



TILLAMOOK COUNTY BOARD OF COMMISSIONERS NOTICE OF MEETING AGENDAS

BOARD OF COMMISSIONERS:

Mary Faith Bell, Chair mfbell@co.tillamook.or.us
David Yamamoto, Vice-Chair dyamamoto@co.tillamook.or.us
Erin D. Skaar, Commissioner eskaar@co.tillamook.or.us

CONTACT:

201 Laurel Avenue
Tillamook, Oregon 97141
503.842.3403
www.co.tillamook.or.us

WORKSHOP

Wednesday, April 28, 2021 at 8:30 a.m.
Commissioners' Meeting Rooms A & B

County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

BOARD MEETING

Wednesday, April 28, 2021 at 10:00 a.m.
Commissioners' Meeting Rooms A & B

County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

COMMUNITY UPDATE MEETING

Friday, April 30, 2021 at 8:00 a.m.
Teleconference

PUBLIC COMMENT

The board will allow public comment at workshop and board meetings during a public comment period. Those intending to provide public comment for the workshop or board meeting shall email submissions to publiccomments@co.tillamook.or.us. Public comments received by 5:00 p.m. on Tuesday will be distributed to the board and become part of the public record.

Public comments submitted via email after the deadline or during the workshop or board meeting will be presented by staff to the board during the public comment period. Unless otherwise specified, these submissions will be presented during the board meeting. Public comments can also be mailed to the Board of Commissioners' Office, 201 Laurel Avenue, Tillamook, Oregon, 97141.

Two minutes is allowed per comment. The chair may, at his/her sole discretion, further limit or expand the amount of time for individuals to speak.

AGENDAS

WORKSHOP – AUDIO04-28-2021A.MP3

CALL TO ORDER: Wednesday, April 28, 2021 8:31 a.m.

1. 01:27 Welcome & Request to Sign Guest List
2. 01:31 Public Comment: There were none.
3. 01:33 Non-Agenda Items
New County Website Launching Announcement/Commissioner Mary Faith Bell
4. 03:10 COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services
5. 17:40 Discussion and Consideration of an Out-of-State Travel Request for Chase Ross to Attend the California Narcotics Officers Association Conference in Reno, Nevada, 11/18/2021–11/24/2021/Josh Brown, Sheriff

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the travel request.

6. 20:08 Discussion and Consideration of an Out-of-State Travel Request for Andrew Christopherson to Attend the California Narcotics Officers Association Conference in Reno, Nevada, 11/18/2021–11/24/2021/Josh Brown, Sheriff

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the travel request.

7. 21:00 Discussion Concerning Change Order #3 to Contract #4900 Contract for General Services with Recology Western Oregon for the Hauling of Municipal Solid Waste (MSW), Yard Debris, and Other Materials from the Manzanita Transfer Station to the Tillamook Transfer Station Project/David McCall, Solid Waste Program Manager
8. 23:23 Discussion Concerning Change Order #3 to Contract #4902 Contract for General Services with Don G. Averill Recycling, Inc. for the Hauling of Municipal Solid Waste (MSW), Yard Debris, and Other Materials from the Pacific City Transfer Station to the Tillamook Transfer Station Project/David McCall, Solid Waste Program Manager

9. 24:00 Discussion Concerning the Tillamook County Emergency COVID-19 Response Policy/Erin Frost, Interim Human Resources Director
10. 26:59 Discussion Concerning a Grant Application Resolution to Comply with ORS Requirements for Participation in the County Assessment Function Funding Assistance Grant (CAFFA) for FY 2021-22/Denise Vandecoevering, County Assessor
11. 30:24 Discussion Concerning a Rural Broadband Capacity Program Grant Agreement Amendment Number 2 with the Oregon Business Development Department for the Tillamook County Connectivity Collaborative for Education Excellence Project/Rachel Hagerty, Chief of Staff
12. 32:28 Discussion Concerning a Tax Land Installment Contract with Jonathon and Jennifer Hedden for Property Located at 5965 3rd Street, NW, Tillamook, Oregon, 97141/Rachel Hagerty, Chief of Staff
13. 35:35 Discussion Concerning a Resolution in the Matter of Authorizing the Execution of Documents Concerning the Purchase of Real Property Owned by Faye L. Jensen, LLC, et al/Rachel Hagerty, Chief of Staff
14. 37:44 Discussion Concerning a Resolution in the Matter of the Continuance of a Local State of Emergency Within Tillamook County/Rachel Hagerty, Chief of Staff
15. 40:37 Board Concerns – Non-Agenda Items: There were none.
16. 40:51 Public Comments: There were none.

ADJOURN – 9:12 a.m.

MEETING – 04-28-2021B.MP3

CALL TO ORDER: Wednesday, April 28, 2021 10:00 a.m.

1. 01:34 Welcome & Request to Sign Guest List
2. 01:40 Pledge of Allegiance
3. 02:04 Public Comment: There were none.
4. Non-Agenda Items
 - 02:15 New County Website Launching Announcement/Commissioner Mary Faith Bell
 - 04:08 Community Update Teleconference New Schedule/Commissioner Mary Faith Bell

5. 05:42 COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services
6. 23:23 Election Update/Tassi O'Neil, County Clerk

LEGISLATIVE – ADMINISTRATIVE

7. 27:59 Consideration of Change Order #3 to Contract #4900 Contract for General Services with Recology Western Oregon for the Hauling of Municipal Solid Waste (MSW), Yard Debris, and Other Materials from the Manzanita Transfer Station to the Tillamook Transfer Station Project/David McCall, Solid Waste Program Manager
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed the change order.
8. 30:06 Consideration of Change Order #3 to Contract #4902 Contract for General Services with Don G. Averill Recycling, Inc. for the Hauling of Municipal Solid Waste (MSW), Yard Debris, and Other Materials from the Pacific City Transfer Station to the Tillamook Transfer Station Project/David McCall, Solid Waste Program Manager
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed the change order.
9. 31:57 Consideration of a Grant Application Resolution to Comply with ORS Requirements for Participation in the County Assessment Function Funding Assistance Grant (CAFFA) for FY 2021-22/Denise Vandecoevering, County Assessor
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the grant application.
10. 36:01 Consideration of a Rural Broadband Capacity Program Grant Agreement Amendment Number 2 with the Oregon Business Development Department for the Tillamook County Connectivity Collaborative for Education Excellence Project/Rachel Hagerty, Chief of Staff
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Chair signed the agreement.
11. 39:58 Consideration of a Tax Land Installment Contract with Jonathon and Jennifer Hedden for Property Located at 5965 3rd Street, NW, Tillamook, Oregon, 97141/Rachel Hagerty, Chief of Staff
- A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed the contract.

12. 43:15 Consideration of a Resolution in the Matter of Authorizing the Execution of Documents Concerning the Purchase of Real Property Owned by Faye L. Jensen, LLC, et al/Rachel Hagerty, Chief of Staff

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed R#21-008.

13. 47:16 Consideration of a Resolution in the Matter of the Continuance of a Local State of Emergency Within Tillamook County/Rachel Hagerty, Chief of Staff

A motion was made by Commissioner Skaar and seconded by Vice-Chair Yamamoto. The motion passed with three aye votes. The Board signed R#21-009.

14. 49:13 Board Concerns – Non-Agenda Items: There were none.

15. 49:18 Public Comments: There were none.

16. 49:27 Board Announcements

ADJOURN – 10:51 a.m.

COMMUNITY UPDATE – 04-30-2021A.MP3

CALL TO ORDER: Friday, April 30, 2021 8:00 a.m.

1. 00:01 Welcome and Board of Commissioners' Roll Call
2. 00:15 Adventist Health Tillamook
3. 02:48 Tillamook County Community Health Center
4. 12:46 Rinehart Clinic
5. 14:10 Tillamook Family Counseling Center
6. 18:38 Sheriff's Office
7. 28:12 Coastal Caucus
8. 45:16 Board of Commissioners
9. Cities
1:03:00 Nehalem
1:04:23 Manzanita

1:04:40 Garibaldi
1:05:12 South County
1:08:15 Clerk's Office

ADJOURN – 9:10 a.m.

JOIN THE BOARD OF COMMISSIONERS MEETINGS

The Board is committed to community engagement. Due to Oregon COVID-19 restrictions for public gatherings, the board provides opportunity for public participation during meetings via the options below. Live video and audio capabilities are listen-only and are offered on a best effort for the public.

- **Workshop: Wednesdays at 8:30 a.m.** *(Teleconference Only)*
Dial 971-254-3149, Conference ID: 736 023 979#
Agenda items are generally for discussion only. Certain items may also be scheduled for consideration.
- **Board Meetings: Wednesdays at 10:00 a.m.** *(Teleconference & Live Video at tctvonline.com)*
Dial 971-254-3149, Conference ID: 736 023 979#
Agenda items are for discussion or consideration.
- **Community Meetings: Fridays at 8:00 a.m.** *(Teleconference & KTIL-FM at 95.9)*
Dial 971-254-3149, Conference ID: 736 023 979#

MEETING INFORMATION AND RULES

- Matters for discussion and consideration by the board shall be placed on an agenda prepared by the Board Assistant and approved by the board chair. Any commissioner may request items on the agenda.
- Public hearings are formal proceedings publicized in advance through special public notice issued to media and others. Public hearings held by the board are to provide the board an opportunity to hear from the public about a specific topic. Public hearings are therefore different regarding audience participation at regular and workshop meetings.
- Individuals who wish to testify in-person during meetings and hearings shall do so at the table placed in front of the dais. Individuals testifying will, for the record, first identify themselves.
- Commissioners will be addressed by their title followed by their last name.
- Commissioners shall obtain approval from the chair before speaking or asking questions of staff, presenters, and public. As a courtesy, the chair shall allow an opportunity, by the commissioner who has the floor, to ask immediate follow-up questions.
- A majority of the board shall constitute a quorum and be necessary for the transaction of business.
- All board meeting notices are publicized in accordance with public meeting laws.
- All board meetings will commence with the Pledge of Allegiance.
- The chair will utilize the gavel as needed to maintain order, commence and adjourn meetings, and signal approval of motions.
- The board reserves the right to recess to executive session as may be required at any time during this meeting, pursuant to ORS 192.660(1).
- The courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing, visual, or manual impairments who wish to participate in the meeting, please contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

AGENDAS

WORKSHOP

CALL TO ORDER: Wednesday, April 28, 2021 8:30 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment
3. Non-Agenda Items
4. COVID-19 Vaccine Update/Marlene Putman, Administrator; Ed Colson, Health and Human Services
5. Discussion and Consideration of an Out-of-State Travel Request for Chase Ross to Attend the California Narcotics Officers Association Conference in Reno, Nevada, 11/18/2021–11/24/2021/Josh Brown, Sheriff
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13. Discussion Concerning a Resolution in the Matter of Authorizing the Execution of Documents Concerning the Purchase of Real Property Owned by Faye L. Jensen, LLC, et al/Rachel Hagerty, Chief of Staff
14. Discussion Concerning a Resolution in the Matter of the Continuance of a Local State of Emergency Within Tillamook County/Rachel Hagerty, Chief of Staff
15. Board Concerns – Non-Agenda Items
16. Public Comments

ADJOURN

MEETING

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3. Public Comment
4. Non-Agenda Items
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LEGISLATIVE – ADMINISTRATIVE

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13. Consideration of a Resolution in the Matter of the Continuance of a Local State of Emergency Within Tillamook County/Rachel Hagerty, Chief of Staff
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15. Public Comments
16. Board Announcements

ADJOURN

COMMUNITY UPDATE

CALL TO ORDER: Friday, April 30, 2021 8:00 a.m.

1. Welcome and Board of Commissioners' Roll Call
2. Adventist Health Tillamook
3. Tillamook County Community Health Center
4. Rinehart Clinic
5. Tillamook Family Counseling Center
6. Others:
7. Coastal Caucus
8. Governor's Office
9. Board of Commissioners

10. Cities
 - a. Manzanita
 - b. Nehalem
 - c. Wheeler
 - d. Rockaway Beach
 - e. Garibaldi
 - f. Bay City
 - g. Tillamook
 - h. South County

ADJOURN

OTHER MEETINGS AND ANNOUNCEMENTS

The Commissioners will hold a workshop to discuss tourist-related facilities in Tillamook County on **Monday, April 26, 2021 at 10:00 a.m.** The teleconference number is 971-254-3149, Conference ID: 212 728 089#.

A budget committee meeting of the 4-H & Extension Service District, Tillamook County, will be held on **Tuesday, April 27, 2021 at 9:00 a.m.** to discuss their fiscal year 2021-2022 budget. The teleconference number is 971-247-1195, Meeting ID: 940 8255 1541, Password: 042721.

The Commissioners will hold a workshop with Tillamook County Citizen Advisory Committees on **Thursday, April 29, 2021 at 10:00 a.m.** The teleconference number is 971-254-3149, Conference ID: 210 647 415#

The Commissioners will hold a Board Briefing on **Friday, April 30, 2021 at 11:00 a.m.** to discuss weekly commissioner updates. The teleconference number is 1-971-254-3149 Conference ID: 736 023 979#. The Board of Commissioners reserves the right to recess to Executive Session as may be required at any time during this meeting, pursuant to ORS 192.660(1).

A budget committee meeting of the Solid Waste Service District will be held on **Wednesday, May 5, 2021 at 2:00 p.m.** to discuss the budget for fiscal year 2021-2022. The teleconference number is 1-971-254-3149 Conference ID: 736 023 979#. Public comment can be submitted at publiccomments@co.tillamook.or.us. This is a public meeting where deliberation of the Budget Committee will take place.

BOARD OF COMMISSIONERS' WORKSHOP

Wednesday, April 28, 2021

	Present	Absent		Present	Absent
Mary Faith Bell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rachel Hagerty	<input checked="" type="checkbox"/>	<input type="checkbox"/>
David Yamamoto	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Joel Stevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Erin Skaar	<input type="checkbox"/>	<input type="checkbox"/>			

PLEASE PRINT

<u>Name</u>	<u>Email or Address</u>	<u>Item of Interest</u>	<u>Check if Making Public Comment</u>
Josh Brown	Shenft		

(Please use reverse if necessary)

BOARD OF COMMISSIONERS' BOARD MEETING

Wednesday, April 28, 2021

	Present	Absent		Present	Absent
Mary Faith Bell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rachel Hagerty	<input checked="" type="checkbox"/>	<input type="checkbox"/>
David Yamamoto	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Joel Stevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Erin Skaar	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

PLEASE PRINT

<u>Name</u>	<u>Email or Address</u>	<u>Item of Interest</u>	<u>Check if Making Public Comment</u>
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(Please use reverse if necessary)

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

WILLAMOOK COUNTY TRAVEL AUTHORIZATION 2021

Please complete this form and obtain required signatures before traveling.

1. Name of Employee/Traveler: Andrew Christopherson 2. Date: 4/13/21

3. Training Related/Conference (if yes, attach Agenda):
 Yes No 4. Airfare/Railfare: \$400.00 Confirmation Number:

5. Name of Conference or Training: California Narcotics Officer's Association (CNOA) 6. Conference/Training Cost: \$585.00

7. Itinerary:
 Destination (City, State): Reno, NV
 8. Lodging Reservation Information:
 Hotel Name: Peppermill Resort Spa & Casino
 Address: 2707 S. Virginia St
 Reno, NV 89502
 Phone number: 866-821-9996
 Confirmation Number:

9. Miscellaneous Expenses:
 Identify Specific Expenses: Taxis, Shuttles, Etc.)
 a. \$0.00 airport parking c. \$0.00
 b. \$0.00 d. \$0.00

10. Lodging Rate:
 Amount per Night: \$119.00
 Tax per Night: \$30.00
 Total per Night: \$149.00

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

Number of Nights: x 6
 Total Lodging: \$894.00

*Daily Rate: \$61 *(Standard rate or City Conus Rate)

	# of Meals	x Rate	Total
Breakfast:	6	\$16.00	\$ 96.00
Lunch:	7	\$17.00	\$ 119.00
Dinner:	6	\$28.00	\$ 168.00
Total Meals:			\$ 383.00

12. Cost of Trip:
 Airfare/Railfare: \$400.00
 Lodging: \$894.00
 Meal Per Diem: \$383.00
 Personal Car Miles: \$0.00
 Training/Conference Cost: \$585.00
 Miscellaneous: \$0.00
 Total Not To Exceed: \$2,262.00

13. Personal Car Miles IRS Rate Total
 Total miles round trip: x 0.560 \$ -

14. Purpose of Trip (Be Specific):
 Narcotics Officer annual training conference. Will carpool in company vehicle to airport.

15. Approved for Payment:

Meal Per Diem:	\$383.00	Transportation:	\$400.00
Personal Car Miles:	\$0.00	Training/Conference:	\$585.00
Misc:	\$0.00	Total	\$2,262.00
Lodging:	\$894.00		

16. Employee/Traveler Signature:  Date: 04/14/21

17. Department Head/Designee Signature:  Date: 2-24-2021

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

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

TILLAMOOK COUNTY TRAVEL AUTHORIZATION 2021

Please complete this form and obtain required signatures before traveling.

1. Name of Employee/Traveler: Chase Ross 2. Date: 4/13/21

3. Training Related/Conference (if yes, attach Agenda):
 Yes No 4. Airfare/Railfare: \$400.00 Confirmation Number:

5. Name of Conference or Training: California Narcotics Officer's Association (CNOA) 6. Conference/Training Cost: \$585.00

7. Itinerary:
 Destination (City, State): Reno, NV
 Est. Departure Date: 11/18/2021 Time: 9:00 AM
 Est. Return Date: 11/24/2021 Time: 3:00 PM
 8. Lodging Reservation Information:
 Hotel Name: Peppermill Resort Spa & Casino
 Address: 2707 S. Virginia St
 Reno, NV 89502
 Phone number: 866-821-9996
 Confirmation Number:

9. Miscellaneous Expenses: (Identify Specific Expenses: Taxis, Shuttles, Etc.)
 a. \$0.00 airport parking c. \$0.00
 b. \$0.00 d. \$0.00
 10. Lodging Rate:
 Amount per Night: \$119.00
 Tax per Night: \$30.00
 Total per Night: \$149.00

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

*Daily Rate: \$61 *(Standard rate or City Conus Rate)

# of Meals	x Rate	Total
Breakfast: 6	\$16.00	\$ 96.00
Lunch: 7	\$17.00	\$ 119.00
Dinner: 6	\$28.00	\$ 168.00
Total Meals:		\$ 383.00

 12. Cost of Trip:
 Airfare/Railfare: \$400.00
 Lodging: \$894.00
 Meal Per Diem: \$383.00
 Personal Car Miles: \$0.00
 Training/Conference Cost: \$585.00
 Miscellaneous: \$0.00
Total Not To Exceed: \$2,262.00

13. Personal Car Miles IRS Rate Total
 Total miles round trip: x 0.560 \$ -

14. Purpose of Trip (Be Specific):
 Narcotics Officer annual training conference. Will carpool in company vehicle to airport.

15. Approved for Payment:

Meal Per Diem: \$383.00	Transportation: \$400.00
Personal Car Miles: \$0.00	Training/Conference: \$585.00
Misc: \$0.00	Total \$2,262.00
Lodging: \$894.00	

16. Employee/Traveler Signature:  Date: 4-14-21

17. Department Head/Designee Signature:  Date: 4-14-2021

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



Flight summary [Change](#) | [Remove](#)

Flight	Departs	Arrives
Alaska 2263 Saver (X) Nonstop Details Distance: 444 mi Duration: 1h 40m Operated by Horizon Air as AlaskaHorizon Check in with Alaska Airlines	Portland, OR (PDX) Thu, Nov 18 1:10 pm	Reno (RNO) Thu, Nov 18 2:50 pm

Alaska 2250 Saver (X) Nonstop Details Distance: 444 mi Duration: 1h 42m Operated by Horizon Air as AlaskaHorizon Check in with Alaska Airlines	Reno (RNO) Wed, Nov 24 10:00 am	Portland, OR (PDX) Wed, Nov 24 11:42 am
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Price for 1 passenger
\$306.81

[Taxes, fees and charges](#)

[Price guarantee](#)

Shop again using a [discount or companion fare code](#).

ⓘ Saver is a restricted fare type.

- Limited seating options. Not recommended for groups of 2 or more.
- Saver fares board and have access to overhead bins last. Elites keep their boarding status.
- No Elite member benefits. No complimentary upgrades.

+\$40 USD round-trip per passenger

[Upgrade to Main](#)



Open middle seats in Premium Class

Middle seats are open on applicable flights through May 31, 2021. Get extra elbow room and legroom, priority boarding, free drinks, and our signature Next-Level Care. It's nice to seat you.

[Learn more about Premium Class](#)

- Fare rules
- Change and cancellation policy
- Baggage policy

Total due now **\$306.81 USD**

or starting at **\$31/mo**

[Currency converter](#)

Free cancellation within 24 hours of purchase.

NEXT →

Peppermill has rooms blocked out for this event @ \$119 - + tax
 tax is 13.5% + 2.00 resort fee.

Price is approximate (for tax calculation)
 I see no continental breakfast & no itinerary for training is posted yet
 I expect no meals are provided-

	B [Ⓞ]	L [Ⓞ]	D [Ⓞ]
18	X	N	N
19	N	N	N
20	N	N	N
21	N	N	N
22	N	N	N
23	N	N	N
24	N	N	X

GSA U.S. General Services Administration

FY 2021 Per Diem Rates for Nevada

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Incline Village / Reno / Sparks	Washoe	\$66	\$16	\$17	\$28	\$5	\$49.50
Las Vegas	Clark	\$61	\$14	\$16	\$26	\$5	\$45.75



FY 2021 Per Diem Rates for Nevada

Max lodging by month (excluding taxes.)

Primary Destination	County	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96
Incline Village / Sparks	Washoe	\$102	\$102	\$102	\$102	\$102	\$102	\$102	\$102	\$102	\$126	\$126	\$102
Las Vegas	Clark	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120

unknown NOV 2021 rates

 using NOV 2020 rates

Michelle Brewer

From: Michelle Brewer
Sent: Friday, March 26, 2021 12:07 PM
To: Josh Brown
Subject: CNOA estimates

So, here are the estimated costs (per person) to attend CNOA (California Narcotics Officers Association) annual training. It is held in Reno, NV from Friday November 19 – Tues November 23rd.

Tuition: \$585 (early bird pricing - goes up to \$615 after Aug 11 and \$665 at the door)
Flight round trip (Nov 18 – Nov 24) \$306
Hotel (Circus Circus) \$65/nt x 6 = \$390 (+tax)
Perdiem \$55/day x7 days = \$385

Tuition should include the \$100 membership fee for the year.

If 3 detectives go, the lodging is \$1170 plus tax in total (for the hotel)
If 3 detectives go, I found a 3 bedroom air bnb for \$1208 (includes taxes and fees)
If 4 detectives go, the lodging is \$1560 (couldn't find a 4 bed house for less than that)

If we drive, the estimated fuel cost is \$350 (round trip) plus our wages for a 10 hour drive each way....it's cheaper to fly when wages are factored in.

So:

3 detectives:
Tuition x3=\$1755
Flight x3 = \$918
Lodging (Airbnb)
Perdiem x3

\$1755
\$ 908
\$1208
\$1155
\$5026

could be cheaper w/going to stay @ Air BNB, but then would have to rent a car for the week. ~\$500

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Tuition x4
Flight x4
Lodging (hotel)
Perdiem x4

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1214
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CNOA 57th Annual Training Institute Equipment & Services Expo

Friday, November 19 - Tuesday, November 23, 2021

8:00 am - 12:00 pm

Location: Peppermill Resort Spa Casino

Directions: 2707 South Virginia Street, Reno, NV 89502

Early-Bird Registration: \$585.00

Pre-Registration: \$615.00

Door-Registration: \$665.00

(Registration includes CNOA Membership Dues for **2022**. You must be a member to attend. **If you are attending from out-of-state please do not use this online registration form.** You may register using our out-of-state registration form. **If you have not already renewed your membership for 2021 you must do that after registering to avoid a lapse in membership.** Life members and members who have already paid 2022 membership dues may deduct \$100.00)

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[Register Online](#)


[Book Hotel Room](#)


[Register By Mail](#)

[Out-of-State Registration](#)



Flight summary [Change](#) | [Remove](#)

Flight	Departs	Arrives
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Price for 1 passenger
\$306.81

Taxes, fees and charges

Price guarantee

Shop again using a discount or companion fare code.

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[Upgrade to Main](#)



Open middle seats in Premium Class

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- ▶ Fare rules
- ▶ Change and cancellation policy
- ▶ Baggage policy

Total due now **\$306.81 USD**
or starting at **\$31/mo** ^①

[Currency converter](#)

Free cancellation within 24 hours of purchase.

NEXT →



FY 2021 Per Diem Rates for Nevada

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Standard Rate	Applies for all locations without specified rates	\$55	\$13	\$14	\$23	\$5	\$41.25
Incline Village / Reno / Sparks	Washoe	\$66	\$16	\$17	\$28	\$5	\$49.50
Las Vegas	Clark	\$61	\$14	\$16	\$26	\$5	\$45.75



FY 2021 Per Diem Rates for Nevada

Max lodging by month (excluding taxes.)

Primary Destination	County	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96
Incline Village / Sparks	Washoe	\$102	\$102	\$102	\$102	\$102	\$102	\$102	\$102	\$102	\$126	\$126	\$102
Las Vegas	Clark	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120

unknown NOV 2021 rates
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Michelle Brewer

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Sent: Friday, March 26, 2021 12:07 PM
To: Josh Brown
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[Register Online](#)

[Book Hotel Room](#)


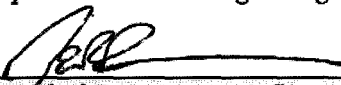
[Register By Mail](#)

[Out-of-State Registration](#)

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


ILLAMOOK COUNTY TRAVEL AUTHORIZATION 2021


Please complete this form and obtain required signatures before traveling.

1. Name of Employee/Traveler: Andrew Christopherson		2. Date: 4/13/21	
3. Training Related/Conference (if yes, attach Agenda): <input checked="" type="radio"/> Yes <input type="radio"/> No		4. Airfare/Railfare: \$400.00 Confirmation Number:	
5. Name of Conference or Training: California Narcotics Officer's Association (CNOA)		6. Conference/Training Cost: \$585.00	
7. Itinerary: Destination (City, State): Reno, NV		8. Lodging Reservation Information: Hotel Name: Peppermill Resort Spa & Casino Address: 2707 S. Virginia St Reno, NV 89502 Phone number: 866-821-9996 Confirmation Number:	
8. Departure Date: 11/18/2021	Time: 9:00 AM		
9. Return Date: 11/24/2021	Time: 3:00 PM		
9. Miscellaneous Expenses: Identify Specific Expenses: Taxis, Shuttles, Etc.)		10. Lodging Rate:	
a. \$0.00 airport parking	c. \$0.00	Amount per Night:	\$119.00
b. \$0.00	d. \$0.00	Tax per Night:	\$30.00
		Total per Night:	\$149.00
11. Meals: (Please CHECK which rate you are using in ONE box below)		Number of Nights: x 6	
Daily Meal Rate without receipts (See policy):		Total Lodging: \$894.00	
CONUS Rate with detailed receipts and accounting: <input checked="" type="checkbox"/>		12. Cost of Trip:	
*Daily Rate: \$61 *(Standard rate or City Conus Rate)		Airfare/Railfare: \$400.00	
		Lodging: \$894.00	
		Meal Per Diem: \$383.00	
		Personal Car Miles: \$0.00	
		Training/Conference Cost: \$585.00	
		Miscellaneous: \$0.00	
		Total Not To Exceed: \$2,262.00	
13. Personal Car Miles		IRS Rate Total	
Total miles round trip: x 0.560 \$ -			
14. Purpose of Trip (Be Specific): Narcotics Officer annual training conference. Will carpool in company vehicle to airport.			
15. Approved for Payment:			
Meal Per Diem:	\$383.00	Transportation:	\$400.00
Personal Car Miles:	\$0.00	Training/Conference:	\$585.00
Misc:	\$0.00	Total	\$2,262.00
Lodging:	\$894.00		
16. Employee/Traveler Signature: 		Date: 04/14/21	
17. Department Head/Designee Signature: 		Date: 2-24-2021	
18. Board of Commissioner's Signature (Required for Out-Of-State)		Date:	



Flight summary [Change](#) | [Remove](#)

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[Taxes, fees and charges](#)

[Price guarantee](#)

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Form 8

Grant Application Resolution

TILLAMOOK County is applying to the Department of Revenue to participate in the County Assessment Function Funding Assessment Program.

This state grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

TILLAMOOK County has undertaken a self-assessment of its compliance with the laws and rules that govern the Oregon property tax system. The County is generally in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and all requiring equity and uniformity in the system of property taxation.

TILLAMOOK County agrees to appropriate budgeted dollars based on 100 percent of the expenditures certified in the grant application. The total expenditure amount for consideration in the grant is \$2,675,517. If 100 percent isn't appropriated, no grant shall be made to the county for each quarter in which the county is out of compliance.

The County designates the following individual as the contact for this grant application.

<u>DENISE VANDECOEVERING</u>	<u>(503) 842-3400</u>	<u>x3312</u>	<u>dvandeco@co.tillamook.or.us</u>
Name	Phone		Email

County Approval

By selecting the "I Accept" checkbox, you are signing this Resolution electronically and certifying the Resolution has been approved by the board. You agree your electronic signature is the legal equivalent of your manual signature.

I Accept

CHAIR-BOARD OF COUNTY COMMISSIONERS

<u>Chair/Judge or Appointee</u>	<u>Title</u>	<u>Sign Date</u>
---------------------------------	--------------	------------------



Form 1 Grant Application Staffing

2021-2022

	Column 1 Approved FTE current year (2020-21)	Column 2 Budgeted FTE coming year (2021-22)	Column 3 Change (Column 2 less Column 1)
County <u>TILLAMOOK</u>			
A. Assessment administration			
Assessor, deputy, etc.	1.25	1.25	0.00
Assmt. support staff, deed clerks and data entry staff	3.45	3.60	0.15
Total assessment administration staff	4.70	4.85	0.15
B. Valuation and appraisal staff			
Chief appraisers/appraiser supervisor	0.35	0.35	0.00
Lead appraisers.....	0.00	0.00	0.00
Residential appraisers	4.60	5.35	0.75
Commercial/industrial appraisers	0.55	0.55	0.00
Farm/forest/rural appraisers.....	0.60	0.60	0.00
Manufactured structure/floating structure appraisers	0.55	0.65	0.10
Personal property appraisers.....	0.15	0.15	0.00
Personal property clerks.....	0.25	0.25	0.00
Sales data analyst.....	0.45	0.45	0.00
Data gatherers and appraisal techs.....	0.00	0.00	0.00
Total valuation and appraisal staff	7.50	8.35	0.85
C. Board of Property Tax Appeals (BoPTA)	0.15	0.15	0.00
D. Tax collection and distribution administration			
Administration, deputy, etc.....	0.45	0.45	0.00
Support and collection	1.60	1.60	0.00
Tax distribution	1.15	1.15	0.00
Foreclosure and garnishment.....	0.35	0.35	0.00
Total tax collection and distribution	3.55	3.55	0.00
E. Cartography and GIS administration			
Cartographic/GIS supervisor.....	0.20	0.20	0.00
Leadcartographers	0.00	0.00	0.00
Cartographers.....	0.80	0.80	0.00
GIS specialists.....	0.40	0.40	0.00
Total cartographic and GIS staff	1.40	1.40	0.00
F. Dedicated IT services for A&T	1.23	1.23	0.00
G. Total assessment and taxation staffing	18.53	19.53	1.00



Form 2 Explanation of Staffing Issues

2021-2022

County TILLAMOOK

In this section, explain any difference between approved staffing for the current year and staffing for the budgeted year. Explain why any funded positions were unfilled for the current year. Use this form to describe the intended use of nonpermanent workers (temporary help, project temporaries, and contractors) by A&T function, along with their cost. Note any special or unique aspects regarding who accomplishes the work and how they accomplish it related to Forms 4, 5, and 6. For example, if you use staff to perform personal property functions, other than those reported on Form 1, Section B, note that here and include the FTE.

The Tillamook County Assessor is also the Property Tax Collector. The Assessor and Tax Collection functions are combined offices with Assessment staff and Tax Collection staff providing cross support. There is a high likelihood that 3 full time employees in our office will be retiring within the next 3 to 5 years. Considering Succession Planning, the Budget Committee has added back one Appraisal position that we hope to fill soon. As everyone knows, the COVID Pandemic has been a challenge. We have staff working in the office and remotely on a staggered basis. Contracted Services include our Helion Software (ORCATS) which provides our A&T Software and development and has for many years. This cost has historically been budgeted for in the Information Services Intercounty Budget. This year it is budgeted for in the Assessor Budget. The Masters Touch provides printing and mailing services of our Tax Statements. JEL Property Research prepares our Tax Foreclosure Lien Reports.



Form 3 General Comments

2021-2022

County TILLAMOOK

Use this form to describe any issue in your budget that needs further clarification. Examples include significant changes on Form 7, purchase of a new data processing system, salary increases, new car purchases, personnel services, costs for mapping, etc. You can also use this form to document any miscellaneous comments about this grant application.

The 2020/21 fiscal year has been challenging for us at Tillamook County. The Coronavirus Pandemic, COVID-19, has us all thinking about and doing our jobs differently than we ever have. Tillamook County Commissioners closed most county offices to the public on March 26th, 2020. We are currently open by appointment only or special circumstances. We are having to find new ways to operate in this Social and Physical distancing society. Tillamook County anticipates the employees will have salary increases of approx. 3% along with incentives. Union negotiations are not finalized as far as I know. Most employees are also eligible for Step increases within their job classification of 5% between Steps. Retirement contributions are increasing, and Health Insurance continues to rise.



Form 4 Valuation and Appraisal Resources

2021-2022

County <u>TILLAMOOK</u>	Number of accounts by activity		Number of FTE by activity	
	Actual (2020-21)	Estimated (2021-22)	Actual (2020-21)	Estimated (2021-22)
Activities				
1. Real property exceptions, special assessments and exemptions				
New construction.....	2,023	2,000	4.00	3.85
Zone changes.....	2	5	0.05	0.05
Subdivisions, segregations, and consolidations..	100	100	0.10	0.10
Omitted properties	3	5	0.05	0.05
Special assessment qualification and disqualification	35	51	0.60	0.60
Exemptions.....	18	20	0.05	0.05
Subtotal.....	2,181	2,181	4.85	4.70
2. Appeals and assessor review				
Assessor review and stipulations	131	150	0.30	0.30
BOPTA	13	20	0.10	0.10
Department of Revenue.....	0	0	0.00	0.00
Magistrate Division of the Oregon Tax Court.....	0	0	0.05	0.05
Regular Division of the Oregon Tax Court	0	0	0.05	0.05
Subtotal.....	144	170	0.50	0.50
3. Real property valuation				
Physical reappraisal.....	0	500	0.00	1.00
Recalculation only—no appraisal review	28,017	27,600	1.00	1.00
Subtotal.....	28,017	28,100	1.00	2.00
4. Business personal property (returns mailed)	1,071	1,000	0.40	0.40
5. Ratio			0.45	0.45
6. Continuing education			0.20	0.20
7. Other valuation—appraisal activity			0.10	0.10
8. Total valuation and appraisal staff (FTE)			7.50	8.35



Form 5 Tax Collection and Distribution Work Activity

2021-2022

County TILLAMOOK

**Number of accounts
by activity**

Actual (2020-21)	Estimated (2021-22)
---------------------	------------------------

1. Number of accounts requiring roll corrections		
Business personal property	6	5
Personal property manufactured structures	3	5
Real property	62	70
2. Number of accounts requiring a refund		
Business personal property	4	5
Personal property manufactured structures	0	5
Real property	26	40
3. Number of delinquent tax notices sent		
Business personal property	47	50
Personal property manufactured structures	133	150
Real property	1,468	2,000
4. Number of foreclosure accounts processed		
Real property only	36	70
5. Number of accounts issued redemption notices		
Real property only	29	30
6. Number of warrants	55	50
7. Number of garnishments.....	0	0
8. Number of seizures	0	0
9. Number of bankruptcies.....	44	50
10. Number of accounts with an address change processed	6,367	7,000
11. How many second trimester statements do you mail?	3,747	
12. How many third trimester statements do you mail?	3,731	
13. Does the county contract for lock box service?.....	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
14. Does the county use in-house remittance processing?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
15. Is tax collecting combined with another county function?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

If yes, describe that function on Form 2.



Form 6
Assessment and Administrative
Support and Cartography
Work Activity

2021-2022

County TILLAMOOK

Assessment and administrative support work activity		
	<u>Numbers by activity</u>	
	Actual (2020-21)	Estimated (2021-22)
1. Number of deeds worked	3,949	4,000

Cartography work activity		
	<u>Numbers by activity</u>	
	Actual (2020-21)	Estimated (2021-22)
1. Number of new tax lots.....	50	60
2. Number of lot line adjustments	105	60
3. Number of consolidations	30	30
4. Number of new maps.....	1	1
5. Number of tax code boundary changes	25	100



Form 7 Summary of Expenses

2021-2022

County TILLAMOOK

	A. Assessment Administration	B. Valuation	C. BOPTA	D. Tax Collection & Distribution	E. Cartography*	F. Dedicated IT services for A&T	Totals
Current operating expenses							
1. Personnel services	559,971	877,226	21,334	453,384	178,388	141,974	2,232,277
2. Materials and services	72,000	68,425	2,969	78,874	8,075	71,843	302,186
3. Transportation	789	6,942	0	79	79	0	7,889
4. Total current operating expenses (Total direct expenses)	632,760	952,593	24,303	532,337	186,542	213,817	2,542,352

* Include approved grant funding for ORMAP

Indirect expenses

5. Total direct expenses (line 4)	2,542,352
6. If you use the 5 percent method to calculate your indirect expenses, enter 0.05 in this box.	0.05
Total indirect expenses (line 5 multiplied by line 6)	127,118
6A. If you use a percent amount approved by a federal granting agency to calculate your indirect expenses, enter that percentage in this box.....	0.00000
Total indirect expenses (line 6A multiplied by the direct expense amount for the category/categories that your certificate allows)	0
7. Total indirect expenses	127,118

Capital outlay

	Assessment Administration	Valuation	BOPTA	Tax Collection & Distribution	Cartography	Data Processing Support (IT, AT)	Total capital outlay without regard to limitation
8. Enter the actual capital outlay without regard to limitation.	0	0	0	0	0	6,047	6,047
9. Total direct and indirect expenses (sum of lines 4 and 7)							2,669,470
10. Direct and indirect expenses multiplied by 0.06							160,168
11. The greater of line 10 or \$50,000.....							160,168
12. Capital outlay (the lesser of line 8 or line 11)							6,047
13. Total expenditures for CAFFA consideration (sum of lines 4, 7, and 12)							2,675,517