



TILLAMOOK COUNTY BOARD OF COMMISSIONERS NOTICE OF MEETING AGENDAS

BOARD OF COMMISSIONERS

Erin D. Skaar, Chair

eskaar@co.tillamook.or.us

Mary Faith Bell, Vice-Chair

mfbell@co.tillamook.or.us

David Yamamoto, Commissioner

dyamamoto@co.tillamook.or.us

CONTACT

Tillamook County Courthouse

201 Laurel Avenue

Tillamook, Oregon 97141

503.842.3403

www.co.tillamook.or.us

COMMUNITY UPDATE MEETING

Tuesday, June 27, 2023 at 8:00 a.m.

Teleconference and KTIL-FM at 95.9

BOARD MEETING

Wednesday, June 28, 2023 at 9:00 a.m.

Board of Commissioners' Meeting Room 106

County Courthouse, Teleconference, and Live Video at tctvonline.com

AGENDAS

COMMUNITY UPDATE – 2023-06-27 COMMUNITY UPDATE AUDIO.MP4

CALL TO ORDER: June 27, 2023 8:01 a.m.

1. 00:34 Welcome and Board of Commissioners' Roll Call
2. 00:45 Adventist Health Tillamook
3. 05:34 Coastal Caucus
4. 30:59 Nehalem Bay Health Center & Pharmacy
5. 33:10 Tillamook Family Counseling Center
6. 36:52 Sheriff's Office
7. 38:47 Emergency Management/Commissioner Mary Faith Bell
8. 44:11 Board of Commissioners
9. Cities
 - 50:21 Manzanita
 - 52:43 Rockaway Beach
 - 54:32 Bay City
 - 57:55 South County

ADJOURN – 9:00 a.m.

MEETING – 2023-06-28 BOCC MEETING AUDIO.MP4
(Commissioner Skaar Absent – Out of Office)

CALL TO ORDER: Wednesday, June 28, 2023 9:00 a.m.

1. 02:04 Welcome & Request to Sign Guest List
2. 02:11 Pledge of Allegiance
3. ----- Public Comment: There were none.
4. 02:33 Non-Agenda Items:
Announcement Regarding Commissioner Skaar Absence, Item #11 Postponement, and Unscheduled Agenda Item/Commissioner Mary Faith Bell

PRESENTATION

5. 02:48 Misty Pines Tillamook Transient Lodging Tax (TLT) Grant/Traci Merritt, United States Forest Service, Hebo Recreation Program Lead – District Landscape Artist

LEGISLATIVE – ADMINISTRATIVE

6. 18:07 Discussion and Consideration of a State of Oregon Parks and Recreation Department All-Terrain Vehicle (ATV) Grant Program Agreement #ATV 23-25 for Tillamook State Forest (TSF) Law Enforcement Patrol/Matt Kelly, Undersheriff, Sheriff's Office

A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Vice-Chair signed the agreement.
7. 22:06 Discussion and Consideration of a State of Oregon Parks and Recreation Department All-Terrain Vehicle (ATV) Grant Program Agreement #ATV 23-37 for Sandlake Recreation Area (SRA) Law Enforcement Patrol/Matt Kelly, Undersheriff, Sheriff's Office

A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Vice-Chair signed the agreement.
8. 27:10 Discussion and Consideration of a Criminal Justice Commission Specialty Court Grant Final Application/Lieutenant Ahnie Seaholm, Sheriff's Office

A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Board approved the application.
- 33:42 **UNSCHEDULED:** Discussion and Consideration of Amendment Number 1 to Grant Number 15688 with the State of Oregon Department of Education for Juvenile Crime Prevention/Matthew Thenell, Director, Juvenile Department

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Vice-Chair signed the amendment.

9. 37:49 Discussion and Consideration of Amendment Number 01 to Agreement Number 31935, Termination of a Local Agency Agreement with the State of Oregon Department of Transportation for the Galloway Road: Sandlake Road to Sand Lake Project/Chris Laity, Director, Public Works

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the agreement to terminate.

10. 45:22 Discussion and Consideration of Modification #6 to Contract #4585 with Clean Earth Environmental Solutions, Inc. for Household Hazardous Waste, Conditionally Exempt Generator Waste, and Agricultural Pesticide Waste Management Services/David McCall, Solid Waste Program Manager, Public Works

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the modification.

11. ----- Discussion and Consideration of Loan Agreement #2023-MHF-5 Multifamily Rental Housing with Daryn Murphy for the Murphy Bayside Commons Project/Sarah Absher, Director, Department of Community Development

AGENDA ITEM POSTPONED

12. 57:08 Discussion and Consideration of an Order in the Matter of Amending the Planning Division Fee Schedule for the Department of Community Development/Sarah Absher, Director, Department of Community Development

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed Order #23-041.

13. 1:09:27 Discussion and Consideration of an Order in the Matter of Amending the Fee Schedule for Onsite Wastewater Treatment Services in the Sanitation Division of the Department of Community Development/Chris Chiola, Environmental Program Manager, Department of Community Development

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed Order #23-042.

14. 1:13:28 Discussion and Consideration of a Professional Services Agreement with SingerLewak LLP for Auditing Services/Shawn Blanchard, Treasurer

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the agreement.

15. 1:14:55 Discussion and Consideration of an Order in the Matter of Transferring Funds Between Budgeted Line Items/Shawn Blanchard, Treasurer

A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed Order #23-043.

16. 1:16:13 Discussion and Consideration of Change Order #3 to Contract #4952 for General Services with Sheldon Oil (Formerly Sheldon Oil Company, Inc.) for the Cardstock Fuel Purchase Project/Shawn Blanchard, Treasurer
- A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the change order.
17. 1:17:20 Discussion and Consideration of a Memorandum of Agreement with Teamsters Local Union #223, International Brotherhood of Teamsters of Portland, Oregon for a Trial Period Extension of Hours of Work and a 12 Hour Shift Schedule/Jodi Wilson, Director, Human Resources Department
- A motion was made by Commissioner Yamamoto and approved by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the agreement.
18. 1:20:42 Discussion and Consideration of a Personnel Requisition for a Returning Retired Employee, 150-Days On Call Dental Manager in the Health and Human Services Department/Jodi Wilson, Director, Human Resources Department
- A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Vice-Chair signed the requisition.
19. 1:23:00 Discussion and Consideration of the Adoption of Fiscal Year 2023-24 Salary Tables/Jodi Wilson, Director, Human Resources Department
- A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Board approved the salary tables.
20. 1:27:32 Discussion and Consideration of Change Order #3 to Contract #5098 Contract for General Services with Christensen Cleaning for Janitorial Services at Tillamook County Facilities Project/Kevin Jolly, Supervisor, Facilities Department
- A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the change order.
21. 1:29:24 Discussion and Consideration of Change Order #4 to Contract #5096 Contract for General Services with Maria's Friendly Housekeeping for Janitorial Services at Tillamook County Justice Center Facility/Kevin Jolly
- A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the change order.

22. 1:30:53 Discussion and Consideration of an Out-of-State Travel Request for Rachel Hagerty to Attend the International City/County Management Association 2023 Annual Conference in Austin, Texas, 9/30-10/4/2023/Rachel Hagerty, Chief of Staff
- A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Vice-Chair signed the travel request.
23. 1:34:07 Discussion and Consideration of Amendment #1 to #6020 Grant Agreement #2019-P-9 with the Pacific City Dorymen's Association for Transient Lodging Tax for Destination Management/Rachel Hagerty, Chief of Staff
- A motion was made by Commissioner Yamamoto and seconded by Vice-Chair Bell. The motion passed with two aye votes. The Board signed the amendment.
24. 1:40:17 Board Concerns: There were none.
25. 1:40:43 Board Announcements

ADJOURN – 10:42 a.m.

JOIN THE BOARD OF COMMISSIONERS' MEETINGS

The board is committed to community participation and provides opportunity for public attendance during meetings via in-person and teleconference.

- **Community Update Meetings: Tuesdays at 8:00 a.m.**
 - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
 - Radio: KTIL-FM at 95.9
- **Board Meetings: Wednesdays at 9:00 a.m.**
 - County Courthouse: Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook
 - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
 - Live Video: tctvonline.com

MEETING INFORMATION AND RULES

- Matters for discussion and consideration by the board shall be placed on an agenda prepared by the staff and approved by the board chair. Any commissioner may request items on the agenda.
- Public hearings are formal proceedings publicized through a 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 board meetings.
- Commissioners shall 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 shall 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 these meetings, 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, contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

PUBLIC COMMENT

- Providing public comment is an opportunity for constituents to be heard and express their views to the board.
- The board allows public comment at board meetings during the public comment period designated on the agenda.
- Comments are limited to one per person and per agenda item.
- Comments must be related to the agenda item(s) previously registered to comment on.
- The allotted time for public comments is two minutes per person; this time may not be allotted to another speaker. The chair may, at their sole discretion, further limit or expand the amount of time.
- The public comment opportunity is not a discussion, debate, or dialogue between the speaker and the board, which may or may not respond.
- Members of the public do not have the right to disrupt the meeting; the board may prohibit demonstrations such as booing, hissing, or clapping.
- Remarks containing hate speech, profanity, obscenity, name calling or personal attacks, defamation to a person, people, or organization, or other remarks the board deems inappropriate will not be allowed.
- Failure to follow all rules and procedures may result in not being able to provide public comment and/or being removed from the meeting.

In-Person Procedures

- Sign in before the meeting begins and indicate your desire to provide public comment and which agenda item you would like to comment on. When your name is announced, please come forward to the table placed in front of the dais and for the record, first identify yourself, area of residence, and organization represented, if any.

Virtual Procedures

- Register by sending an email to publiccomments@co.tillamook.or.us by 12:00 p.m. on the Tuesday prior to the board meeting. The email must contain all of the following information:
 - Full name, area of residence, and phone number.
 - Agenda item(s), you wish to comment on.
- Once registered, and before the start of the meeting, board staff will email a Microsoft Teams meeting link.
- When logged in to the meeting you must remain muted with your camera off until your name is called, then you unmute and turn on your camera.
- The chair may require those providing virtual comment to turn on their camera while providing comment or testimony.

Written Procedures

- Written comments may be mailed to 201 Laurel Avenue, Tillamook, Oregon 97141 or emailed to: publiccomments@co.tillamook.or.us.
- Written comments received by 12:00 p.m. on the Tuesday prior to the board meeting will be distributed to the board and posted online. All written comments submitted become part of the permanent public meeting record.

AGENDAS

COMMUNITY UPDATE

CALL TO ORDER: Tuesday, June 27, 2023 8:00 a.m.

1. Welcome and Board of Commissioners' Roll Call
2. Adventist Health Tillamook
3. Coastal Caucus
4. Tillamook County Community Health Center
5. Nehalem Bay Health Center & Pharmacy
6. Tillamook Family Counseling Center
7. Sheriff's Office
8. Emergency Management
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

MEETING

CALL TO ORDER: Wednesday, June 28, 2023 9:00 a.m.

1. Welcome & Request to Sign Guest List
2. Pledge of Allegiance
3. Public Comment
4. Non-Agenda Items

PRESENTATION

5. Misty Pines Tillamook Transient Lodging Tax (TLT) Grant/Traci Merritt, United States Forest Service, Hebo Recreation Program Lead – District Landscape Artist

LEGISLATIVE – ADMINISTRATIVE

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24. Board Concerns
25. Board Announcements

ADJOURN

OTHER MEETINGS AND ANNOUNCEMENTS

The Local Public Safety Coordinating Council (LPSCC) teleconference will be held on **Monday, June 26, 2023** at **12:00 p.m.** The teleconference number is 1-971-254-3149, Conference ID: 155 859 952#.

The Commissioners will attend a Tillamook Lightwave budget hearing meeting on **Tuesday, June 27, 2023** at **9:30 a.m.**, followed by the Tillamook Lightwave regular board meeting. The teleconference number is 1-253-215-8782, Conference ID: 899 5732 9678.

The Board Briefing scheduled for **Wednesday, June 28, 2023** at **2:00 p.m.** has been **CANCELLED**.

Independence Day is an observed holiday for the County and the Oregon State Circuit Court. All County offices in the Tillamook County Courthouse and the Tillamook County Library, administrative offices in the Jail and Justice Facility, Public Works Department, Department of Community Development, Surveyor's Office, and the Health and Human Services Department and clinics, and the State Circuit Court, will be **CLOSED** on **Tuesday, July 4, 2023**.

TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING

WEDNESDAY, June 28, 2023

PUBLIC COMMENT SIGN-IN SHEET

PLEASE PRINT

[illegible]

BOARD OF COMMISSIONERS' BOARD MEETING

Wednesday, June 28, 2023

	Present	Absent		Present	Absent
Erin Skaar	<u>✓</u>	<u>✓</u>	Rachel Hagerty	<u>✓</u>	<u> </u>
Mary Faith Bell	<u>✓</u>	<u> </u>	Bill Sargent	<u>✓</u>	<u> </u>
David Yamamoto	<u>✓</u>	<u> </u>			

PLEASE PRINT

<u>Name</u>	<u>Email or Address</u>	<u>Item of Interest</u>
Will Chappell		
Matt Therell	mtherell@co.tillamook.or.us	Contract amendment
Chris Cholea	cholea@co.tillamook.or.us	DCD
Shirley Blue		

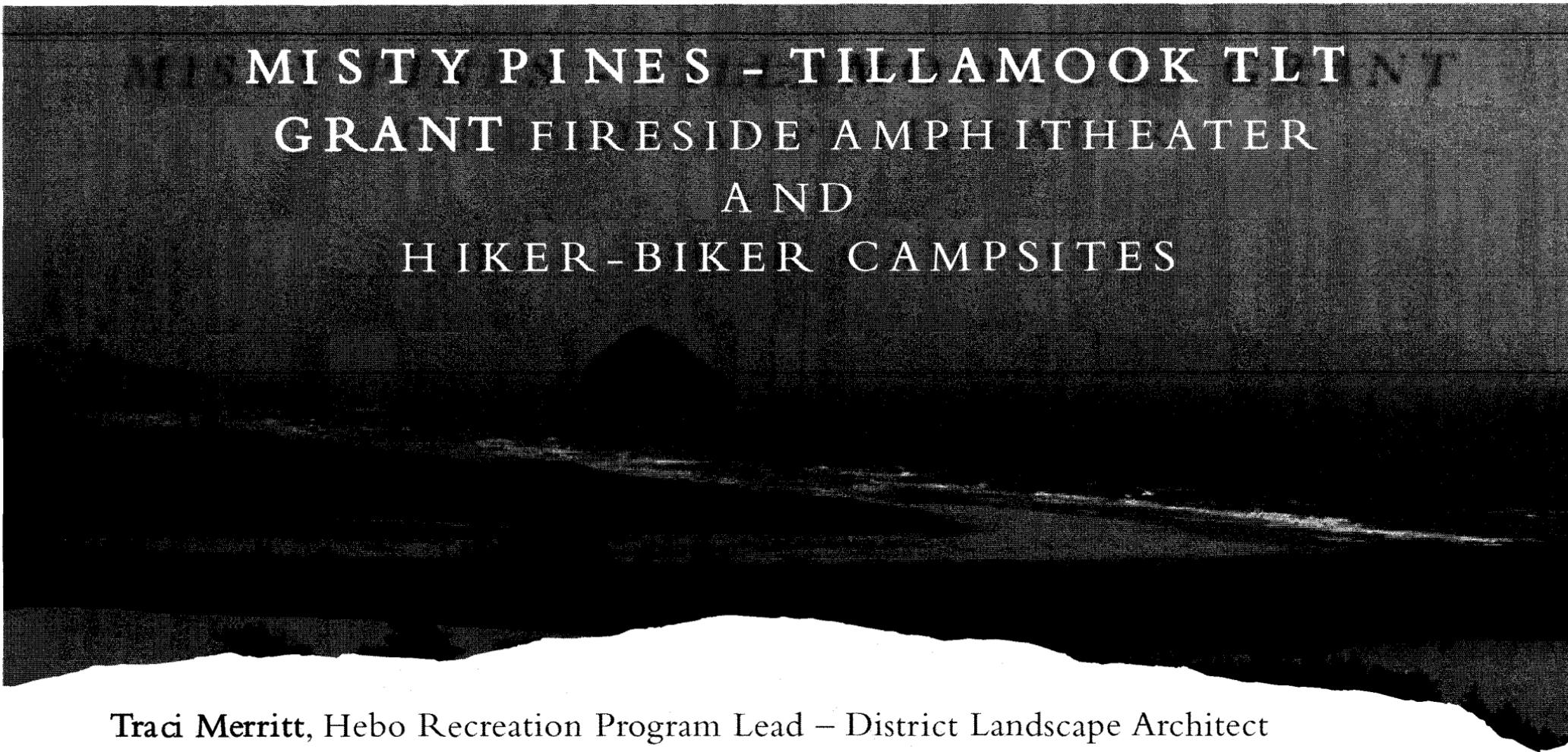
Also present:

Undersheriff Matt Kelly

HR Director Jodi Wilson

DCD Director Sarah Absher

(Please use reverse if necessary)

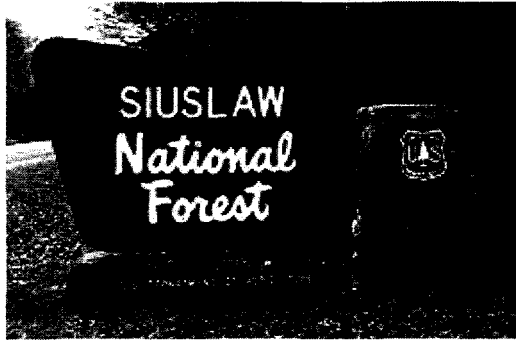


MISTY PINES - TILLAMOOK TLNT
GRANT FIRESIDE AMPHITHEATER
AND
HIKER-BIKER CAMPSITES

Traci Merritt, Hebo Recreation Program Lead – District Landscape Architect

Travis Sisco, Sand Lake Rec Area Field Manager Jason Sevigny Hebo Recreation Specialist

Alex Fitzgerald, Developed Recreation Field Manager



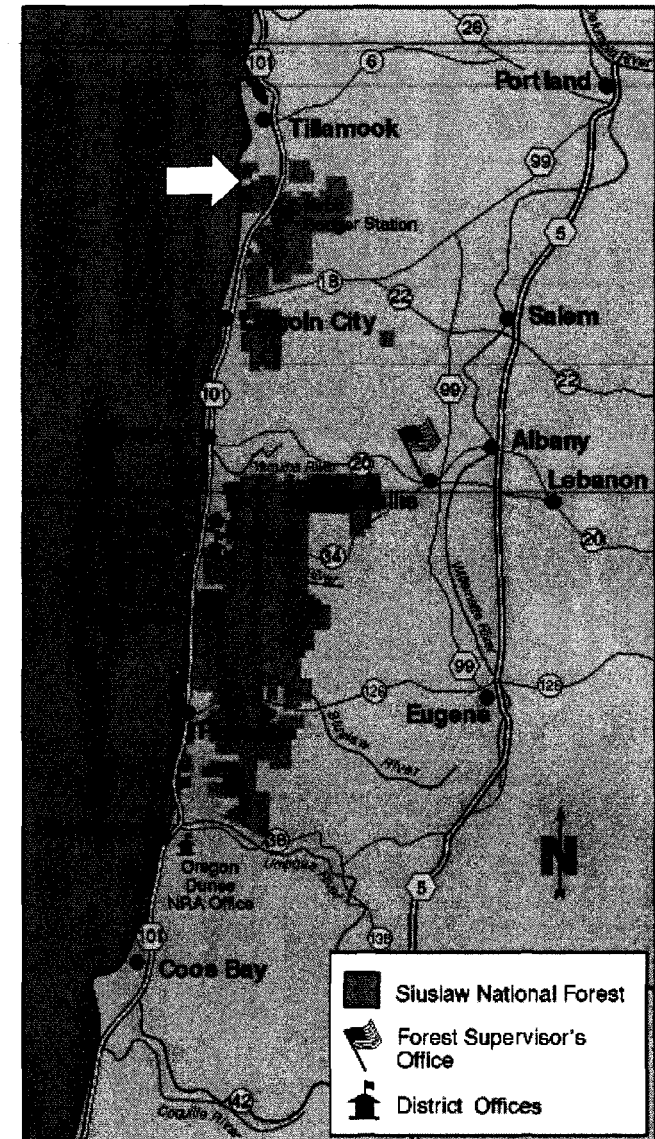
SAND LAKE RECREATION AREA

MISTY PINES FIRESIDE AMPHITHEATER

SANDBEACH HIKER-BIKER CAMPSITES

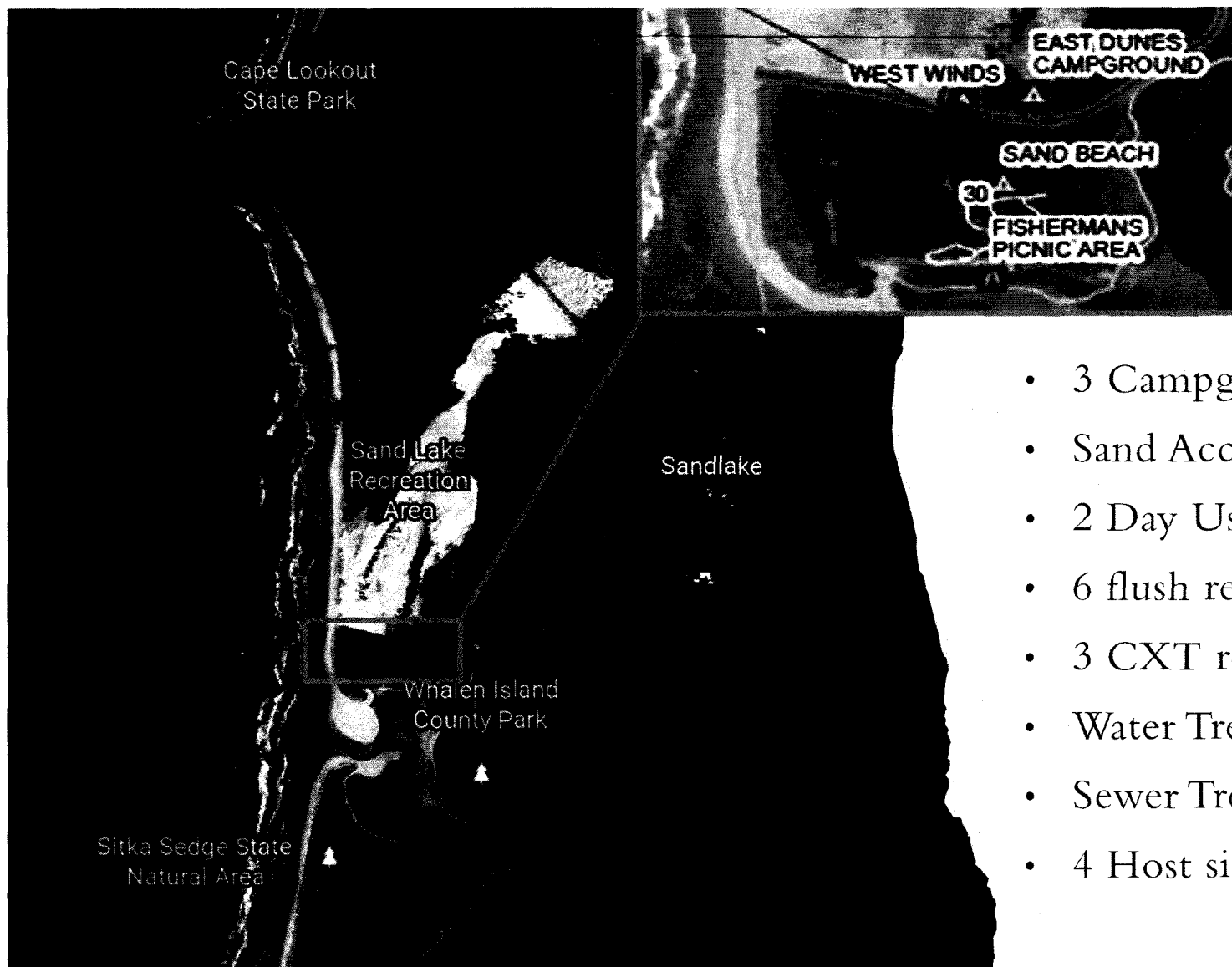
High visitor use from:

- Willamette Valley-Portland, Salem
- SW Washington
- Local Residents
- Regional destination visitors from California, Idaho, BC, Montana



FACILITIES

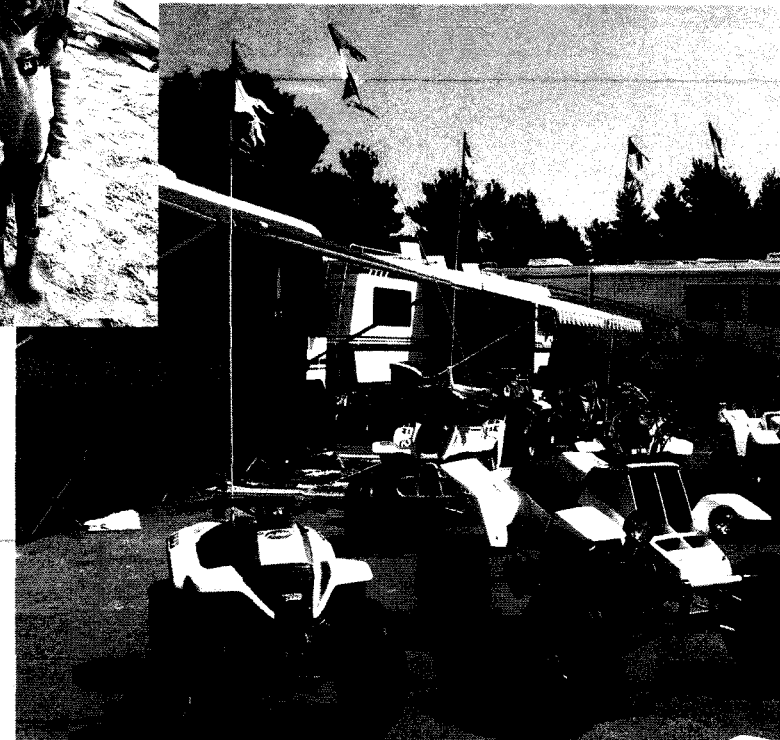
- 3 Campgrounds
- Sand Access and Camping
- 2 Day Use Areas
- 6 flush restrooms
- 3 CXT restrooms
- Water Treatment Facility
- Sewer Treatment Facility
- 4 Host sites



VISITOR DYNAMIC

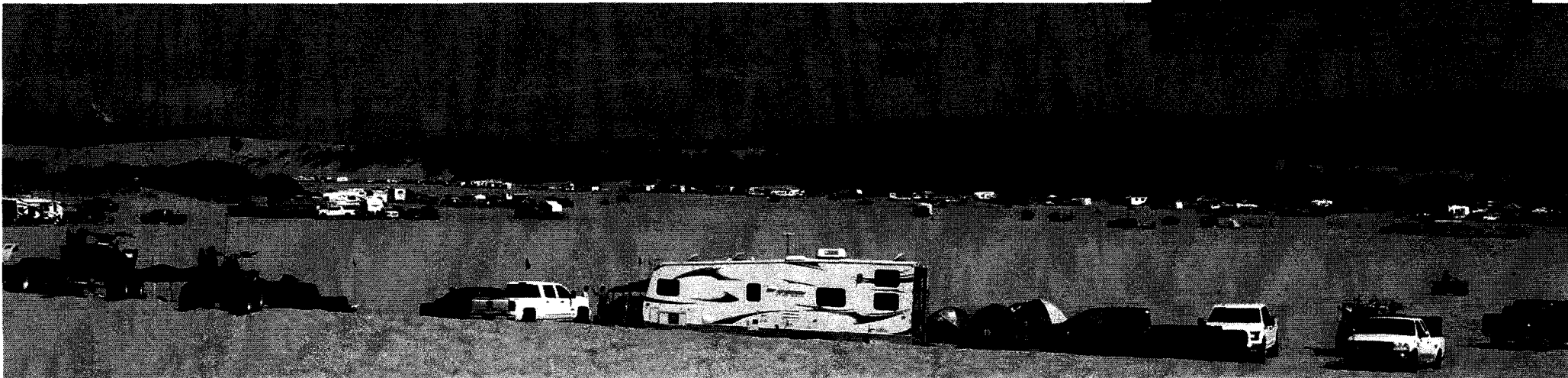
Increase in:

- Overall visitor use since 2020
- Families and return visitors
- Spanish speaking visitors
- Oregon Coast Trail Hikers/Bikers



SAND LAKE REC AREA PROVIDES
1076 acres of OHV recreation
Oregon Coast Trail & Bike Route
Sand Lake Estuary Day Use

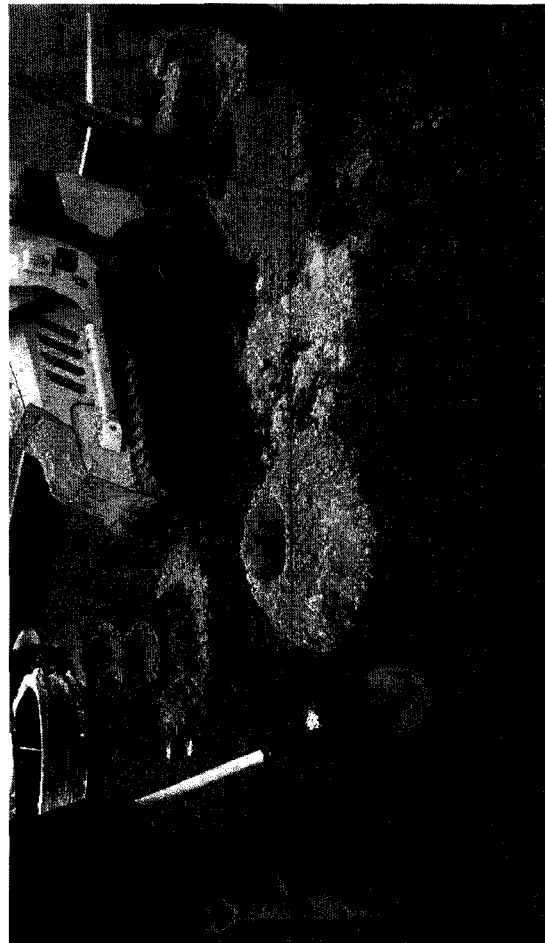
- Management also helps protect surrounding fragile ecosystems and private lands



BUILDING ADA FIRESIDE AMPHITHEATER



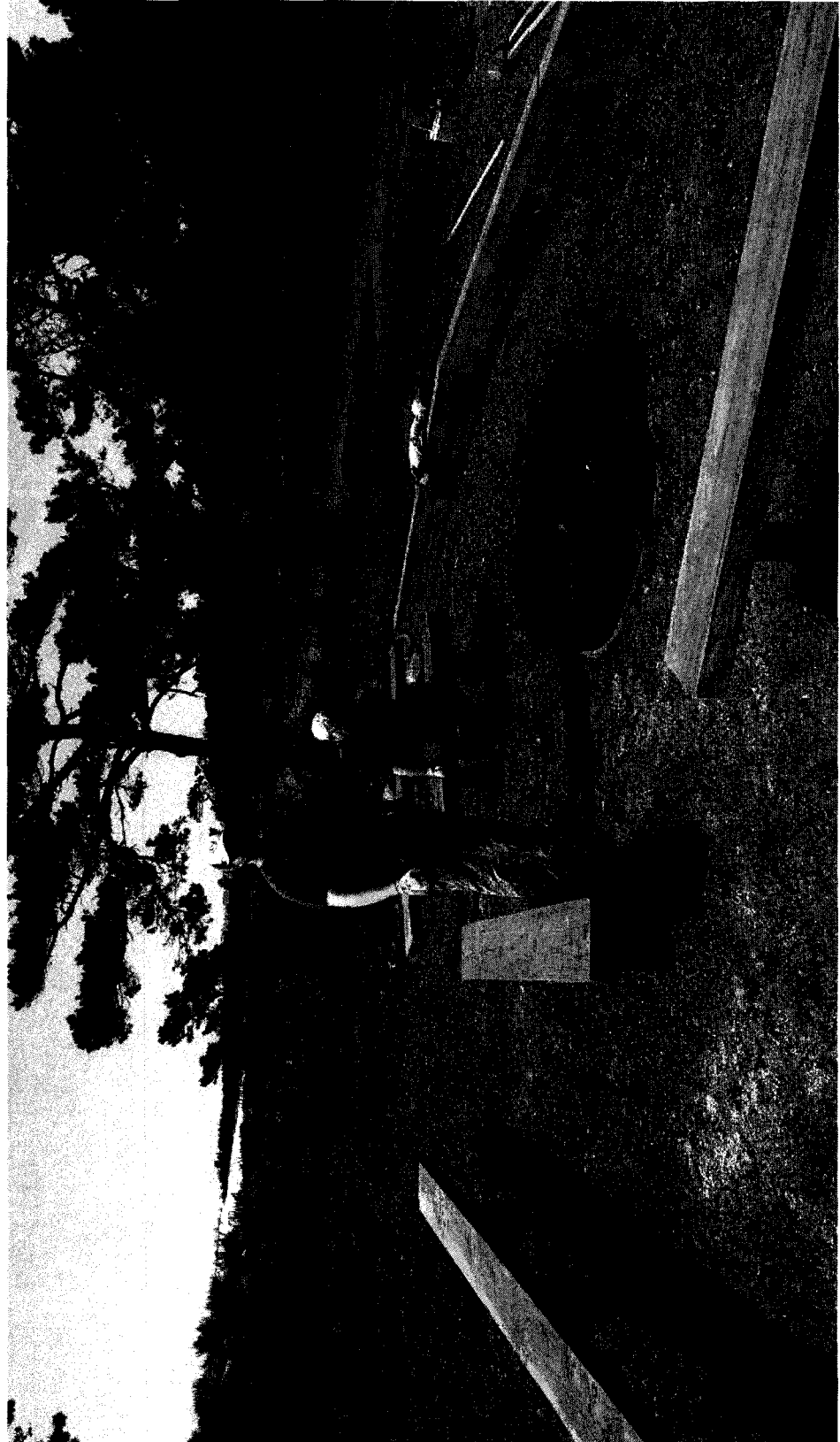
BUILDING ADA FIRESIDE AMPHITHEATER



BUILDING ADA FIRESIDE AMPHITHEATER



BUILDING ADA FIRESIDE AMPHITHEATER

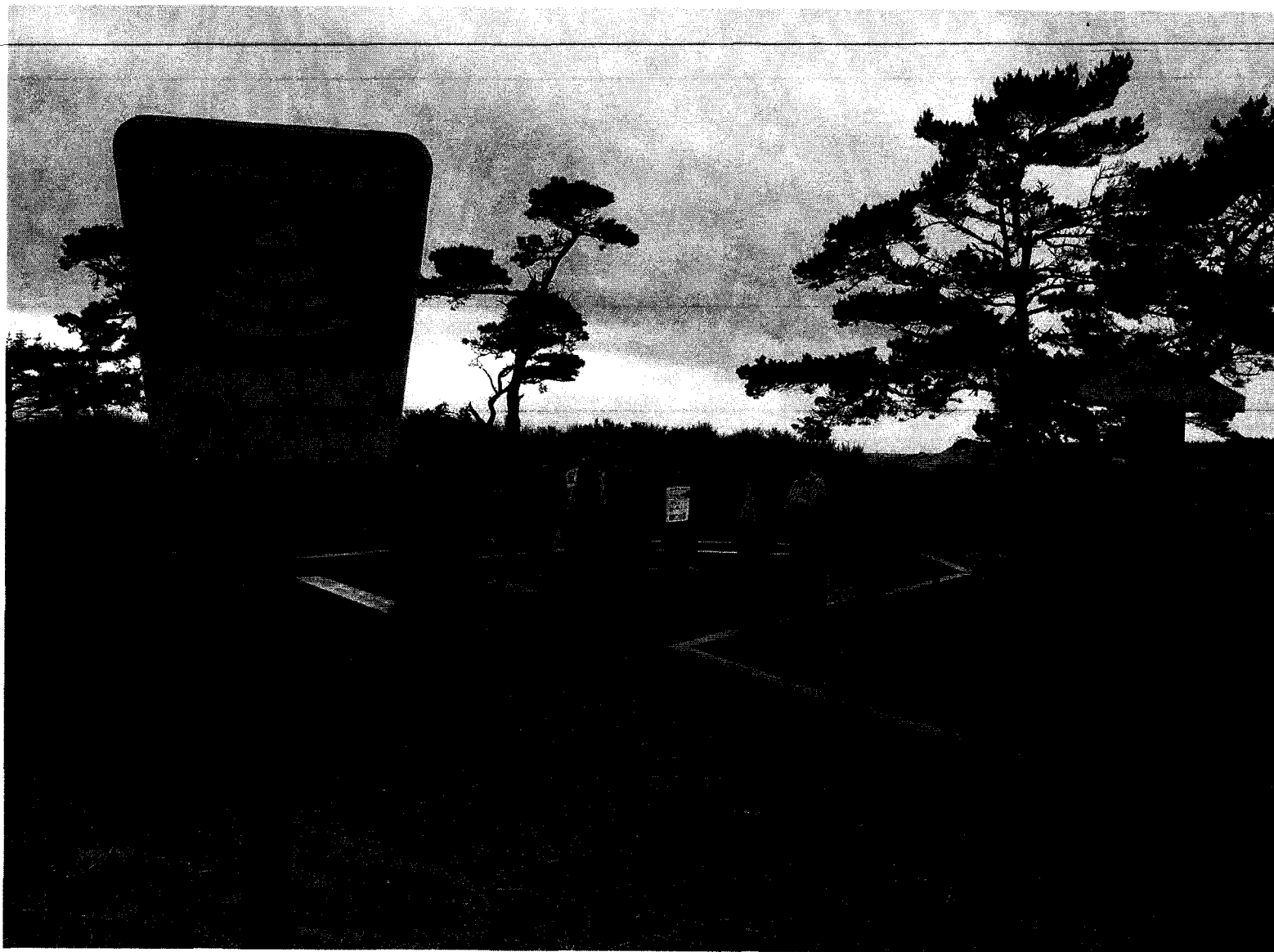


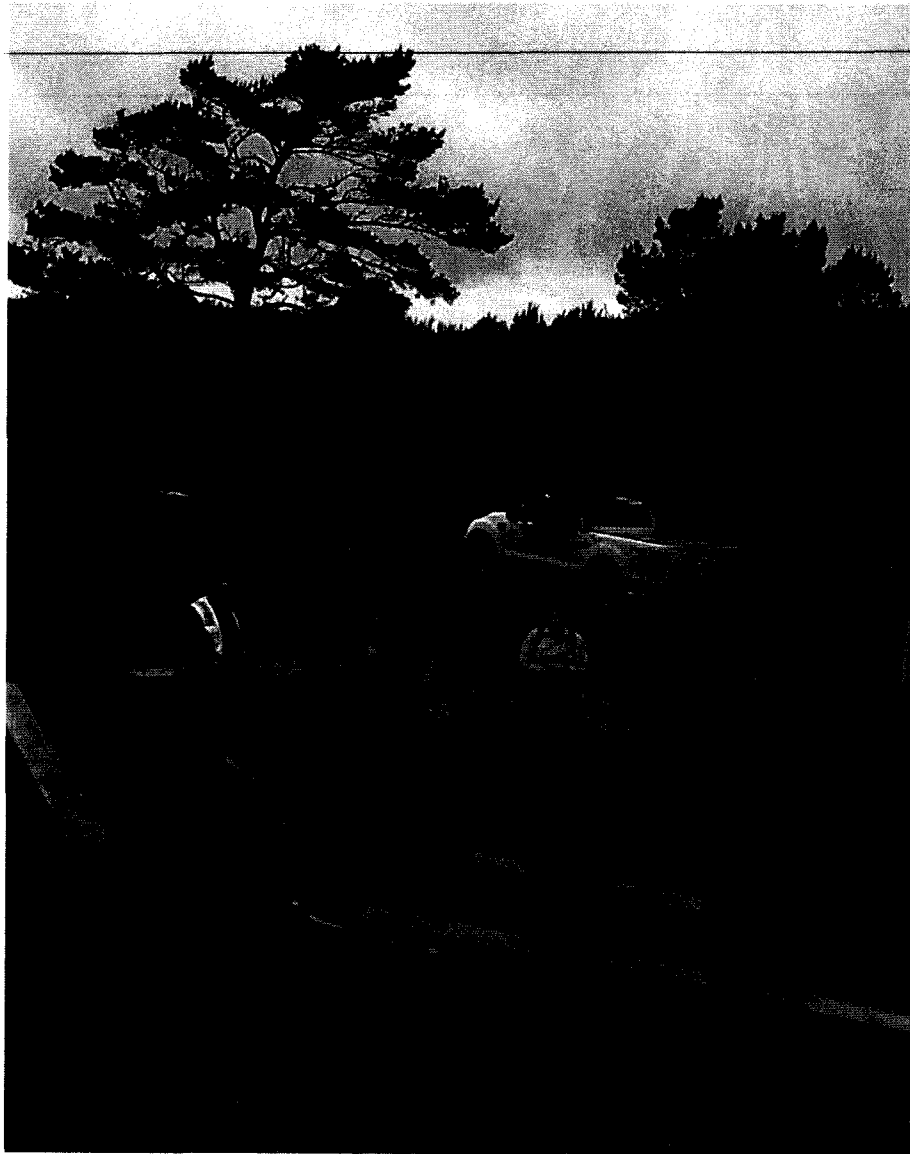
BUILDING ADA FIRESIDE AMPHITHEATER



Corvallis
Garfield
Grade
School

English as
a second
language
field trip





INTERPRETATION
TOPICS:

SNOWY PLOVER
PROTECTIONS

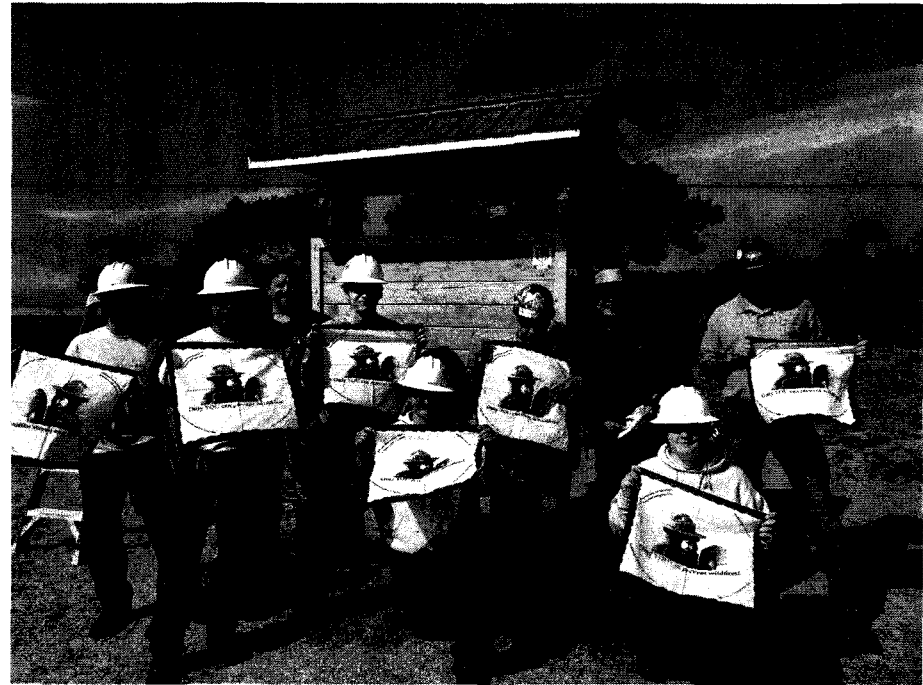
SMOKEY BEAR

ATV HELMET
AND RIDER SAFETY

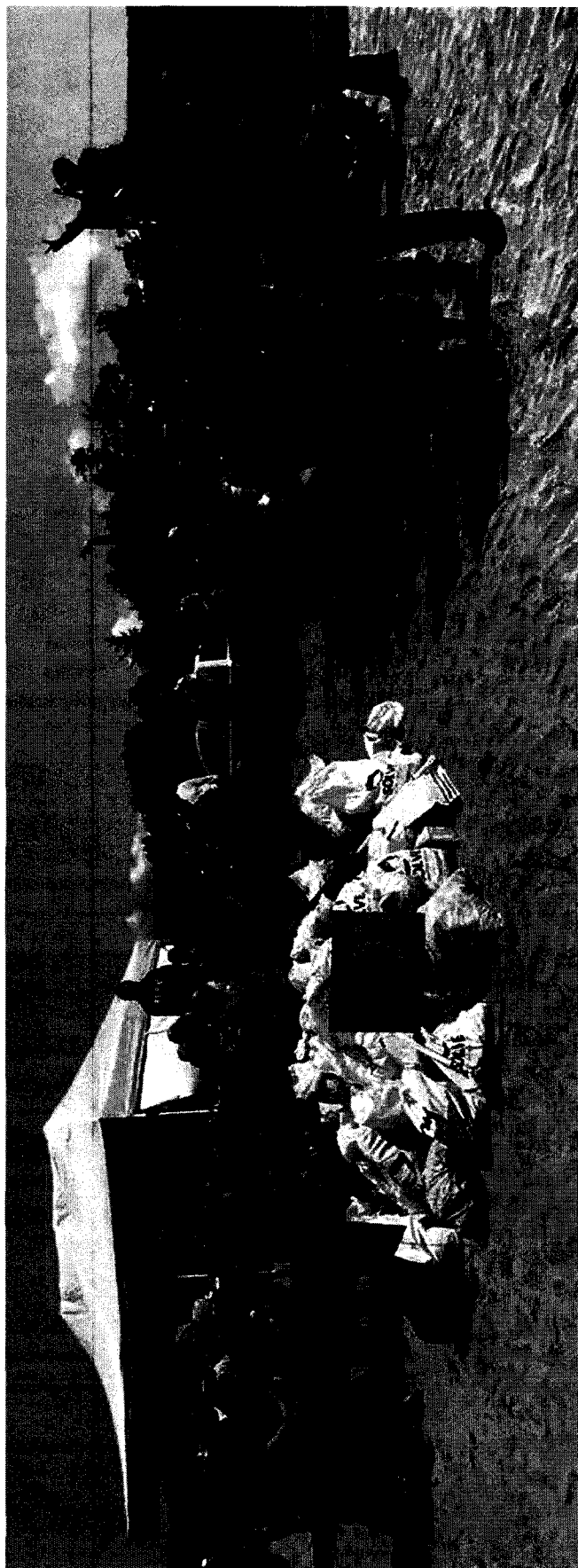
OREGON COAST
TRAIL



FISHERMANS DAY USE AREA
ANGELL JOB CORP
KIOSK SIGN CONSTRUCTION AND INSTALL



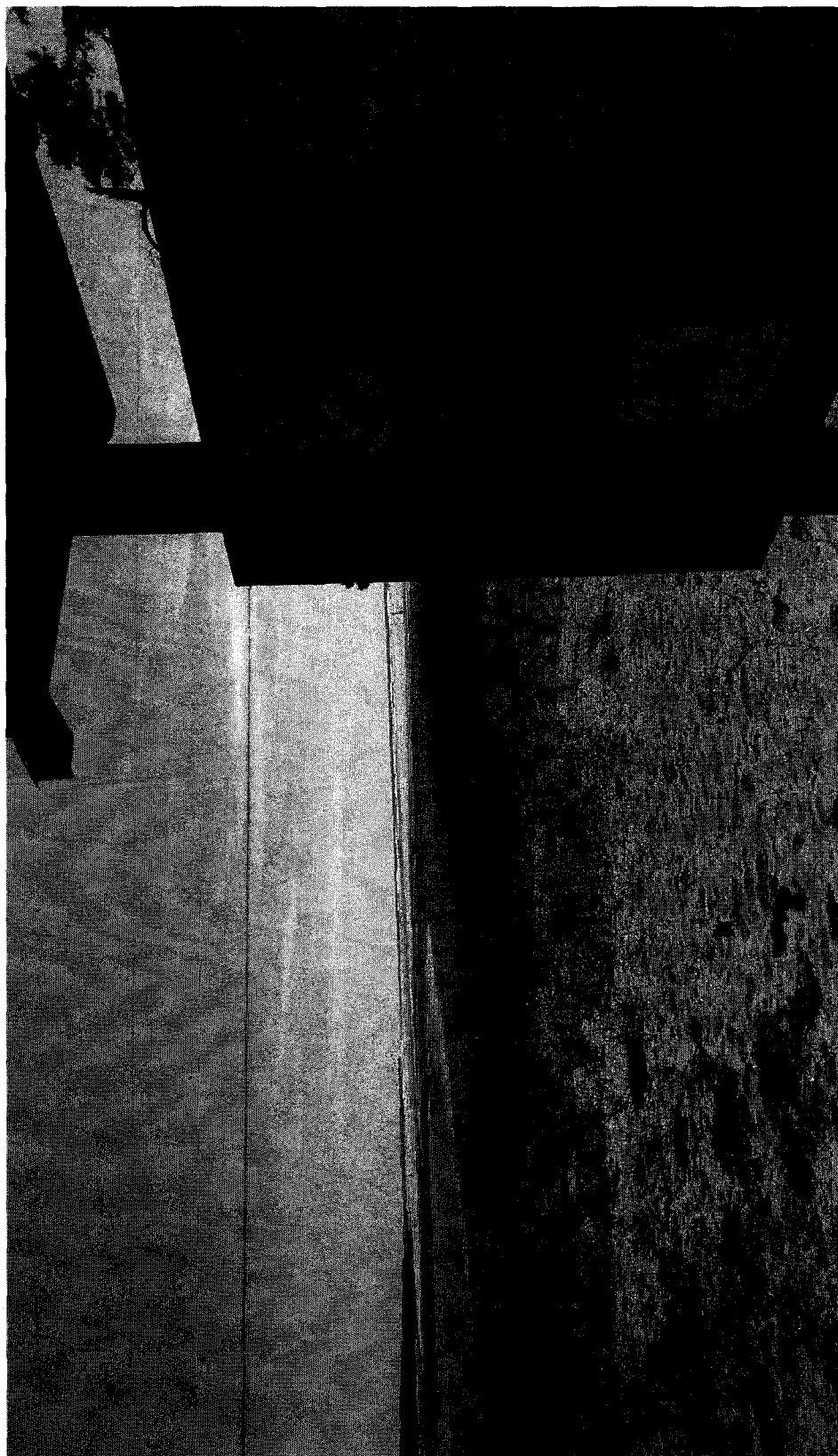
POST INFORMATION ABOUT SOLV CLEAN UP EVENTS





- ☐ Oregon Coast Trail Access
- ☐ Additional parking for visiting school groups for fireside interpretation talks
- ☐ Access to new Sandbeach Hiker Biker Campsites

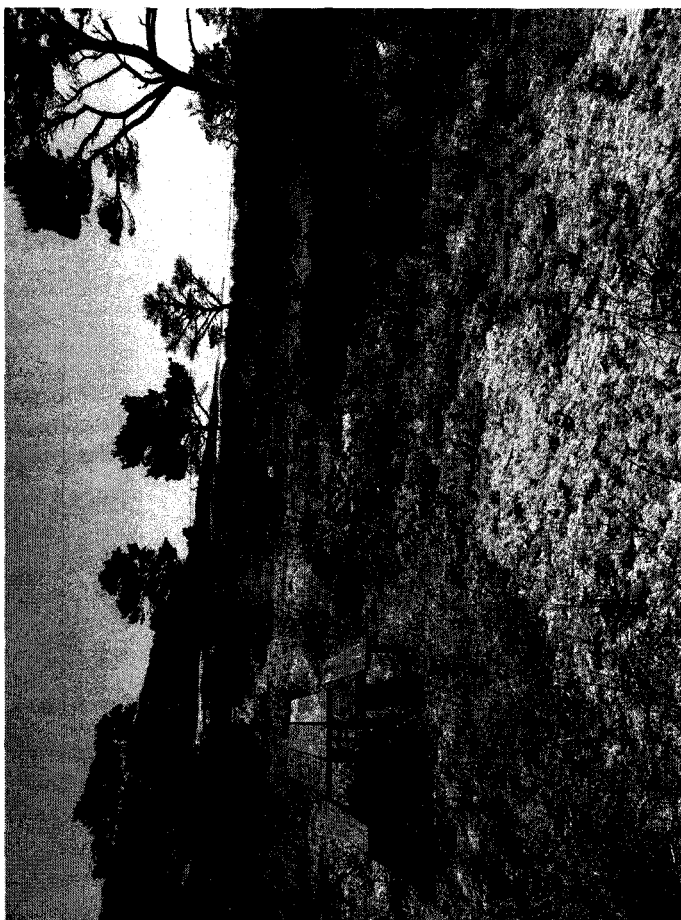
HIKER-BIKER CAMPSITES



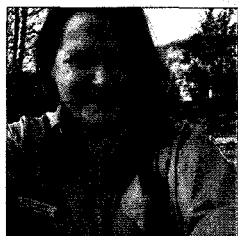
For
Visitors
from the
Oregon
Coast Trail
and
Oregon
Coast Bike
Trail



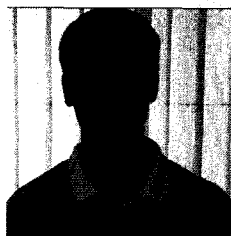
HIKER-BIKER CAMPSITES 1 AND 2



SAND LAKE RECREATION AREA -HEBO RD PUBLIC SERVICES TEAM



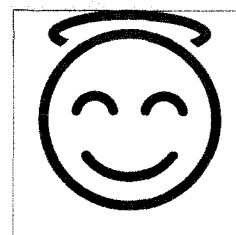
Traci Merritt
Rec Program Lead



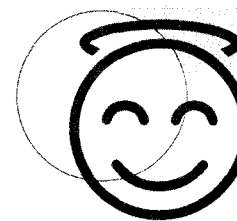
Jason Sevigny
New Rec specialist



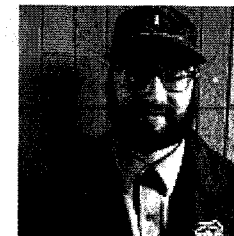
Travis Sisco
SLRA Field
Manager



Alex Fitzgerald
DEV REC Field
Manager



Vacant NEW
Field
Ops/Interp



Maxwell Brown
SLRA Seasonal



Officer Allen Young
Law Enforcement



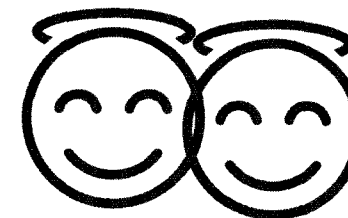
Tom Twardzik
Facilities Maintenance



Karen Roberts-Morris
Support Services/Interp.



Kevin McClain
Rec. Gov - Fees



2 Vacant NEW
Field seasonals



THANK YOU!

Photo by Maxwell Brown

Amendment No. 1 to Grant No. 15688

This is Amendment No. 1 to Grant No. 15688, effective July 1, 2021 (as amended from time to time, the "Grant"), between the State of Oregon, acting by and through its Department of Education ("Agency") and Tillamook County ("Grantee") each a "Party" and together, the "Parties". This Amendment is effective on the date signed by all Parties and upon receipt of all approvals necessary for signing ("Amendment Effective Date").

RECITALS

The Grant is amended as follows (new language is indicated by **underlining and bold** and deleted language is indicated by ~~strikethrough~~):

1. Section 3 of the Grant is amended as follows:

SECTION 3: EFFECTIVE DATE AND DURATION

When all Parties have executed this Grant, and all necessary approvals have been obtained ("Executed Date"), this Grant is effective and has a Grant funding start date as of July 1, 2021 ("Effective Date"), and, unless extended or terminated earlier in accordance with its terms, will expire on ~~June 30, 2023~~ **June 30, 2025**.

Except as expressly amended above, all other terms and conditions of the Grant are still in full force and effect. Grantee certifies that the representations, warranties and certifications contained in the Grant are true and correct as of the Amendment Effective Date and with the same effect as though made at the time of this Amendment.

[Signature on next page]

EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES IT HAS READ THIS AMENDMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS. The Parties further agree that by the exchange of this Amendment electronically, each has agreed to the use of electronic means, if applicable, instead of the exchange of physical documents and manual signatures. By inserting an electronic or manual signature below, each authorized representative acknowledges that it is their signature, that each intends to execute this Amendment, and that their electronic or manual signature should be given full force and effect to create a valid and legally binding agreement.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the dates set forth below.

STATE OF OREGON acting by and through its Department of Education

By: _____
Procurement and Contract Specialist

Date

Tillamook County

By: MFBell
Authorized Signature

June 28, 2023
Date

Mary Faith Bell
Printed Name

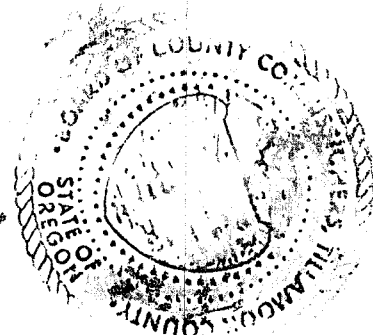
Vice-Chair, Board of Commissioners
Title

93-6002312
Federal Tax ID Number

Approved for Legal Sufficiency in accordance with ORS 291.047

By: N/A

Date



ODE GRANT #15688 A1 Tillamook County - Juvenile Crime Prevention Fund

EACH PARTY, BY SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, HEREBY ACKNOWLEDGES IT HAS READ THIS AMENDMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS. The Parties further agree that by the exchange of this Amendment electronically, each has agreed to the use of electronic means, if applicable, instead of the exchange of physical documents and manual signatures. By inserting an electronic or manual signature below, each authorized representative acknowledges that it is their signature, that each intends to execute this Amendment, and that their electronic or manual signature should be given full force and effect to create a valid and legally binding agreement.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the dates set forth below.

STATE OF OREGON acting by and through its Department of Education

By: Philip Hafmann
Procurement and Contract Specialist

June 30, 2023
Date

Tillamook County
By: MF Bell
Authorized Signature

June 28, 2023
Date

Mary Faith Bell
Printed Name

Vice-Chair, Board of Commissioners
Title

93-6002312
Federal Tax ID Number

Approved for Legal Sufficiency in accordance with ORS 291.047

By: N/A


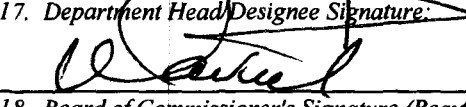

Date

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

01/01/2023-12/31/2023

Please complete this form and obtain required signatures before traveling.

1. Name of Employee/Traveler: RACHEL HAGERTY			2. Date: 06/21/2023																						
3. Training Related/Conference (if yes, attach Agenda): <input checked="" type="radio"/> Yes <input type="radio"/> No			4. Airfare/Railfare: \$ 483.00 Confirmation Number: N/A																						
5. Name of Conference or Training: ICMA ANNUAL CONFERENCE			6. Conference/Training Cost: \$ 490.00																						
7. Itinerary: Destination (City, State): AUSTIN, TX Est. Departure Date: 9/29/2023 Time: 8:00 A.M. Est. Return Date: 10/4/2023 Time: 11:00PM.			8. Lodging Reservation Information: Hotel Name: FAIRMONT AUSTIN Address: 101 RED RIVER ROAD AUSTIN, TX 78701 Phone number: 844-200-9929 Confirmation Number: TBD																						
9. Miscellaneous Expenses: (Identify Specific Expenses: Taxis, Shuttles, Etc.) a. PDX parking \$ 100.00 c. airline baggage fees \$ 60.00 b. Austin airport shuttles \$ 80.00 d.			10. Lodging Rate: Amount per Night: \$ 299.00 Tax per Night: \$ 45.00 Total per Night: \$ 344.00																						
11. Meals: (Please CHECK which rate you are using in ONE box below) Daily Meal Rate without receipts (See policy): <input type="checkbox"/> CONUS Rate with detailed receipts and accounting: <input type="checkbox"/> *Daily Rate: \$ 40.00 *(Standard rate or City Conus Rate)			Number of Nights: x 5 Total Lodging: \$ 1,720.00																						
<table border="1"> <thead> <tr> <th></th> <th># of Meals</th> <th>x Rate</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Breakfast:</td> <td>4</td> <td>\$ 8.00</td> <td>\$ 32.00</td> </tr> <tr> <td>Lunch:</td> <td>6</td> <td>\$ 12.00</td> <td>\$ 72.00</td> </tr> <tr> <td>Dinner:</td> <td>6</td> <td>\$ 20.00</td> <td>\$ 120.00</td> </tr> <tr> <td colspan="2">Total Meals:</td> <td></td> <td>\$ 224.00</td> </tr> </tbody> </table>				# of Meals	x Rate	Total	Breakfast:	4	\$ 8.00	\$ 32.00	Lunch:	6	\$ 12.00	\$ 72.00	Dinner:	6	\$ 20.00	\$ 120.00	Total Meals:			\$ 224.00	12. Cost of Trip: Airfare/Railfare: \$ 483.00 Lodging: \$ 1,720.00 Meal Per Diem: \$ 224.00 Personal Car Miles: \$ 111.09 Training/Conference Cost: \$ 490.00 Miscellaneous: \$ 240.00 Total Not To Exceed: \$ 3,268.09		
	# of Meals	x Rate	Total																						
Breakfast:	4	\$ 8.00	\$ 32.00																						
Lunch:	6	\$ 12.00	\$ 72.00																						
Dinner:	6	\$ 20.00	\$ 120.00																						
Total Meals:			\$ 224.00																						
13. Personal Car Miles Total miles round trip: 169.6 x IRS Rate 0.655 \$ 111.09																									
14. Purpose of Trip (Be Specific): ICMA ANNUAL CONFERENCE, AUSTIN TEXAS. ESTIMATED AIRFARE & HOTEL COSTS ARE BASED ON AVAILABILITY AT TIME OF BOOKING.																									
15. Approved for Payment:																									
Meal Per Diem: \$ 224.00			Transportation: \$ 483.00																						
Personal Car Miles: \$ 111.09			Training/Conference: \$ 490.00																						
Misc: \$ 240.00			Total \$ 3,268.09																						
Lodging: \$ 1,720.00																									
16. Employee/Traveler Signature: 			Date: 6/26/2023																						
17. Department Head/Designee Signature: 			Date: 6/28/2023																						
18. Board of Commissioner's Signature (Required for Out-Of-State) 			Date: 6/28/2023 Rev. 1/17/23																						

wholly unpaid.

Debra Hay 6/26/2023

Claimant Signature

APPENDIX D

TILLAMOOK COUNTY

REQUEST APPROVAL FORM TO UTILIZE EMPLOYEE/AGENT
PRIVATE VEHICLE FOR COUNTY BUSINESS
APPROVAL REQUIRED PRIOR TO USAGE OF PRIVATE VEHICLE

Destinations:

TO: SALEM _____ FROM: TILLAMOOK _____

I request approval to use my private vehicle on 9/29/2023 to 10/4/2023 for
Tillamook County business purpose of:
Attending ICMA Annual Conference, Austin, TX

Reason for using private vs. County owned vehicle is:
Personal use of vehicle outside of meeting

I am (x) am not () requesting mileage reimbursement. Insurance terms remain the same
whether or not mileage payment is requested. This form must accompany the
reimbursement request.

Personal or Private Vehicle Liability. If you authorize your employees/agents to use a personal
or private vehicle on County business, he/she is responsible to carry the minimum liability insurance
required by law (must provide proof before department head/designee approval). If employees operate a
personal or private vehicle on County business, their personal liability insurance policy is primary and
County coverage is excess. If the amount of liability to third parties exceeds their private policy limits, the
County will provide excess liability coverage.

The County does not cover collision or comprehensive insurance for personal vehicles. When utilizing a
personal vehicle for County purposes, the employee/agent is 100% responsible for collision or
comprehensive damage incurred to the vehicle.

The rationale of having County employees/agents complete a vehicle usage form is for their own
knowledge pertaining to County vehicle coverage, and liability protection from the County. Plus, the
signed form may give their department head/designee a heads up as to who will be using their own vehicle
on County business and committing department funds when claiming reimbursement for personal vehicle
mileage. The signing of the personal vehicle usage document will inform the County employee/agent that
their insurance is the first to be used in the event of a vehicle accident. Each department should keep a
copy of the signed form on file.

If involved in an accident while on official County business, I will advise the Human Resources
Department within twenty-four (24) hours by calling 503-842-3418.

Employee: Richard Hays Date: 6/26/2023

Department Head/Designee: MP Bill Date: 6/28/2023

Attendee Type	Best Value Rate (Ends 8/16/23)
ICMA Member	\$790
Non-Member	\$1,580
Early-Mid Career to Dept. Head Member	\$490
First Time in Conference Region Member	\$590
First Time in Conference Region and Early Career Member	\$290
Life & Retired Members	\$260
Full-Time Academic	\$315
Student Member (non-US, non-graduate)	\$790
Student Member (non-US, graduate)	\$1,580
Partner/Guest/Spouse	\$125
Child (ages 0-18)	Complimentary
Honorary Member	Complimentary



More travel ▾



English

List your property

Support

Trips

Notifications



Delta · PDX → AUS > United · AUS → PDX > **Review your trip**

[Change flight](#) [Change flight](#)

Portland to Austin

1:29pm - 9:19pm (5h 50m, 1 stop)

▲ Delta · Fri, Sep 29

Below average CO₂[Show details](#) ▾

Your fare: Refundable Main Cabin

[See upgrade options](#)

Austin to Portland

2:45pm - 8:52pm (8h 7m, 1 stop)

■ United · Wed, Oct 4

Below average CO₂[Show details](#) ▾

Your fare: Economy

◆ Upgrade for \$34 to get a refundable fare.

[See upgrade options](#)

Seats

Portland to Austin

✓ Seat choice included

After booking, contact the airline directly to choose your seat.

Austin to Portland

✓ Seat choice included

After tax

Trip total

\$483[View price summary](#)[Check out](#)

[See upgrade options](#)

Bags

Portland to Austin

- ✓ Carry-on bag included
- 💰 1st checked bag for a fee

Bags for this flight must be purchased through the airline after booking.

Austin to Portland

- ✓ Personal item included
- ✓ Carry-on bag included
- 💰 1st checked bag for a fee

Bags for this flight must be purchased through the airline after booking.

Your flight has separate tickets

Your flight is a combination of two one-way fares, each subject to its own rules and restrictions. If one of your flights is changed or cancelled, it will not automatically alter the other flight. Changes to the other flight may incur a charge.



Free cancellation

There's no fee to cancel within 24 hours of booking.

Book a car with your flight and save

Total trip price will be reflected in checkout. Trip savings include any individual item discounts, as well as savings from reduced taxes and service fees. ⓘ



Compact car from Alamo

Niss Trip total
\$483



Special car from Thrifty Car Re



Compact car from Thrifty Car R...

i2
light

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The 2023 ICMA Annual Conference offers education sessions, impactful keynote speakers, a robust exhibit hall, and unique networking opportunities.

Times are listed in Central Standard Time (CST) and are subject to change.

Friday, September 29

Time**Event**

8:00 a.m. – 5:00 p.m.

Assistant's Exchange Program

5:00 p.m. – 6:00 p.m.

Assistant's Exchange Program Wrap-Up Happy Hour

Saturday, September 30

Sunday, October 1

Monday, October 2

Tuesday, October 3



2023 ANNUAL ICMA CONFERENCE

SEPTEMBER 30 - OCTOBER 4
AUSTIN / TRAVIS COUNTY, TEXAS

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Times are listed in Central Standard Time (CST) and are subject to change.

Friday, September 29

Saturday, September 30

Time

Event

7:30 a.m. – 5:00 p.m.

Registration Open

8:00 a.m. – 12:00 p.m.

ICMA Micro Certifications – TICKETED EVENT

8:00 a.m. – 5:00 p.m.

Sporting Events – TICKETED EVENT

12:00 p.m. – 5:00 p.m.

ATX Attendee Lounge

12:45 p.m. – 1:45 p.m.

Education Sessions/Discussions

1:00 p.m. – 5:00 p.m.

ICMA Micro Certifications – TICKETED EVENT

2:00 p.m. – 3:00 p.m.

Education Sessions/Discussions

3:15 p.m. – 4:15 p.m.

Education Sessions/Discussions

5:00 p.m. – 7:00 p.m.

Saturday Night Networking Event – TICKETED EVENT

Time

Event

9:00 p.m.

Open Evening for Exhibitor/Sponsor/Affiliate Events

Sunday, October 1**Monday, October 2****Tuesday, October 3****Wednesday, October 4**

The Full Schedule is Now Available

Start planning your experience with nearly 200 educational sessions!

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Friday, September 29

Saturday, September 30

Sunday, October 1

Time

Event

6:45 a.m. – 5:00 p.m.

Registration Open

7:15 a.m. – 1:00 p.m.

Sporting Events – TICKETED EVENT

7:30 a.m. – 3:30 p.m.

ATX Attendee Lounge

8:00 a.m. – 11:30 a.m.

International Committee Meeting

8:00 a.m. – 12 p.m.

ICMA Micro Certifications – TICKETED EVENT

8:00 a.m. – 9:15 a.m.

Senior Advisors Meeting

8:15 a.m. – 9:15 a.m.

Education Sessions/Discussions

9:30 a.m. – 10:30 a.m.

Region Meetings

Time

Event

10:45 a.m. – 11:45 a.m.	Education Sessions/Discussions
11:00 a.m. – 12:30 p.m.	Speed Coaching
11:30 a.m. – 1:00 p.m.	Equity & Inclusion Leaders Luncheon – TICKETED EVENT
12:00 p.m. – 1:00 p.m.	Education Sessions/Discussions
12:15 p.m. – 1:00 p.m.	First-Time Attendee Reception
1:30 p.m. – 3:30 p.m.	Opening General Session
3:30 p.m. – 6:30 p.m.	Exhibit Hall Grand Opening Reception (Exclusive Exhibit Hall Hours)
6:31 p.m.	Open Evening for Exhibitor/Sponsor/Affiliate Events
6:35 p.m. – 10:00 p.m.	
7:00 p.m. – 9:00 p.m.	NextGen Reception
9:00 p.m. – 10:30 p.m.	ICMA Global Reception

Monday, October 2

Tuesday, October 3

Wednesday, October 4

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Friday, September 29

Saturday, September 30

Sunday, October 1

Monday, October 2

Time

Event

7:00 a.m. – 5:00 p.m.

Registration Open

8:00 a.m. – 5:00 p.m.

ATX Attendee Lounge

8:30 a.m. – 9:30 a.m.

Education Sessions/Discussions

10:00 a.m. – 11:30 a.m.

General Session

11:30 a.m. – 4:00 p.m.

Exhibit Exhibit Hall Open

11:30 a.m. – 1:30 p.m.

Lunch in the Exhibit Hall (Exclusive Exhibit Hall Hours)

11:45 a.m. – 1:15 p.m.

SheLeadsGov Luncheon – TICKED EVENT

Time

Event

11:45 a.m. – 5:00 p.m.	Mobile Workshops – TICKETED EVENT
12:00 p.m. – 12:30 p.m.	Product Theater Sessions
12:45 p.m. – 1:15 p.m.	Product Theater Sessions
1:30 p.m. – 2:00 p.m.	Product Theater Sessions
1:30 p.m. – 2:30 p.m.	Education Sessions/Discussions
2:15 p.m. – 2:45 p.m.	Exhibit Hall PM Break
2:15 p.m. – 2:45 p.m.	Product Theater Sessions
3:00 p.m. – 3:30 p.m.	Product Theater Sessions
2:45 p.m. – 3:45 p.m.	Education Sessions/Discussions
3:30 p.m. – 5:00 p.m.	Global Engagement Meeting
4:00 p.m. – 5:00 p.m.	Education Sessions/Discussions
5:00 p.m.	Open Evening for Exhibitor/Sponsor/Affiliate Events
5:15 p.m. – 6:15 p.m.	Veterans Reception
5:15 p.m. – 6:45 p.m.	CivicPride Reception
5:30 p.m. – 6:15 p.m.	ICMA Awards and the Voice of the People Awards Reception

Tuesday, October 3

Wednesday, October 4

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Friday, September 29

Saturday, September 30

Sunday, October 1

Monday, October 2

Tuesday, October 3

Time

Event

7:00 a.m. - 5:00 p.m.

Registration Open

8:00 a.m. - 5:00 p.m.

ATX Attendee Lounge

8:30 a.m. - 9:30 a.m.

Education Sessions/Discussions

10:00 a.m. - 11:30 a.m.

General Session

11:30 a.m. - 3:00 p.m.

Exhibit Hall Open

11:30 a.m. - 1:30 p.m.

Lunch in the Exhibit Hall (Exclusive Exhibit Hall Hours)

Time

Event

11:45 a.m. – 1:15 p.m.	Assistant's Luncheon – TICKETED EVENT
12:00 p.m. – 12:30 p.m.	Product Theater Sessions
12:45 p.m. – 1:15 p.m.	Product Theater Sessions
1:30 p.m. – 2:00 p.m.	Product Theater Sessions
1:30 p.m. – 5:00 p.m.	Mobile Workshops – TICKETED EVENT
1:30 p.m. – 2:30 p.m.	Education Sessions/Discussions
2:15 p.m. – 2:45 p.m.	Exhibit Hall PM Break
2:15 p.m. – 2:45 p.m.	Product Theater Sessions
2:45 p.m. – 3:45 p.m.	Education Sessions/Discussions
4:00 p.m. – 5:00 p.m.	Education Sessions/Discussions
6:00 p.m. – 9:00 p.m.	Tuesday Night Event – TICKETED EVENT
9:00 p.m.	Open Evening for Exhibitor/Sponsor/Affiliate Events

Wednesday, October 4

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Friday, September 29

Saturday, September 30

Sunday, October 1

Monday, October 2

Tuesday, October 3

Wednesday, October 4

Time

Event

7:30 a.m. - 11:45 a.m.

Registration Open

8:00 a.m. - 11:45 a.m.

ATX Attendee Lounge

8:00 a.m. - 8:45 p.m.

Grab and Go Breakfast

8:45 a.m. - 9:45 p.m.

Education Sessions

Time

Event

10:00 a.m. - 11:30 a.m.

Inspirational Closing General Session

11:30 a.m.

Open for Exhibitor/Sponsor/Affiliate Events

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Rideshare & Taxis

Rideshares that currently service AUS are:

\$

-
-
-
-
-

Taxi fare to downtown is approximately \$33 and taxi services that currently serve AUS are:

L

-
-
-



PER DIEM FOR ICMA ANNUAL CONFERENCE: AUSTIN, TX: RACHEL HAGERTY – 9/29–10/4/2023

Friday – 9/29		Lunch	Dinner	total	\$32
Saturday – 9/30	Breakfast	Lunch	Dinner	total	\$40
Sunday – 10/1	Breakfast	Lunch	Dinner	total	\$40
Monday – 10/2	Breakfast	Lunch	Dinner	total	\$40
Tuesday – 10/3	Breakfast	Lunch	Dinner	total	\$40
Wednesday 10/4		Lunch	Dinner	total	\$32
TOTAL PER DIEM					\$224.00