

**City of Cove
Regular Council Meeting
October 1, 2024
Additions to the Agenda**

- **Public Hearing 7:30 pm Maxine Parker Minor Partition**
 - Open Hearing
 - Staff Report
 - Applicant's Testimony
 - Proponent's Testimony
 - Opponent's Testimony
 - Applicant's Rebuttal
 - Close Hearing
 - Council Deliberation & Final Decision
- **Old Business**
 - Ascension School Fire Prevention Follow-up
- **New Business**
 - GIS Agreement

TENTATIVE PLAN PRELIMINARY PARTITION PLAT

Situated in the Southeast quarter of the Northeast quarter and the Southeast quarter of the Northwest quarter of Section 21,
Township 3 South, Range 40 East of the Willamette Meridian, City of Cove, Union County, Oregon
Tax Lot 858 Map 635402

OWNERS

1992 Family Trust
Marshall & Maxine Parker
Trustees
83898 High Valley Road
Cove, Oregon 97024
(541) 805-0181

ZONING

Residential

CURRENT USE

Agricultural

UTILITIES

Water by City of Cove
Sewage disposal by
individual septic system.
Power and Telephone available

FIRE PROTECTION

Cove Rural Fire District

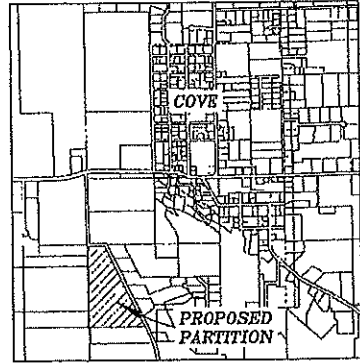
SCHOOL DISTRICT

Cove School District No. 15

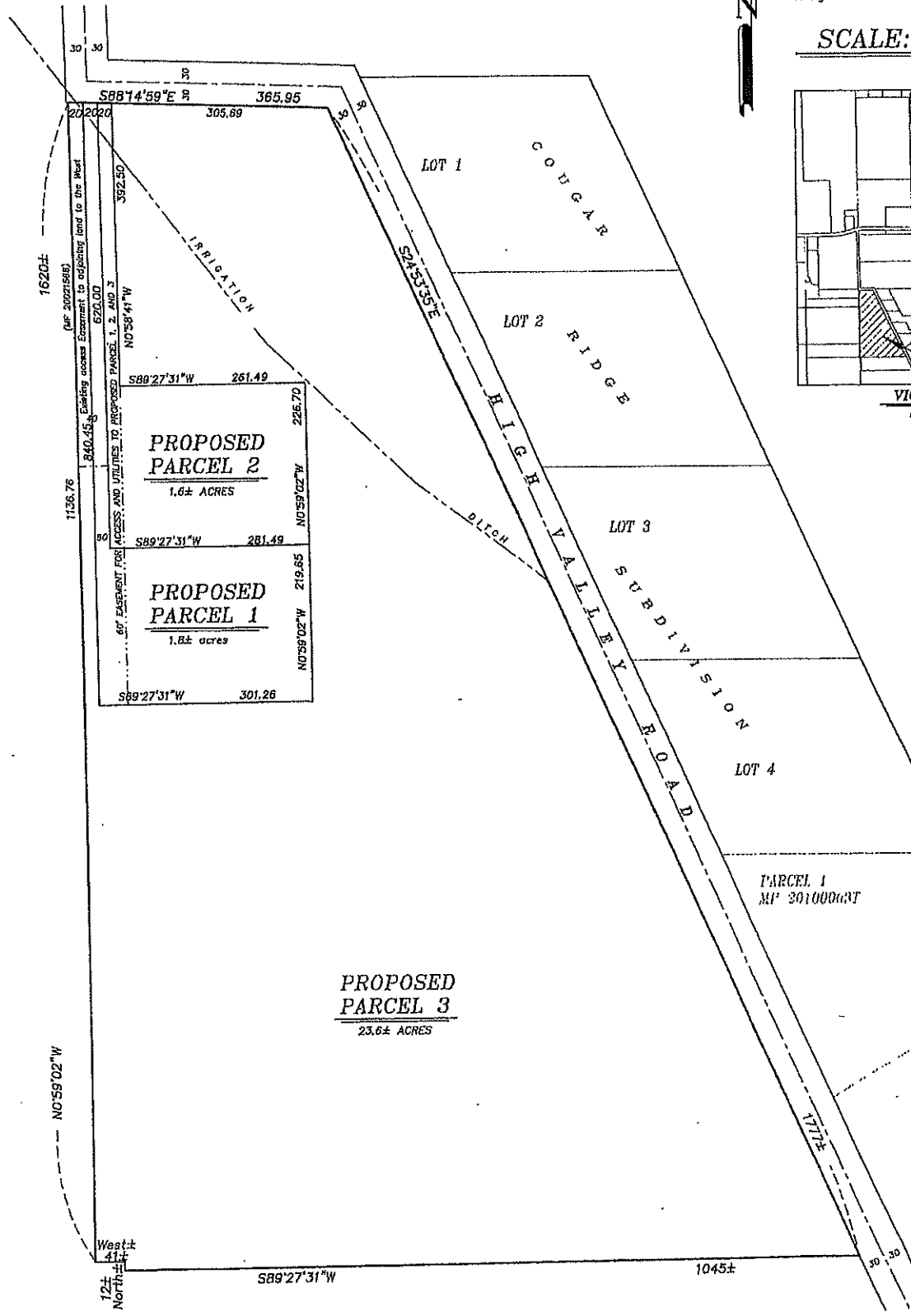
BASIS OF BEARING

Solar observation taken at the Southwest
corner of Section 15, Township 3 South,
Range 40 East of the Willamette Meridian.

SCALE: 1" = 100'



VICINITY MAP
NOT TO SCALE



SURVEYOR

Jeffrey S. Hsu
Bogell, Griffith and Blackman
2005 Adams Ave.
La Grande, OR 97630
541 993 6092

DATE

August 22, 2024

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JUNE 2, 2010
JEFFREY S. HSU
83571

Renewed Date: June 30, 2025

Exhibit B.

I, the land owner, Maxine Parker, trustee of Parker Living Trust, submit the application for a minor partition with the intension to divide the 27 acres into two one and a half acre parcels to allow third generation family members to live on the family ranch, and keep the remaining 23 -acre parcel for agricultural use.

It is my desire to keep the size of the new parcels similar to the 2-acre parcels bordering to the west outside of the City Limits, and place deed restrictions so the new parcels cannot be split again.

The tentative plan, prepared by a registered professional land surveyor, is in accordance with the land use plan and zoning requirements, and does not materially alter the overall land use pattern of the area, nor does it encourage a pattern of incompatible development.

Furthermore, the tentative plan provides street access, provisions for water supply and sewer disposal, does not adversely affect the economic and social conditions of the City, and is consistent with the need to minimize flood damage.

Maxine Parker
Maxine Parker

9-12-24
Date

Staff Report

Minor Partition proposing 3 parcels

Public Hearing: October 1, 2024

Public Notice was given by publication in local newspaper, local postings, and notice mailed to property owners with 300 feet.

Description and Existing Conditions:

Applicant: Maxine Parker,

Location: High Valley Road, Cove, Oregon

Tax Lot: 3S40E2100-800

Zone: R1

School District: Cove School District

Fire District: Cove Rural Fire District.

An application requesting a Minor Partition was submitted August 23, 2024 for approval of a tentative plan to divide one 27-acre parcel into three (3) parcels. Parcel 1 is a 1.8 acre flag lot, Parcel 2 is a 1.6 acre flag lot, and Parcel 3 is the remaining 23.6 acre lot which borders High Valley Road on the east and north. The 27-acre parcel is classified as Residential (R1) and its primary use is agriculture.

Ordinance 1-1990 Partition and Subdivision allows for division of property with City Council approved Tentative plan and a plat.

Findings:

The division of the property as presented on the tentative plan considers and meets:

Zoning Ordinance 4.02: USES PERMITTED OUTRIGHT

Single or two family dwellings, mobile home on individual lots meeting section 4.05, farm use except as restricted by Section 4.05.

Zoning Ordinance 4.04: LOT SIZE AND DIMENSIONS

10,000 square feet **minimum**; with lot width and depth of 100 ft.

Zoning Ordinance 8.10:ACCESS

All new lots created through partitioning or subdivision procedures shall abut a street.

The tentative plan creates three flag lots each abutting High Valley Road within the City Limits of Cove. All three parcels exceed the minimum lot size requirements for the R1 zone. Parcel 1 and Parcel 2 each require sewage disposal by an individual DEQ approved septic system, and each with separate access and connection to City water.

September 3, 2024

Dave Johnson
City of Cove
504 Alder Street
Cove, Oregon 97824

RE: New GIS Pricing Structure Effective September 1, 2024

Dear Dave:

We would like to thank you for choosing Anderson Perry & Associates, Inc. (AP) to serve as your trusted partner and GIS administrator. Since introducing GIS as an offered service in 2016, we have helped our clients leverage GIS technology through Esri's ArcGIS Online platform to streamline their day-to-day field and office tasks. With more than 32 active GIS clients, it is evident that GIS provides significant value by enabling both large and small clients to work more efficiently and effectively. Our clients have benefited from improved data management, enhanced decision-making capabilities, and optimized workflows.

As a user of smart devices and/or web-based software, you are likely aware that software providers are constantly innovating and enhancing their product lines, and Esri, the GIS software company that hosts your ArcGIS Online account, is no different. They release bug fixes, enhancements, new functionality, and general updates on a regularly scheduled basis. On average, it takes AP's GIS staff approximately 28 hours per year to properly administer and support each client's ArcGIS Online account.

Historically, AP has asked each client to maintain a positive balance of Technical Enablement time, at a fixed hourly rate, to fulfill requests, process tax lot updates, and work on small projects. However, after careful analysis, this fixed hourly rate, with required approval to act on your behalf, does not provide the necessary staffing and flexibility to fulfill your requests, administer your ArcGIS Online account, pay our associated desktop GIS software costs, and maintain appropriate staffing levels within our GIS department.

Effective September 1, 2024, Technical Enablement transitioned to a nominal annual recurring fee for GIS account administration, accompanied by a time and materials services agreement for project-based GIS services. This new pricing structure, known hereafter as the Annual ArcGIS Online Administration Fee, will streamline ArcGIS Online administration, ensure your account is properly maintained and functioning, and allow us to continue to serve you in the most cost-effective manner.

To help you further understand these changes, we are including the following FAQs:

What services are covered through the recurring Annual ArcGIS Online Administration Fee?

The Annual ArcGIS Online Administration Fee will cover the time it takes to administer your ArcGIS Online account and ensure proper function. As the de-facto administrator of your account, AP will process quarterly tax lot updates; provide email/phone support to end users; troubleshoot web services; update the configuration settings of existing feature services, web maps, web apps, and test web services; and may implement changes/enhancements in response to new releases by Esri. As a

reminder, AP has been charging Technical Enablement time for each quarterly tax lot update, so moving forward, these costs will now be covered by the Annual ArcGIS Online Administration Fee.

What services are not covered through the recurring Annual ArcGIS Online Administration Fee?

Project-based GIS consulting services will be transitioned to an Agreement for GIS Services and performed on a time and materials basis. Examples of project-based services may include, but are not limited to, database enhancements, data manipulation, authoring new web maps/web apps for internal/external use, field data collection, hard copy map production, GIS analysis, data export requests, and any direct reimbursable expenses. Such services will be completed at your request per the Agreement for GIS Services and in accordance with AP's Hourly Fee Schedule.

What is the term and cost of the recurring Annual ArcGIS Online Administration Fee?

The term of the recurring Annual ArcGIS Online Administration Fee will be the 12-month period between **July 1 and June 30 of each calendar year at an initial cost of \$3,920**. The cost for the remaining ten-month period spanning September 1, 2024, to June 30, 2025, has been prorated to \$3,266.

Will my pre-paid Technical Enablement balance transfer to the Annual ArcGIS Online Administration Fee?

Yes. If you have a positive balance remaining on an existing Technical Enablement agreement, the remaining amount has already been applied toward your first year Annual ArcGIS Online Administration Fee and appears as a credit on the attached invoice. If the remaining balance exceeded \$3,266, your account was credited and the amount noted as a remaining credit on the attached invoice, which will be applied to subsequent invoices until exhausted.

What is the next step?

Review the attached invoice, Agreement for GIS Services, and 2024 Hourly Fee Schedule. ***Please return a signed copy of the attached Agreement for GIS Services to AP on or before September 30, 2024, and remit payment at your earliest convenience.***

What if my organization is already paying the Annual ArcGIS Online Administration Fee?

If AP recently completed a GIS Jumpstart for your organization, it is likely that you are already paying the Annual ArcGIS Online Administration Fee. If this is the case, ***please review and return a signed copy of the attached Agreement for GIS Services to AP on or before September 30, 2024.*** If you pre-purchased additional Technical Enablement time and have a positive balance remaining, your account was credited and the amount noted as a remaining credit on the attached invoice, which will be applied to subsequent invoices until exhausted.

Will the cost of the Annual ArcGIS Online Administration Fee change?

Yes. The Annual ArcGIS Online Administration Fee will be adjusted annually to reflect changes in staffing and software costs required to manage your account and ensure that our GIS desktop software remains up to date. For budgeting purposes, we anticipate that the cost of the Annual ArcGIS Online Administration Fee will increase between 5 and 10 percent annually.

Can I choose to "opt out" of this new pricing structure?

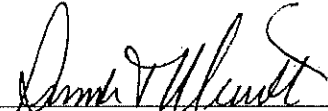
Yes. If your organization chooses to opt out, AP will release itself as the de-facto administrator of your ArcGIS Online account, assign this role to another user that you designate, and transfer ownership of all items. As you consider your decision, it is important to understand that much of the work AP does requires a deep understanding of ArcGIS Online, an ArcGIS Desktop license, and highly specialized training and experience.

Is AP available to discuss this with me?

Yes. We understand that you may have questions and are happy to schedule a phone call or Teams meeting to discuss this with you. Please contact either Andy Perry, Business Relations Director, aperry@andersonperry.com, or Rusty Merritt, GIS Department Manager, rmerritt@andersonperry.com, to schedule a date and time.

Sincerely,

ANDERSON PERRY & ASSOCIATES, INC.

By  _____
Rusty Merritt, GIS Department Manager

Enclosures

RM/ms

cc: Andy Perry, AP
Chas Hutchins, P.E., AP
Red File



Please remit payment to:
 P.O. Box 1107
 La Grande, OR 97850
 (541) 963-8309

Engineering Surveying Natural Resources Cultural Resources GIS

City of Cove
 Donna Lewis
 PO Box 8
 Cove, OR 97824

Invoice number 78042
 Date 09/01/2024

Project **753-56 (City of Cove) GIS Jumpstart & Technical Enablement**

Prorated Annual ArcGIS Online Administration Fee September 1, 2024 through June 30, 2025

| | Amount | | |
|--|----------|-------------------------|-----------------|
| 325 Annual ArcGIS Online Administration Fee | | | |
| Contract | 3,266.00 | | |
| % Complete | 100.00 | | |
| | | Current Billed | 3,266.00 |
| | | Total | 3,266.00 |
| | | Invoice total | 3,266.00 |
| | | Prepayment applied | -162.00 |
| | | Amount due this invoice | 3,104.00 |

Suggested Motion:

I move that the City of Cove enter into the Agreement for GIS Services with Anderson Perry & Associates, Inc with the recurring annual ArcGIS Online Administration fee of \$3,920.

Second:

Vote:

Pass / Fail: