757,375			\$2,757,375

POLK COUNTY
FY 2015-2016
SUMMARY OF RECOMMENDED CHANGES TO
THE APPROVED BUDGET

	PROPOSED BUDGET	Net Change	APPROVED BUDGET	Ref.	Recommended Changes	BUDGET FOR Adoption
FAIR FUND						
YEAR ROUND OPERATIONS	\$272,000		\$272,000			\$272,000
ANNUAL COUNTY FAIR	\$166,000		\$166,000			\$166,000
TOTALS	\$438,000	\$0	\$438,000			\$438,000
MANAGEMENT SERVICES FUND						
BOARD OF COMMISSIONERS	\$304,661		\$304,661			\$304,661
CENTRAL SERVICES	\$483,234		\$483,234			\$483,234
ACADEMY-BUILDING MAINT.	\$425,224		\$425,224			\$425,224
NEW JAIL - BLDG. MAINT.	\$303,661		\$303,661			\$303,661
COURTHOUSE-BLDG. MAINT.	\$537,395		\$537,395			\$537,395
INFORMATION SERVICES	\$864,378		\$864,378			\$864,378
COMPUTER MAPPING(GIS)	\$259,496		\$259,496			\$259,496
FINANCE	\$489,807	\$2,970	\$492,777			\$492,777
PERSONNEL	\$278,174		\$278,174			\$278,174
COUNTY COUNSEL	\$131,225		\$131,225			\$131,225
TRANSFERS	\$500,000	\$250,000	\$750,000			\$750,000
EQUIPMENT REPLACEMENT	\$162,745	(\$2,970)	\$159,775			\$159,775
TOTALS	\$4,740,000	\$250,000	\$4,990,000		\$0	\$4,990,000
INSURANCE FUND						
	\$1,085,000		\$1,085,000			\$1,085,000
HEALTH SERVICES FUNDS						
HEALTH SERVICES						
ADMINISTRATION	\$706,143		\$706,143			\$706,143
FAMILY & COMM. OUTREACH	\$1,382,857	(\$14,000)	\$1,368,857			\$1,368,857
TOTALS	\$2,089,000	(\$14,000)	\$2,075,000		\$0	\$2,075,000
PUBLIC HEALTH FUND						
FAMILY PLANNING	\$198,303		\$198,303			\$198,303
GENERAL HEALTH	\$1,319,791		\$1,319,791		\$0	\$1,319,791
WIC	\$285,906		\$285,906		\$0	\$285,906
TOTALS	\$1,804,000	\$0	\$1,804,000		\$0	\$1,804,000
BEHAVIORAL HEALTH						
M.H. ACCESS & ADMINISTRATION	\$4,365,474	\$527,000	\$4,892,474	e	\$200,000	\$5,092,474
ADDICTIONS PROGRAM	\$765,814		\$765,814			\$765,814
OUTPATIENT M. H. SERVICES	\$5,695,321	\$200,000	\$5,895,321			\$5,895,321
DEVELOPMENTAL DISABILITY	\$1,140,891		\$1,140,891			\$1,140,891
SUB-GRANT PROGRAMS	\$1,154,500		\$1,154,500			\$1,154,500
TOTALS	\$13,122,000	\$727,000	\$13,849,000		\$200,000	\$14,049,000
YOUTH PROGRAMS FUND						
MENTOR/SHELTER HOME	\$700,000		\$700,000			\$700,000
TOTALS	\$700,000	\$0	\$700,000		\$0	\$700,000
HEALTHY START FUND						
	\$0		\$0			\$0
TOTAL BUDGET	\$56,464,625	\$1,288,000	\$57,752,625		\$1,215,000	\$58,967,625

Actions recommended for Adoption.

- a Added appropriations to transition CASA from the County to a non-profit.
- b Loss of Drug Court funding requires a reduction in the operating budget for Community Corrections.
- c Reduction in General Fund Transfer that was missed in the approval process. The reduction was already incorporated into Public Works.
- d Estimated revenue for SRS and Title III monies for 2015-16 placed in contingency. These revenues will reduce the operating levy in year #2. Plus an increase in Beginning Fund Balance of \$150,000 placed in contingency.
- e Increase in Beginning Fund Balance and corresponding increase in appropriations (Chip Seal, Asphalt, Contingency)
- f Increase in Beginning Fund Balance and corresponding increase in appropriations (Contingency)
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**Polk County
Adopted Budget
Fiscal Year 2015-2016
Beginning July 1, 2015
Revenues**

Fund	100 General
	Revenues for all departments

FY 12-13	FY 13-14	FY 14-15	Divn.	Acct.	Description	FY 15-16	FY 15-16	Recommended	Department
Actual	Actual	Adopted	Num.	Num.		Proposed	Approved	for Adoption	
0	0	0	110	6300	Charges for Services	0	0	0	Board of Commissioners
8,450	10,070	10,000	120	6200	Permits and Licenses	10,000	10,000	10,000	Recording
390,421	282,882	360,000	120	6300	Charges for Services	340,000	340,000	340,000	Recording
0	0	0	120	6300	Charges for Services - Clerk's Trust	0	0	0	Recording
972	0	0	130	6110	Federal Awards	0	0	0	Elections
41,450	10,072	25,000	130	6300	Charges for Services	25,000	25,000	25,000	Elections
2,518,684	2,307,079	2,325,000	199	6000	Beginning Fund Balance	2,600,000	3,100,000	3,250,000	Non-Departmental
7,685,498	7,828,368	8,050,000	199	6010	Property Taxes	8,300,000	8,300,000	8,300,000	Non-Departmental
415,611	313,432	325,000	199	6020	Property Taxes Previous Years	325,000	325,000	325,000	Non-Departmental
0	0	0	199	6020	Property Taxes - Operating Levy	2,250,000	1,550,000	1,550,000	Operating Levy
78,845	78,637	70,000	199	6050	Franchise Tax	75,000	75,000	75,000	Non-Departmental
765,632	789,308	0	199	6120	Federal Pmt. in Lieu of Tax (O&C)	0	0	725,000	Non-Departmental
62,861	64,797	0	200	6221	Federal Pmt. in Lieu of Tax (Title III)	0	0	60,000	Non-Departmental
374,821	244,365	80,000	199	6140	State Shared Revenues	80,000	80,000	80,000	Non-Departmental
446,669	462,692	400,000	199	6142	State Shared Revenues-Excise Tax	425,000	425,000	425,000	Non-Departmental
20,123	20,780	20,000	199	6170	Intergovernmental Local Govt.	20,000	20,000	20,000	Non-Departmental
1,688	1,613	2,000	199	6310	Charges for Services-Rentals	2,000	2,000	2,000	Non-Departmental
103,371	77,196	100,000	199	6600	Fines and Forfeitures	60,000	60,000	60,000	Non-Departmental
25,136	24,211	20,000	199	6800	Interest Income	25,000	25,000	25,000	Non-Departmental
5,603	5,875	2,300	**	6990	Miscellaneous	2,000	2,000	2,000	Various Departments
0	720	2,500	199	7100	Proceeds from Sale of Assets	2,500	2,500	2,500	Non-Departmental
0	0	0	350	6300	Charges for Services	0	0	0	OSU-Extension
355,194	318,286	295,000	210	6130	State Operating Grants	280,000	280,000	280,000	Assessment
0	30	0	210	6300	Charges for Services	0	0	0	Assessment
4,130	4,690	5,000	210	6305	MS Fees	5,000	5,000	5,000	Assessment
4,280	5,260	5,000	220	6300	Charges for Services	5,000	5,000	5,000	Tax Collector
16,665	19,705	18,000	220	6600	Fines and Forfeitures	17,500	17,500	17,500	Tax Collector
0	94,327	0	310	6110	Federal Awards	0	0	0	Planning
2,480	2,500	2,000	310	6200	Permits and Licenses	2,000	2,000	2,000	Planning
53,191	55,276	85,000	310	6300	Charges for Services	98,000	98,000	98,000	Planning
303,662	358,664	462,000	320	6200	Permits and Licenses	462,000	462,000	462,000	Building Inspection
34,864	35,449	42,000	410	6110	Federal Awards	0	0	0	Prosecution
37,705	67,088	54,000	410	6140	State Shared Revenues	0	0	0	Prosecution
10,000	10,000	0		6170	Intergovernmental Local Govt.	0	0	0	Prosecution
72,084	75,162	75,000	410	6300	Charges for Services	75,000	75,000	75,000	Prosecution
216,594	214,103	203,000	415	6110	Federal Awards	210,000	210,000	210,000	Support Enforcement
21,460	24,645	25,000	415	6130	State Operating Grants	25,000	25,000	25,000	Support Enforcement
0	0	20,000	415	6140	State Shared Revenues	10,000	10,000	10,000	Support Enforcement
3,568	4,048	4,000	415	6300	Charges for Services	4,000	4,000	4,000	Support Enforcement
0	0	0	418	6130	State Operating Grants	92,750	92,750	92,750	Victim's Assistance
22,167	0	23,630	515	6130	State Operating Grants	0	0	0	CASA
0	0	0	515	6180	Non-Governmental Grants	0	0	0	CASA
6,188	4,129	10,000	430	6110	Federal Awards	0	0	0	Patrol
61,811	0	0	430	6130	State Operating Grants	0	0	0	Patrol
453,672	405,000	0	430	6170	Intergovernmental Local Govt.	0	0	0	Patrol
9,365	9,374	10,000	430	6180	Non-Governmental Grants	0	0	0	Patrol
207,819	180,119	150,000	430	6300	Charges for Services	160,000	160,000	160,000	Patrol
4,258	711	0	430	6600	Fines and Forfeitures	0	0	0	Patrol
470	1,341	0	430	6750	Settlements	0	0	0	Patrol
2,404	4,688	3,000	430	6980	Donations	3,000	3,000	3,000	Patrol
364	7,559	0	430	6990	Miscellaneous	0	0	0	Patrol
0	8,125	0	430	7100	Proceeds from Sale of Assets	0	0	0	Patrol
5,359	4,261	10,000	435	6110	Federal Awards	10,000	10,000	10,000	Jail
318,063	364,170	325,000	435	6140	State Shared Revenue (Impact)	350,000	325,000	325,000	Jail
28,899	24,222	25,000	435	6300	Charges for Services	25,000	25,000	25,000	Jail
762	507	0	435	6600	Fines and Forfeitures	0	0	0	Jail
2,596	10,364	0	435	6750	Settlements	0	0	0	Jail
44,573	30,906	40,000	435	6820	Commissions	40,000	40,000	40,000	Jail
4,855	13,789	0	435	6990	Miscellaneous	10,000	10,000	10,000	Jail
277,755	332,416	100,000	440	6110	Federal Awards	110,000	110,000	110,000	Emergency Management
0	0	92,770	440	6170	Intergovernmental Local Govt.	93,000	93,000	93,000	Emergency Management
0	8,895	0	440	6300	Charges for Services	0	0	0	Emergency Management
137,001	147,381	135,000	440	6310	Charges for Services-Rentals	155,000	155,000	155,000	Emergency Management
59,025	46,077	0	457	6110	Federal Awards	0	0	0	Community Corrections
1,573,480	1,786,281	1,425,000	457	6130	State Operating Grants	1,525,000	1,700,000	1,700,000	Community Corrections
0	0	150,000	457	6130	State Operating Grant-Drug Court	120,000	120,000	0	Community Corrections
214,744	202,430	210,000	457	6300	Charges for Services	200,000	200,000	200,000	Community Corrections
0	0	50,000	470	6130	State Operating Grants	75,000	50,000	50,000	Comm. Serv.-Diversion
50,224	67,364	55,000	470	6300	Charges for Services	85,000	85,000	85,000	Comm. Serv.-Diversion
47,170	49,628	46,000	590	6050	Franchise Tax	46,000	46,000	46,000	Environmental Health
5,935	8,173	10,000	590	6110	Federal Awards	10,000	10,000	10,000	Environmental Health
43,461	4,829	0	590	6130	State Operating Grants	0	0	0	Environmental Health
139,456	119,212	161,500	590	6200	Permits and Licenses	161,500	161,500	161,500	Environmental Health
13,548	14,372	25,000	590	6300	Charges for Services	25,000	25,000	25,000	Environmental Health
4,737	0	0	590	6600	Fines and Forfeitures	0	0	0	Environmental Health
2,600	2,750	2,600	750	6130	State Operating Grants	2,400	2,400	2,400	Parks Maintenance
49,447	52,157	53,500	750	6140	State Shared Revenues	56,000	56,000	56,000	Parks Maintenance
1,000	1,000	1,000	750	6300	Charges for Services	1,000	1,000	1,000	Parks Maintenance
17,875,518	17,721,560	16,199,800			Fund Total	19,090,650	18,015,650	19,830,650	

Polk County
Adopted Budget
Fiscal Year 2016-2016
Beginning July 1, 2015
Expenditures

100 General	(Fund)
616 CASA (Court Appt. Special Adv.)	(Divn)
410 District Attorney	(Dept)

FY 12-13	FY 13-14	FY 14-15	Acct.		FY 15-16	FY 15-16	Recommended	
Actual	Actual	Adopted	FTE	Num.	Proposed	FTE	Approved	FTE for Adoption
				Description				
Expenditures								
0	0	0	0.00	8010 Clerical/Admin. Specialist	0	0.00	0	0.00
0	0	0	0.00	8030 Professional/Technical	0	0.00	0	0.00
0	0	0		8080 Temporary/Part-time	0		0	
0	0	0		8090 Overtime	0		0	
0	0	0	0.00	Total Salaries	0	0.00	0	0.00
0	0	0		8110 PERS-Retirement	0		0	
0	0	0		8120 Social Security/Medicare	0		0	
0	0	0		8140 Insurance	0		0	
0	0	0		8150 Unemployment	0		0	
0	0	0		8160 Workers Comp. Insurance	0		0	
0	0	0	0.00	Total Personal Services	0	0.00	0	0.00
2,197	2,519	700		8210 Office Supplies	0		0	
0	520	0		8220 Operating Supplies	0		0	
0	0	0		8250 Small Tools & Minor Equipment	0		0	
0	0	0		8310 Advertising and Printing	0		0	
886	1,343	1,000		8320 Photocopying	0		0	
119	281	150		8330 Postage	0		0	
383	389	350		8340 Telephone	0		0	
125	293	0		8410 Dues, Memberships & Publication	0		0	
0	0	0		8420 Workshops and Conferences	0		0	
41	0	0		8430 Transportation	0		0	
0	80	0		8510 Professional Services	0		0	
18,210	20,400	20,400		8540 Contract Services	0		0	
0	0	0		8580 Special Projects	0		0	25,000
0	0	0		8610 Repairs and Maintenance	0		0	
691	691	1,030		8830 Management Services	0		0	
22,652	26,516	23,630		Total Materials and Services	0		0	25,000
0	0	0		8948 Computers and Attachments	0		0	
0	0	0		Total Capital Outlay	0		0	
22,652	26,516	23,630	0.00	Total Department Expenses	0	0.00	0	0.00
Revenues								
22,167	26,402	23,630		6130 State Operating Grants	0		0	
0	0	0		6170 Intergovernmental Local Govt.	0		0	
0	0	0		6180 Non-Governmental Grants	0		0	
0	0	0		6190 Interfund Grants	0		0	
0	0	0		6980 Donations	0		0	
42	0	0		6990 Miscellaneous	0		0	
0	0	0		7920 Transfer from Other Fund	0		0	
22,209	26,402	23,630		Total Revenues	0		0	
Net Cost of Program								
443	114	0		Expenditures less Revenue	0		0	25,000

**Polk County
Adopted Budget
Fiscal Year 2015-2016
Beginning July 1, 2015
Expenditures**

100 General	(Fund)
199 Non-Departmental	(Divn)
199 Non-Departmental	(Dept)

FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	Acct. FTE Num.	Description	FY 15-16 Proposed	Tentatively Approved FTE	Recommended for Approval FTE
Expenditures							
72	43	0	8220	Operating Supplies	0	0	0
0	0	0	8420	Workshops & Conferences	0	0	0
0	0	0	8510	Prof. Services	0	0	0
0	0	0	8580	Special Projects	0	0	0
0	247	250	8590	Boards & Commissions Expense	250	250	250
0	9,313	0	8720	Finance Charges	0	0	0
3,000	3,000	3,000	8750	Community Mediation/VORP	3,000	3,000	3,000
635	940	500	8790	Misc. Department Expenses	500	500	500
3,707	13,643	3,750		Total Materials and Services	3,750	3,750	3,750
0	0	0	8910	Land	0	0	0
0	0	0	8920	Buildings	0	0	0
0	0	0		Total Capital Outlay	0	0	0
Transfers to Other Funds							
374,821	244,363	80,000	9810	Transfer to Public Works Fund	80,000	80,000	30,000
65,000	85,000	45,000	9820	Transfer to Dog Control Fund	60,000	60,000	60,000
5,000	15,000	5,000	9830	Transfer to Marine Patrol Fund	5,000	5,000	5,000
5,000	15,000	0	9835	Transfer to Law Library Fund	0	0	0
30,000	0	0	9836	Transfer to Domestic Meiation	0	0	0
118,000	176,000	144,500	9840	Transfer to Public Health Fund	215,000	215,000	215,000
815,000	770,000	700,000	9850	Transfer to Juvenile Fund	800,000	800,000	800,000
0	0	0	9860	Transfer to Fair Fund	0	0	0
0	0	0	9880	Transfer to Bldg. Improvement Fd	0	0	0
0	0	0	9882	Transfer to Debt Service Fund	0	0	0
1,412,821	1,305,363	974,500		Total Transfers	1,160,000	1,160,000	1,110,000
1,416,528	1,318,906	978,250		Total Departmental Expense	1,163,750	1,163,750	1,113,750
Fund Contingency and Unappropriated Ending Fund Balance							
0	0	1,616,751	9990	Fund Operating Contingency	1,700,000	1,831,476	2,791,476
0	0	300,000	9995	Unaprop. Ending Fund Balance	300,000	0	0
Revenues							
2,518,684	2,307,079	2,325,000	6000	Beginning Fund Balance	2,600,000	3,100,000	3,250,000
7,685,498	7,828,368	8,050,000	6010	Property Taxes	8,300,000	8,300,000	8,300,000
415,611	313,432	325,000	6020	Property Taxes Previous Years	325,000	325,000	325,000
0	0	0	6020	Property Taxes - Operating Levy	2,250,000	1,550,000	1,550,000
78,845	78,637	70,000	6050	Franchise Tax	75,000	75,000	75,000
765,632	789,308	0	6120	Federal Pmts in Lieu of Tax (O &	0	0	0
0	0	0	6121	Federal PILT - Timber	0	0	0
374,821	244,365	80,000	6140	State Shared Revenues	80,000	80,000	80,000
446,669	462,692	400,000	6142	State Shared Revenues - Excise	425,000	425,000	425,000
20,123	20,780	20,000	6170	Intergovernmental Local Gov't	20,000	20,000	20,000
1,688	1,613	2,000	6310	Charges for Services - Rentals	2,000	2,000	2,000
103,371	77,196	100,000	6600	Fines and Forfeitures	60,000	60,000	60,000
25,136	24,211	20,000	6800	Interest Income	25,000	25,000	25,000
521	2,715	2,300	6990	Miscellaneous	2,000	2,000	2,000
0	720	2,500	7100	Proceeds from Sale of Assets	2,500	2,500	2,500
0	0	0	7920	Transfer from Other Fund	0	0	0
12,436,599	12,151,116	11,396,800		Total Revenues	14,166,500	13,966,500	14,116,500

**Polk County
Adopted Budget
Fiscal Year 2015-16
Beginning July 1, 2015
Expenditures**

100 General Fund	(Fund)
457 Community Corrections	(Divn)
457 Community Corrections	(Dept)

FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FTE	Acct. Num.	Description	FY 15-16 Proposed	FTE	FY 15-16 Approved	FTE	Recommended for Adoption	FTE
Expenditures											
78,326	79,788	80,931	2.00	8010	Clerical/Admin. Specialist	103,401	2.50	103,401	2.50	103,401	2.50
32,313	0	0		8020	Laborer	0		0		0	
479,810	516,117	535,125	9.00	8030	Professional/Technical	552,084	9.00	588,028	9.00	588,028	10.00
69,828	69,828	69,828	1.00	8040	Management/Supervisory	71,952	1.00	71,952	1.00	71,952	1.00
52,647	59,189	65,695	0.60	8050	Department Head	60,760	0.55	60,760	0.55	60,760	0.55
13,761	26,743	0		8080	Temporary/Part-time	0		0		0	
11,939	17,497	10,000		8090	Overtime	15,000		15,000		15,000	
738,624	769,162	761,579	12.60		Total Salaries	803,197	13.05	839,141	13.05	839,141	14.05
140,862	145,116	144,700		8110	PERS-Retirement	168,671		176,220		176,220	
54,912	57,137	58,261		8120	Social Security/Medicare	61,445		64,194		64,194	
176,344	187,511	207,900		8140	Insurance	228,375		228,375		245,875	
3,701	3,849	3,808		8150	Unemployment	4,016		4,196		4,196	
19,513	20,561	22,844		8160	Workers Comp. Insurance	24,096		25,174		25,174	
1,133,956	1,183,336	1,199,092	12.60		Total Personal Services	1,289,800	13.05	1,337,300	13.05	1,364,800	14.05
3,035	3,379	4,000		8210	Office Supplies	4,000		4,000		4,000	
2,866	5,564	3,200		8220	Operating Supplies	3,200		3,200		3,200	
0	0	1,000		8250	Fuels & Lubricants	1,000		1,000		1,000	
2,946	616	4,000		8250	Small Tools & Minor Equip.	4,000		4,000		4,000	
2,850	1,943	3,000		8310	Advertising & Printing	3,000		3,000		3,000	
3,815	3,844	4,000		8320	Photocopying	4,000		4,000		4,000	
3,881	3,869	4,000		8330	Postage	4,000		4,000		4,000	
5,896	7,019	6,500		8340	Telephone	6,500		6,500		6,500	
28,489	29,732	30,000		8350	Utilities	30,000		30,000		30,000	
1,050	985	1,000		8410	Dues, Memberships & Publ	1,000		1,000		1,000	
1,288	6,413	2,000		8420	Workshops and Conferences	2,000		2,000		2,000	
11,219	5,953	8,000		8430	Transportation	8,000		8,000		8,000	
167,800	107,203	125,000		8510	Professional Services	185,000		185,000		65,000	
124,750	128,420	125,000		8540	Contract Services	25,000		85,000		85,000	
0	3,000	0		8550	Contract - Other Public Agencies	0		0		0	
200	250	0		8580	Special Projects	0		50,000		50,000	
11,032	14,909	10,000		8610	Repairs and Maintenance	10,000		10,000		10,000	
1,427	1,527	1,000		8614	Vehicle Maintenance	1,000		1,000		1,000	
141,438	131,757	142,000		8660	Rentals	145,000		145,000		145,000	
0	0	0		8670	Boarding Expense	0		0		0	
10	19	0		8790	Misc. Dept. Expenses	0		0		0	
2,075	2,250	2,300		8820	Insurance Interdepartmental	2,600		2,600		2,600	
40,745	40,373	63,099		8830	Management Services Interdept.	64,360		64,360		64,360	
38,129	33,661	35,541		8840	Information Services Interdept.	35,637		35,637		35,637	
594,941	532,686	574,640			Total Materials and Services	539,297		649,297		629,297	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8944	Vehicles	15,000		15,000		15,000	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	15,000		15,000		15,000	
1,728,897	1,716,022	1,773,732	12.60		Total Department Expenses	1,844,097	13.05	2,001,697	13.05	1,899,097	14.05
Revenues											
59,025	46,077	0		6110	Federal Awards	0		0		0	
1,573,480	1,786,281	1,425,000		6130	State Operating Grants	1,525,000		1,700,000		1,700,000	
0	0	160,000		6130	State Operating Grant-Drug Court	120,000		120,000		0	
214,744	202,430	200,000		6300	Charges for Services	200,000		200,000		200,000	
1,332	1,789	0		6990	Miscellaneous	0		0		0	
1,848,581	2,036,577	1,785,000			Total Revenues	1,845,000		2,020,000		1,900,000	
Net Cost of Program											
(119,684)	(320,555)	(11,268)			Expenditures less Revenue	(903)		(18,403)		(903)	

Polk County
Adopted Budget
Fiscal Year 2015-16
Beginning July 1, 2015
Revenue

210 Public Works (Fund)
Revenue for all departments

FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	Divn Num.	Acct. Num.	Description	FY 15-16 Proposed	FY 15-16 Approved	Recommended for Adoption	Division
Revenues									
820,012	236,104	850,000	610	6000	Beginning Fund Balance	600,000	800,000	1,000,000	Administration
36,307	38,468	30,000	610	6300	Charges for Services	35,000	35,000	35,000	Administration
561	741	1,000	610	6800	Interest Income	1,000	1,000	1,000	Administration
176	0	0	610	6990	Miscellaneous	0	0	0	Administration
0	550	0	610	7100	Proceeds from Sale of Assets	0	0	0	Administration
95,005	109,786	100,000	620	6300	Charges for Services	100,000	100,000	100,000	County Shops
0	10	0	620	6990	Miscellaneous	0	0	0	County Shops
0	0	0	620	6750	Settlements	0	0	0	County Shops
101,275	108,337	50,000	630	6120	Federal Payment in Lieu of Tax	100,000	100,000	100,000	Road Maintenance
0	46,375	0	630	6130	State Operating Grant	0	0	0	Road Maintenance
0	333,231	300,000	630	6140	State Shared Revenues	300,000	300,000	300,000	Road Maintenance
3,915,676	4,132,194	4,200,000	630	6142	State Shared Rev.-Gas Tax	4,200,000	4,200,000	4,200,000	Road Maintenance
148,910	115,448	125,000	630	6300	Charges for Services	200,000	200,000	200,000	Road Maintenance
261,232	49,503	0	630	6750	Settlements	0	0	0	Road Maintenance
10,065	69	0	630	6990	Miscellaneous	0	0	0	Road Maintenance
1,470	4,437	0	630	7100	Proceeds from Sale of Assets	0	0	0	Road Maintenance
0	244,363	80,000	630	7910	Transfer General Fund	80,000	30,000	30,000	Road Maintenance
0	0	0	640	6110	Federal Awards	0	0	0	Road Construction
39,552	41,739	40,000	640	6142	State Shared Rev-Bike Paths	40,000	40,000	40,000	Road Construction
15,000	20,000	0	640	6170	Intergovernmental Local Gov	0	0	0	Road Construction
0	50,000	0	640	6300	Charges for Services	0	0	0	Road Construction
0	0	0	640	7120	Loan Proceeds	0	0	0	Road Construction
374,821	0	0	640	7910	Transfer General Fund	0	0	0	Road Construction
83,470	84,740	75,000	650	6300	Charges for Services	66,000	66,000	66,000	Survey
0	0	0	650	6990	Miscellaneous	0	0	0	Survey
6,630	7,529	7,000	655	6300	Charges for Services	7,500	7,500	7,500	Engineering
0	0	0	655	6990	Miscellaneous	0	0	0	Engineering
5,910,163	5,623,624	5,858,000	Fund Total			5,729,500	5,879,600	6,079,600	

**Polk County
Adopted Budget
Fiscal Year 2015-2016
Beginning July 1, 2015
Expenditures**

210 Public Works	(Fund)
610 Public Works Administration	(Divn)
610 Public Works	(Dept)

FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FTE	Acct. Num.	Description	FY 15-16 Proposed	FTE	FY 15-16 Approved	FTE	Recommended for Adoption	FTE
Expenditures											
64,764	41,556	41,856	1.00	8010	Clerical/Admin. Specialist	43,128	1.00	43,128	1.00	43,128	1.00
18,270	45,421	47,247	1.00	8040	Management/Supervisory	50,633	1.00	50,633	1.00	50,633	1.00
86,422	87,809	93,736	0.85	8050	Department Head	95,860	0.85	95,860	0.85	95,860	0.85
1,607	0	10,000		8080	Temporary/Part-Time	2,500		2,500		2,500	
7,222	2,507	3,000		8090	Overtime	5,000		5,000		5,000	
178,285	177,293	195,839	2.85		Total Salaries	197,121	2.85	197,121	2.85	197,121	2.85
27,668	27,571	37,209		8110	PERS-Retirement	41,395		41,395		41,395	
13,154	13,153	14,982		8120	Social Security/Medicare	15,080		15,080		15,080	
41,567	44,655	47,880		8140	Insurance	50,160		50,160		50,160	
877	872	979		8150	Unemployment	986		986		986	
353	401	392		8160	Workers Comp. Insurance	414		414		414	
261,904	263,945	297,281	2.85		Total Personal Services	305,156	2.85	305,156	2.85	305,156	2.85
2,170	2,665	3,500		8210	Office Supplies	3,000		3,000		3,000	
125	0	0		8220	Operating Supplies	0		0		0	
933	265	2,500		8250	Small Tools & Minor Equipment	2,000		2,000		2,000	
994	680	2,000		8310	Advertising and Printing	1,000		1,000		1,000	
2,222	1,849	3,000		8320	Photocopying	2,500		2,500		2,500	
1,192	902	1,100		8330	Postage	1,100		1,100		1,100	
9,324	9,002	12,000		8340	Telephone	12,000		12,000		12,000	
10,911	11,255	15,000		8350	Utilities	12,000		12,000		12,000	
1,170	1,614	3,000		8410	Dues, Memberships & Publications	3,000		3,000		3,000	
200	440	1,500		8420	Workshops and Conferences	1,500		1,500		1,500	
0	0	250		8430	Transportation	250		250		250	
6,111	19,839	15,000		8510	Professional Services	15,000		15,000		15,000	
0	0	0		8540	Contract Services	0		0		0	
27,578	27,447	20,000		8610	Repairs and Maintenance	25,000		25,000		25,000	
0	0	0		8614	Vehicle Maint. - Gen. Services	0		0		0	
0	0	0		8720	Finance Charges	0		0		0	
57,000	60,000	62,500		8820	Insurance Interdepartmental	65,000		65,000		65,000	
115,672	113,598	171,749		8830	Management Services Interdept.	176,546		176,546		176,546	
74,182	72,825	76,011		8840	Information Services Interdept.	81,187		81,187		81,187	
309,784	322,381	389,110			Total Materials and Services	401,083		401,083		401,083	
203	3,377	10,000		8920	Buildings	10,000		10,000		10,000	
0	0	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers & Attachments	0		0		0	
203	3,377	10,000			Total Capital Outlay	10,000		10,000		10,000	
0	0	379,311		9990	Contingency	285,305		335,305		415,305	
0	0	379,311			Total Contingency	285,305		335,305		415,305	
571,891	589,703	1,075,702	2.85		Total Department Expenses	1,001,544	2.85	1,051,544	2.85	1,131,544	2.85
Revenues											
820,012	236,104	850,000		6000	Beginning Fund Balance	600,000		800,000		1,000,000	
0	0	0		6130	State Operating Grants	0		0		0	
36,307	38,468	30,000		6300	Charges for Services	35,000		35,000		35,000	
561	741	1,000		6800	Interest Income	1,000		1,000		1,000	
176	0	0		6990	Miscellaneous	0		0		0	
0	550	0		7100	Proceeds from Sale of Assets	0		0		0	
857,056	275,863	881,000			Total Revenues	636,000		836,000		1,036,000	
Net Cost of Program											
(285,165)	313,840	194,702			Expenditures less Revenue	365,544		215,544		95,544	

**Polk County
Adopted Budget
Fiscal Year 2015-2016
Beginning July 1, 2015
Expenditures**

210 Public Works	(Fund)
830 Road Maintenance	(Divn)
810 Public Works	(Dept)

FY 12-13	FY 13-14	FY 14-15		Acct.		FY 15-16	FY 15-16	Recommended	
Actual	Actual	Adopted	FTE	Num.	Description	Proposed	FTE	Approved	FTE for Adoption
					Expenditures				
442,429	437,700	471,874	10.00	8020	Laborer	527,202	11.00	527,202	11.00
74,960	74,727	74,724	1.00	8040	Management/Supervisory	96,000	1.00	96,000	1.00
32,472	36,154	25,000		8080	Temporary/Part-Time	25,000		25,000	
32,963	33,665	40,000		8090	Overtime	40,000		40,000	
582,824	582,246	611,598	11.00		Salaries	688,202	12.00	688,202	12.00
100,062	99,012	111,454		8110	PERS-Retirement	139,272		139,272	
42,928	44,479	46,787		8120	Social Security/Medicare	52,647		52,647	
150,403	161,758	184,800		8140	Insurance	211,200		211,200	
2,930	3,053	3,058		8150	Unemployment	3,441		3,441	
37,180	40,283	42,812		8160	Workers Comp. Insurance	48,174		48,174	
916,327	930,831	1,000,509	11.00		Total Personal Services	1,142,937	12.00	1,142,937	12.00
12	378	500		8210	Office Supplies	500		500	
204,318	211,033	230,000		8220	Operating Supplies	230,000		230,000	
286,147	305,306	300,000		8225	Fuels & Lubricants	275,000		275,000	
1,809	2,752	7,500		8250	Small Tools & Minor Equip	7,500		7,500	
0	0	500		8310	Advertising & Printing	500		500	
2,808	2,233	2,500		8340	Telephone	2,500		2,500	
16,478	18,017	16,000		8350	Utilities	20,000		20,000	
0	318	0		8410	Dues, Memberships & Publications	0		0	
1,570	19	2,000		8420	Workshops and Conferences	2,000		2,000	
65,500	80,377	5,000		8510	Professional Services	5,000		5,000	
0	186	0		8520	Medical Care	0		0	
416,329	210,721	335,000		8540	Contract Services	300,000		300,000	
2,234	0	0		8580	Special Projects	0		0	
4,300	969	5,000		8610	Repairs & Maintenance	5,000		5,000	
729	71	0		8614	Vehicle Maint. - Gen. Svcs.	0		0	
180	0	0		8616	Vehicle Set-up	0		0	
188,981	189,771	150,000		8630	Road Maintenance	175,000		175,000	
10,449	10,165	50,000		8631	Bridge Maintenance	40,000		40,000	
185,257	440,811	900,000		8632	Chip Seals	750,000		850,000	900,000
78,327	55,861	100,000		8633	Slide Repair	50,000		50,000	50,000
503,283	122,520	100,000		8634	Asphalt	130,000		130,000	200,000
450,457	293,958	350,000		8636	Crushed Rock	350,000		350,000	350,000
4,467	8,032	10,000		8660	Rentals	10,000		10,000	10,000
0	0	0		8730	Misc. Fees and Premiums	0		0	0
2,423,635	1,953,497	2,564,000			Total Materials and Services	2,353,000		2,453,000	2,573,000
549,904	18,491	75,000		8942	Machinery	75,000		75,000	75,000
7,500	0	0		8944	Vehicles	0		0	0
557,404	18,491	75,000			Total Capital Outlay	75,000		75,000	75,000
3,897,366	2,902,819	3,639,509	11.00		Total Department Expense	3,570,937	12.00	3,670,937	12.00
					Revenues				
0	0	0		6110	Federal Grants	0		0	0
101,275	108,337	50,000		6120	Federal Payment in Lieu of Tax	100,000		100,000	100,000
0	46,375	0		6130	State Operating Grants	0		0	0
0	333,231	300,000		6140	State Shared Revenues	300,000		300,000	300,000
3,915,676	4,132,194	4,200,000		6142	State Shared Revenues-Excise Ta	4,200,000		4,200,000	4,200,000
148,910	115,448	125,000		6300	Charges for Services	200,000		200,000	200,000
261,232	49,503	0		6750	Settlements	0		0	0
10,065	68	0		6990	Miscellaneous	0		0	0
1,470	4,437	0		7100	Proceeds from Sale of Assets	0		0	0
0	0	80,000		7910	Transfer from General Fund	80,000		30,000	30,000
4,438,628	4,789,593	4,755,000			Total Revenues	4,880,000		4,830,000	4,830,000
					Net Cost of Program				
(541,262)	(1,886,774)	(1,115,491)			Expenditures less Revenue	(1,309,063)		(1,159,063)	(1,039,063)

**Polk County
Adopted Budget
Fiscal Year 2015-2016
Beginning July 1, 2015
Revenues**

240 Behavioral Health (Fund)
Revenue for all departments

FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	Divn. Num.	Acct. Num.	Description	FY 15-16 Proposed	FY 15-16 Approved	Recommended for Adoption	Division
Revenues									
555,538	(857,224)	0	530	6000	Beginning Fund Balance	2,200,000	3,000,000	3,200,000	Behv. Hlth. Support Svcs.
443,433	1,218,792	580,000	530	6122	OHP Capitation	2,000,000	2,000,000	2,000,000	Behv. Hlth. Support Svcs.
37,157	42,480	0	530	6131	MH State Operating Grants	0	0	0	Behv. Hlth. Support Svcs.
0	0	42,000	530	6170	Intergovernmental Local	43,500	43,500	43,500	Behv. Hlth. Support Svcs.
67,215	108,157	107,500	530	8310	Rentals	107,500	107,500	107,500	Behv. Hlth. Support Svcs.
128	(3,387)	0	530	6800	Interest Income	0	0	0	Behv. Hlth. Support Svcs.
815	10	0	530	6990	Miscellaneous	0	0	0	Behv. Hlth. Support Svcs.
314,316	129,906	125,000	535	6110	Federal Awards	85,000	85,000	85,000	Addictions Program
455,309	532,700	335,000	535	6130	State Operating Grants	330,000	330,000	330,000	Addictions Program
140,925	182,184	175,000	535	6131	MH State Operating Grants	130,000	125,000	125,000	Addictions Program
63,472	93,589	40,000	535	6142	State Shared Rev-Excise Tax	16,000	16,000	16,000	Addictions Program
0	0	120,000	535	6170	Intergovernmental Local	90,000	90,000	90,000	Addictions Program
173,862	115,077	212,000	535	6300	Charges for Services	150,000	150,000	150,000	Addictions Program
37	865	0	535	6990	Miscellaneous	0	0	0	Addictions Program
62,381	107,911	62,000	540	6110	Federal Awards	62,000	59,000	59,000	Outpatient M.H. Svcs.
3,167,213	3,758,979	4,300,000	540	6122	OHP Capitation	4,200,000	4,200,000	4,200,000	Outpatient M.H. Svcs.
361,386	604,693	360,000	540	6130	State Operating Grants	400,000	400,000	400,000	Outpatient M.H. Svcs.
849,215	864,356	730,000	540	6131	MH State Operating Grants	615,000	550,000	550,000	Outpatient M.H. Svcs.
28,531	28,531	32,000	540	6132	Rent Subsidies	62,000	62,000	62,000	Outpatient M.H. Svcs.
401,265	511,669	500,000	540	6170	Intergovernmental Local	0	0	0	Outpatient M.H. Svcs.
253,435	383,109	150,000	540	6300	Charges for Services	270,000	270,000	270,000	Outpatient M.H. Svcs.
8,152	0	0	540	6980	Donations	0	0	0	Outpatient M.H. Svcs.
4,925	2,205	2,000	540	6990	Miscellaneous	1,000	1,000	1,000	Outpatient M.H. Svcs.
1,291,186	1,132,979	1,200,000	555	6131	MH State Operating Grants	1,220,000	1,220,000	1,220,000	Dev. Disabilities
14	10	0	555	6990	Miscellaneous	0	0	0	Dev. Disabilities
0	5,306	0	560	6130	State Operating Grants	0	0	0	Sub-Grant Programs
915,211	1,126,100	0	560	6131	MH State Operating Grants	1,140,000	1,140,000	1,140,000	Sub-Grant Programs
31,638	31,638	1,020,500	560	6132	State-Hillside Rent Subsidy	0	0	0	Sub-Grant Programs
0	0	0	560	6131	MH State Operating Grants	0	0	0	Sub-Grant Programs
9,626,759	10,120,635	10,093,000			Fund Total	13,122,000	13,849,000	14,049,000	

**Polk County
Adopted Budget
Fiscal Year 2015-2016
Beginning July 1, 2015
Expenditures**

240 Behavioral Health	(Fund)
530 Behavioral Health Support Services	(Divn)
510 Health Services	(Dept)

FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FTE	Acct. Num.	Description	FY 15-16 Proposed	FTE	FY 15-16 Approved	FTE	Recommended for Adoption	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	498,597	14.30	498,597	14.30	498,597	14.30
127,654	130,577	130,348	2.80	8030	Professional/Technical	242,758	5.80	242,758	5.80	242,758	5.80
273,828	150,246	88,439	1.50	8040	Management/Supervisory	53,993	1.00	53,993	1.00	53,993	1.00
7,471	0	0		8080	Temporary/Part-time	0		0		0	
12,401	2,707	2,000		8090	Overtime	15,000		15,000		15,000	
421,354	283,530	220,787	4.30		Total Salaries	810,348	21.10	810,348	21.10	810,348	21.10
68,022	46,540	41,950		8110	PERS-Retirement	170,173		170,173		170,173	
31,184	21,021	16,890		8120	Social Security/Medicare	61,992		61,992		61,992	
94,460	72,917	72,240		8140	Insurance	371,360		371,360		371,360	
2,119	1,433	1,103		8150	Unemployment	4,048		4,048		4,048	
1,155	934	882		8160	Workers Comp. Insurance	2,431		2,431		2,431	
618,294	426,375	363,633	4.30		Total Personal Services	1,420,352	21.10	1,420,352	21.10	1,420,352	21.10
119	411	500		8210	Office Supplies	2,000		2,000		2,000	
893	1,194	1,000		8220	Operating Supplies	3,000		3,000		3,000	
12,474	268	1,000		8250	Small Tools & Minor Equipment	3,000		3,000		3,000	
280	330	500		8310	Advertising and Printing	500		500		500	
122	180	500		8320	Photocopying	1,000		1,000		1,000	
0	0	150		8330	Postage	500		500		500	
6,080	6,080	6,000		8340	Telephone	7,000		7,000		7,000	
8,871	12,646	10,000		8410	Dues, Memberships & Publicatns	13,000		13,000		13,000	
850	253	1,000		8420	Workshops and Conferences	1,000		1,000		1,000	
4,941	2,722	2,000		8430	Transportation	3,000		3,000		3,000	
1,819	1,331	1,500		8510	Professional Services	0		0		0	
0	2,870	0		8540	Contract Services	0		0		0	
826	0	0		8580	Special Projects	0		0		0	
231	74	250		8590	Board & Commissioners Expense	0		0		0	
1,764	5,814	3,500		8610	Repairs and Maintenance	10,000		10,000		10,000	
0	0	0		8660	Rentals	143,000		143,000		143,000	
39,886	40,404	42,758		8810	Rent Interdepartmental	503,709		503,709		503,709	
57,800	65,000	65,000		8820	Insurance Interdepartmental	70,000		70,000		70,000	
35,249	41,730	49,391		8830	Management Services Interdept.	342,002		342,002		342,002	
129,078	185,989	192,426		8840	Information Services Interdept	222,881		222,881		222,881	
54,033	70,414	56,084		8850	Human Serv. Admin. Interdept.	585,100		585,100		585,100	
356,316	437,710	433,559			Total Materials & Services	1,910,692		2,160,692		2,160,692	
0	0	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
0	0	250,034		9990	Contingency	1,034,430		1,311,430		1,511,430	
0	0	250,034			Total Contingency & Trans	1,034,430		1,311,430		1,511,430	
973,610	864,085	1,037,226	4.30		Total Department Expenses	4,365,474	21.10	4,892,474	21.10	5,092,474	21.10
Revenues											
555,538	(857,224)	0		6000	Beginning Fund Balance	2,200,000		3,000,000		3,200,000	
0	0	0		6110	Federal Grants	0		0		0	
443,433	1,218,792	580,000		6122	OHP Capitation	2,000,000		2,000,000		2,000,000	
0	0	0		6130	State Operating Grants	0		0		0	
37,157	42,480	42,000		6131	MH State Operating Grants	43,500		43,500		43,500	
0	0	0		6170	Intergovernmental Local Govt.	0		0		0	
67,215	108,157	0		6310	Charges for Service-Rentals	0		0		0	
128	(3,387)	0		6800	Interest Income	0		0		0	
0	0	107,500		8310	Rentals	107,500		107,500		107,500	
815	10	0		6990	Miscellaneous	0		0		0	
1,104,286	508,828	729,500			Total Revenues	4,351,000		5,151,000		5,351,000	
Net Cost of Program											
(130,676)	355,257	307,726			Expenditures less Revenue	14,474		(258,526)		(258,526)	

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2
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5
6 BEFORE THE BOARD OF COUNTY COMMISSIONERS
7 FOR POLK COUNTY, OREGON
8

9 In the Matter of the Adoption)
10 of the County Budget,)
11 Appropriation of Funds, and)
12 the Levying of Taxes for)
13 Fiscal Year 2015-2016.)
14
15

16 RESOLUTION NO. 15-13
17

18 SECTION I.
19

20 ADOPTION OF BUDGET
21

22 BE IT RESOLVED that the Board of Commissioners for the County
23 of Polk hereby adopts the Budget for 2015-2016 in the sum of
24 \$59,087,525 now on file at the County Courthouse.
25

26 SECTION II.
27

28 ADOPTION OF APPROPRIATIONS
29

30 BE IT FURTHER RESOLVED that the amounts for the fiscal year
31 beginning July 1, 2015, and for the purposes shown below, are
32 hereby appropriated as follows:
33

34 GENERAL FUND (100)
35

36 ASSESSOR		\$ 1,134,463
37		
38 COMMUNITY CORRECTIONS		1,899,097
39		
40 COMMUNITY DEVELOPMENT		
41 Building Inspection	\$ 500,153	
42 Environmental Health	252,413	
43 Planning	393,371	
44 TOTAL COMMUNITY DEVELOPMENT		1,145,937
45		
46 COMMUNITY SERVICE-DIVERSION		169,617

1			
2		<u>GENERAL FUND</u>	(cont)
3			
4	COUNTY CLERK		
5	Recording	\$ 173,966	
6	Registration & Election	<u>324,835</u>	
7	TOTAL COUNTY CLERK		498,801
8			
9	DISTRICT ATTORNEY		
10	Prosecution	1,230,477	
11	Medical Examiner	41,095	
12	Support Enforcement	354,746	
13	Victim's Assistance	171,444	
14	CASA	<u>25,000</u>	
15	TOTAL DISTRICT ATTORNEY		1,822,762
16			
17	PARKS MAINTENANCE		60,541
18			
19	SHERIFF		
20	Emergency Management	\$ 363,541	
21	Jail	4,491,779	
22	Patrol	<u>3,887,296</u>	
23	TOTAL SHERIFF		8,742,616
24			
25	TAX COLLECTOR		275,186
26			
27	TREASURER		93,234
28			
29	NON-DEPARTMENTAL	\$ 3,750	
30	O & C Timber Title III	<u>83,170</u>	
31			86,920
32	TRANSFERS		
33	Transfers to:		
34	Public Works Fund	\$ 30,000	
35	Dog Control Fund	60,000	
36	Marine Patrol Fund	5,000	
37	Public Health Fund	215,000	
38	Juvenile Dept. Fund	<u>800,000</u>	
39			
40	TOTAL TRANSFERS		1,110,000
41			
42	CONTINGENCY		
43	Fund Operating Contingency		<u>2,791,476</u>
44			
45	TOTAL GENERAL FUND		\$ 19,830,650

1			<u>OTHER FUNDS</u>	
2				
3	P.O.I.N.T. FUND (120)		\$	150,000
4				
5	C.A.M.I. FUND (140)		\$	130,000
6				
7	DOMESTIC MEDIATION FUND (160)		\$	41,000
8				
9	COURT SECURITY FUND (180)		\$	126,000
10				
11	PUBLIC WORKS FUND (210)			
12	Administration Program	\$	716,239	
13	County Shop		476,605	
14	Road Maintenance		3,790,937	
15	Road Construction		200,500	
16	Survey		279,303	
17	Engineering		200,611	
18	Contingency		415,305	
19	FUND TOTAL		\$	6,079,500
20				
21	PUBLIC LAND CORNER PRESERVATION FUND (215)		\$	110,000
22				
23	DOAKS FERRY ROAD/HWY 22 & 51 FUND		\$	550,000
24				
25	OTIA III BRIDGE REPLACEMENT FUND (217)		\$	362,000
26				
27	DOG CONTROL FUND (220)		\$	158,500
28				
29	MARINE PATROL FUND (225)		\$	74,500
30				
31	LAW LIBRARY FUND (230)		\$	55,000
32				
33	HEALTH SERVICES (232)			
34	Administration	\$	706,143	
35	Comm. on Children & Families		1,368,857	
36	FUND TOTAL		\$	2,075,000
37				
38	PUBLIC HEALTH FUND (235)			
39	Family Planning	\$	198,303	
40	General Health		1,319,791	
41	Women Infants Children		285,906	
42	FUND TOTAL		\$	1,804,000
43				
44	BEHAVIORAL HEALTH (240)			
45	Support Services	\$3,581,044		
46	Addictions Programs		765,814	
47	Outpatient MH Services		5,895,321	
48	Developmental Disability		1,140,891	
49	Sub-Grant Programs		1,154,500	
50	Contingency		1,511,430	
51	FUND TOTAL		\$	14,049,000

1	OTHER FUNDS (cont.)		
2			
3	JUVENILE DEPARTMENT (245)		
4	Juvenile Probation	\$ 751,718	
5	Juvenile Sanctions	394,615	
6	Community Service-Juvenile	<u>48,167</u>	
7	FUND TOTAL		\$ 1,194,500
8			
9	YOUTH PROGRAMS FUND (250)		
10	Mentor/ILP	\$ 660,000	
11	Contingency	<u>40,000</u>	
12			\$ 700,000
13			
14	FAIR FUND (260)		
15	Year Round Operations	\$ 272,000	
16	Annual County Fair	<u>166,000</u>	
17	FUND TOTAL		\$ 438,000
18			
19	COUNTY SCHOOL FUND (270)		\$ 25,000
20			
21	ECONOMIC DEVELOPMENT FUND (280)		\$ 1,267,500
22			
23	HOUSEHOLD HAZARDOUS WASTE FUND (300)		\$ 165,000
24			
25	BUILDING IMPROVEMENT FUND (310)		\$ 750,000
26			
27	DEBT SERVICE FUND (410)		\$ 2,757,375
28			
29	MANAGEMENT SERVICES FUND (610)		
30	County Counsel	\$ 131,225	
31	Board of Commissioners	304,661	
32	Finance	492,777	
33	Personnel	278,174	
34	GENERAL SERVICES		
35	Academy-Building Maintenance	425,224	
36	Courthouse-Building Maintenance	537,395	
37	Jail-Building Maintenance	303,661	
38	Information Services	864,378	
39	Computer Mapping (GIS)	259,496	
40	Central Services	483,234	
41	Equip. Replacement Reserve	<u>159,775</u>	
42	Total General Services	4,240,000	
43	Transfer To:		
44	Building Improvement Fund	<u>\$ 750,000</u>	
45	FUND TOTAL		\$ 4,990,000
46			
47	INSURANCE FUND (620)		
48	Insurance Fund	\$ 735,000	
49	Contingency	<u>350,000</u>	
50	FUND TOTAL		\$ 1,085,000
51			
52	Total of All Fund Appropriations		\$ 58,967,525

SECTION III.

ADOPTION OF TAX LEVY

BE IT FURTHER RESOLVED that the Board of Commissioners for Polk County hereby imposes the taxes provided for in the adopted budget at the rate of \$1.716 per \$1,000 of assessed value, a rate of \$0.3048 per \$1,000 of assessed value for the operating levy, and in the amount of \$2,750,000 for bonds to pay off the road bond; and that these taxes are hereby imposed and categorized for tax year 2015-2016 upon the assessed value of all taxable property within Polk County.

	Subject to the General Government Limitation	Excluded from the Limitation
General Fund Tax Rate	\$ 1.716/\$1,000	\$ 0
Serial Levy Fund	\$ 0.3048/\$1,000	0
Bonded Debt Fund	<u>0</u>	<u>2,750,000</u>
Total Levy	\$ 1.716/\$1,000 and	\$ 2,750,000

DATED this 24th day of June 2015, at Dallas, Oregon.

POLK COUNTY BOARD OF COMMISSIONERS

Mike Ainsworth, Chair

Craig Pope, Commissioner

Jennifer Wheeler, Commissioner

Approved as to Form:

Morgan Smith
County Counsel



POLK COUNTY

POLK COUNTY COURTHOUSE * DALLAS, OREGON 97338
(503) 623-9237 * FAX (503) 623-6009

COMMUNITY DEVELOPMENT

AUSTIN MCGUIGAN
Director

MEMORANDUM

TO: Board of Commissioners

FROM: Austin McGuigan, Director
Polk County Community Development

DATE: June 16, 2015

SUBJECT: Land Partition LP 15-01 Hearings Officer Appeal Decision Ratification

June 24, 2015 Consent Agenda

ISSUE:

Ratify the Hearings Officers final local decision on the appeal of Polk County Land Partition LP 15-01.

RECOMMENDATION:

Staff recommends that the Board of Commissioners ratify the Hearings Officers final local decision affirming the Planning Directors approval of Land Partition 15-01 by adopting Order Number 15-13.

BACKGROUND:

The Applicant is proposing to partition an approximately 8.8-acre parcel into two separate parcels. Proposed Parcel 1 would contain approximately 6.8 acres and proposed Parcel 2 would contain approximately, but no more than, 2.0 acres. The subject property is located in the Exclusive Farm Use (EFU) Zoning District. The previous owners of the subject property were granted relief under ORS 195.300 to ORS 195.336 [Measure 49 (2007)].

The subject property is located 7340 Spring Valley Rd, Salem, OR 97304 (T6S, R3W, Section 19, Tax Lot 1800).

On March 23, 2015 the Polk County Planning Director approved the application with conditions. A timely appeal was submitted on April 3, 2015. On Tuesday April 14, 2015 the Polk County Board of Commissioners directed staff to set the matter for a hearing before the Polk County Hearings Officer, pursuant to PCZO 111.280.

The Hearings Officer conducted a duly noticed public hearing on May 26, 2015. An opportunity was provided for members of the public to submit oral and written testimony. The Hearings Officer issued a final local decision affirming the Planning Directors decision on June 12, 2015. Pursuant to PCZO 111.280, the Polk County Board of Commissioners shall ratify the final local decision issued by the Hearings Officer.

DISCUSSION / ALTERNATIVES:

1. Adopt Order Number 15-13 ratifying the Hearings Officers final local decision affirming the Planning Directors approval of Polk County Land Partition 15-01; or
2. Other.

FISCAL IMPACTS:

No fiscal impacts to the County have been identified.

**BEFORE THE BOARD OF COMMISSIONERS
FOR THE COUNTY OF POLK, STATE OF OREGON**

In the matter of Land Partition 15-01 that authorizes)
partitioning of an approximately 8.8 acre EFU zoned)
property, located at 7340 Spring Valley Rd, Salem,)
OR 97304 (T6S, R3W, Section 19, Tax Lot 1800),)
into two separate parcels of approximately 6.8 acres)
and no more than 2.0 acres under relief provided by)
Oregon Measure 49 (2007).)

ORDER NO. 15-13

WHEREAS, on March 23, 2015 the Polk County Planning Director approved Planning application LP 15-01, with conditions, authorizing the proposed partitioning of an approximately 8.8-acre EFU zoned parcel, subject to a Measure 49 (2007) waiver, into two separate parcels; and

WHEREAS, a timely appeal was submitted on April 3, 2015; and

WHEREAS, on April 14, 2015 the Polk County Board of Commissioners directed staff to set the matter for a hearing before the Polk County Hearings Officer, pursuant to PCZO 111.280; and

WHEREAS, the Polk County Hearings Officer conducted a duly noticed public hearing on May 26, 2015 where an opportunity was provided for Appellants, Applicants and members of the public to submit oral and written testimony; and

WHEREAS, the Hearings Officer issued a final local decision affirming the Planning Directors decision on June 12, 2015; and

WHEREAS, pursuant to PCZO 111.280, the Board of Commissioners shall ratify the final local decision issued by the Hearings Officer; now therefore,

THE POLK COUNTY BOARD OF COMMISSIONERS ORDERS AS FOLLOWS:

- Sec. 1. That Polk County Board of Commissioners ratify the Hearings Officer's final local decision (Exhibit A)
- Sec. 2. An emergency is declared, and the provisions of this order become effective upon its adoption.

Dated this 24th day of June, 2015 at Dallas, Oregon.

POLK COUNTY BOARD OF COMMISSIONERS

Mike Ainsworth, Chair

Craig Pope, Commissioner

Jennifer Wheeler, Commissioner

Approved as to form:

Morgan Smith
County Counsel

First Reading: _____
Second Reading: _____
Recording Secretary: _____

**BEFORE THE PLANNING DIVISION
 FOR POLK COUNTY, OREGON**

POLK COUNTY
 COMMUNITY DEVELOPMENT

In the Matter of the Appeal of)
 Land Partition 15-01)
 Roger Loop and others, Appellants)

LP 15-01 (Appeal)

SUMMARY OF PROCEEDINGS

This matter arose on the timely appeal of Roger Loop, Lois Loop, Adam Loop, Sonja Westby and Steven Westby from a decision by the Polk County Planning Director on March 23, 2015, on an application (LP 15-01) by Kathleen S. Beck-Blaine and Gary L. Blaine to partition an approximately 8.8-acre parcel into two separate parcels. Proposed Parcel 1 would contain about 6.8 acres, and proposed Parcel 2 would contain approximately, but not more than, 2.0 acres. The subject property is located in the Exclusive Farm Use (EFU) zoning district. The previous owners of the subject parcel were granted relief under ORS 195.300 to 195.336, commonly known as Measure 49 (2007).

The subject property is located at 7340 Spring Valley Road, Salem, Polk County, Oregon 97304, and is legally described as T6S, R3W, section 19, tax lot 1800. The applicable review and decision criteria are Polk County Subdivision and Partition Ordinance (PCSO) 91.290 and 91.700; Polk County Zoning Ordinance (PCZO) 112.430(A); and State of Oregon Final Order and Home Site Authorization Number E131534. The proposed configuration of Parcels 1 and 2 are shown on Attachment "A" of the staff report.

On March 23, 2015 the Polk County Planning Director approved the application with conditions. A timely appeal was submitted on April 3, 2015. On Tuesday April 14, 2015 the Polk County Board of Commissioners directed staff to set the matter for a hearing before the Polk County Hearings Officer, pursuant to PCZO 111.280. The Hearings Officer decision will constitute the final local decision, subject to ratification by the Board of Commissioners.

The appeal identified inconstancy in the staff report labeling of the two parcels. Staff confirmed those inconstancies but concluded that they did not affect the substance of the application and decision, as it was clear that the proposal was to create two parcels --- one containing no more than 2 acres and the other parcel to contain the remaining 6.8 acres, utilizing relief granted under Measure 49. Unfortunately, the original staff report contained editing errors. Staff corrected the editing errors in its report for the Hearings Officer except for one reference which is corrected below in Condition 5. Clerical errors in land use documents do not necessarily "poison the well" so far as an application is concerned, if they are corrected and there is no specific evidence that a participant has been harmed by the error.

The appeal raises concern about the creation of a nuisance, citing that non-farm residences in agricultural areas many times lead to complaints about dust, noise, spraying and other typical agricultural activities. The Appellants confirm that the location of the subject property is within an agricultural area with diverse farming operations. The Appellants contend that the non-farm dwelling would be a nuisance and annoyance to any agricultural enterprise.

The appeal also raises concern about the availability of water. The Appellants confirm that there is no public water system available to serve the parcels. The Appellants contend that the wells that supply the current residences vary in the adequacy of water for the use of both the farm residence and the needed water for the agricultural enterprise. Appellants conclude that an additional division and dwelling would put further demand on the aquifers that feed the area and may affect the nearest neighbors.

Finally, the appeal concludes that the intent of Oregon's land use law is not carried through by the approval of the application.

The appeal form was provided as Attachment "E" to the staff report and the Applicants' response is provided as Attachment "F".

The substantive arguments of the appeal and the Applicants' responses are addressed in the findings below.

Proposed Parcel 1: 6.8 acres

Proposed Parcel 2: 2.0 acres

PARCEL DESIGNATIONS:

Zoning:	Comprehensive Plan Designation	Zoning Designation
Subject Property	Agriculture	Exclusive Farm Use
Property North	Agriculture	Exclusive Farm Use
Property East	Agriculture	Exclusive Farm Use
Property South	Agriculture	Exclusive Farm Use
Property West	Farm/Forest	Farm/Forest

The subject property was lawfully created pursuant to PCSO 91.950(1)(b) as evidenced by a partition, County Survey 4546, recorded in Polk County Book of Record 85, Page 192, dated February 9, 1976. The subject property is currently described on a personal representative's deed recorded in Polk County Clerk Document 2015-000199, dated January 27, 2015. Based on a review of the 2015 Polk County Assessor's records, the subject property contains one dwelling and two accessory structures.

The subject property is not located within the regulated 100-year floodplain, pursuant to Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel number 41053C0150F, dated December 19, 2006. Based on a review of the National Wetland Inventory (NWI) Map, Mission Bottom quadrangle, the subject property does not contain any inventoried wetlands or riparian areas. The subject property does not contain any historic sites, and is not located within the Willamette River Greenway. The Polk County Significant Resource Areas (SRA) Map does not indicate the presence of any inventoried significant resources. The proposed parcels have frontage along Spring Valley Road, a local road as identified in the *Polk County Transportation Systems Plan, figure 3*. Parcel 1 currently contains an on-site sewage disposal (septic) system. Proposed Parcel 2 is currently vacant. Proposed Parcel 1 is currently served by a private well.

PREHEARING WRITTEN COMMENTS

The Polk County Environmental Health Division reports that the current residence at 7340 Spring Valley Road has 420 feet of septic drainfield. CSC issued 3-30-8 for 450 gpd. If created, Parcel 2 must a site evaluation to determine site suitability for an on-site septic system on the proposed parcel. Potable water must be provided. Any new property line must be drawn at least 10 feet from the existing septic system.

No other comments were received at the time of the previous authorizing decision.

REVIEW AND DECISION CRITERIA

Authorization for the proposed land partition within the EFU Zone is provided under PCSO 91.290 and 91.700, and State of Oregon Measure 49 Final Order and Home Site Authorization Number E131534. This application is subject to administrative review. PCZO 111.240 and 111.250 authorized the Planning Director to conduct such review and render a decision in this matter. As noted above, the Polk County Board of Commissioners has authorized the Polk County Hearings Officer to hear an appeal from the Planning Director's decision, and render a final local decision, subject to ratification by the Board.

PUBLIC HEARING

A duly advertised public hearing was held in the Polk County Courthouse on May 26, 2015. Applicants appeared with their attorney, Lane Shetterly of Dallas, Oregon. Austin McGuigan, Planning Director, announced the applicable review and decision criteria, and summarized the staff report, recommending denial of the appeal. Shetterly asserted that an error in the published notice of the hearing, and in the initial staff report, was not material; that a residence on the newly created parcel would not be a "nuisance," as that term is used in law and ordinance; and, that such a residence would not adversely impact water supply in the neighborhood,

Adam Loop objected to the adequacy of public notice of the land use decision and in the initial staff report. There was confusion in the identification of Parcel 1 and Parcel 2. Loop asserted that planning staff declined to reschedule the proceedings and send out a corrected notice, on grounds that staff considered the error not to be substantial, whereas he regards it as quite substantial. He argued that non-farm residences in rural areas should be deemed a "nuisance," disqualifying such applications, in large part because non-farm residents in farming areas are prone to complain about common agricultural practices. He also argued that another well would be needed to serve the newly created parcel in a region noted for relative paucity of groundwater might adversely impact existing neighboring wells. He submitted into evidence data from several properties near the subject property, demonstrating that nearby wells vary in output of water suitable for agricultural and residential uses. He pointed out that the proposed new parcel would be within a radius of three miles from five working vineyards, two diverse farming operations and a livestock operation.

Steven Westby, a nearby vintner, expressed several negative concerns about the proposal. While he understands his approval may not be essential, he believes the proposal is simply not suitable for an agricultural area. He is uneasy about allowing a septic system and drainfield on such a small parcel.

Lois Loop argued that common sense, not common law, ought to govern interpretation of the term "nuisance." She said this approach ought to control interpretation of the term "nuisance," and of land use law generally. She also suspects the newly created small parcel will be offered for sale shortly.

In rebuttal, Shetterly said the area availability of water is not a criterion for partition. There has been showing that any individual was harmed by the erroneous identification of parcels in the public notice. There has been no evidentiary showing that a two-acre residential parcel necessarily will consume more water than the same area put to agricultural use. Farmers are protected against residential complainants by the covenant that is a condition in this case. Any additional uses of the land would require another application. Siting of the required septic facility and drainfield may be a problem, but that is a problem the landowner must deal with under various environmental health regulations at another time.

There were no requests for a continuance of the hearing, nor that the record be left open for additional written submissions. Consequently, the Hearings Officer declared the record closed, and adjourned the meeting. Robert Oliver, Polk County Hearings Officer, presided. He was authorized by the Polk County Board of Commissioners, at its meeting on April 14, 2015, to conduct a hearing and render a final local decision, subject to ratification by the Board.

GENERAL APPROVAL CRITERIA FOR PARTITIONS

- (A) In order to approve a partition application, the Planning Director, Hearings Officer, or Board of Commissioners shall consider information submitted by the applicant and other sources into the record for the proceeding and make findings that:**

1. The proposal is consistent with the provisions and intent of the adopted Comprehensive Plan and Transportation Systems Plan; [PCSO 91.290(1)(a)]

On September 25, 2009, Clayton and Doris Rogers were granted Final Order and Home Site Authorization from the Oregon Department of Land Conservation and Development (DLCD). The Roger's order for the subject property is identified by DLCD as State Election Numbers E131534, and allows the claimant relief under ORS 195.300 to ORS 195.336, commonly known as "Measure 49." Final Order and Home Site Authorization E131534 states that the claimant is permitted a total of two home sites on the "Measure 37 claim property" identified as Tax Lot 1800 in T6S, R3W, Section 19. Based on the information provided by the Applicant, the subject "Measure 37 claim property" (Tax Lot 1800) consists of one parcel and currently contains one dwelling. The relief granted under Measure 49 would allow the Applicant to create one additional parcel. Dwellings may be established according to the conditions listed in Final Order and Home Site Authorization E131534.

The relief granted under ORS 195.300 to ORS 195.336 (Measure 49) supersedes the Polk PCCP and Transportation Systems Plan (TSP) goals and policies that would prohibit the proposed partition. Final Order and Home Site Authorization E131534 granted by DLCD contains conditions of approval that are intended to ensure compliance with ORS 195.300 to ORS 195.336. The Applicant must demonstrate compliance with these conditions, and each is addressed below.

The Polk County Significant Resource Areas Map does not indicate the presence of identified significant resources on the subject property. The subject property is located outside the 100-year floodplain, pursuant to Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) panel number 41053C0150F, dated December 19, 2006. Based on a review of the National Wetland Inventory (NWI) Map, Mission Bottom quadrangle, the subject property does not contain inventoried wetlands. The subject property does not contain any historic sites, and is not located within the Willamette River Greenway.

On appeal the argument has been raised that the proposed partition and non-farm home site would not meet the original intent of Oregon land use laws and subsequently the PCCP. Staff did not necessarily disagree with that statement. However, as stated above, the relief granted under ORS 195.300 to ORS 195.336 (Measure 49) supersedes the PCCP goals and policies that would prohibit the proposed partition. The Appellants argue that Polk County can apply development or siting standards that are necessary to avoid or abate a nuisance. Whether there is a development or siting standard that could be applied in a manner that prohibits the proposed development in order to avoid or abate a nuisance is discussed below.

Based on the above, staff concluded that the Applicant's proposal complies with the applicable sections of the PCCP and the TSP that can be applied to this application. The Hearings Officer concurs.

- a. **Each dwelling must be on a separate lot or parcel, and must be contained within the property on which the claimants are eligible for Measure 49 relief. The establishment of a land division or dwelling based on this home site authorization must comply with all applicable standards governing the siting or development of the land division or dwelling. However, those standards must not be applied in a manner that prohibits the establishment of the land division or dwelling, unless the standards are reasonably necessary to avoid or abate a nuisance, to protect public health or safety, or to carry out federal law. [Final Order and Home Site Authorization E131534, Condition 1]**

As discussed above, the subject property has been granted relief under Measure 49. The Applicant's Measure 49 relief extends to the entire subject property. The subject property contains approximately 8.8 acres and contains one dwelling. Proposed Parcel 1 would be the remainder of the existing parcel and contain one dwelling. Proposed Parcel 2 would contain no more than 2.0 acres.

The proposed parcels are depicted on Attachment "A" of the staff report. Based on the information submitted in the application, the subject property currently contains one dwelling.

This criterion requires that each dwelling be located on a separate lot or parcel. The existing dwelling would be located on proposed Parcel 1. Each parcel would be a "home site," and Final Order and Home Site Authorization E131534 would allow each home site to contain a maximum of one primary dwelling. Staff recommended a condition of approval that the final recorded partition plat shall substantially conform to the application submitted (Attachment "A" of the staff report).

This partition is subject to those sections of the PCSO applicable to partitions that would not prohibit the establishment of the land division with the exception of those standards that are reasonably necessary to avoid or abate a nuisance, to protect public health or safety, or to carry out federal law. The matter of PCSO 91.290 and 91.700 are addressed below.

On appeal, the argument has been raised that the proposed partition and subsequent home site would create a nuisance. The appeal cites that non-farm residences in agricultural areas many times lead to complaints about dust, noise, spraying and other typical agricultural activities. The Appellants rely on the general use of the term nuisance as defined in Webster's as "an annoying, unpleasant, or obnoxious thing or practice". The Appellants confirm that the location of the subject property is within an agricultural area with diverse farming operations. The Appellants contend that the non-farm dwelling would be a nuisance and annoyance to any agricultural enterprise.

The Applicant responds that in context, the legal criterion from the measure is a limitation on a local governments ability to apply general standards for land divisions and dwellings in such a way as to frustrate the purpose of Measure 49, which was to "provide just compensation for unfair burdens caused by land use regulations." The Applicant contends that Measure 49 is a remedial law and, as such, is to be liberally construed to accomplish its intended purpose. The Applicant points out that section 11 of Measure 49 is not the only place in the measure where the term is used. The Applicant cites ORS 195.305(3) (Section 4 of the measure) which precedes section 11 and provides that just compensation under the measure will not be given on account of land use regulations "(a) Restricting or prohibiting *activities commonly and historically recognized as public nuisances under common law.*" The language of ORS 195.305(3)(a) informs the meaning of "nuisance" in the later occurring section 11. The Applicant contends that a rural home site has never been commonly and historically recognized as [a public nuisance] under common law. The Applicant concludes that the fact the Appellants may subjectively find a home site in the EFU zoning district "annoying, unpleasant or obnoxious" to them does not make it a nuisance within the meaning of the measure. One appellant said the matter ought to be governed by "common sense" not common law. Some have contended that land use planning law is not always reflective of everyone's notion of common sense, and in any event the law at issue is quite clearly not in accord with appellant's urging.

The Hearings Officer finds that the application submitted complies with the applicable Polk County development and siting standards. Polk County standards for partitions are listed and addressed below. The Staff Report also identifies setback standards for siting dwellings in Section III (1)(A)(2) of that report. Polk County has not applied any standards in a manner that would prohibit the establishment of the land division or dwelling. The Hearings Officer agrees with the Applicant that a rural home site in and of itself is not a nuisance *as that terminology is used in Measure 49*. The Appellants have not identified an applicable development or siting standard that could be applied in a manner that would prohibit the proposed development in order to avoid or abate a nuisance associated with the use.

The appeal also raises concern about the availability of water. The Appellants contend there is no public water system available to serve the parcels. The Appellants contend that the wells that supply the current residences vary in the adequacy of water for the use of both the farm residence and the needed water for the agricultural enterprise. Appellants conclude that an additional diversion to serve a dwelling would put further pressure on the aquifers that feed the area and may affect the nearest neighbors. Appellants submitted at the public hearing various official reports on wells in the area, showing a wide disparity in yields and tending to show that water for agricultural use is not as abundant as one might wish.

The Applicant's attorney stated that water availability is not an applicable criterion for a partition application. He further argued that there is not any substantial evidence to support the Appellants claims, which are based on speculative fears that the aquifer will be substantially harmed if water is drained to support residential use on the new parcel. The Applicant provided well reports from the Oregon Water Resources Department (OWRD) for the surrounding properties demonstrating that the wells yield between 40 and 200 gallons per minute (gpm) with an average of 110 gpm. The Applicant utilizes the OWRD Water Well Owner's Handbook to establish residential water use averages of 80 to 100 gallons of water per day for each person. The Applicant contended that there is no rational basis for concluding that the conversion of two acres of agricultural use to residential use at 400 gallons *per day* for a family of four would have any appreciable impact on wells producing between 40 and 200 gallons *per minute*. The Applicant stated that farm use, an outright permitted use in the EFU zone, could require substantially more water than a single residential use and, as such, the conversion of the Measure 49 home site would actually reduce the potential impact of the subject property on the aquifer and the surrounding wells, as compared with the host of agricultural uses to which the two acres could be put. The Applicant concluded that the existing well serving the Applicant's home at 3990 Oak Knoll Road NW and the existing dwelling on the subject property yields 100 gpm and could be used to provide water to the Measure 49 home site. In that event, no new well would be required.

Staff and the Hearings Officer agree with the Applicant that water availability is not an applicable criterion or standard that must, under law or ordinance, be applied to the application. Even if it were so required, the Applicant would be required to provide potable water as part of the building permit process. The Applicant has provided evidence that an additional residential well would not necessarily be detrimental to surrounding properties, and asserts that the Applicant's existing well could also serve the proposed Measure 49 home site, which would not require the establishment of an additional well.

The Hearings Officer concludes that the application complies with this criterion.

- b. This home site authorization will not authorize the establishment of a land division or dwelling in violation of a land use regulation described in ORS 195.305(3) or in violation of any other law that is not a land use regulation as defined by ORS 195.300(14). [Final Order and Home Site Authorization E131534, Condition 2]**
 - i. ORS 195.305(3): Subsection (1) of this section shall not apply to land use regulations that were enacted prior to the claimant's acquisition date or to land use regulations:**
 - 1. Restricting or prohibiting activities commonly and historically recognized as public nuisances under common law;**
 - 2. Restricting or prohibiting activities for the protection of public health and safety;**
 - 3. To the extent the land use regulation is required to comply with federal law; or**
 - 4. Restricting or prohibiting the use of a property for the purpose of selling pornography or performing nude dancing. [ORS 195.305(3)(a) through (d)]**

The Applicant has not proposed to establish any uses that would conflict with the land use regulations described in ORS 195.305(3). Nor has the Applicant proposed any uses that would be in violation of any other law that is not a land use regulation as defined by ORS 195.300(14). Based on the information in the record, the Hearings Officer concludes that the application complies with this criterion.

- c. A claimant is not eligible for more than 20 home site approvals under Section 5 to 11 of Measure 49 regardless of how many properties a claimant owns or how many claims a claimant filed. If the claimants have**

developed the limit of twenty home sites under Measure 49, the claimants are no longer eligible for the home site approvals that are the subject of this order. [Final Order and Home Site Authorization E131534, Condition 3]

Based on the information submitted by the Applicant, the Applicant has not developed any home sites as of the date of this application. This is less than the maximum of 20. The application complies with this criterion.

- d. The number of lots, parcels or dwellings a claimant may establish under this home site authorization is reduced by the number of lots, parcels and dwellings currently in existence on the Measure 37 claim property and contiguous property in the same ownership, regardless of whether evidence of their existence has been provided to the department. If, based on the information available to the department, the department has calculated the number of currently existing lots, parcels or dwellings to be either greater than or less than the number of lots, parcels or dwellings actually in existence on the Measure 37 claim property or contiguous property under the same ownership, then the number of additional lots, parcels or dwellings a claimant may establish pursuant to the home site authorization must be adjusted according to the methodology stated in Section 6(2)(b) and 6(3) of Measure 49. Statements in the final order regarding the number of lots, parcels, or dwellings currently existing on the Measure 37 claim property and contiguous property are not a determination on the current legal status of those lots, parcels or dwellings. [Final Order and Home Site Authorization E131534, Condition 4]**

Based on a review of Polk County Assessor records and the deed history for the property for which the Applicant has been granted Measure 49 approval, the "Measure 37 claim property," currently consists of one parcel and one dwelling. The Applicant owns an adjacent property to the west identified as Tax Lot 1802 in T6S, R3W, Section 19. This property was not owned by the claimants at the time the Measure 37 property was authorized for a home site under Measure 49.

Final Order and Home Site Authorization E131534 indicates that the Applicant may have up to two home sites on the "Measure 37 claim property." If this application is approved, the "Measure 37 claim property" would contain two parcels. Consequently, the proposed partition would not exceed the number of home sites permitted under Final Order and Home Site Authorization E131534. Each parcel would be a "home site," and Final Order and Home Site Authorization would allow each home site to contain a maximum of one primary dwelling.

If this partition is approved and completed, the Applicant would not be eligible for any future partition approvals under Final Order and Home Site Authorization E131534. Staff recommended a condition of approval that the final recorded partition plat shall substantially conform to the application submitted.

With the above referenced conditions, the Hearings Officer concludes that application complies with this criterion.

- e. Temporary dwellings are not considered in determining the number of existing dwellings currently on the property. The claimants may choose to convert any temporary dwelling currently located on the property on which the claimant is eligible for Measure 49 relief to an authorized home site pursuant to a home site approval. Otherwise, any temporary dwelling is subject to the terms of the local permit requirements under which it was approved, and is subject to removal at the end of the term for which it is allowed. [Final Order and Home Site Authorization E131534, Condition 5]**

According to the information submitted in the application, the subject property does not contain a temporary dwelling. This condition of Final Order and Home Site Authorization E131534 is not applicable to the proposed partition.

- f. A home site approval only authorizes the establishment of a new lot, parcel or dwelling on the property on which the claimants are eligible for Measure 49 relief. No additional development is authorized on contiguous property for which no Measure 37 claim was filed or on Measure 37 claim property on which the claimants are not eligible for Measure 49 relief. A lot or parcel established pursuant to a home site approval must either be the site of a dwelling that is currently in existence or be the site of a dwelling that may be established pursuant to the home site approval. [Final Order and Home Site Authorization E131534, Condition 6]**

The relief granted under Measure 49 in the Final Order and Home Site Authorization E131534 is specific to Tax Lot 1800 in T6S, R3W, Section 19, which is the subject property. The Applicant's proposal does not include any contiguous properties. The Applicant's proposal would partition the subject property into two parcels. Proposed Parcel 1 would contain an existing dwelling. Proposed Parcel 2 could be developed with a dwelling under the authorization of Final Order and Home Site Authorization E131534.

The Hearings Officer finds that applicant's proposal complies with this criterion.

- g. The claimants may use a home site approval to convert a lot, parcel or dwelling currently located on the property on which the claimants are eligible for Measure 49 relief to an authorized home site. If the number of lots, parcels or dwellings existing on the property on which the claimant is eligible for Measure 49 relief exceeds the number of home site approvals the claimants qualify for under a home site authorization, the claimants may select which existing lots, parcels or dwellings to convert to authorized home sites; or may reconfigure existing lots, parcels or dwellings so that the number is equivalent to the number of home site approvals. [Final Order and Home Site Authorization E131534, Condition 7]**

The subject property contains an existing dwelling on proposed Parcel 1. The result of this partition would convert the existing dwelling on the subject property to an authorized home site. The two proposed parcels would each be considered "home sites" under Final Order and Home Site Authorization E131534.

The Hearings Officer finds that this application complies with this criterion.

- h. The claimants may not implement the relief described in this Measure 49 home site authorization of a claimant has been determined to have a common law vested right to a use described in a Measure 37 waiver for the property. Therefore, if a claimant has been determined in a final judgment or final order that is not subject to further appeal to have a common law vested right as described in Section 5(3) of Measure 49 to any use on the Measure 37 claim property, then this Measure 49 Home Site Authorization is void. However, so long as no claimant has been determined in such a final judgment or final order to have a common law vested right to a use described in a Measure 37 waiver for the property, a use that has been completed on the property pursuant to a Measure 37 waiver may be converted to an authorized home site. [Final Order and Home Site Authorization E131534, Condition 8]**

Based on the information submitted by the Applicant, the claimant (Roger and Doris Clayton) have not been determined to have a common law vested right to a use described in a Measure 37 waiver for the property.

The Hearings Officer find the application complies with this criterion.

- i. A home site approval does not authorize the establishment of a new dwelling on a lot or parcel that already contains one or more dwellings. The claimants may be required to alter the configuration of the lots or parcels currently in existence on the Measure 37 claim property and contiguous property so that each additional dwelling established on the property on which the claimants are eligible for Measure 49 relief, pursuant to this home site authorization, is sited on a separate lot or parcel. [Final Order and Home Site Authorization E131534, Condition 9]

Proposed Parcel 1 would contain the existing dwelling located on the subject property. The Applicant's home site approval under Final Order and Home Site Authorization E131534 would not authorize a second dwelling on proposed Parcel 1.

The Hearings Officer finds the application complies with this criterion.

- j. Because the property is located in an exclusive farm use zone, the home site authorization does not authorize new lots or parcels that exceed five acres. However, existing or remnant lots or parcels may exceed five acres. Before beginning construction, the owner must comply with the requirements of ORS 215.293. Further, the home site authorization will not authorize new lots or parcels that exceed two acres if the new lots or parcels are located on high-value farmland, on high-value forestland or on land within a ground water restricted area. However, existing lots or parcels may exceed two acres. [Final Order and Home Site Authorization E131534, Condition 10]
- i. The county governing body or its designate shall require as a condition of approval of a single-family dwelling under ORS 215.213, 215.283 or 215.284 or otherwise in a farm or forest zone, that the landowner for the dwelling sign and record in the deed records for the county a document binding the landowner, and the landowner's successors in interest, prohibiting them from pursuing a claim for relief or cause of action alleging injury from farming or forest practices for which no action or claim is allowed under ORS 30.936 or 30.937. [ORS 215.293]
- ii. "High-value farmland" means:
 - (a) High-value farmland as described in ORS 215.710 that is land in an exclusive farm use zone or a mixed farm and forest zone, except that the dates specified in ORS 215.710 (2), (4) and (6) are December 6, 2007.
 - (b) Land west of U.S. Highway 101 that is composed predominantly of the following soils in Class III or IV or composed predominantly of a combination of the soils described in ORS 215.710 (1) and the following soils:
 - (A) Subclassification IIIw, specifically Ettersburg Silt Loam and Croftland Silty Clay Loam;
 - (B) Subclassification IIIe, specifically Klooqueth Silty Clay Loam and Winchuck Silt Loam; and
 - (C) Subclassification IVw, specifically Huffling Silty Clay Loam.
 - (c) Land that is in an exclusive farm use zone or a mixed farm and forest zone and that on June 28, 2007, is:

- (A) Within the place of use for a permit, certificate or decree for the use of water for irrigation issued by the Water Resources Department;
 - (B) Within the boundaries of a district, as defined in ORS 540.505; or
 - (C) Within the boundaries of a diking district formed under ORS chapter 551.
- (d) Land that contains not less than five acres planted in wine grapes.
- (e) Land that is in an exclusive farm use zone and that is at an elevation between 200 and 1,000 feet above mean sea level, with an aspect between 67.5 and 292.5 degrees and a slope between zero and 15 percent, and that is located within:
- (A) The Southern Oregon viticultural area as described in 27 C.F.R. 9.179;
 - (B) The Umpqua Valley viticultural area as described in 27 C.F.R. 9.89; or
 - (C) The Willamette Valley viticultural area as described in 27 C.F.R. 9.90.
- (f) Land that is in an exclusive farm use zone and that is no more than 3,000 feet above mean sea level, with an aspect between 67.5 and 292.5 degrees and a slope between zero and 15 percent, and that is located within:
- (A) The portion of the Columbia Gorge viticultural area as described in 27 C.F.R. 9.178 that is within the State of Oregon;
 - (B) The Rogue Valley viticultural area as described in 27 C.F.R. 9.132;
 - (C) The portion of the Columbia Valley viticultural area as described in 27 C.F.R. 9.74 that is within the State of Oregon;
 - (D) The portion of the Walla Walla Valley viticultural area as described in 27 C.F.R. 9.91 that is within the State of Oregon; or
 - (E) The portion of the Snake River Valley viticultural area as described in 27 C.F.R. 9.208 that is within the State of Oregon. [ORS 195.300(10)]
- iii. "High-value forestland" means land:
- (a) That is in a forest zone or a mixed farm and forest zone, that is located in western Oregon and composed predominantly of soils capable of producing more than 120 cubic feet per acre per year of wood fiber and that is capable of producing more than 5,000 cubic feet per year of commercial tree species; or
 - (b) That is in a forest zone or a mixed farm and forest zone, that is located in eastern Oregon and composed predominantly of soils capable of producing more than 85 cubic feet per acre per year of wood fiber and that is capable of producing more than 4,000 cubic feet per year of commercial tree species. [ORS 195.300(11)]

This condition allows the Applicant to create a new parcel up to 2.0 acres in size without consideration of the soils on the property or whether the property is located in a ground water restricted area. The Applicant may create a new parcel between 2.0 and 5.0 acres in size if the

subject property is not located on high-value farmland, on high-value forestland or on land within a ground water restricted area. Remnant lots or parcels may exceed the 2.0 or 5.0 acre maximum.

Based on a review of Natural Resources Conservation Service (NRCS) soil data available through the Polk County Geographic Information System (GIS) for Tax Lot 1800, 8.8 acres (100%) of the tax lot is classified as high-value soil as identified in ORS 215.710. Proposed Parcel 2 is therefore limited to a 2.0 acre maximum parcel size under Measure 49. This limitation does not apply to the remnant parcel (proposed Parcel 1) under ORS 195.300(10). With the condition of approval that proposed Parcel 1 shall contain approximately, but no more than 2.0 acres, the application complies with this criterion. This 2.0 acre maximum includes any portion of the parcel that is located in a road or other right-of-way. Proposed Parcel 1 would be the "remnant" parcel and would contain approximately 6.8 acres and the existing dwelling.

If this application is approved and completed, it would be possible for the current property owner of proposed Parcel 2 to establish a dwelling on that property utilizing Final Order and Home Site Authorization E131534. As required by this criterion, prior to issuance of building permits, the owners of those properties would be required to sign and record a restrictive covenant in compliance with ORS 215.293. Staff has included the relevant covenant as Attachment "C" of the staff report.

The Hearings Officer finds that, with the above mentioned condition, the application complies with this criterion.

- iv. Because the property is located in an exclusive farm use zone, Measure 49 requires new home sites to be clustered so as to maximize suitability of the remnant lot or parcel for farm or forest use. Further, if an owner of the property is authorized by other home site authorizations to subdivide, partition, or establish dwellings on other Measure 37 claim properties, Measure 49 authorizes the owner to cluster some or all of the authorized lots, parcels or dwellings that would otherwise be located on land in an exclusive farm use zone, a forest zone or a mixed farm and forest zone on a single Measure 37 claim property that is zoned residential use or is located in an exclusive farm use zone, a forest zone or a mixed farm and forest zone but is less suitable for farm or forest use than the other Measure 37 claim properties. [Final Order and Home Site Authorization E131534, Condition 11]**

The Applicant is proposing to partition an approximately 8.8-acre parcel into two separate parcels. Proposed Parcel 1 would contain approximately 6.8 acres and the existing dwelling. Proposed Parcel 2 would contain approximately, but no more than, 2.0 acres. Since the result of this partition would create one new home site, the requirement that new home sites be "clustered" is not applicable.

Proposed Parcel 2 would be located in the southwest corner of the subject property along Spring Valley Road. The location of proposed Parcel 2 would leave proposed Parcel 1, the remnant parcel, as a relatively large contiguous block of land. Based on the above factors, staff concludes that the proposed parcels would be configured so as to maximize the suitability of the remnant parcel, proposed Parcel 1, for farm use.

The Applicant has not proposed to transfer their development rights for one Measure 37 claim property to another Measure 37 claim property. A condition of approval should require that the completed partition substantially conform to the plot plan submitted (Attachment "A" of the staff report). With this condition of approval, staff and the Hearings Officer find that the application complies with this criterion.

- k. If the claimants transferred their ownership interest in the Measure 37 claim property prior to the date of this order, this order is rendered invalid and authorizes no home site approvals. Provided this order is valid when issued, a home site approval authorized under this order runs**

with the property and transfers with the property. A home site approval will not expire, except that if a claimant who received this home site authorization later conveys the property to a party other than the claimant's spouse or the trustee of a revocable trust in which the claimant is the settlor, the subsequent owner of the property must establish the authorized lots, parcels and dwellings within 10 years of the conveyance. A lot or parcel lawfully created based on this home site authorization will remain a discrete lot or parcel, unless the lot or parcel lines are vacated or the lot or parcel is further divided, as provided by law. A dwelling lawfully created based on a home site approval is a permitted use. [Final Order and Home Site Authorization E131534, Condition 12]

Approval of this proposed partition is dependent on the relief granted under Final Order and Home Site Authorization E131534. Final Order and Home Site Authorization E131534 was granted to Clayton and Doris Rogers. According to the information presented in the application, and Polk County Clerk records, the Applicants, Kathleen S. Beck-Blaine and Gary L. Blaine, inherited the subject property from Clayton Rogers as evidenced by a personal representative's deed recorded in Polk County Clerk Document 2015-199, dated January 9, 2015.

This criterion states that the home site authorization(s) "run with the property and transfers with the property." It also states that when the claimant transfers the property to someone other than the claimant's:

...spouse or the trustee of a revocable trust in which the claimant is the settlor, the subsequent owner of the property must establish the authorized lots, parcels and dwellings within 10 years of the conveyance...

This criterion states that the subsequent *owner* must exercise the claim. In this case interest in the subject property was conveyed to Kathleen S. Beck-Blaine and Gary L. Blaine. When the subject property transferred from the Measure 49 claimant (Clayton Rogers) to Kathleen S. Beck-Blaine and Gary L. Blaine, one time, that transfer started a 10-year clock. Kathleen S. Beck-Blaine and Gary L. Blaine have 10 years from the date of their acquisition of the property to establish the parcels and dwellings permitted under Final Order and Home Site Authorization E131534. This application was submitted on February 6, 2015, which is within that 10-year window. If this application is approved, the Applicant would have one year to record the final partition plat. That timeline is also within the 10-year window.

The Hearings Officer finds the application complies with this criterion.

- 1. To the extent that any law, order, deed, agreement or other legally enforceable public or private requirement provides that the subject property may not be used without a permit, license or other form of authorization or consent, this home site authorization will not authorize the use of the property unless the claimant first obtains that permit, license or other form of authorization or consent. Such requirements may include, but are not limited to: a building permit, a land use decision, a permit as defined in ORS 215.402 or 227.160, other permits or authorizations from local, state or federal agencies, and restrictions on the use of the subject property imposed by private parties. [Final Order and Home Site Authorization E131534, Condition 13]**

This application constitutes the land use review process for the Applicant's proposed land partition that relies upon Measure 49 relief. Staff recommended conditions of approval that would ensure compliance with all of the review and decision criteria for this land partition.

If the current or future property owner establishes a dwelling under the relief granted in Final Order and Home Site Authorization E131534, the property owner would need to obtain all necessary permits from the Polk County Building and Environmental Health Division and Public Works Department. These permits may include, but are not limited to, the following: Building,

electrical and plumbing permits from the Building Division, septic construction permits from the Environmental Health Division, and an access permit from the Public Works Department.

The Hearings Officer finds the application complies with this criterion.

2. **The proposal is consistent with the provisions of this chapter and the zoning ordinance;** [PCSO 91.290(1)(b)]
 - a. **Setbacks: There shall be front, side and rear yards of the following depths for lots in the Exclusive Farm Use Zoning District:** [PCZO 112.430(A)(1)(a)]

All buildings and structures

Front	Side	Rear
30 feet	20 feet	20 feet

According to a review of Polk County Assessor records, and statements by the Applicant, the subject property contains one dwelling and two accessory structures. Staff recommended a condition of approval that requires the property lines of the proposed Parcels 1 and 2 be established so that all buildings and structures have adequate setbacks as required by PCZO 112.430(A). Any future land development activities on the proposed parcels would need to comply with the development standards listed in PCZO Chapter 112.

The Hearings Officer finds that the application complies with this criterion.

- (B) The Planning Director, Hearings Officer, or Board of Commissioners may prescribe conditions or make changes or modifications, which are within this chapter and the zoning ordinance.** [PCSO 91.290(2)]

Staff recommended that as a condition of approval the Applicant shall be required to submit a partition plat prepared by an Oregon licensed land surveyor. The property shall be surveyed and monumented as required by law. If future development is proposed on the proposed parcels, prior to any development, the property owner shall obtain all necessary permits from the Polk County Building and Environmental Health Divisions and Public Works Department. These permits may include, but are not limited to the following: Building, electrical and plumbing permits from the Building Division and septic construction permits from the Polk County Environmental Health Division. The Applicant may also need to obtain a new access permit from the Public Works Department if access is proposed to Spring Valley Road.

The Hearings Officer finds that with the conditions of approval listed above, the proposal meets the general criteria for a land partition.

- (C) If a partition application cannot meet the above conditions or requirements and conditions, the Board, Hearings Officer or Planning Director shall deny the proposal.** [PCSO 91.290(3)]

With the required conditions identified in the staff report and in this decision, this partition satisfies the applicable review and decision criteria.

STANDARDS FOR PARTITIONS AND SUBDIVISIONS

(A) SEWAGE DISPOSAL.

1. All parcels created in a partition shall have:
 - a. Public sewage facilities available, or
 - b. An on-site area approved pursuant to State Department of Environmental Quality rules for the installation of a sewage disposal system, or

- c. **The property owner sign an acknowledgement that no building permits will be issued for structures or uses that require sewage disposal, and that the parcel(s) created have not obtained on-site sewage disposal system approval. [PCSO 91.700 (1)(a)]**

The Polk County Environmental Health Division indicates that the Applicant has an existing septic system on proposed Parcel 1 which serves the existing dwelling. A condition of approval would require that the new property lines be established in a location that maintains a property line setback of 10 feet from any existing septic system and repair area.

As required by this criterion, staff recommends that a condition of approval require the property owner to obtain a septic site suitability evaluation for proposed Parcel 2, which is currently vacant, prior to recording the final partition plat. Alternatively, the property owner should be required to sign an affidavit of understanding (Attachment "D" of the staff report) acknowledging that the proposed land partition has created vacant parcels that have not obtained onsite sewage disposal approval. No building permits will be issued for structures or uses that require sewage disposal until an on-site sewage disposal system has been approved by the Polk County Environmental Health Division, as required by PCSO 91.700 (1)(a)(C). The property owner shall submit a copy of the signed and notarized affidavit of understanding to the Polk County Planning Division for inclusion in file LP 15-01 prior to recording the final partition plat.

With the above conditions, the Hearings Officer finds that application meets this criterion.

- (B) **ACCESS. Unless an exception to the easement width has been granted pursuant to PCSO 91.800, the minimum widths for easements granting vehicular access across the subject property shall be:**

1. **Sixty (60) feet wide for access easements that are intended to become preferred alternatives for "proposed" roads as identified in the Polk County Transportation Systems Plan. [PCSO 91.700(2)(c)(A)]**
2. **Forty (40) feet wide for all other access easements. [PCSO 91.700(2)(c)(B)]**

As depicted on the plot plan (Attachment "A" of the staff report), proposed Parcel 1 would have frontage along Spring Valley Road and Oak Knoll Road and proposed Parcel 2 would have frontage along Spring Valley Road. Staff recommended a condition of approval that would require that prior to recording the final partition plat, each new parcel shall have frontage along a public road or access to a public road via an easement. The TSP does not plan for any future roads across the subject property; therefore, all new easements for access shall be at least 40 feet wide, unless an exception is granted pursuant to PCSO 91.800.

With the above condition, the Hearings Officer finds that the application complies with this criterion.

PROPERTY DIMENSIONS

1. **LOT OR PARCEL SIZE. All lots and parcel sizes shall conform to the requirements of the zone in which the subdivision or partition is requested. When sub-surface sewage disposal means are proposed for the subdivision or partition, state and local health regulations, soil types, drainage, terrain, and location shall be included as part of the criteria reviewed to determine the minimum lot sizes that will safely accept subsurface sewage disposal. [PCSO 91.700(3)(a)]**
2. **CORNER LOTS OR PARCELS. All corner lots or parcels shall be at least 100 feet wide adjacent to each road. [PCSO 91.700(3)(b)]**
3. **PROPERTY LINES. Side property lines shall be as close to right angles to the front property line as practicable. Unless otherwise approved, rear property lines shall be not less than one-half the width of the front property lines. [PCSO 91.700(3)(c)]**

4. **In a cul-de-sac, the minimum property line fronting the turnaround shall be 50 feet and in no cases shall the property width be less than 60 feet at the building line. [PCSO 91.700(3)(d)]**

As discussed above, the Applicant has been granted relief under "Measure 49" pursuant to Final Order and Home Site Authorization Number E131534 (Attachment "B" of the staff report). That order allows the Applicant to create new parcels smaller than the 80-acre minimum parcel size of the EFU zone. As discussed above, the Applicant has adequately addressed the conditions of Final Order and Home Site Authorization Number E131534, and has justified creating one approximately, but not more than, 2.0 acre parcel and one approximately 6.8 acre parcel. Each proposed parcel would be generally of adequate size to provide for an on-site sewage disposal system and required setbacks consistent with PCSO 91.700(3)(a). Proposed Parcel 1 would be a corner parcel. Based on the Applicant's plot plan, proposed Parcel 1 would have in excess of 100 feet adjacent to Spring Valley Road and Oak Knoll Road.

The proposed parcels would not be located within a cul-de-sac. As depicted on the plot plan, proposed Parcels 1 and 2 would be rectangular, and the side property lines would be at right angles, or close to right angles, to the front property line. The rear property lines of proposed Parcels 1 and 2 would be more than one half the widths of the front property lines. A condition of approval should require that the completed partition substantially conform to the plot plan submitted.

The Hearings Officer finds that the application meets this criterion.

CONCLUSION

Based on the Review and Decision Criteria above, the application complies with provisions for a land partition within the EFU Zoning District and State of Oregon Measure 49 Final Order and Home Site Authorization Number E131534. Consequently, the Hearings Officer **AFFIRMS** the decision of the Planning Director authorizing the application. The application shall be subject to compliance with the conditions listed below, as required by the findings in the Review and Decision Criteria and the Development Standards, as required by the PCZO. Appeals to the Land Use Board of Appeals (LUBA) may only be based on Review and Decision Criteria above. Any modifications to conditions shall be approved in accordance with provisions of law: e.g., variance or subsequent land use application.

1. The final configuration of proposed Parcel 2 shall contain no more than 2.0 acres. The final configuration of proposed Parcel 1 shall contain the remaining approximately 6.8 acres. The configuration of the proposed parcels depicted on the final recorded partition plat shall substantially conform to the application submitted (Plot Plan, Attachment "A" of the staff report).
2. The establishment of a dwelling on proposed Parcel 2 under Measure 49 would be subject to the conditions described in Final Order and Home Site Authorization Number E131534.
3. The property owner shall provide for the submission of a partition plat prepared by an Oregon licensed land surveyor pursuant to ORS Chapter 92 and Polk County Surveyor standards. The property shall be surveyed and monumented as required by law.
4. Prior to recording the final partition plat, each new parcel created shall have frontage along a public road or access to a public road via an easement. All new easements for access shall be at least 40 feet wide, unless an exception is granted pursuant to PCSO 91.800.
5. The property owner shall obtain a septic site suitability evaluation for proposed Parcel 2 prior to recording the final partition plat, or the property owner shall sign an affidavit of understanding (Attachment "D" of the staff report) acknowledging that the proposed land partition has created vacant parcels that have not obtained on-site sewage disposal approval. No building permits would be issued for structures or uses that require sewage disposal until an onsite sewage disposal system has been approved by the Polk County Environmental Health Division, as required by PCSO 91.700 (1)(a)(C). The property owner shall submit a copy of the signed and

notarized affidavit of understanding to the Polk County Planning Division for inclusion in file LP 15-01 prior to recording the final partition plat.

6. Property lines shall be established so that any existing buildings or structures meet the minimum structural setback standards of the EFU Zoning District as identified in PCZO 112.430(A).
7. The property lines for proposed Parcels 1 and 2 shall be established in a location that maintains a property line setback of 10 feet from any existing septic system and repair area.
8. Prior to any structural development on the proposed parcels, the property owner shall obtain all necessary permits from the Polk County Building and Environmental Health Divisions and the Polk County Public Works Department. These permits may include, but are not limited to the following: building, electrical and plumbing permits from the Building Division; septic construction permits from the Environmental Health Division; and a new or amended access permit from the Public Works Department.
9. Prior to issuance of building permits for a dwelling on proposed Parcel 2, the Applicant shall be required to sign and record a restrictive covenant that complies with ORS 215.293 (Attachment "C" of the staff report).

Dallas, Oregon, June 9, 2015.



Robert W. Oliver

Polk County Hearings Officer



POLK COUNTY

BOARD OF COMMISSIONERS

POLK COUNTY COURTHOUSE ★ DALLAS, OREGON 97338-3174
503-623-8173 ★ FAX 503-623-0896

Commissioners

CRAIG A. POPE

MIKE AINSWORTH

JENNIFER L. WHEELER

GREGORY P. HANSEN

Administrative Officer

TO: BOARD OF COMMISSIONERS

FROM: GREG HANSEN, ADMIN. OFFICER

DATE: June 24, 2015

SUBJECT: ANNUAL MASTER FEE SCHEDULE – 2015-2016

RECOMMENDATION:

The Board review and adopt Resolution No. 15-14 involving the proposed countywide fee schedule for fiscal year 2015-2016.

ISSUE:

Should the County update and modify its current fee structure for providing services?

BACKGROUND:

In 1989, the County formally developed a master fee schedule. Since 1989, the County, as permitted under ORS, has annually revised its fee schedule to incorporate increased costs associated with providing these services.

This year all departments were sent a copy of their existing fees and were asked to make the necessary modifications and several departments sent in revisions.

ALTERNATIVES:

The following are alternatives:

1. Approve the draft master fee schedule.
2. Modify the draft fee schedule based upon discussions with the affected departments.
3. Make no changes and keep the existing fees for service.

FISCAL IMPACT:

The revenue generated from the proposed fees varies by department.

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2
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4
5 **BEFORE THE BOARD OF COMMISSIONERS**
6 **FOR THE COUNTY OF POLK, STATE OF OREGON**

7
8 In the Matter of)
9 Fees for Services Performed)
10 By County Agencies)
11

12 **RESOLUTION 15-14**
13

14 **WHEREAS**, the Board of Commissioners has authority to prescribe fees for services by
15 County agencies, except where otherwise provided by State law; and
16

17 **WHEREAS**, the fees and charges imposed by Resolution No. 15-14 constitute incurred
18 charges as defined by subsection (2) (c.) of Section 11b, Article XI, Oregon Constitution, and as
19 such are not subject to the limitations of that section; and
20

21 **WHEREAS**, the Board finds it in the public interest annually to adopt by resolution a
22 comprehensive schedule of fees; now, therefore:
23

24 **THE POLK COUNTY BOARD OF COMMISSIONERS RESOLVE AS FOLLOWS:**
25

26 Sec. 1. Except as may otherwise be provided by State law, fees for services performed
27 by Polk County agencies beginning July 1, 2015, shall be as prescribed in Appendix "A" of this
28 resolution.
29

30 Sec. 2. The following Resolution is rescinded: 14-08.
31

32 Dated June 24, 2015 at Dallas, Oregon.
33

34 **POLK COUNTY BOARD OF COMMISSIONERS**
35
36
37

38
39 _____
40 Mike Ainsworth, Chair
41

42
43 _____
44 Jennifer Wheeler, Commissioner
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46
47

48 _____
49 Craig Pope, Commissioner
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51 Approved as to form:
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53 _____
54 Morgan Smith
County Counsel

2015-2016 Master Fee Schedule - Assessor's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Copies					
Machine-copier *	By Department	07/01/09	none	\$0.25 each page	
Computer Generated Printouts *	By Department	07/01/09	none	\$0.25 each page Owner Property printout no charge	
* If the request for copies is so extensive that the burden on the agency would substantially interfere with its operation, after consultation with County Counsel, the agency may impose a charge for the time of persons locating the requested records, reviewing them to delete exempt material, and supervising any preliminary inspection so as to protect the records.					
Research					
Research (1 hour minimum) **	Res 12-10	07/11/12		\$60.00/hour/employee	
** Research Fee - unless otherwise stated by individual departments, the fee associated with research shall be (hourly wage + benefits) X 1.3 overhead (1 Hour Minimum)					
On-Line Forms (Non Polk County Forms)					
Accessing and Printing On-Line Forms	Res 12-10	07/11/12		\$1.00 per Page Minimum \$10.00	
Maps					
Map Charges	Res 12-10	07/11/12		Refer to IS/GIS Fee Schedule	
Mailing Charges	By Department	07/01/09	none	\$3.00/mail tube Refer to GIS Fee Schedule	
Statutory					
Manufactured Structures					
MS Ownership Document Processing	ORS 446.646	03/01/05	\$55.00	\$55.00	
MS Trip Permit	ORS 446.646	03/01/05	\$5/section	\$5.00/section	
Veteran's Late Filing Penalty	ORS 307.260 (1)(b)	Unknown	\$10.00	\$10.00	
Personal/Real Property Return Late Penalty	ORS 308.295 (2)	09/23/98	5%/25%/50% of tax owed	5%/25%/50% of tax owed	
Tax Exempt Application Late Filing Penalty	ORS 307.162 (2)	Unknown	See current charge	Greater of \$200.00 or 1/10 of 1% of true cash value	
Small Tract Forestland Late Filing Fee	ORS 321.719(8)(a)(b)	Unknown	\$200.00	\$200.00	
Non-EFU Special Assessment Requalification	ORS 308A.089(2)(d)	07/01/10	\$250.00	\$250.00	

2015-2016 Master Fee Schedule - Assessor's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Data Requests					
Standard data requests (defined queries & reports - paper print, FTP download, CD)	Res 12-10	07/11/12		\$90.00/hr - Refer to IS/GIS Fee Schedule	
Forestry					
Oregon Department of Forestry Fire Patrol Charge List	Res 12-10	07/11/12		\$0.50 per account	
Oregon Department of Forestry Surcharge List	Res 12-10	07/11/12		\$0.50 per account	
Oregon Department of Forestry Non-Assessable Owners List	Res 12-10	07/11/12		\$25.00 per list	
Request to Combine Accounts for Single Fire Patrol Charge	Res 12-10	07/11/12		\$25.00 - Each Combine	
Forestry Withdrawal from Fire Patrol	Res 12-10	07/11/12		\$10.00 per account	
Special Assessment					
Special Assessment Estimated Disqualification	Res 12-10	07/11/12		\$25.00	

2015-2016 Master Fee Schedule - Behavioral Health

DMAP CODE	BEHAVIORAL HEALTH SERVICES	AUTH	LAST ADJUSTMENT	IN CLINIC PSY/NP	OUT OF CLINIC PSY/NP	IN CLINIC QMHP	OUT OF CLINIC QMHP	IN CLINIC QMHA	OUT OF CLINIC QMHA
H0031	Mental Health Assessment/Update per Occurrence					\$ 205.00	\$ 266.50		
H0032	MH Service Plan Development per Occurrence			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00		
90791	Assessment/Update per Occurrence					\$ 205.00	\$ 266.50		
90792	Psych Eval w/ Med Services per Occurrence			\$ 555.00	\$ 720.00				
90792	Psych Eval Update w/ Med Services per Occurrence			\$ 370.00	\$ 480.00				
90785	Interactive Complexity per Occurrence			\$ 10.00	\$ 10.00				
H0004	Ind Behavioral Support per 15 minutes			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00		
90832	Ind Therapy 16-37 mins			\$ 150.00	\$ 195.00	\$ 92.50	\$ 120.00		
90834	Ind Therapy 38-52 mins			\$ 225.00	\$ 292.50	\$ 138.75	\$ 180.00		
90837	Ind Therapy 53+ mins			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00		
90846	Family Therapy w/ patient per Occurrence			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00		
90847	Family Therapy w/patient per Occurrence			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00		
90849	Multifamily Group Therapy per Occurrence			\$ 100.00	\$ 130.00	\$ 52.00	\$ 69.00		
90853	Group Therapy per Occurrence			\$ 100.00	\$ 130.00	\$ 52.00	\$ 69.00		
99211-5	E/M Office Visit			\$ 75.00					
90833	E/M Visit and Therapy Add On 16-37 mins			\$ 150.00					
90836	E/M Visit and Ind Therapy Add On 38-52 mins			\$ 225.00					
90838	E/M Visit and Ind Therapy Add On 53+ mins (add on)			\$ 300.00					
90839	Crisis Psychotherapy, first 30-60 Mins			\$ 300.00	\$ 450.00	\$ 185.00	\$ 240.00		
90840	Crisis Psychotherapy, each addl 30 mins			\$ 150.00	\$ 195.00	\$ 92.50	\$ 120.00		
H2011	Crisis Intervention per 15 mins			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H0034	Medical Support and Training per 15 mins			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H2010	RN Injections 15 min			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00		
H0034	LPN Injections 15 min							\$ 37.50	\$ 48.75
99211	Est patient office visit - typically 5 minutes			\$ 25.00	\$ 32.50	\$ 15.50	\$ 20.15	\$ 12.50	\$ 16.25
H2010	Comp Med Training and Support per 15 mins			\$ 75.00	\$ 97.50				
90887	Consultation - per Occurrence			\$ 150.00	\$ 195.00	\$ 92.50	\$ 120.00		
90882	Consultation - Agency - per Occurrence			\$ 150.00	\$ 195.00	\$ 92.50	\$ 120.00	\$ 75.00	\$ 97.50

2015-2016 Master Fee Schedule - Behavioral Health

DMAP CODE	BEHAVIORAL HEALTH SERVICES	AUTH	LAST ADJUSTMENT	IN CLINIC PSY/NP	OUT OF CLINIC PSY/NP	IN CLINIC QMHP	OUT OF CLINIC QMHP	IN CLINIC QMHA	OUT OF CLINIC QMHA
H2014	Skills Training/Dev per 15 mins			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H2014	Skills Trng/Dev per 15 mins (Group)			\$ 25.00	\$ 33.00	\$ 15.50	\$ 20.00	\$ 13.25	\$ 17.00
T1016	Case Management per 15 mins			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H0036	Comm Psych Support per 15 mins					\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
T1023	Level of Determination - per Occurrence			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00	\$ 150.00	\$ 195.00
T1023	Level of Service Assessment, Res. per Occurrence			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00	\$ 150.00	\$ 195.00
T2010	Passr Evaluation - Level 1 - per Occurrence					\$ 370.00	\$ 370.00		
T2011	PASSR Evaluation - Level 2- per Occurrence					\$ 740.00	\$ 740.00		
H0032	WRAP Plan Development per Occurrence					\$ 185.00	\$ 240.00	\$ 150.00	\$ 195.00
H0038	Self Help/Peer Services, per 15 mins							\$ 37.50	\$ 48.75
H0038	Self Help/Peer Services per 15 mins (Group)							\$ 13.25	\$ 17.00
H0046	Community Habilitation/Personal Care per 15 mins							\$ 37.50	\$ 48.75
H2021	Wraparound Services Array per 15 mins					\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H2032	Activity Therapy, 15 mins					\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H2032	Activity Therapy, 15 mins (Group)					\$ 15.50	\$ 20.00	\$ 13.25	\$ 17.00
H2023	Supported Employment per 15 mins					\$ 46.25	\$ 60.00	\$ 37.50	\$ 48.75
H2000	CAMS Mental Health Assessment per Occurrence					\$ 205.00	\$ 266.50		
H2000-TG	CAMS & Mental Health Assessment per Occurrence					\$ 205.00	\$ 266.50		
H0031	CAMS Assessment per Occurrence					\$ 205.00	\$ 266.50		
H0004	CAMS Behavioral Support per 15 minutes			\$ 75.00	\$ 97.50	\$ 46.25	\$ 60.00		
90832	CAMS Ind Therapy 16-37 mins			\$ 150.00	\$ 195.00	\$ 92.50	\$ 120.00		
90834	CAMS Ind Therapy 38-52 mins			\$ 225.00	\$ 292.50	\$ 138.75	\$ 180.00		
90837	CAMS Ind Therapy 53+ mins			\$ 300.00	\$ 390.00	\$ 185.00	\$ 240.00		
BCN05	CAMS BCN Code			\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
H0039	Assertive Community Treatment per 15 mins			\$ 57.00	\$ 76.00	\$ 57.00	\$ 76.00	\$ 57.00	\$ 76.00
S9453	Smoking Cessation, Group per Occurrence			\$ 100.00	\$ 33.00	\$ 15.50	\$ 20.00	\$ 13.25	\$ 17.00
99407	Smoking Cessation, Indv, per Occurrence			\$ 150.00	\$ 225.00	\$ 92.50	\$ 138.75	\$ 75.00	\$ 112.50
T1013	Sign Language/Oral Interpreter 15 mins			\$ 12.50	\$ 12.50	\$ 12.50	\$ 12.50	\$ 12.50	\$ 12.50

2015-2016 Master Fee Schedule - Behavioral Health

DMAP CODE	PREVENTION AND ADDICTION SERVICES	AUTH	LAST ADJUSTMENT	IN CLINIC PSY/NP	OUT OF CLINIC PSY/NP	IN CLINIC QMHP	OUT OF CLINIC QMHP	IN CLINIC QMHA	OUT OF CLINIC QMHA
H0001	Assessment per Occurrence			\$215.00					
H0002	Behavioral Health Screening per Occurrence			\$90.00					
H0004	Individual Therapy per 15 minutes			\$45.00					
H0005	Group Therapy per Occurrence			\$60.00					
H0006	Case Management per 15 mins			\$45.00					
T1006	Family Therapy w/patient per Occurrence			\$180.00					
H0038	Self-Help/Peer Services - per 15 minutes			\$45.00					
H0048	UA Sample Collection			\$20.00					
90887	Consult			\$90.00					
T1013	Sign Language/Oral Interpreter 15 mins			\$ 12.50					
DMAP CODE	HEALTH SERVICES- OTHER FEES	AUTH	LAST ADJUSTMENT	IN CLINIC PSY/NP	OUT OF CLINIC PSY/NP	IN CLINIC QMHP	OUT OF CLINIC QMHP	IN CLINIC QMHA	OUT OF CLINIC QMHA
	Misc Form or Correspondence - each			\$ 25.00					
	Photocopying			\$2.50-1st/\$.25 addl					
	Records Requests handled by Healthport			Fees set by outside Agency					
	Urinalysis Screening handled by Ingenuity			Fees set by outside Agency					

2015-2016 Master Fee Schedule - Circuit Court

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Mediation Fees	ORS 21.112	6/25/2008	none	\$80.00	
Copying fees	Res 12-10	07/11/12		Copy is \$0.25 a page. Certified is an additional \$5.00 CD copy is \$10.00 Fax copy is \$2.00 first page and \$1.00 each additional	

2015-2016 Master Fee Schedule - Clerk's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Solemnizing Marriage	ORS 205.320 Res 04-19	08/04/04	\$25.00	\$25.00	
Copies	ORS 205.320 Res 89-2	1989	none	\$0.25	
Recording, per page	ORS 205.320	Unknown	\$5.00	\$5.00	
Certification	ORS 205.320	Unknown	\$3.75	\$3.75	
Marriage License & Domestic Partnerships	ORS 205.320	Unknown	\$25.00	\$25.00	
Election Expenses	ORS 255.305 Sec. Of State Admin. Rule	Unknown	actual bill cost	actual bill cost	
Voter Lists	OAR 165.002.0020	08/09/06	\$500.00	\$25.00 set-up fee plus .00025/voter	
Publishing Measure & Candidate Information to Web site	Res 04-19	New	none	\$20.00	
Location Notices	PC Code 14.115	Unknown	none	\$5.00/page	
Affidavits of Annual Labor	PC Code 14.120	Unknown	none	\$5.00/page	
Certificates of Mine Ownership	PC Code 14.125	Unknown	none	\$5.00/page	
Plats approved by BOC - Clerk's fee (2)	ORS 205.350	Unknown	none	\$5.00	
Plats for Recording (2)					
20 lots or less	ORS 205.350	Unknown	none	\$15.00	
21 through 29	ORS 205.350	Unknown	none	\$20.00	
30 through 49	ORS 205.350	Unknown	none	\$25.00	
50 through 74	ORS 205.350	Unknown	none	\$30.00	
75 through 100	ORS 205.350	Unknown	none	\$35.00	
over 100 lots	ORS 205.350	Unknown	none	\$35.00*	
*plus \$.35 per lot over 100				\$11.00	
*plus Assessment/Taxation/OLIS Fee	Res 01-21	08/29/01			
Plat Vacation Fee Collected from City for Survey by Clerk	ORS 271.230	10/04/00	none	\$20.00	
Affidavits (of correction)	Res 00-18	10/04/00	none	\$26.00/first page	
Recording per page	Res 95-22	08/02/95	none	\$5.00	
Correction	Res 02-20	07/31/02	none	\$26.00/first page	
Post-Monument Action	Res 02-20	07/31/02	none	\$26.00/first page	
(1) State form fee for reference					
(2) Assessor's Office collects these fees.					

2015-2016 Master Fee Schedule - Community Corrections

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
No Show Fee - missing scheduled intake	Res 04-19	08/04/04	none	\$25.00	
Transition Fee	Res 12-10	07/11/12	none	\$25.00	
Supervision					
Regular	Res 03-18	07/30/06		\$40.00/month	
Casebank	Res 97-34	11/26/97		\$10.00/month	
Electronic Monitoring	Res 09-15	07/01/09		\$15.00/day	
Urinalysis test swab	Res 06-14	08/09/06		\$25.00	
UA (violation)	Res 14-08	07/02/14		\$25.00/each	
Polygraphs					
Maintenance	Res 07-19	07/18/07		\$150.00	
Full Disclosure	Res 07-19	07/18/07		\$250.00	
No Show Fee	Res 15-14	06/24/15		\$100.00	
Interstate Compact	Res 04-19	08/04/04		\$100.00	
Transfer Fee (out of County)	Res 15-14	06/24/15	none	\$25.00	
Treatment					
Group	Res 97-34	11/26/97	none	\$35.00/session	
Individual	Res 97-34	11/27/97		\$75.00/session	
Anger Management (unexcused absence)	Res 00-18	10/04/00		\$30.00/session	
Adjust Program Only (Diversion Out of County)	Res 00-18	10/04/00		\$100.00	
Adjust book - per offender	Res 15-14	06/24/15		\$25.00/book	
Travel Permit	Res 15-14	06/24/15		\$25.00	
Short Term Housing	Res 06-14	08/09/06		\$10.00/day (sliding)	
Short Term Housing key replacement	Res 15-14	06/24/15		\$25.00	
GPS Tracking	Res 07-19	07/18/07		\$10.00/day	
Community Services Charges					
Initial Supervision Fee	By Department	07/30/03	none	\$30.00	
Buyout (Hours)	By Department	06/25/08	none	\$8.00	
Work Release - program eligibility fee	By Department	09/08/99	none	the greater of \$12.50 or 1 hour client's hourly wage/day	
Work Crews (County supervised)	Res 00-18	10/04/00	none	\$250/day	
State of Oregon projects (4 person crew)	By Department		none	\$250/day	
(6 person crew)	By Department		none	\$300/day	
Municipalities/Schools	By Department		none	\$125/day	
Quasi Government Entities	By Department		none	\$150/day	
Intake Fee	Res 02-20	07/31/02		\$25.00	
Photocopying	Res 02-20	07/31/02		\$2.50 1st page \$0.25 each following page	

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Building Permits	ORS 456.730-885 ORS 456.915-950 ORS 447.210-280 ORS 476.030 Res 11-10	06/29/11		Table 1	
Farm Exempt Structure Site Plan Review	ORS 456.730-885 ORS 456.915-950 ORS 447.210-280 ORS 476.030 Res 15-14	06/24/15		\$40.00	
Fee for Inspection/Reinspection	Res 15-14	06/24/15		\$94.00/hr	
Fee for Special Inspection (2 hour Minimum)	Res 15-14	06/24/15	n/a	\$94.00/hr	
Building Valuation	OAR 918-050-0100	07/03/13	Current ICC	Current ICC (decks, carports, patio covers, and residential pole buildings use 50% of the valuation for private garages (Utility))	
Building Permit Plan Review	ORS 455.210	07/03/13		65% of fee	
Building Permit Fire Life and Safety Review	ORS 455.210	07/03/13		40% of fee	
Development Surcharge (For Planning Services)	Res 14-08	07/02/14		0.1% of valuation or Planning Check For Building Permit fee (whichever is greater)	
Manufactured Dwelling and/or Cabana Installation Fee Schedule					
BUILDING INSPECTION					
Manufactured and Prefabricated Structures	Res 11-10	06/29/11	BOC Resolution as per State	Table 5	
Mobile Home Conversion to Storage Use	By Department	06/24/15		\$94.00/hr	
Flood Plain Development Permit	By Department	06/24/15		\$52.00	
Plumbing Permits					
Plumbing Permits	ORS 447-020(2) Res 11-10	06/29/11		Table 2	
Mechanical Permits	ORS 447-020(2) Res 11-10	06/29/11		Table 4	
Electrical Permits					
Electrical Permits	ORS 479.8710 OAR 918.260.032 & 131 Res 11-10	06/29/11		Table 3	
Electrical Permit Plan Review	ORS 479.845 Res 11-10	06/29/11		25% of fee	
Master Permit Sign-up	OAR 918-308-0100 Res 11-10	06/29/11	\$100.00	\$100.00	
Master Permit Inspection	OAR 918-308-100 Res 15-14	06/24/15	none	\$94.00/hour 2 hour minimum	
Prescriptive Solar	OAR 918-050-0180 Res 11-10	06/29/11		Table 6	

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Miscellaneous:					
Post Construction Stormwater Plan Review	Res 14-08	07/02/14		\$55.00	
Refund Processing Fee	Res 11-10	06/29/11		\$45.00	
Permit Transfer Fee	Res 11-10	06/29/11		\$45.00	
Admin Fee for Permit Renewals	Res 14-08	07/02/14	none	\$45.00	
Weed Control					
Mowing of lots Salem UGB	Res 11-10	06/29/11	none	cost incurred with \$100.00 minimum	
ENVIRONMENTAL HEALTH					
Sewage Disposal Fees:					
Site Evaluation	OAR 340				
Additional	Res 15-14	06/24/15	\$680.00	\$680.00	
Commercial	Res 15-14	06/24/15	\$680.00	\$433.00	
1st 1000 gallons	Res 15-14	06/24/15	\$680.00	\$639.00	
each 500 gallons	Res 15-14	06/24/15	\$176.00	\$145.00	
Permits:					
Standard	OAR 340				
Alternative Treatment Technologies	Res 15-14	06/24/15	\$1,008.00	\$778.00	
Cap	Res 15-14	06/24/15	\$1,235.00	\$1,179.00	
Gray Water	Res 15-14	06/24/15	\$448.00	\$1,179.00	
Pressure	Res 15-14	06/24/15	\$1,235.00	\$1,179.00	
Redundant	Res 15-14	06/24/15	\$1,008.00	\$778.00	
Sand Filter	Res 15-14	06/24/15	\$1,520.00	\$1,179.00	
Seepage	Res 15-14	06/24/15	\$1,008.00	\$778.00	
Steep	Res 15-14	06/24/15	\$864.00	\$376.00	
Holding Tanks	Res 15-14	06/24/15	\$1,235.00	\$1,179.00	
Dewatering	Res 15-14	06/24/15	\$1,008.00	\$803.00	
Commercial Permits (to 1000 gallons)	Res 15-14	06/24/15	\$96.00	\$87.00	
Each additional 500 gallons)	Res 15-14	06/24/15	\$100.00	\$100.00	
Reinspection after 1st	Res 10-07	07/01/10			
Extra charge per pump (except sand filter & pressure)	Res 15-14	06/24/15	\$64.00	\$64.00	
Commercial Plan Review					
Up to 1000 gallons	OAR 340				
for each 500 gallons	Res 15-14	06/24/15	\$368.00	\$295.00	
	Res 15-14	06/24/15	\$64.00	\$64.00	
Renewal, Transfer, Reinstatement (Before permit expires)					
No field work	Res 15-14	06/24/15	\$152.00	\$87.00	
Field work	Res 15-14	06/24/15	\$520.00	\$402.00	
Alteration	OAR 340				
Major	Res 15-14	06/24/15	\$552.00	\$505.00	
Minor	Res 15-14	06/24/15	\$264.00	\$247.00	
Repair	OAR 340				
Major	Res 15-14	06/24/15	\$535.00	\$505.00	
Minor	Res 15-14	06/24/15	\$256.00	\$247.00	
Authorization Notice	OAR 340				
No field work	Res 15-14	06/24/15	\$160.00	\$128.00	
Field work	Res 15-14	06/24/15	\$624.00	\$505.00	
Annual Report Evaluation Fee	Res 11-10	06/29/11	\$30.00	\$30.00	

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Commercial Sand Filler, RGF, ATT Holding Tanks	OAR 340 Res 11-10	06/29/11	\$60.00	\$60.00	
Pumper Truck	OAR 340 Res 04-19	08/04/04	\$100.00	\$100.00	
Each additional vehicle	OAR 340 Res 02-20	07/31/02	\$50.00	\$50.00	
Existing Evaluation System	OAR 340 Res 15-14	06/24/15	\$640.00	\$484.00	
Annual Hardship Evaluation, if field visit required	OAR 340 Res 15-14	06/24/15	\$330.00	\$155.00	
Alternative System Evaluation Fee	OAR 340 Res 15-14	06/24/15	\$528.00	\$484.00	
Holding Tanks	OAR 340 Res 15-14	06/24/15	\$384.00	\$247.00	
Licensed Facilities					
Restaurants: (licensed on an annual basis)	ORS 624.020 Res 04-19				
Full Serve (# of seats)	HB3156 (2003) Res 15-14			\$454.00	
0-15	Res 15-14	06/24/15	\$387.5 +/- inflation %	\$511.00	
16-50	Res 15-14	06/24/15	\$414.75 +/- inflation %	\$584.00	
51-150	Res 15-14	06/24/15	\$472.50 +/- inflation %	\$649.00	
151+	Res 15-14	06/24/15	\$525.00 +/- inflation %	\$649.00	
Oct. 1 - Dec. 31 (1/4 year)	Res 04-19	08/04/04		50% discount	
License Reinstatement	HB3156 (2003) Res 03-18	07/30/03	License fee plus \$100.00/month late	License fee plus \$100.00/month late	
Commissary	ORS 624.020 Res 15-14	06/24/15	\$262.50 +/- inflation %	\$324.00	
Each reinspection after 1st inspection	HB3156 (2003) ORS 624.020 Res 15-14	06/24/15	none	\$129.00	
Limited Service	ORS 624.020				
Full Year	Res 15-14	06/24/15	\$210.00 +/- inflation %	\$280.00	
October - December	HB3156 (2003) Res 15-14	06/24/15	none	\$95.00	
Warehouse	OAR 624.020 Res 15-14	06/24/15	\$105.00 +/- inflation %	\$130.00	
Vending - # of units					
1-10 units	OAR 624.020 Res 15-14	06/24/15	\$26.25 +/- inflation %	\$32.00	
11-20 units	HB3156 (2003) Res 15-14	06/24/15	\$52.50 +/- inflation %	\$65.00	
21-30 units	Res 15-14	06/24/15	\$78.75 +/- inflation %	\$97.00	
31-40 units	Res 15-14	06/24/15	\$105.00 +/- inflation %	\$129.00	
41-50 units	Res 15-14	06/24/15	\$131.25 +/- inflation %	\$162.00	
51-75 units	Res 15-14	06/24/15	\$157.50 +/- inflation %	\$195.00	
over 75 units	ORS 624.630	08/04/04	ORS CAP	See ORS 624.630	
Mobile Unit	ORS 624.020 Res 15-14	06/24/15	\$131.50 +/- inflation %	\$154.50	

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Temporary Restaurant	ORS 624.020				
Pre-licensed before event 1 Day	Res 15-14	06/24/15	\$36.75 +/- Inflation %	\$45.00	
Pre-licensed before event 2-3 Day	Res 15-14	06/24/15	\$52.50 +/- Inflation %	\$63.00	
Pre-licensed Intermittent and Seasonal	ORS 624	06/24/15	\$52.50 +/- Inflation %	\$63.00	
Temporary Restaurant Operational Plan Review	ORS 624	06/24/15		\$53.00	
Licensed at event	Res 14-08	07/02/14	none	\$100.00	
Benevolent	Res 15-14	06/24/15	none	\$36.00	
Temporary for Licensed Mobile Unit	ORS 624.650				
Plan Reviews for restaurants/tourist facilities	Res 14-08	07/02/14	\$25.00	\$25.00	
Remodel full service restaurant	ORS 624.630				
Remodel other than full service restaurant	Res 07-19	07/18/07	\$100.00	\$100.00	
Initial construction full service restaurant	Res 00-18	10/04/00	\$50.00	\$50.00	
Initial construction bed and breakfast	Res 07-19	07/18/07	\$250.00	\$250.00	
Initial construction commissary	ORS 624.630	08/04/04	\$75.00	\$75.00	
Initial construction warehouse	ORS 624.630	08/04/04	\$125.00	\$125.00	
Initial construction limited service restaurant	ORS 624.630	08/04/04	\$50.00	\$50.00	
Initial construction mobile unit	ORS 624.630	08/04/04	\$75.00	\$75.00	
Swimming Pool / Spa	ORS 448.100	06/24/15	none	\$288.00	
Additional pool or spa at same location	Res 15-14	06/24/15	none	\$185.00	
Tourist Accommodations (# of rooms or spaces)	ORS 624.630				
1-50	Res 15-14	06/24/15	none	\$72.00 + \$2.48/space	
51-100	Res 15-14	06/24/15	none	\$188.00 + \$1.99/space for spaces 51-100	
101+	Res 15-14	06/24/15	none	\$270.00 + \$1.40 space for spaces 101+	
Organizational Camp	ORS 446.425	06/24/15	none	\$201.00	
Bed & Breakfast	ORS 624.020				
	HB3156 (2003)	06/24/15	\$157.50 +/- Inflation %	\$195.00	
Day Care	ORS 624.630	06/24/15	none	\$144.00	
Fee for service not listed (fee per hour)	Res 15-14	06/24/15	none	\$118.00	
School Food Service	Res 15-14	06/24/15	none	\$173.00	
Prep Site	Res 15-14	06/24/15	none	\$145.00	
Serve Only	Res 15-14	06/24/15	none	\$118.00	
Reinspect	Res 15-14	06/24/15	none	\$118.00	
Water Systems	Res 15-14	06/24/15	none	\$118+ lab fee	
Evaluation, sample, and technical assistance	Res 15-14	06/24/15	none	\$91.00	
Evaluation and technical assistance	Res 15-14	06/24/15	none	\$70.00 + lab fee	
With existing sewage system evaluation	Res 15-14	06/24/15	none	\$91.00	
With private sources for licensed facility	Res 15-14	06/24/15	none	\$43.00	
Planning Application Review	ORS 624	07/03/13	None	\$10.00	
Food Handler Card	Res 14-08	07/02/14	None	\$5.00	
Food Handler Replacement Card	Res 14-08	07/02/14	None	\$2.25	
Food handler study guide	Res 11-10	06/29/11	none	\$45.00	
Refund Processing Fee					

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Miscellaneous					
Motor Vehicle Division					
Business License	Res 15-14	06/24/15	none	\$87.50	
Second Hand / Junk Dealers	Res 15-14	06/24/15	none	\$108.00	
Name / Address Change	Res 15-14	06/24/15	none	\$54.00	
Dance Halls					
Per day	Res 15-14	06/24/15	none	\$206.00	
Per year	Res 15-14	06/24/15	none	\$310.00	
Circus	Res 15-14	06/24/15	none	\$330.00	
Traveling Show	Res 15-14	06/24/15	none	\$206.00	
Liquor License					
Original license	ORS 471.210	n/a	\$100.00	\$100.00	
Change in ownership, location, or privilege	ORS 471.210	n/a	\$75.00	\$75.00	
Renewal or temporary license	ORS 471.210	07/01/10	\$35.00	\$15.00	
If land use permit is obtained	Res 10-07				
Map Copies (see GIS for all map charges)	Res 04-19	08/04/04	\$100.00	\$100.00 waived	
Election Signs	Om 88-26				
Zoning Ordinance	Res 89-17	04/05/89	none	No charge	
Comp Plan & Map	Res 15-14	06/24/15	none	\$230.00	
ZC & CP Annual Subscription Fee (paper only)	Res 15-14	06/24/15	none	\$230.00	
Kennel Fees					
Application Fee	Res 89-54	unknown	none	\$60.00	
Reinstatement of licensee			none	\$30.00	
License Renewal					
Fee per dog, not exceeding 10 dogs	Res 91-23	07/09/91	none	\$5.00	
Fee per dog, exceeding 10 dogs	Res 89-54	unknown	none	\$2.50	
Measure 37/49 Processing Claim	Res 06-14	08/09/06	none	No charge	
Land Use action not listed in current schedule	Res 15-14	06/24/15	none	\$500.00 staff \$1165.00 hearing	
Post Measure 37/49 land use - cost of application plus special research fee indicated	Res 15-14	06/24/15		\$375.00	
Planning Section (Does not include EH Review Fee)					
Comprehensive Plan Amendment					
Without Exception	Res 15-14	06/24/15	none	\$1,170.00	
With one Exception	Res 15-14	06/24/15	none	\$3,430.00	
Each additional Exception	Res 15-14	06/24/15	none	\$1,490.00	
Legislative Amendment	Res 15-14	06/24/15	none	\$1,135.00	
Goal Exception Only (one only)	Res 15-14	06/24/15	none	\$3,430.00	
Each additional Exception	Res 15-14	06/24/15	none	\$1,490.00	
UGB Expansion	Res 15-14	06/24/15	none	\$4,945.00	
Zone Changes					
Zone change only	Res 15-14	06/24/15	none	\$1,170.00	
With plan amendment	Res 15-14	06/24/15	none	\$3,430.00	
Plan amendment with one exception	Res 15-14	06/24/15	none	\$4,945.00	

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Conditional Use					
Residential - hearing required	Res 15-14	06/24/15	none	\$1,165.00	
Home Occupation / Cottage Industry	Res 15-14	06/24/15	none	\$590.00	
Communications Tower	Res 15-14	06/24/15	none	\$1,590.00	
All other (without a hearing)	Res 15-14	06/24/15	none	\$620.00	
Partition					
Resource Zoning District (EFU, TC, F/F)	Res 15-14	06/24/15	none	\$810.00	
Non-resource Zoning District	Res 15-14	06/24/15	none	\$645.00	
Final Partition Plat Review	Res 15-14	06/24/15	none	\$150.00	
Subdivision	Res 15-14	06/24/15	none	\$2,060 + \$22 / lot	
Subdivision Final Map Check	Res 15-14	06/24/15	none	\$575.00	
Planned Unit Development	Res 15-14	06/24/15	none	\$2,060 + \$22 / lot	
Planned Unit Development Final Map Check	Res 15-14	06/24/15	none	\$575.00	
Land Use Determination					
Communication Tower	Res 15-14	06/24/15	none	\$1,440.00	
Wind Tower Type II	Res 15-14	06/24/15	none	\$260.00	
Recognizing Improperly Formed Parcel	Res 15-14	06/24/15	none	Cost of Service with \$1,165 Deposit+ final PP Review	
Hardship Dwelling					
Forest / Farm Forest Zones	Res 15-14	06/24/15	none	\$330.00	
Not in Forest / Farm Forest zones	Res 15-14	06/24/15	none	\$215.00	
Admin Review					
In UGB	Res 15-14	06/24/15	none	\$235.00	
Out UGB (except as listed elsewhere)	Res 15-14	06/24/15	none	\$235.00	
Floodplain Development	Res 15-14	06/24/15	none	\$390.00	
Administrative Review Site plan review / amendments	Res 15-14	06/24/15	none	\$235.00	
Parcel Status Determination	Res 15-14	06/24/15	none	\$235.00	
Nonconforming Uses					
Hearing Required	Res 15-14	06/24/15		\$1,165.00	
No Hearing Required	Res 15-14	06/24/15		\$235.00	
Exception to Subdivision Ordinance Standard	Res 15-14	06/24/15		\$235.00	
Historic Building Alteration or Removal (Hearing required)	Res 05-21	07/20/05		No charge	
Floodplain Letter of Map Revision (hearing)	Res 15-14	06/24/15		\$1,165.00	
Significant Resources Management Plan	Res 15-14	06/24/15		\$42.00	
Hearing required	Res 15-14	06/24/15		\$1,165.00	
Farm Stand	Res 15-14	06/24/15		\$235.00	
Farm Processing Facility	Res 15-14	06/24/15		\$235.00	
Utility Facility (not communications tower)	Res 15-14	06/24/15		\$460.00	
Winery	Res 15-14	06/24/15		\$370.00	
Winery with Full Service Restaurant	Res 15-14	06/24/15		\$1,165.00	
School or Church	Res 15-14	06/24/15		\$235.00	
Solid Waste Disposal Site	Res 15-14	06/24/15		Cost of Service with \$1,165 Deposit	
Model airplane takeoff and landing site	Res 15-14	06/24/15		\$235.00	
Street Naming / Renaming	Res 15-14	06/24/15	none	\$340.00	
Replacement Dwelling (Farm Zone)	Res 15-14	06/24/15	none	\$235.00	

2015-2016 Master Fee Schedule - Community Development

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Replacement Dwelling (Forest Zone)	Res 15-14	06/24/15		\$340.00	
Planning check for building permit					
Residential	Res 15-14	06/24/15		\$60.00	
Commercial	Res 15-14	06/24/15		\$95.00	
Renewal - Hardship Mobile Home					
Within 30 days of expiration	Res 15-14	06/24/15	none	\$13.00	
Beyond 30 days of expiration	Res 15-14	06/24/15	none	\$57.00	
Extensions	Res 15-14	06/24/15	none	\$94.00	
Re-notice (at applicant's request)	Res 15-14	06/24/15	none	\$150.00	
Plus Legal Ad Publishing (if needed)	Res 12-10	07/11/12	none	Cost of Service	
Farm Dwelling (\$80,000 on H.V., \$40,000 non-H.V., Accessory Farm, Family Farm Help)	Res 15-14	06/24/15	none	\$630.00	
Forest Dwelling (Template Test)	Res 15-14	06/24/15	none	\$675.00	
Sales Capability, Small Tract HV	Res 15-14	06/24/15	none	\$1,175.00	
Non-farm dwelling	Res 15-14	06/24/15	none	\$1,590.00	
Lot of Record (Dwelling) - Determination (Farm Forest)					
No hearing - Non-high value soils	Res 15-14	06/24/15	none	\$575.00	
With hearing - High value soils	Res 15-14	06/24/15	none	\$1,165.00	
Pre-application Conference	Res 08-08	06/25/08	none	\$100.00 (1/2 credited to application fee)	
Peer Review	Res 03-18	07/30/03	none	Cost of Service	
Property Line Adjustments	Res 15-14	06/24/15	none	\$365.00	
Ministerial (new service)	Res 15-14	06/24/15	none	\$65.00	
Billboards (not CUP)	PCZO & Res 15-14	06/24/15	none	\$235.00	
Appeals - Planning Director decision	ORS 215.416(11)(b) PCZO	09/06/96	\$250.00	\$250.00	
Appeals - Hearings Body decision	PCZO & Res 15-14	06/24/15	none	\$1,165.00	
Administrative Variance	Res 15-14	06/24/15	none	\$270.00	
Fee for services not listed (2 hour minimum)	Res 15-14	06/24/15	none	\$95.00/hr	
Home Occupation (not CUP)	Res 15-14	06/24/15	none	\$235.00	
Full Variance	PCZO & Res 15-14	06/24/15	none	\$1,165.00	
Flood Plain Variances	PCZO & Res 15-14	06/24/15	none	\$390.00	
Flood Plain Determination	PCZO & Res 15-14	06/24/15	none	\$235.00	
Similar Use Decision	PCZO & Res 15-14	06/24/15	none	\$235.00	
Fast Track (excluding CUP, based on staff availability)	BOC	n/a	none	(2 hour minimum)	
Research (2 hour minimum)	Res 15-14	06/24/15		\$95.00/hr	
Planning letter with no research	Res 15-14	06/24/15	None	\$87.00	
Request for Hearing determination (deposit, fee based on actual cost, applicant may receive a refund)	ORS 215.416.11.b Res 02-20	07/31/02	none	\$250.00	
Land Use compatibility sign off (LUCS)	Res 15-14	06/24/15	none	\$35.00	
Land Use Board of Appeals remand reconsideration	Res 15-14	06/24/15	none	\$1,165.00	
Measure 49 Vesting Determination (not land use)	Res 15-14	06/24/15	none	\$1,165.00	
Ministerial Site Plan Review	Res 15-14	06/24/15	none	\$95.00	
Land Use Condition of Approval Compliance Review	Res 15-14	06/24/15	none	\$88.00	
Ministerial Land Use License (Not Land Use Decision)	Res 15-14	06/24/15	none	\$57.00	
Refund Processing Fee	Res 12-10	07/11/12	none	\$45.00 base processing fee plus staff time	
UGB Expansion	Res 15-14	06/24/15	none	\$4,945.00	

2015-2016 Master Fee Schedule - District Attorney's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Diversion costs					
Felony	ORS 135.891 Res 03-18	07/30/03	none	\$0.00-\$350.00	
Misdemeanor	ORS 135.891 Res 99-17	09/08/99	none	\$0.00-\$250.00	
			none		
Paper Discovery Fees					
Retrieval Fee	Res 13-09	07/03/13	none	\$15.00 + \$0.30 Per Page	
Supplemental Reports	Res 13-09	07/03/13	none	\$0.30/page	
Electronic Discovery Fees					
Retrieval Fee- less than 100 pages	Res 13-09	07/03/13	none	\$12.00 + \$0.25 per page	
Retrieval Fee - Homicide	Res 13-09	07/03/13	none	\$75.00 + \$0.25 per page	
Supplemental Reports - All cases	Res 13-09	07/03/13	none	\$0.25/page	
ADDITIONAL FEE for duplication of:					
Photographs	Res 05-21	07/20/05	none	\$15.00 + development costs	
Color Copies	Res 13-09	07/03/13	none	\$3.00/page	
CD	Res 13-09	07/03/13	none	\$15.00	
DVD	Res 13-09	07/03/13	none	\$15.00	
Flash Drive 4GB	Res 13-09	07/03/13	none	\$55.00	
Flash Drive 8GB	Res 13-09	07/03/13	none	\$65.00	

2015-2016 Master Fee Schedule - Polk County Fair Event Center

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Fairgrounds Rental Charges					
All buildings and grounds are subject to clean-up charge of \$100/hour (\$200 minimum charge) if areas used are not left as found.					
All rental charges are from 8:00 a.m. to Midnight unless otherwise stipulated.					
Main Building (does not include kitchen or freezer/cooler)					
Cleaning deposit / alcohol	Res 05-21	07/20/10	none	\$1,500.00	
Cleaning deposit no alcohol	Res 03-18	07/30/03	none	\$1,000.00	
No alcohol	Res 13-09	07/03/13	none	\$750.00	
Serving alcohol	Res 13-09	07/03/13	none	\$975.00	
Meeting Room #1 (old office - 14 x 20)					
	Res 13-09	07/03/13	none	\$35.00	
One Dining Room (20 x 75) or Textile Room (20 x 118)					
	Res 13-09	07/03/13	none	\$120.00	
Patio Area					
	Res 13-09	07/03/13	none	\$35.00	
Dining Rooms (both) Kitchen not included					
	Res 13-09	07/03/13	none	\$250.00	
Kitchen (does not include freezer / cooler)					
Freezer/cooler rental charge is \$50/first day and \$25/each additional day	Res 13-09	07/03/13	none	\$225.00	
4-H with Floral Building					
Cleaning deposit/alcohol	Res 05-21	07/20/10		\$1,500.00	
Cleaning deposit no alcohol	Res 03-18	07/30/03		\$400.00	
No alcohol	Res 13-09	07/03/13		\$750.00	
Alcohol	Res 13-09	07/03/13		\$975.00	
Floral Building					
Cleaning deposit / alcohol	Res 05-21	07/20/10		\$1,500.00	
Cleaning deposit no alcohol	Res 03-18	07/30/03		\$200.00	
No alcohol	Res 13-09	07/03/13		\$400.00	
Alcohol	Res 13-09	07/03/13		\$600.00	

2015-2016 Master Fee Schedule - Polk County Fair Event Center

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Arts & Crafts Building (43 x 100)					
Cleaning deposit / alcohol	Res 05-21	07/20/10		\$1,500.00	
Cleaning deposit no alcohol	Res 03-18	07/30/03		\$200.00	
All day and evening	Res 13-09	07/03/13	none	\$300.00	
Serving alcohol	Res 13-09	07/03/13	none	\$600.00	
Square / Round Dancers - Up to 4 hours	Res 13-09	07/03/13	none	\$44.00	
Square / Round Dancers - 4 hours up to 8 hours	Res 13-09	07/03/13	none	\$110.00	
Square / Round Dancers - 8 hours or more	Res 13-09	07/03/13		\$300.00	
4-H Building (19 x 100)					
Cleaning deposit/alcohol	Res 05-21	07/20/10		\$1,500.00	
Cleaning deposit no alcohol	Res 03-18	07/30/03		\$200.00	
All day and evening	Res 13-09	07/03/13	none	\$275.00	
Serving alcohol	Res 13-09	07/03/13	none	\$475.00	
Sheep Barn, Hog Barn, Goat Bays or Beef Bays (user provides own bedding and hauls it off grounds when done)					
Cleaning deposit	Res 03-18	07/30/03		\$200.00	
No Alcohol	Res 13-09	07/03/13	none	\$175.00	
Building C (80 X 80)					
Cleaning deposit/alcohol	Res 05-21	07/20/10		\$1,500.00	
Cleaning deposit no alcohol	Res 03-18	07/30/03		\$200.00	
No alcohol	Res 13-09	07/03/13		\$275.00	
Alcohol	Res 13-09	07/03/13		\$475.00	
Parking Lot					
West front (135 x 80)	Res 11-10	06/29/11	none	\$600.00	
South (142 x 32)	Res 11-10	06/29/11	none	\$400.00	
Arena					
Cleaning deposit/alcohol	Res 15-14	06/24/15		\$2,500.00	
Cleaning deposit no alcohol	Res 15-14	06/24/15		\$500.00	
No Alcohol	Res 13-09	07/03/13		\$375.00	
Serving Alcohol	Res 13-09	07/03/13		\$600.00	
Daily riding permit	Res 13-09	07/03/13	none	\$4.00	
Season riding permit	Res 11-10	06/29/11	none	\$25.00	
Tractor Use (based on availability)	Res 13-09	07/03/13		\$25/hour	
Entire Grounds					
No Alcohol	Res 13-09	07/03/13		\$2,500.00	
Serving Alcohol	Res 15-14	06/24/15		\$5,000.00	
Overnight parking Fees (stays limited to fourteen consecutive days)					
Per night, per vehicle (includes dump)	Res 15-14	06/24/15	none	\$20.00	
Per night, per tent	Res 15-14	06/24/15	none	\$15.00	

2015-2016 Master Fee Schedule - Polk County Fair Event Center

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Storage Fees (storage season begins 9/1 and ends 4/30) Ft. per length of item stored	Res 13-09	07/03/13	none	\$13.00	
RV Group Rental Fees (Rates cover buildings usage and RV spaces from Thursday noon to Sunday noon) Overnight parking Per night	Res 15-14	06/24/15		\$15.00	
Main Building - Without kitchen	Res 13-09	07/03/13	none	\$725.00	
Additional days - per day	Res 09-15	07/01/09	none	\$200.00	
Main Building - With kitchen	Res 13-09	07/03/13	none	\$850.00	
Additional days - per day	Res 09-15	07/01/09	none	\$250.00	
Main Building - With kitchen & freezer/cooler	Res 13-09	07/03/13	none	\$950.00	
Additional days - per day	Res 09-15	07/01/09	none	\$260.00	
Entire Grounds	Res 13-09	07/03/13		\$1,500.00	
Fair Booth Space Inside Building (8x10)	Res 14-08	07/02/14	none	\$175.00	
Booth attached to Arts/Crafts & Floral (12x12)	Res 14-08	07/02/14	none	\$150.00	
Outside space - provide own covering (10x10)	Res 12-10	07/11/12	none	\$145.00	
Additional 110 outlet	Res 12-10	07/11/12		\$25.00	
Additional 220 outlet	Res 12-10	07/11/12		\$100.00	
Food Concession Booth (10x10)	Res 15-14	06/24/15		\$75.00 plus 18% of Gross Sales	
Fair Admission Adult Day Pass	Res 15-14	06/24/15	none	\$8.00	
Adult Season Pass	Res 15-14	06/24/15	none	\$20.00	
Senior Day Pass (62/older)	Res 15-14	06/24/15	none	\$5.00	
Senior Season Pass	Res 08-08	06/25/08		\$8.00	
Junior Day Pass (11-15)	Res 15-14	06/24/15	none	\$5.00	
Junior Season Pass	Res 08-08	06/25/08	none	\$8.00	
Other Showers	Res 07-19	07/18/07	none	\$4.00	
Bleachers (each) not available off grounds	Res 07-19	07/18/07	none	\$50.00	
Chairs - each	Res 00-18	10/04/00	none	\$1.00	
Tables - each (taken off grounds) \$100 deposit required	Res 07-19	07/18/07	none	\$10.00	
Tables - each	Res 15-14	06/24/15	none	\$6.00	
Dump station fees	Res 07-19	07/18/07	none	\$8.00	
Picnic Tables	Res 07-19	07/18/07	none	\$15.00	
Stage Pieces	Res 07-19	07/18/07	none	\$10.00/each	

2015-2016 Master Fee Schedule - General Services

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Personal Mileage Reimbursement		01/01/12	IRS	IRS Rate	
INFORMATION SERVICES					
Internet Access Charges:					
GIS/Web access document fee	Res 07-19	07/18/07		\$5.00/ document	
Internet Access Setup	Res 07-19	07/18/07		\$25.00/year	
CD & DVD Copies	Res 05-21	07/20/05	none	\$5.00/each	
Data Requests					
Standard data requests (defined queries & reports - paper print, FTP download, CD)	Res 09-15	07/01/09		\$90.00/hr	
Data dump of standard views (CD)	Res 03-18	07/30/03	none	\$55.00	
Large data dump of data (CD)	Res 03-18	07/30/03	none	\$55.00	
Special Programming & Custom Data/Report Requests	Res 12-10	07/11/12		\$90.00/hr	
Labor & Machine/hr.	BOC & Res 09-15	07/01/09	none	\$90.00/hr	
Minimum charge	BOC & Res 09-15	07/01/09	none	\$270.00	
Government Programming/HW Support	Res 09-15	07/01/09	none	\$70.00/hour	
GIS FEES					
Standard Survey / Taxlot Maps					
Tax lots/Surveys/Plats (22x22)	Res 01-21	08/29/01	none	\$5.00/page	
Tax lots/Surveys/Plats (8.5x11)	Res 01-21	08/29/01	none	\$1.00/page	
Tax lots/Surveys/Plats (11x17)	Res 09-15	07/01/09	none	\$2.00/page	
Regional and Standard Color Maps					
Options for soils, elevation, floodplain, etc.					
8 1/2 x 11	Res 05-21	07/20/05	none	\$2.00/page	
11 x 17	Res 05-21	07/20/05	none	\$4.00/page	
24 x 24	Res 05-21	07/20/05	none	\$10.00/page	
34 x 34	Res 09-15	07/01/09	none	\$20.00	
Buffer Analysis - Map and List of Owners	Res 01-21	08/29/01	none	\$10.00	
Maps from Cartography					
Plat or Deed Map (legal description to scale)	Res 95-22	08/02/95	none	\$10.00	
Annex Map - 1995 changes (18 x 18)	Res 95-22	08/02/95	none	\$10.00	
Large format Tax lot Map (36 x 36)	Res 95-22	08/02/95	none	\$20.00	
Custom Maps (18 inches wide) (24 inches wide)	Res 01-21	08/29/01	none	\$10.00	
	Res 01-21	08/29/01	none	\$20.00	

2015-2016 Master Fee Schedule - General Services

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Planning Products					
Soils Analysis - Geographical overlay and statistical summary	Res 95-22	08/02/95	none	\$10.00	
Buffer Analysis - Map & list of owners	Res 95-22	09/02/95	none	\$10.00	
Template Test - Map & list of owners w/ 160 acre block	Res 95-22	09/02/95	none	\$20.00	
Land Capability Test - Map & list of owners w/ 1 mile	Res 95-22	09/02/95	none	\$20.00	
Complex Land Use Test	Res 00-18	10/04/00	none	\$90.00	
Owners Label List (< 1,000 tax lots)	Res 01-21	08/29/01	none	\$10.00	
County Zoning Ordinance (CD-Rom)	Res 95-22	08/02/95	none	\$75.00	
GIS Services for General Public					
Hourly staff rate - (\$180 minimum charge)	Res 12-10	07/11/12	none	\$90.00/hour \$180.00 Minimum Charge	
Polk County Maps (CD ROM)					
Polk County Public GIS Data (FTP or CD)	Res 12-10	07/11/12		\$180.00	
Polk County Aerial Photos	Res 12-10	07/11/12		\$180.00	
GIS Web Services for Partners (government organizations with cooperative agreements)	Res 09-15	07/01/09		\$50.00	
Hourly staff rate (\$45 minimum charge)					
Polk County Public GIS Data (no photos - FTP or CD)	Res 12-10	07/11/12		\$180.00	
Polk County Aerial Photos (FTP or CD)	Res 12-10	07/11/12		\$180.00	

2015-2016 Master Fee Schedule - Juvenile

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
JUVENILE					
Probation Supervision Fee	Res 06-14	08/09/06	none	\$50.00	
Community Service Fees	By Department	08/09/06	none	no charge	
Restitution Program - ODOT	Res 09-15	07/01/09	none	\$300.00-\$500.00/day	
UA Fees	Res 14-08	07/02/14	none	\$25.00	
Oral Swab	Res 14-08	07/02/14		\$25.00	
Etg Fee (Alcohol)	Res 14-08	07/02/14		\$25.00	
No Show Fee	Res 12-10	07/11/12	none	\$25.00	
Expungement Fee	Res 12-10	07/11/12	none	\$25.00	
Community Service Work Fee	Res 12-10	07/11/12	none	\$25.00	
Photocopying	Res 12-10	07/11/12	none	\$2.50 1st page \$0.25 each additional page	
Electronic Monitoring	Res 12-10	07/11/12	none	\$15.00/day	
JDH Stay Charge	Res 13-09	07/03/13		\$50.00 one time (if ordered by courts)	
Courtesy Supervision	Res 13-09	07/03/13		\$25.00	
Interstate Compact	Res 13-09	07/03/13		\$50.00	
Limited Supervision	Res 13-09	07/03/13		\$50.00	
Relief from Duty to Report	Res 13-09	07/03/13		\$25.00	
Emancipation Fee	Res 13-09	07/03/13		\$25.00	
Cognitive Skills Class	Res 14-08	07/02/14		\$25.00	

2015-2016 Master Fee Schedule - Public Health

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Certified copies of birth or death certificates	OAR 333-011-0340	07/02/14	\$20.00	\$20.00/first \$15.00/additional	
Exams - New and Established Clients					
Minimal - New (99201) Est. (99211)	By Department	07/11/12	none	\$30.00-\$50.00	
Brief - New (99202) Est. (99212)	By Department	07/11/12	none	\$70.00-\$90.00	
Limited - New (99203) Est. (99213)	By Department	07/11/12	none	\$115.00-\$140.00	
Comprehensive - New (99204) Est. (99214)	By Department	07/11/12	none	\$150.00-\$180.00	
Comp / High Complex - New (99205) Est. (99215)	By Department	07/11/12	none	\$185.00-\$210.00	
Miscellaneous Labwork					
Miscellaneous Labwork	By Department	07/02/14	none	\$1-\$100	
Drugs and Supplies					
Miscellaneous Drugs	By Department	06/24/15	none	\$0-\$200	
Immunizations	By Department	06/24/15	none	\$35-\$193	
Family Planning					
CCare Services - (T1015FP)	OHA/DMAP	07/02/14		\$30-\$150	
Birth Control Pills (per cycle)*	By Department	07/11/12	none	\$1.00-\$25.00	
Other misc. birth control supplies *	By Department	07/11/12	none	\$1.00-\$450.00	
Prenatal Case Management					
MCM - Assessment - (G9001)	DMAP	06/29/11	none	\$24.59	
MCM - High Risk CM - (G9005)	DMAP	06/29/11	none	\$128.67	
MCM - Home Visits - (G9012)	DMAP	06/29/11	none	\$42.89	
MCM - Nutritional (S9470)	DMAP	06/29/11	none	\$42.89	
MCM - Routine CM - Partial - (G9009)	DMAP	06/29/11	none	\$37.53	
MCM - High Risk CM - Partial - (G9010)	DMAP	06/29/11	none	\$64.34	
MCM - Full CM - (G9002)	DMAP	06/29/11	none	\$75.06	
MCM Home / Environment Assess - (G9006)	DMAP	06/29/11	none	\$42.89	
MCM Visit outside the home (phone) - (G9011)	DMAP	07/01/15	none	\$24.15	
Babies First					
Targeted case management home visits	OHA/DMAP	07/02/14	\$303.00	\$355	
HIV Testing Services					
Brief - New (99201) Est. (99211)	By Department	07/11/12	none	\$30.00-\$50.00	
Testing - Venipuncture - (36415)	By Department	07/11/12	none	\$6.00	
Post-test counseling - (99212)	By Department	07/11/12	none	\$70.00	
Rapid HIV Test - (86703)	By Department	07/02/14	none	\$15.00	
YOUTH PROGRAMS					
No applicable fees					
*Charges are based on contracted prices through private vendors. These charges may fluctuate throughout the year					

2015-2016 Master Fee Schedule - Public Works

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
ROADS					
Driveway / Access Permit	P.C. Code 31.110	07/01/10	none	\$250.00	
Access Culvert Installation	Res 12-10	07/11/12	none	Up to Actual Cost *	
Preliminary Development Fee (Engineering) - (County may credit a portion of this fee for review/inspection services)	By Department	10/04/00	none	\$750.00	
Plans Review / Construction Inspection / Testing	County Road Standards	10/04/00	none	5% Engineer's estimate	
Bid Specs	Res 97-34	11/26/97	none	\$25.00	
Special Event Permit	Res 12-10	07/11/12	none	Per Formula ** \$50.00 Minimum	
Transportation Permit	ORS 818.270	08/29/01	none	\$8.00	
Road Vacation Fee (public hearing not required)	P.C. Code 31.110	06/24/15	none	\$1,500.00	
Road Vacation Fee (public hearing required)	Res 15-14	06/24/15	none	\$2,300.00	
TODS Permit (includes installation of 2 signs)	ORD 85-5	07/03/13	none	\$250.00	
TODS Temp Removal / Installation (per sign)	Res 12-10	07/11/12	none	\$70.00	
Shop Labor Charge	Res 12-10	07/11/12	none	\$65.00/hour	
Equipment Rental	ORS 368.031	07/11/12	none	Per Equip. Rate Sheet	
Road Standards	By Department	09/23/98	none	\$25.00	
Private Maintenance Agreement	Res 12-10	07/11/12	none	\$50 - \$600 ***	
Public Land Corner Preservation Fund					
Fee on Land Transfer Document	Ord 87-17	06/09/05	\$10.00	\$10.00	
Surveyors Office					
Surveys					
Filing Fee	Res 15-14	06/24/15	none	\$100.00	
Map Check	Res 15-14	06/24/15		\$75.00	
Re-check Fee - office	Res 15-14	06/24/15	none	\$80.00/hr	
Re-check Fee - field	Res 15-14	06/24/15		\$160.00/hr	

2015-2016 Master Fee Schedule - Public Works

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Partitions					
Filing Fee	Res 15-14	06/24/15	none	\$100.00	
Plat & Field Check	Res 15-14	06/24/15	none	\$250.00	
Re-check Fee - office	Res 15-14	06/24/15	none	\$80.00/hr	
Re-check Fee - field	Res 15-14	06/24/15		\$160.00/hr	
Subdivision, Condominium and Cemetery Plats					
Filing Fee	Res 15-14	06/24/15	none	\$100.00	
Plat & Field Check	Res 15-14	06/24/15	none	\$550.00	
Per lot / Building / Block	Res 15-14	06/24/15	none	\$25.00	
Re-check Fee - office	Res 15-14	06/24/15	none	\$80.00/hr	
Re-check Fee - field	Res 15-14	06/24/15		\$160.00/hr	
Post-Monumented Subdivision, Condominium and Cemetery Plats					
Filing Fee	Res 15-14	06/24/15		\$100.00	
Plat and Field Check	Res 15-14	06/24/15		\$1,200.00	
Per lot / Building / Block	Res 15-14	06/24/15		\$100.00	
Re-check Fee - office	Res 15-14	06/24/15	none	\$80.00/hr	
Re-check Fee - field	Res 15-14	06/24/15		\$100.00/hr	
Post-Monument Fee (Type 1 interior)	Res 15-14	06/24/15	none	\$150.00/pin	
(Type 2 exterior)	Res 15-14	06/24/15	none	\$300.00/pin	
Affidavits	Res 95-22	08/02/95	none	\$20.00	
Large Format Prints	Res 15-14	06/24/15		\$10.00	
Notes for Survey Office Fees:					
1) Plats in the City Of Salem are charged filing and recording fees only.					
2) Plats and Affidavits are subject to the Clerks recording fees in addition to the Survey Office fees.					
3) Lot / Building / Block fees are charged as applicable.					

2015-2016 Master Fee Schedule - Public Works

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
* Access Culvert Fees If an access culvert needs to be replaced out of necessity created by the orderly execution of maintenance activities of Polk County Public Works, there will be no fee charged to the landowner. If an access culvert installation is requested by a landowner to be installed by Polk County Public Works, then the fee will be based on the estimated total cost to Polk County Public Works for the cost of materials, equipment and labor. If an access culvert installation is requested by a landowner to be installed by others, there will be a \$250 permit fee associated with the additional review and approval work necessary to ensure that the culvert is installed in accordance with Public Works requirements.					
** Special Event Fees The fee charged for special events will be as follows: <ul style="list-style-type: none">• \$50 base fee• \$25 fee per intersection included in the special event route• Subsequent fees for the same applicant and which use the same route will be given a 75% credit to the intersection fee. However, if any intersections are changed, the full intersection fee for those changed locations will apply.• Subsequent events need not be held in the same year.• All special events are subject to applicable sweeping costs (equipment rental rates).					
Example 1: Bike Race along a 25 mile route w/ 30 intersections. Base Fee = \$50 Intersection Fee = $30 \times \$25 = \750 Total Fee = \$800 Subsequent Event with same route = \$240 Subsequent Event with 4 intersection changes - $\$200 + (4 \times 25) = \340	Example 2: Long-Board race on 6 mile route with 5 intersections. Base Fee = \$50 Intersection Fee = $5 \times \$25 = \125 Total Fee = \$175 Subsequent Event with same route = \$80	Example 3: 3 mile run with two intersections Base Fee = \$50 Intersection Fee = $2 \times \$25 = \50 Total Fee = \$100 Subsequent Event with same route = \$65			
*** Private Maintenance Fees The fee charged for private maintenance agreements will be based on a calculation of actual costs, with a minimum rate of \$50. The actual cost will depend on the following parameters: <ul style="list-style-type: none">• Length of roadside included in private maintenance agreement,• Average vegetation management cost• Number of signs required to serve the privately maintained area Guidance: <ul style="list-style-type: none">• Assume no cost of enforcement. If a PM holder is non-compliant, the agreement will be terminated.• Maximum cost is \$600 per agreement• Contiguous properties can be included in one agreement, including those that span a road.• Multiple property owners can join a single PM agreement, but if one is non-compliant, the agreement is terminated.• A lessee may apply for a PM agreement on ground that he/she is leasing, but the landowner's signature is required on the application to ensure they are included in the process.					

2015-2016 Master Fee Schedule - Sheriff's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Concealed Weapon:					
New (**\$15.00 to State Police, \$50.00 to County)	ORS 166.290	09/07/94	none	\$65.00**	
Renewal	ORS 166.290	09/07/94	none	\$50.00	
Duplicate	ORS 166.290	09/23/98	\$15.00	\$15.00	
Transfer (**\$15 to State Police)	ORS 166.290	07/11/12		\$30.00**	
Change of address	ORS 166.290			\$15.00	
Copies of Audio / Video Cassettes	Res 14-08	07/02/14	none	\$25.00/cd/dvd	
Fingerprinting	Res 07-19	07/18/07	none	\$25.00	
Report Copying	Res 11-10	06/29/11	none	\$8.00 first 10 pages \$1.00 per pg after 10	
Evidence Photos (Digital) Copies	Res 14-08	07/02/14	none	\$25.00/cd/dvd	
35mm Photo Copies	Res 11-10	07/30/03	none	Actual Cost + \$20.00 handling fee	
DNA Testing	ORS 419.476(1)(a)	06/29/11	\$25.00	Actual Cost	
Civil Process:					
Writ Garnishment	ORS 21.300	07/01/10	\$25.00	\$25.00	
Notice of Restitution - up to 2 people per address	ORS 21.300	07/01/10	none	\$36.00	
Notice of Restitution - more than 2 people/address	ORS 21.300	07/01/10	none	\$20.00 per person	
Small Claims - up to 2 people per address	ORS 21.300	07/01/10	none	\$36.00	
Small Claims - more than 2 people per address	ORS 21.300	07/01/10	none	\$20.00 per person	
Civil Subpoenas - up to 2 people per address	ORS 21.300	07/01/10	none	\$36.00	
Civil Subpoenas - more than 2 people per address	ORS 21.300	07/01/10	none	\$20.00 per person	
Summons / Complaint - up to 2 people per address	ORS 21.300	07/01/10	none	\$36.00	
Summons / Complaint - more than 2 people per address	ORS 21.300	07/01/10	none	\$20.00 per person	
Writ of Execution (real & personal) - enforcement	ORS 21.300	07/03/13	none	\$70.00	
Writ of Execution (real & personal) - service fees	ORS 21.300	07/03/13	none	\$36 per person needing to be served	
Writ of Execution (real & personal) - documents needing to be posted	ORS 21.300	07/03/13	none	\$36 per location needing to be posted	
Copy Fees for Civil Documents	Res 03-18	07/30/03	none	\$5.00 minimum after 20 pages \$0.25/page	
Mailing Fees for Service of Writs	Res 03-18	07/30/03	none	Actual Cost + \$5.00 handling fee/case	
Deputy Standby Fee	ORS 21.300	07/01/10	none	\$55.00/hr/deputy	
Research Fee - per name or address	Res 07-19	07/18/07		\$10.00	

2015-2016 Master Fee Schedule - Sheriff's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
Sale Preparation	ORS 21.300	07/11/12		\$100.00	
Folios (Per 100 words or portion thereof)	ORS 21.300	07/11/12		\$3.00	
Inventory (More than one hour)	ORS 21.300	07/11/12		\$55.00/hr or any portion thereof	
Advertisement or Publication	ORS 21.300	07/11/12		Actual Costs	
Sheriff's Keeper or Custodian of Property	ORS 21.300	07/02/14		Actual Costs + Storage Unit Insurance Costs	
Conducting Sale	ORS 21.300	07/11/12		\$11.00	
Sale Postponement	ORS 21.300	07/11/12		\$11.00	
Post Sale or Cancellation Administration	ORS 21.300	07/11/12		\$67.00	
Conveyance of Real Property Sold	ORS 21.300	07/11/12		\$30.00	
Mileage in excess of 75 miles round trip	ORS 21.300	07/11/12	\$40.00	\$40.00	
Distraint Warrant	1989 Legis.	1989 Legis.	\$6.25	\$6.25	
Dog License:					
Neutered - 1 year	Om 88-28	07/18/07	none	\$15.00	
Neutered - 2 year	Res 07-19	07/18/07		\$25.00	
Neutered - 3 year	Res 07-19	07/18/07	none	\$35.00	
Non-neutered - 1 year	ORS 609.100	07/18/07	none	\$30.00	
Non-neutered - 2 years	Res 07-19	07/18/07		\$55.00	
Non-neutered - 3 years	ORS 609.100	07/18/07	none	\$80.00	
Tag Replacement	Res 07-19	07/18/07		\$4.00	
Late Fee Per dog - for voluntary licensing	Res 01-21	08/29/01	none	\$10.00	
Late Fee (if cited)	Res 01-21	08/29/01	none	\$50.00	
Impound fee	Res 15-14	06/24/15		Current rate as billed by Humane Society-- Currently \$108.00/dog/day	
Dog Boarding Fee	Res 07-19	07/18/07	none	\$20.00/day	
False Alarm Fees					
First alarm - letter of advisement	Res 05-21	07/20/05	none	no charge	
Second alarm - warning letter	Res 05-21	07/20/05	none	no charge	
Third alarm	Res 05-21	07/20/05	none	\$25.00	
Fourth alarm	Res 05-21	07/20/05	none	\$50.00	
Fifth alarm and thereafter	Res 05-21	07/20/05	none	\$100.00	
Towed vehicles -processing fee (driver driving w/o privileges, insurance, or under the influence)	ORS Chapters 203, 368, and 810 Res 11-10	06/29/11	costs incurred	\$75.00 Cash, money order, or credit card	
SHERIFF - County Jail					
Inmate conviction reimbursement fee	ORS 169.151	09/08/99	\$60.00/DAY	up to \$60.00/day	

2015-2016 Master Fee Schedule - Treasurer's Office

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
TREASURER					
Returned check charges					
Base charge per check	Res 04-19	08/04/04	none	\$28.00	
One tax account	Res 04-19	08/04/04	none	\$28.00	
Additional tax accounts (each account)	Res 90-22	n/a	none	\$5.00	
Stop payment charge	Res 09-15	07/01/09	none	\$30.00	
TAX COLLECTOR					
Personal Property Warrant Fee	ORS 311.633	06/29/11	none	\$82.00	
Foreclosure Title Search Fee	ORS 312.120		none	Actual Cost	
Foreclosure Penalty	ORS 312.110		none	5% of total tax & interest published	
FINANCE					
Replacement W-2 for lost, destroyed, or never received due to address change	IRS	07/01/10	none	\$25.00	

2015-2016 Master Fee Schedule - Applies to All Departments

CHARGE	AUTHORIZATION	LAST ADJUSTMENT	LEGAL CAP	CURRENT CHARGE	NEW RATE
(1) Except as provided in (2) of this provision, all agencies of Polk County shall collect the following fees for furnishing copies of public documents to members of the public:					
(2) If the request for copies is so extensive that the burden on the agency would substantially interfere with its operation, after consultation with County Counsel, the agency may impose a charge for the time of persons locating the requested records, reviewing them to delete exempt material, and supervising any preliminary inspection so as to protect the records.					
(3) This provision does not apply to copies of police reports furnished by the Sheriff's Office, or to copies of documents furnished by the County Clerk where a different fee is prescribed by law.					
Copying fees	Res 89-54	n/a	none	1-10 pages - \$0.25/page 11+ pages = \$2.50 plus \$0.10/page in excess of 10 pages	
Budget Copies:					
Proposed	Res 14-08	07/02/14	none	\$30	
Adopted	Res 14-08	07/02/14	none	\$20	
Recruitment Testing Fees	Res 04-19	08/04/04	none	\$1.00-\$50.00	
Research Fee - unless otherwise stated by individual departments, the fee associated with research shall be (hourly wage + benefits) X 1.3 overhead	Res 12-10	07/11/12		1.3	
Notary Fee	Res 14-08	07/02/14	\$10 per signature per person	\$10 per signature per person	
DEPARTMENTS WITHOUT FEES:					
Board of Commissioners					
Fiscal Services / Personnel					
County Counsel					



Contract Review Sheet

Staff Contact: Kalena Plath Phone Number (Ext): 2428
Department: Health Services Consent Calendar Date: 6/24/15
Contractor Name: Dallas School District
Address: 111 SW Ash ST
City, State, Zip: Dallas, OR 97338
Effective Dates - From: 07/1/15 Through: 6/30/16
Contract Amount: \$59,169.08

Background:

Polk County Public Health was previously approached to provide contracted nursing services for the school district, this contract will extend the service for another year. The district nurse service is much needed in this community and has developed of a deeper partnership between the Dallas School District and Polk County Public Health, and invites further collaboration opportunities in the future.

Discussion:

The Public Health Department will provide Dallas School District with the service of a registered nurse for 30 hours a week. The services provided will include delegation of care for medically fragile children and some direct care. The majority of the time spent in service will be dedicated to developing care plans for children with medical conditions, and providing education & medical guidance to district staff.

Fiscal Impact:

The Dallas School District will pay Polk County Public Health an amount not to exceed \$59,169.08 for the FY 15-16. There are no other impacts to Public Health budgets, FTE, or County General Fund.

Recommendation:

It is recommended that the Board of Commissioners sign the contract agreement between Dallas School District and Polk County.

Copies of signed contract should be sent to the following:

Name: <u>Kalena Plath</u>	E-mail: <u>plath.kalena@co.polk.or.us</u>
Name: <u>Katrina Rothenberger</u>	E-mail: <u>rothenberger.katrina@co.polk.or.us</u>
Name: <u>Debbie Green- Dallas School District</u>	E-mail: <u>debbie.green@dsd2.org</u>

CONTRACT & AGREEMENT SUMMARY

CONTRACT NO.:

DEPARTMENT: POLK COUNTY PUBLIC HEALTH

CONTACT PERSON: ARIELLE LEVEAUX/KATRINA ROTHENBERGER

DATE ISSUED: JUNE 5, 2015

CONTRACTOR: DALLAS SCHOOL DISTRICT
111 SW ASH STREET
DALLAS, OR 97338
SS#/I.D.#:

SERVICES PROVIDED: To provide 30 hours per week of nursing services.

EFFECTIVE DATES: From: 7-1-15 Through: 6-30-16

BUDGET LINE NUMBER(S): 235-6170-525-PH32

DOLLAR AMOUNT: Terms: REIMBURSEMENT
Total dollar amount: \$59,169.08 MAXIMUM

ADDITIONAL COMMENTS AND/OR INFORMATION:

NOTIFY ACCOUNTING MANAGER IMMEDIATELY OF ANY CONTRACT
TERMINATION

(Do Not Write Below This Line)

FOLLOW-UP CHECKLIST

_____ Fiscal approval	Date _____
_____ Contractor signed	Date _____
_____ Contract signed by BOC	Date _____
_____ Copies distributed	Date _____



POLK COUNTY

POLK COUNTY COURTHOUSE * DALLAS, OREGON 97338
(503) 623-9237 * FAX (503) 623-6009

COMMUNITY DEVELOPMENT

AUSTIN MCGUIGAN
Director

MEMORANDUM

TO: Board of Commissioners
FROM: Austin McGuigan, Community Development Director
DATE: June 16, 2015
SUBJECT: Personal Services Contract

Wednesday Agenda – June 24, 2015

RECOMMENDATION:

Approve the contract for building inspection services with Burrows Consulting Services, Inc.

ISSUE:

Should the Polk County enter into an agreement with Burrows Consulting Services, Inc. to provide building inspection services?

BACKGROUND:

The Polk County Code of Ordinances requires Polk County to provide building inspection services. Burrows Consulting, Inc. has provided Polk County those services for nearly 20 years. The contract proposed for fiscal year 2015-2016 would include a 3% increase in the monthly retainer and training allowance over the previous contracted rates in order to adjust for the increased costs of providing service.

DISCUSSION/ALTERNATIVES:

1. Approve personal services contract;
2. Do not approve personal services contract; or
3. Other, as determined by the Board.

SUMMARY:

The current contract with Burrows Consulting, Inc. expires on June 30, 2015. This new contract would allow the Community Development Department to process building permits and provide inspection services in fiscal year 2015-2016.

FISCAL IMPACTS:

The 2015-2016 Community Development budget provides for building inspection services at the negotiated rates in the Contract.

PERSONAL SERVICES CONTRACT FOR BUILDING INSPECTION SERVICES

This agreement is made and entered into by and between Polk County, a political subdivision of the State of Oregon, hereinafter referred to as "Polk County" and Burrows Consulting Services, Inc., a consulting firm offering building inspection services, hereinafter referred to as "Contractor".

RECITALS

A. Polk County requires the services of a firm providing building inspection services with the particular training, abilities, knowledge, qualifications and experience to serve as the Building Inspection Department for Polk County.

B. Contractor possesses such training, abilities, knowledge, qualifications and experience and is willing to perform the services of the Building Inspection Department for Polk County as set forth herein;

C. Polk County does not seek to hire Contractor as an employee(s) of Polk County nor does Contractor desire to be an employee(s) of Polk County for performance of the services described herein.

AGREEMENT

NOW, THEREFORE, in consideration of the premises and the mutual covenants and conditions set forth herein, it is hereby agreed as follows:

1. Contractor shall provide to Polk County comprehensive building inspection services as specified in Exhibit B, attached hereto and by reference incorporated herein, in the capacity as the contracted Building Inspection Department of Polk County.

2. The term of this contract shall be for a period of four years, beginning July 1, 2015, and ending June 30, 2016, unless earlier terminated as provided herein. The parties may, by mutual agreement in writing, extend the term of this contract beyond June 30, 2016.

3. As compensation for the building inspection services described in Exhibit B, Polk County shall pay to Contractor a monthly retainer. For the fiscal year 2015-2016 the monthly retainer will be \$18,205. In addition to the monthly retainer, Polk County shall pay Contractor a work load bonus based on a 20% county and 80 % contractor split. The work load bonus will begin at \$480,000 of permit fees. This revenue shall not include any fees generated by administrative surcharges that the Board of Commissioners may authorize to cover the county's administrative costs for the Building Inspection Division. Said monthly retainer and excess permit fees shall be due and payable in advance on or before the fifteenth day of each calendar month during the term hereof. Any services required by Polk County in addition to those described on Exhibit B shall be paid at a rate of \$88/hr or, if lesser, the statutory limit for the electrical in-plant program. Requests for inspection services on County scheduled holidays and/or weekends shall be billed at a rate of time and a half the hourly rate with a minimum of two hours. It is in the interest of Polk County and the Contractor to determine, by May 1, if the contract will be renewed for the next fiscal year. Polk County will provide up to \$2,060 per year for training expenses of contractor. With the exception of



POLK COUNTY

COMMUNITY CORRECTIONS

689 MAIN ST., SECOND FLOOR ★ DALLAS, OREGON 97338
503-623-5226 ★ FAX 503-623-5326

Martin D. Silbernagel
Director

Jack Basey
Supervisor

Donna Hemman
Administrative Assistant

June 17, 2015

TO: Board of Commissioners

FROM: Marty Silbernagel *ms*

Recommendation:

It is recommended that the BOC enter into the attached Juvenile Crime Prevention Basic Services and Diversion Services Intergovernmental Agreement (Agreement #13217) with the Oregon Youth Authority (OYA) through the State of Oregon.

Issue:

N/A

Discussion / Background:

The monies involved in the proposed agreement assist with staff and detention bed costs. In Years 2013-2015, JCP monies received totaled \$373,149. For the biennium 2015-2017, \$13,612 more monies will be received than in the previous biennium.

Fiscal Impact:

\$386,761 to the county; \$177,557 for Diversion and \$209,204 for JCP Basic.

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio tape, oral presentation, and computer disk. To request an alternate format call the State of Oregon, Oregon Youth Authority, Budget and Contracts Unit at (503) 373-7371.

AGREEMENT #13217

JUVENILE CRIME PREVENTION BASIC SERVICES AND DIVERSION SERVICES INTERGOVERNMENTAL AGREEMENT

This Juvenile Crime Prevention Basic Services and Diversion Services Intergovernmental Agreement (the "Agreement") is between the State of Oregon acting by and through its Oregon Youth Authority ("OYA") and Polk County, a political subdivision of the State of Oregon ("County").

WHEREAS, pursuant to ORS 190.110, ORS 420.019 and ORS 420A.010(6), the parties have authority to enter into intergovernmental cooperative agreements, and therefore agree to work together, focusing on the Oregon Benchmark – Preventing and Reducing Juvenile Crime, and to improve collaborative efforts.

NOW, THEREFORE, in consideration of the foregoing premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

1. Effective Date and Duration. This Agreement shall become effective as of July 1, 2015. Unless extended or terminated earlier in accordance with its terms, this Agreement shall terminate on June 30, 2017.

2. Agreement Documents, Order of Precedence. This Agreement consists of the following documents, which are listed in descending order of precedence. In the event of a conflict between two or more of these documents, the language in the document with the highest precedence shall control.

This Agreement without Exhibits

Exhibit A	Definitions
Exhibit B	Terms and Conditions
Exhibit C	Program Requirements
Exhibit D	Provider Requirements
Exhibit E	Funding
Exhibit F	Service Plan

All exhibits by this reference are hereby made part of this Agreement. Exhibits A-E are attached; Exhibit F is not attached but will be on file with County and OYA.



POLK COUNTY

182 S.W. ACADEMY ST., SUITE 102 ★ DALLAS, OREGON 97338-1922
(503) 623-2349 ★ FAX (503) 831-3013 ★ TDD (503) 623-4405

JUVENILE DEPARTMENT

Martin D. Silbernagel
Director

Rich Robison
Supervisor

June 17, 2015

TO: Board of Commissioners

FROM: Marty Silbernagel *msy*

Recommendation:

It is recommended that the BOC enter into the attached intergovernmental agreement #13218 with the Oregon Youth Authority (OYA) through the State of Oregon for individualized services for identified at risk youth.

Issue:

N/A

Discussion / Background:

Years 2009-2011 : \$12,621 were received.
Years 2011-2013 ; \$13,234 were received.
Years 2013-2015 ; \$13,564 were received.
Years 2015-2017 ; \$13,959 are available to be received.

Youth that are at-risk of further criminal involvement with the Juvenile Department are eligible to benefit from these monies. The following are examples of different ways in which the monies have been expended in the past:

1. Psychological testing
2. clothing
3. summer school camps
4. independent living services
5. courthouse fitness club
6. sport scholarship
7. counseling; individual / family

Fiscal Impact:

\$13,959 to the Juvenile Department for Individualized Services for at-risk youth.

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio tape, oral presentation, and computer disk. To request an alternate format call the State of Oregon, Oregon Youth Authority, Budget and Contracts Unit at (503) 373-7371.

**STATE OF OREGON
INTERGOVERNMENTAL AGREEMENT
Individualized Services**



Agreement # 13218

This Agreement is between the State of Oregon, acting by and through its **OREGON YOUTH AUTHORITY**, hereafter called "OYA" or "Agency", and **POLK COUNTY**, hereafter called "County".

Agency's **Contract Administrator** for this Agreement is: Philip Cox Phone Number: (503) 373-7531
Address: 530 Center St NE, Suite 200, Salem, Oregon 97301

1. Effective Date and Duration. This Agreement shall become effective as of **July 1, 2015**. Unless extended or terminated earlier in accordance with its terms, this Agreement shall terminate when Agency accepts County's completed performance or on **June 30, 2017**, whichever date occurs first. Agreement termination shall not extinguish or prejudice Agency's right to enforce this Agreement with respect to any default by County that has not been cured.

2. Statement of Work. County shall perform the work (the "Work" or "Service") as set forth in the Statement of Work, which includes the delivery schedule for such Work, and that is attached hereto as Exhibit A. County shall perform the Work in accordance with the terms and conditions of this Agreement.

3. Consideration

a. The maximum, not-to-exceed compensation payable to County under this Agreement, which includes any allowable expenses, is **\$13,959.00**. Agency will not pay County any amount in excess of the not-to-exceed compensation of this Agreement for completing the Work, and will not pay for Work performed before the date this Agreement becomes effective or after the termination of this Agreement. If the maximum compensation is increased by amendment of this Agreement, the amendment must be fully effective before County performs Work subject to the amendment.

b. Interim payments to County shall be subject to ORS 293.462, and shall be made in accordance with the payment schedule and requirements in Exhibit A.

c. Agency will pay only for completed Work that is accepted by Agency.

4. Documents. This Agreement consists of the following documents, which are listed in descending order of precedence: this Agreement less all exhibits, Exhibit A (the Statement of Work) and Exhibit B (Subcontractor Requirements). Exhibit A and B are attached hereto and incorporated herein by this reference.

5. Independent Contractor; Responsibility for Taxes and Withholding

a. County shall perform all Work as an independent contractor. The Agency reserves the right (i) to determine and modify the delivery schedule for the Work and (ii) to evaluate the quality of the Work Product, however, the Agency may not and will not control the means or manner of County's performance. County is responsible for determining the appropriate means and manner of performing the Work.

b. If County is currently performing work for the State of Oregon or the federal government, County by signature to this Agreement, represents and warrants that: County's Work to be performed under this Agreement creates no potential or actual conflict of interest as defined by ORS 244 and no statutes, rules or regulations of the state or federal agency for which County currently performs work would prohibit County's Work under this Agreement.

c. The parties agree and acknowledge that their relationship is that of independent contracting parties and that County is not an "officer", "employee", or "agent" of the Agency, as those terms are used in ORS 30.265 or otherwise.

d. County shall be responsible for all federal or state taxes applicable to compensation or payments paid to County under this Agreement and, unless County is subject to backup withholding, Agency will not withhold from such compensation or payments any amount(s) to cover County's federal or state tax obligations. County is not eligible



POLK COUNTY

POLK COUNTY COURTHOUSE * DALLAS, OREGON 97338
(503) 623-9237 * FAX (503) 623-6009

COMMUNITY DEVELOPMENT

AUSTIN M'GUIGAN
Director

MEMORANDUM

TO: Board of Commissioners
FROM: Austin McGuigan, Community Development Director
DATE: June 16, 2015
SUBJECT: Personal Services Contract

Wednesday Agenda – June 24, 2015

RECOMMENDATION:

Approve the contract for code enforcement services Jerry Jackson?

ISSUE:

Should the Polk County enter into an agreement with Jerry Jackson to provide code enforcement services?

BACKGROUND:

The Polk County Code of Ordinances requires Polk County to provide code enforcement services. Jerry Jackson has provided Polk County those services since 2008. The contract proposed for fiscal year 2015-2016 would include a 7.5% increase in the monthly retainer over the previous contracted rates in order to adjust for the increased costs of providing service. There has not been an adjustment to the retainer in 7 years.

DISCUSSION/ALTERNATIVES:

1. Approve personal services contract;
2. Do not approve personal services contract; or
3. Other, as determined by the Board.

SUMMARY:

The current contract with Jerry Jackson expires on June 30, 2015. This new contract would allow the Community Development Department to investigate code violation complaints and enforce community development codes in fiscal year 2015-2016.

FISCAL IMPACTS:

The 2015-2016 Community Development budget provides for code enforcement services at the negotiated rate in the Contract.

PERSONAL SERVICES CONTRACT

This Agreement is made and entered into by and between Polk County, a political subdivision of the State of Oregon, and Jerry Jackson, hereafter referred to as "Contractor".

Polk County is authorized to obtain, by contract, services necessary to conduct its operation. Contractor has available, or can cause to be provided, the facilities, skills and staff required for the performance of these services.

NOW, THEREFORE, IT IS HEREBY AGREED by and between the parties above-mentioned, for and in consideration of the mutual covenants stated as follows:

1.0 Effective date. This Agreement is effective when signed by Contractor and County.

2.0 Contractor's services. Contractor shall perform the necessary services to conduct the program(s) more fully described in Appendix "B", attached hereto and by this reference incorporated into this Agreement. Services shall be performed in accordance with a schedule approved by Polk County. Contractor agrees to do all things in accordance with applicable plans, specifications and any bid proposal attached as appendices hereto, in accordance with such alterations and modifications as may be made by Polk County.

3.0 Assignment. Neither party shall assign, sublet or transfer any interest in or duty under this agreement without the written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party has so consented.

4.0 Laws and regulations. Polk County and Contractor agree to comply with the ordinances and regulations of Polk County; applicable provisions in any contract between Polk County and the State of Oregon relating to the services to be provided under this Agreement by the Contractor; and all provisions of Federal and State law, rules and regulations relating to Contractor's performance of services under this Agreement. Contractor further expressly agrees to comply, as applicable, with the statutory language contained in Appendix "A".

In the case of an act or duty of Polk County, imposed upon Polk County by the State of Oregon, which, by the nature of this Agreement, Polk County determines to be within the scope of this Agreement and is to be performed by Contractor, Contractor shall perform such act or duty on behalf of Polk County.

5.0 Conflict of Interest. Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services. Contractor further covenants that in the performance of this contract no