

**Report on issues discussed at the weekly  
Management Update meeting on August 17, 2009**

Commissioners present: Commissioner Milne, Commissioner Carlson and Commissioner Brentano

**INFORMATIONAL**

Designation of officials for federal stimulus funds

Dave Henderson, business services director, said that to fulfill a Department of Energy requirement to receive federal stimulus funds, through the American Recovery and Reinvestment Act, the county will need to designate the following officials: Head of Organization, Re-delegated Head of Organization, Authorizing Official, Financial Official and a Point of Contact. Commissioner Carlson asked if the grant amount is included in the board order, a new order would be required if the county is granted additional funds. Jo Stonecipher, legal counsel, said she could modify the wording so that an additional order would not be necessary in the event the county receives additional funds. Commissioner Milne asked about reporting requirements. Dave answered that the county would have extensive reporting responsibility. Commissioner Milne asked if the county was required to take the funds. Dave answered that the county is not required to take the funds. However, the funds will be used to help the county become more energy efficient in the long run. Commissioner Milne said she intended to vote to approve the resolution. However, she wanted to go on the record as stating that she was opposed to the use of stimulus funds due to the cumbersome process and debt concerns for future generations. The order will come before the board for formal consideration on Wednesday, August 19.

Building inspection fee/system development charge waiver/deferral

Sterling Anderson, planning manager, said that as an incentive to increase local residential construction activities the board had requested that the Planning Commission review and make recommendations for possible waivers or deferral of building inspection fees and system development charges (SDC). The Planning Commission reviewed examples from other jurisdictions and voted to recommend deferment of SDC and building permit fees. Sterling said staff also researched how the City of Salem is handling a similar process and discussed the proposal with the Home Builders Association of Marion & Polk Counties. Sterling explained that the city is deferring fees for one year with no interest. He said the county could defer payment until the issuance of the certificate of occupancy. In response to a question by Commissioner Carlson, he explained that a certificate of occupancy would generally occur in less than a year. Commissioner Carlson said she also liked the deferral of interest component. Commissioner Milne said she was pleased with the recommendation and supported the idea of payment on or before the certificate of occupancy was issued. It provides some certainty of payment for the county and assists in cash flow for the builder. Commissioner Milne also said that she would like to see the proposal extended to include retail and commercial small office complexes. She said she would also be open to a complete waiver of residential SDCs for a specific short time frame. Commissioner Brentano asked if the fees would be made up with other funding. Bill suggested economic development funds as outlined in the

staff report. Commissioner Milne said there is limited availability for lottery funding. Therefore, economic development funds should not be considered as part of the proposal. Commissioner Milne said she would like to implement the deferment as quickly as possible. She asked Jo Stonecipher about what would happen if a certificate of occupancy is not issued on a property. Jo discussed different options available for follow-up. Scott Norris, legal counsel, stated that if it tied to an existing process there are already enforcement mechanisms in place. Commissioner Carlson said she would like to see a report from public works after six months to see how the program is working and if it is helping as anticipated. She also asked that planning check in with other jurisdictions to find out if they are having any enforcement problems. Commissioner Brentano said he would not be in favor of waivers. Bill and Sterling will work on putting together more information and a resolution to discuss with board at the Monday, August 24, management update meeting. The target date for implementation is September 1.

#### Applications for federal bridge funds

Bill Worcester, public works director, discussed the upcoming solicitation by the Oregon Department of Transportation (ODOT) for bridge replacement and rehabilitation funds. Projects will be funded through the federal highway bridge program. Applications will be due on September 18 for 2014-15 projects. Bill explained the technical ranking system used to determine eligibility for rehabilitation or replacement. Using current data, Marion County has 15 bridges eligible for replacement and another 24 eligible for rehabilitation. Bill explained that there are always more projects than funds available. He said they anticipated about 15 approved projects per year statewide. Bill said public works has identified six projects that appear to be good candidates for replacement. Commissioner Carlson asked about use of local funds for certain bridge projects. Bill answered that federal funding contains more restrictions, there is more environmental documentation needed and a greater cost in putting together a project. He said they prefer to save those costs for major projects. Commissioner Brentano asked if certain projects can be prioritized higher. As an example he discussed Drift Creek Bridge on Cascade Highway. Bill said that they can prioritize projects. Public works will be working with engineering consultants to help prepare the applications for submission to ODOT.

#### Rees Hill Road SE – County Road 851 legalization

Cindy Schmitt, public works, discussed legalization of Rees Hill Road SE. She said that approximately 660 feet of this road is outside the recorded right-of-way. She said that legalizations generally occur on a case-by-case basis. Cindy said this location came to staff's attention when they began receiving complaints of a fence that was being constructed close to the edge of the right-of-way. The fence poses a vision hazard for area traffic. Cindy said that staff immediately contacted the property owner about the legalization process and traffic hazard concerns. Staff suggested that the property owner install the fence in another location. She said the property owner chose to complete the fence anyway. She said that the property owner was made aware that they will be solely responsible for the fence removal. Cindy said staff has completed the necessary survey work for the legalization. Mark Riggins, public works, explained that there is steep hillside near the curved area of the road and that is probably why the road was built outside of the recorded right-of-

way. He said the road dates back to 1871. In response to a question by Commissioner Brentano, Cindy said requirements for legalization are outlined in state statute. Public works will continue to move the process forward.

#### Workplace Violence Prevention Policy

Mina Hanssen, risk manager, discussed revisions to the county Workplace Violence Prevention Policy. Mina summarized the changes. She explained that definitions of appropriate e-mail protocol are contained in the county e-mail policy. Commissioner Carlson noted that definitions had been added for intimidation, domestic violence, etc. The policy will come before the board for formal consideration on Wednesday, August 19.

#### OTHER

Commissioner Milne thanked Cindy Schmitt for her work with ODOT on the extension of the left hand turn lane at Highway 99E and Boones Ferry Road.

#### COMMISSIONERS' UPDATE

Commissioner Milne said that the Public Safety Coordinating Council will be holding a town hall meeting on Thursday, August 20, at the Butteville Store.

#### WORK SESSIONS AND OTHER MEETINGS

- 8/18 Work Session – Driveway Permits, 10:30-11:30
- 8/19 Board Session, 9:00-1:00
- 8/24 Commissioners' calendar review, 8:30-9:00
- Management Update, 9:00-11:00
- Work Session – Courthouse Renovations, 3:00-4:00

This all-county e-mail authorized by Deputy County Administrative Officer Jan Fritz.