

**A G E N D A**  
**COOS COUNTY BOARD OF COMMISSIONERS**  
Owen Building Large Conference Room  
April 29, 2014  
8:30 A.M.

1. **EXECUTIVE SESSION**

- A. (2)(d) Labor Negotiations
- B. (2)(f) Records or Information Exempt from Public Inspection

**PLEDGE OF ALLEGIANCE**

2. **CITIZEN COMMENTS (agenda items or general comments) – limited to 3 minutes per person- scheduled to begin at 9:30 AM**

3. **DEPARTMENT HEADS**

- A. Tenmile Lakes County Park Beach & Lakeside Economic Plan- Lakeside Mayor Dean Warner
- B. Request Approval to Authorize Foreclosure Lien Searches- Tax/Treasurer
- C. Request Approval of Resolution to Increase Spending Authority- Health & Human Services
- D. Request Acceptance of Funding for Mosquito Abatement & Monitoring- County Counsel
- E. Request Approval to Transfer Funds- Maintenance
- F. Request Approval of Software Upgrade & Adopt Sole Source Findings- Information Technology (IT)
- G. Request Approval of Telephone System Training- IT
- H. Request Approval of Order Approving Vacation Request- Planning

4. **CONSENT CALENDAR- administrative matters not up for discussion**

- A. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**  
PBS Engineering Invoices (5)- Pipeline/Road- total \$8,788.12
- B. **Orders & Resolutions**  
Order 14-04-027C, In the Matter of Reappointing Members to the Emergency Medical Services Advisory Committee  
Resolution 14-04-045P, In the Matter of a Wage Adjustment for Justin Tobey Effective April 1, 2014  
Resolution 14-04-046P, In the Matter of Granting Salary Merit Step Increase for Various Employees Effective April 1, 2014
- C. **Items Previously Approved (authorize Chairman to Sign where necessary)**  
Agreements Creating Forestry Tech II, Organizational Rep Payee/Case Manager & 4 Public Health Dental Positions- HR/Counsel  
Advertising/Posting/Filling Dental Program, Forestry Tech II, Organizational Rep Payee/Case Manager Positions & Mental Health Specialist II Positions as Requested- HR/HHS/Forestry  
Purchase of New Printer- HR  
Surplus Item Purchase Agreement with David Bagwell- Solid Waste  
Contract Extension with Universal Recycling Technologies- Solid Waste  
Amendment to ORCATS Transition Contract- Assessor/Treasurer  
Emergency Air Conditioner Replacement at Dispatch- Sheriff  
CBT Nugget Training- IT  
Fire Alarm Panel repair Contract- Maintenance

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

Quitclaim Deeds from 2014 Sheriff's Land Sale- Land Agent

- D. **Software Licenses/Maintenance Agreements**
  - Renewal of eFile Cabinet Maintenance- IT
  - MTS Expense Management Program Software Maintenance- IT

5. **LATE AGENDA ITEMS**

6. **COMMISSIONERS REPORTS**

7. **CCAT GOVERNING BODY**

- A. Request Approval of Joinder of Trust Agreement & Authorize Chair to Sign

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Executive Session Requested

**Department:** Counsel                      **Requested Agenda Date:** 4/29/2014

**Contact Person:** Josh Soper              **Phone/Ext.:** 7690

**Background and description of need or problem:** Need executive session for multiple purposes:

- ORS 192.660(2)(d) – to conduct deliberations with persons designated by the governing body to carry on labor negotiations
- ORS 192.660(2)(f) – to consider information or records that are exempt by law from public inspection

**Funding Source:** n/a

**Requested Action:** Go into Executive Session during Board meeting as stated above.

Date: 4/23/14

Signature of Dept. Head: 

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: JS

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BOC forwards signed Contract/Grant to: n/a

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BOC only: Consent Agenda _____
Regular Agenda _____

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Tenmile Lakes County Park Beach & Lakeside Economic Plan

**Department:** BOC

**Requested Agenda Date:** 4/29/14

**Contact Person:** Melissa Cribbins

**Phone/Ext.:** 7539

**Background and description of need or problem:** Lakeside Mayor Dean Warner has asked to come before the Board to discuss these issues with the commissioners

**Funding Source:**

**Requested Action:**

**Date:**

**Signature of Dept. Head:** \_\_\_\_\_



BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Authorize to do Foreclosure Lien Searches

**Department:** Treasurer/Tax

**Requested Agenda Date:** 4/29/2014

**Contact Person:** Mary Barton

**Phone/Ext.:** 7725

**Background and description of need or problem:** On 4/10/2014 letters were sent to two Title Companies in Coos County to provide a cost for doing lien searches on County foreclosed property. There are currently 82 accounts on the 2013 Foreclosure list. Two bids were received. Ticor Title Insurance's bid was more complete and would do the work at \$200.00 per account. First American's bid was also \$200.00, it was not as clear as to what information would be provided.

**Funding Source:** 001-2100-415-22.01

**Requested Action:** Authorize the Coos County Tax Department to have Ticor Title do the lien search reports for the 2013 Foreclosure list.

**Date:** 4/23/2014

**Signature of Dept. Head:** Barton

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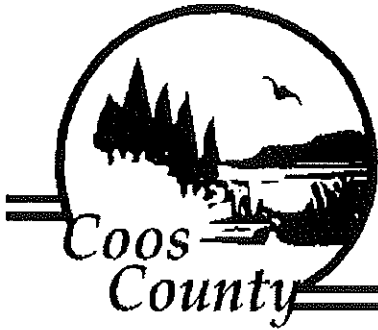
**Departments Affected:** County Counsel

**COUNSEL:** [Signature]

BOC forwards signed Contract/Grant to: Treasurer

**Commissioners Initials to Place on Agenda ONLY:** \_\_\_\_\_

3B



## COOS COUNTY TREASURER'S OFFICE

250 North Baxter Street, Coquille, Oregon 97423

(541) 396-3121 Ext.330

FAX (541) 396-6071 / TDD (800) 735-2900

E-mail [treasurer@co.coos.or.us](mailto:treasurer@co.coos.or.us)

MARY BARTON  
Treasurer

ANGELA GUERNSEY  
Deputy Treasurer

April 23, 2014

TO: BOARD OF COMMISSIONERS

FROM: MARY BARTON, COUNTY TREASURER

SUBJECT: TITLE COMPANY LIEN SEARCH BIDS ON FORECLOSED PROPERTIES

On 04/11/14, the County Tax Department sent letters to the two title companies in Coos County to provide a cost for doing lien searches on County foreclosed property. There are currently **82** accounts on the 2013 Foreclosure list. Two bids were received. Ticor Title Insurance's bid was more complete and would do the work at \$200 per account. First American's bid was also \$200.00, it was not as clear as to what information would be provided.

I am requesting that the Board approve Ticor Title to complete the lien searches. In doing so, it is unlikely that awarding this contract to Ticor Title would encourage favoritism or substantially diminish competition since we sent letters to all of the title companies in the County. It is also unlikely that a title company outside of the County would want to perform these services for less than a company within the County. Additionally, approving this request will result in a substantial cost savings to the County by eliminating the costs of the formal bid process.

Date 4-23-14

Signature *Mary Barton*  
Department Head

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Increase Spending Authority in FY 2013-14 *Resolution 14.04.0443*

**Department:** HHS - Public Health

**Requested Agenda Date:** ~~4/22/14~~ *4/29/14*

**Contact Person:** Ginger Swan

**Phone/Ext.:** 2547

*154,806*

**Background and description of need or problem:** The Public Health program has received additional funds for FY 2013-14 that were not anticipated or budgeted for. To ensure adequate spending authority for these expenses, the Department requests an increase of \$164,806 in spending authority as designated in the attached line item document. These additional funds are the result of: ~~Cow Creek grant funds~~ and the Bandon Marsh Mosquito Abatement project.

**Funding Source:** Grant funds and FWS purchase order

**Requested Action:** Increase Public Health Fund 005 spending authority by <sup>*154,806*</sup> \$164,806 for FY 2013-14 *Resolution 14.04.0443*

Date: *4/2/14* Signature of Dept. Head: *Ginger Swan*

Departments Affected:

COUNSEL: *JS*

TREASURER: *OK, B*

BOC forwards signed Contract/Grant to: ~~Carrie-McKim, HHS-Mental Health-~~

*30*

1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of Making an Additional )  
5 Appropriation in the Amount of \$154,806 ) RESOLUTION  
6 Within the Public Health Fund ) 14-04-044B

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting  
8 held April 29, 2014, and whereas the US Department of the Interior-Fish & Wildlife Services  
9 has increased funds to the Health Department in the amount of One Hundred Fifty-four  
10 Thousand Eight Hundred Six Dollars (\$154,806); and

11 WHEREAS, the above stated amount for mosquito monitoring and larvicide application  
12 was not anticipated and was not included in the budget; and

13 WHEREAS, the above stated amount should be appropriated according to O.R.S.  
14 294.338(2);

15 NOW, THEREFORE, BE IT RESOLVED that an additional amount of One Hundred  
16 Fifty-four Thousand Eight Hundred Six Dollars (\$154,806) be appropriated as follows:

17 PUBLIC HEALTH FUND

18 Resources

19 005-0000-345.01-00 Work for Outside Agencies \$ 154,806

20 Expenditures

21 Health Department

22 Material & Services

23 005-1100-441.33-05 Public Health Grants \$ 152,198

24 005-1100-441.22-27 <\$5,000 Equipment 2,608

25 \$ 154,806

26 DATED THIS \_\_\_\_\_ day of April 2014.

27 BOARD OF COMMISSIONERS

28 \_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Prepared by:

Baultis  
Budget Office



BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Accept Funding from USFWS for Mosquito Abatement and Monitoring

**Department:** BOC / Counsel

**Requested Agenda Date:** 4/18/14

**Contact Person:** Josh Soper

**Phone/Ext.:** 7690

**Background and description of need or problem:** USFWS submitted an official purchase order in the amount of \$162,975.76 to be used by the County for mosquito abatement and monitoring activities. The Board must officially accept this funding from USFWS.

**Funding Source:** None

**Requested Action:** Make motion to accept funding from USFWS in the amount of \$162,975.76.

**Date:** 4/10/14

**Signature of Dept. Head:** Josh Soper

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**Departments Affected:**

**COUNSEL:** ✓ OS

**TREASURER:** MA OK, B

3D

**CONTRACT / GRANT SUMMARY FORM**

Clerk's File C&A No.: \_\_\_\_\_ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: F14PC00046

Name/Agency Name and Address: US Dept. of the Interior - Fish & Wildlife Service, Division of Contracting and GE, 911 NE 11<sup>th</sup> Ave, Portland, OR 97232-4181

Contact Person: Shannon Blackburn, Contracting/Ordering Officer Phone No. 503-872-2825

Amount of Contract/Grant Award: \$ 162,975.76

Payment Terms: reimbursement (state lump sum or amount and time of payments)

Start Date: 2/13/2014 End Date: 12/31/2014

County Department and Employee Responsible for Performance: Ginger Swan, HHS

Description: Mosquito monitoring & larvicide Applicaiton

**FINANCIAL INFORMATION**

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
		100%	vendor

\*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

10.xxx USDA      14.xxx HUD      20.xxx USDOT      66.xxx EPA      84.xxx Dept. of Education  
 11.xxx Dept. of Commerce      16.xxx USDOJ      39.xxx General Svs. Admin.      83.xxx FEMA      93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CDFA number, each segment must have it's own summary form.

- New                                       Renewal                                       Modification  
 Previous Amount: \$ \_\_\_\_\_                                      Original Amount: \$ \_\_\_\_\_  
 Previous Date: \_\_\_\_\_                                      Original Date: \_\_\_\_\_  
 Automatic Renewal?  Yes  No                                      Staff Requirements:  New  Existing  Subcontract  
 Will unemployment cost be incurred?  Yes  No

**PUBLIC CONTRACTING INFORMATION**

- Method of Selection:**  
 Bid                       None  
 Quote                       Other \_\_\_\_\_  
 Proposal
- Type of Contract:**  
 New (complete sections below)  
 Renewal (no need to complete sections below)  
 Modification (no need to complete sections below)

- Type of Contract:**
- Goods and Services - If Not Using Bid or Proposal, Mark Exemption:**
- |   |  |
|---|--|
| <input type="checkbox"/> Under \$5000                                     | <input type="checkbox"/> Equipment Maintenance |
| <input type="checkbox"/> Under \$50,000 for Quotes                        | <input type="checkbox"/> Office Supplies       |
| <input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes | <input type="checkbox"/> Used Vehicles         |
| <input type="checkbox"/> Sole Source                                      | <input type="checkbox"/> State Purchasing      |
| <input type="checkbox"/> Contract with Public Agency                      | <input type="checkbox"/> Other _____           |
- Public Improvement - If Not Using Bid, Mark Exemption:**
- |  |   |
|--|---|
| <input type="checkbox"/> Under \$5000  | <input type="checkbox"/> Alternative Contracting Method Approved by Board |
| <input type="checkbox"/> Under \$50,000 for Quotes                                 | <input type="checkbox"/> Other _____                                      |
| <input type="checkbox"/> Under \$100,000 & Not a Transportation Project for Quotes |   |
- Personal Services Contract - If Not Using Proposal, Mark Exemption:**
- |  |
|--|
| <input type="checkbox"/> Under \$50,000                        |
| <input type="checkbox"/> Under \$150,000 & Approval from Board |

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800?  Yes  No  
 Certificate of insurance required?  Yes  No  
 Form of contract:  Oral  Written (attach the written contract)

Date Approved by BOC: \_\_\_\_\_ Reviewed by Counsel: \_\_\_\_\_

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Transfer of Funds

**Department:** Maintenance

**Requested Agenda Date:** 4/29/14

**Contact Person:** Ken Gross

**Phone/Ext.:** 7735

**Background and description of need or problem:** Last fall the County made a change in how its garbage was being removed from County Buildings. Maintenance was directed to pay for the garbage service for the remainder of the current fiscal year. Since this service was not budgeted for in the Maintenance Dept. budget this is a request for the Board to transfer \$17,737.00 into the Maintenance Dept. contracted services line item, 001-1400-419.36-01 to cover this cost.

**Funding Source:**

**Requested Action:** Approve transfer of funds in the amount of \$17,737 into the Maintenance Dept. contracted services line item, 001-1400-419.36-01.

**Date:** 4/17/14

**Signature of Dept. Head:** Ken Gross

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**Departments Affected:**

**COUNSEL:** NA

**TREASURER:** Will require resolution from 9900 - Misc Dept to 1400 Maint Dept of \$17,737 in appropriations, B

**BOC forwards signed Contract/Grant to:**

**Commissioners Initials to Place on Agenda ONLY:** \_\_\_\_\_

*Handwritten initials*

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Approval of Upgrade of MTS Expense Management Software

**Department:** Information Technology **Requested Agenda Date:** 4/29/14

**Contact Person:** Sandi Arbuckle **Phone/Ext.:** 7739

**Background and description of need or problem:** This is to request approval to upgrade the MTS Expense Management program to the most current version. The MTS Expense Management program is the telephone system program that gives us the call detail and expense detail on calls made on the County system. The program is used to obtain reports and to bill outside general fund departments for telephone use. A3 Telecom has given a quote of \$7,048 to perform the upgrade and train County staff. A3 is familiar with the County's existing telephone system and the integration of the MTS Expense program with the telephone system. BlackBox, the County's phone system vendor refused to give an upgrade quote for the MTS program and instead quoted a completely separate system.

**Funding Source:** 001-4002-419.22-12 - Software

**Requested Action:** Request approval of upgrade of MTS Expense Management program through A3 Telecom in the amount of \$7,048. + Adopt sole source findings

**Date:** 4/8/14

**Signature of Dept. Head:** Sandi Arbuckle

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**Departments Affected:**

**COUNSEL:** ✓ G

**TREASURER:** This was not a budgeted item for FY2014, B

**HUMAN RESOURCES:** \_\_\_\_\_

**BOC forwards signed Contract/Grant to:**

**Commissioners Initials to Place on Agenda ONLY:** \_\_\_\_\_

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### **Sole Source Findings**

A3 and Black Box are the only 2 companies that are familiar with our telephone system and its unique set up. Black Box has stated that it no longer wants to support MTS software. As a result, A3 is the only company available to perform the upgrade services needed and train County Staff.

BOC only: \_\_\_\_\_  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Approval of Telephone System Training

**Department:** Information Technology

**Requested Agenda Date:** 4/29/14

**Contact Person:** Sandi Arbuckle

**Phone/Ext.:** 7739

**Background and description of need or problem:** This is to request approval for on-site training by A3 on the NEC telephone system, including the SV8500, the MA4000, Expense Manager. This training will be hands-on training with our telephone system to enable us to be able to make necessary changes in the system and to better troubleshoot any issues.

**Funding Source:** 001-4002-419.30-05 Training

**Requested Action:** Request approval of Telephone System Training with A3 in the amount of \$10,089.00

**Date:** 4/11/14

Signature of Dept. Head: Sandi Arbuckle

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

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Departments Affected:

COUNSEL: ✓ [Signature]

TREASURER: [Signature]

HUMAN RESOURCES: \_\_\_\_\_

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: \_\_\_\_\_

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### **Sole Source Findings**

A3 and Black Box are the only 2 companies that are familiar with our telephone system and its unique set up. Black Box has stated that it no longer wants to support MTS software. As a result, A3 is the only company available to perform on-site training for County Staff.

BOC only:  
 Consent Agenda \_\_\_\_\_  
 Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Adoption of order 14-03-013PL In the matter of the vacation of a portion of an alleyway located in Block 4, in the Plat of the City of Coos Bay.

**Department:** Planning Department      **Requested Agenda Date:** April 16<sup>29</sup>, 2014

**Contact Person:** Jill Rolfe, Planning Director      **Phone/Ext.:** 7770

**Background and description of need or problem:** The applicants have submitted an application to vacate a portion of an alleyway located in Block 4, Plat of the City of Coos Bay. Notice for comments was provided and no negative comments were received. The Board of Commissioners received the petition and request for comments on March 3, 2014. A copy of the petition and comments has been compiled for the Board's review.

**Funding Source:** Applicants

**Requested Action:** Approve the vacation petition by adopting and signing Order 14-03-013PL.

**Date:** April 7, 2014      **Signature of Dept. Head:** *Jill Rolfe*

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  - Is the Clerk's Coversheet attached or do you want it returned to you for filing? Please returns to Planning do not file.

Departments Affected:

COUNSEL CS

TREASURER: NA

HUMAN RESOURCES: NA

BOC forwards signed Contract/Grant to: *Order Planning Dept.*  
*See Original Packet for Complete Application*

*JH*



BOARD OF COMMISSIONERS, COUNTY OF COOS, STATE OF OREGON

IN THE MATTER OF THE VACATING A PORTION OF ) ORDER
AN ALLEYWAY LOCATED IN BLOCK 4, IN THE PLAT )
OF CITY OF COOS BAY ) 14-03-013PL

NOW BEFORE the Board of Commissioners sitting for the transaction of County business on the 29th day of April, 2014 is the matter of the vacation of a portion of an alleyway located in the Block 4, of the Township of the City of Coos Bay described as follows and as further shown on the map attached hereto, labeled Exhibit "A" and incorporated herein by reference:

Being located in Section 13AB, Township 25 South, Range 13 West of the Willamette Meridian Coos County Oregon also being a portion of the alley running North/South through Block 4, being in the Plat of "The Townsite of the City of Coos Bay." Beginning at the Northeast corner of Lot 32, Block 4, Plat of The Townsite of the City of Coos Bay, Coos County, Oregon, said point also being on the Southerly right-of-way of Chamberlain Avenue: thence South along the West line of the alley running North/South through said Block 4 for a distance of 200 feet more or less to the Southeast corner of Lot 25, Block 4; thence East for a distance of 20.00 feet more or less to the Southwest corner of Lot 8, said Block 4; thence North along the East line of said alley, for a distance of 200 feet more or less to the Northwest corner of Lot 1, Block 4, said point also being on the Southerly right-of-way of Chamberlain Avenue; thence West along said Southerly right-of-way for a distance of 20 feet back to the point of beginning. Said parcel containing 4000 square feet of land more or less.

AND IT APPEARING to the Board that Loren E. & Hedian Swanson submitted a petition for said vacation in December 2013 (Case #VAC-13-04) and that petition was filed in accordance with ORS 368.341(c).

AND IT FURTHER APPEARING to the Board that, in accordance with ORS 368.351, 100% of the abutting landowners have submitted written consent to this vacation and the County Roadmaster has submitted a written report finding this vacation to be in the public interest;

AND IT FURTHER APPEARING that the Board, having read said Petition and report from the County Roadmaster, has determined the vacation of the above described portion of an alleyway located in block 4, in the Plat of City of Coos Bay to be in the public interest and consistent with the requirements of Oregon law;

NOW, THEREFORE, IT IS HEREBY ORDERED that the above described portion of the alleyway be vacated;

AND IT IS FURTHER ORDERED that the amount of the costs resulting from this approved vacation, not including any recording fees, is \$1561, and the above-described petitioner(s) shall be liable for and is/are hereby directed to pay such sum, after subtracting therefrom any amounts previously paid, and shall additionally be required to pay any and all fees for recording this Order as determined by the County Clerk;

AND IT IS FURTHER ORDERED that this Order and supporting document(s) be recorded with the Coos County Clerk, with copies filed with the County Planning Department, County Assessor, and County Surveyor.

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

BOARD OF COMMISSIONERS

Chair Commissioner Commissioner

STATE OF OREGON )
) ss.
COUNTY OF COOS )

This instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_ as Commissioners of Coos County.

Notary Public for Oregon
My Commission Expires: \_\_\_\_\_

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Approve Joinder of Trust Agreement

**Department:** CCAT

**Requested Agenda Date:** 4/29/14

**Contact Person:** Russ Pedersen

**Phone/Ext.:**

**Background and description of need or problem:** In 1985, the Special Districts Association of Oregon (SDAO) created the Special District Insurance Trust Agreement. The Agreement provides health, dental, liability and workers compensation coverage to its participating members. The Coos County Area Transit Service District was an initial member to this Agreement, and makes annual contributions, covering any of its claims, as well as claims of any other member. Recently, the SDAO has decided to update the Agreement. To continue participating in the self-insured health, dental, property and workers compensation programs, which the Trust Agreement provides, the Board must adopt the new Agreement. To adopt the new Agreement, the Board must sign the Joinder of Trust Agreement.

**Funding Source:** None

**Requested Action:** Approve Joinder of Trust Agreement and Authorize Chair to Sign

**Date:** 4/17/14

**Signature of Dept. Head:** Approval via email

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**Departments Affected:**

**COUNSEL:** ✓ CS

**TREASURER:** NO, B

5A

**EXHIBIT A**  
**FORM OF**  
**JOINDER TO TRUST AGREEMENT**  
**FOR INITIAL MEMBERS**

By execution of this Joinder, the undersigned public body hereby agrees to become a party to, and is bound by, the First Restatement of Declaration of Trust of the Special Districts Insurance Trust effective as of April 1, 2014 (and as the same may be amended, supplemented or otherwise modified from time to time, the "Agreement"), by and among the Trustees and the Members, in the same manner as if the undersigned were an original signatory to such Agreement.

The undersigned represents and warrants that (i) the undersigned has received a copy of, and has reviewed the terms of, the Agreement and all related or relevant documents and agreements, (ii) undertakes to become a Member of the Special Districts Insurance Trust with all the rights and obligations thereof, and (iii) such undertaking has been duly authorized as an intergovernmental agreement to create a program of self-insurance pursuant to ORS 30.282.

Capitalized terms used but not defined in this Joinder shall have the meanings set forth in the Agreement.

IN WITNESS WHEREOF, the undersigned has executed this Joinder as of this \_\_\_ day of \_\_\_\_\_, 2014.

Coos County Area Transit  
[Name of District]

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address for Notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With copies to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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