

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Douglas R. Olsen
County Counsel

SUBJECT: Approve Grants for HELP

<p>Background: The Helix Enhancement Launch Program Board is recommending funding of two grants for the community benefit plan for 2023. The grants are before the Board for approval.</p>	<p>Requested Action: Approve grants and adopt Order No. BCC2023-028</p>
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ATTACHMENTS: Committee Minutes; Applications; Proposed Order

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Budget (copy)
- () Fiscal
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:
Robert Pahl

Needed at Meeting:

Scheduled for meeting on: June 21, 2023

Action taken:

Tuesday, June 6, 2023

Committee members present: Brad Bixler, Kylie McClintock, Jerry Terjeson, and Dan Dorrان.

Committee chair, Jerry Terjeson called the meeting to order at 2:15 pm.

Dan Dorrان moved to approve the minutes from the May 1st, 2022 HELP Committee meeting. Brad Bixler seconded the motion. The motion passed with a 4-0 vote.

Old Business:

The committee reviewed the 2022 HELP projects.

Brad Bixler presented the Helix School District 2022 fund request for \$3,486.00 (see attached application). A mural was painted in the Helix School Weight Room. The project has been completed.

Brad Bixler shared the paperwork that the Helix School District has been reimbursed **\$3,486.00**

Kylie McClintock stated that the City of Helix is still trying to spend their 2022 HELP money. They have been trying to get a speed sign but have run into some issues in doing so. They may re-evaluate what it is that they want and may change the scope. **The City will not be requesting reimbursement at this time.**

New Business:

HELP Committee Officers were discussed and a motion was made to have Jerry Terjeson – Chairman; Dan Dorrان - Vice-Chair; Kylie McClintock - Secretary.

Brad Bixler **moved:** To approve the HELP Committee members **seconded:** Dan Dorrان **Vote:** 4-0 to approve

New Business (cont')

Brad Bixler presented the Helix School District 2023 fund request for \$ **14,250** (see attached application). The Helix School is requesting financial support to add access control to 12 exterior doors and one interior door. This project will greatly increase the ability of the school to maintain a safe and controlled environment. Limiting access or delaying the access of any individual or group that is interested in doing harm to students or staff is a critical component to the Helix School District's overall safety plan.

Brad Bixler made a request for reimbursement of **\$14,250**.

Kylie McClintock presented the City of Helix 2023 fund request for \$14,250 (see attached application). The City would like to install a new mini split heating and cooling system in the City Hall. In addition, they would like to enhance the area around the newly acquired "Ticket House" by adding a small retaining wall on the back side of the property and a memorial garden that will be maintained by the City Library.

Brad Bixler moved: To approve the City of Helix 2023 HELP fund application requesting \$14,250. Kylie McClintock seconded: Vote: 4-0 to approve

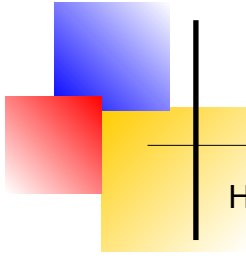
Dan Dorran **moved**: To approve the Helix School District 2023 HELP fund application requesting **\$14,250**. Brad Bixler **seconded**: **Vote**: 4-0 to approve

Jerry Terjeson asked why the money was higher than in the past. Dan will find out a spreadsheet of what is left and the possible money available next year.

Next meeting was discussed and will likely occur the last week in May or the first week in June of 2024, but scheduling will dictate the exact date.

There being no further business the meeting was adjourned at 2:51 pm.

Respectfully Submitted,
Brad Bixler
HELP Committee Secretary



HELIX ENHANCEMENT LAUNCH PROGRAM



APPLICATION FOR FUNDING ASSISTANCE

For Projects Benefiting
The Helix Service Area

**Provide 1 original and 4 copies of the application and one copy of any exhibits.
Applications must be delivered to the address below by noon on Friday, April 28, 2023.**

1. Project Name: Access Control

2. Applicant Information

A. Legal Business Name / Organization: **Helix School District**

B. Address: **106 Main Street, P.O. Box 398**

C. Telephone: **(541) 457-2175 ext. 3757**

D. Contact person: **Brad Bixler**

3. Funding Request. This project is requesting \$14,250.00 in HELP funds.

Summary of Budget:

a. HELP Funds Requested	<u>\$ 14,250.00</u>
b. Other Committed Funds	<u>\$ 36,000.00</u>
c. Total Project Cost	<u>\$ 50,250.00</u>

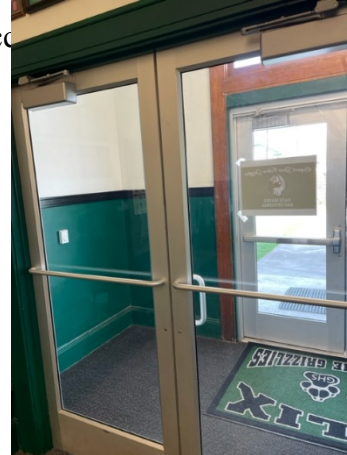
Contact: Brad Bixler
P.O. Box 398
Helix, OR 97835

Phone: 541-457-2175
E-mail: brad.bixler@helix.k12.or.us

HELIX ENHANCEMENT LAUNCH PROGRAM

4. Project Description: Describe the overall project, as well as potential activities. Be as complete as possible:

The Helix School is requesting financial support to add access control to exterior doors and one (1) interior door. This access control system will utilize electronic locks and exterior key pads and card swipes to restrict access to the school building by keeping all but one exterior doors locked during school hours. This project will also create a front vestibule area just inside the main high school entrance. The vestibule area will allow office staff to view and talk with individuals prior to them receiving entrance to the school building.



5. How would the project enhance the community of Helix?

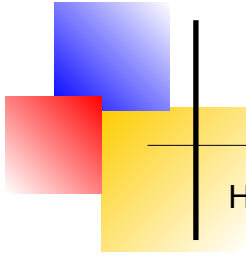
The number one concern of the Helix School District is the safety of our students and staff. This project will greatly increase the ability of the school to maintain a safe and controlled environment. Limiting access or delaying the access of any individual or group that is interested in doing harm to students or staff is a critical component to the Helix School District's overall safety plan.

6. Is the project ready to proceed?

Final project bids for this project are currently being submitted to the District. The District expects to move forward with the project this June.

7. Describe any legal, financial, and planning problems associated with the project and the timeline in which they will be remedied. Do you need assistance resolving these issues?

No issues are expected. The Helix School District will pick-up any cost over the projected \$14,250 request.



HELIX ENHANCEMENT LAUNCH PROGRAM



APPLICATION FOR FUNDING ASSISTANCE

For Projects Benefiting
The Helix Service Area

**Provide 1 original and 4 copies of the application and one copy of any exhibits.
Applications must be delivered to the address below by noon on Friday, April 28, 2023.**

1. Project Name: City of Helix HELP 2023

2. Applicant Information

A. Legal Business Name / Organization: City of Helix

B. Address: PO Box 323 Helix, Oregon 97835

C. Telephone: 541-276-3521

D. Contact person: Kylie McClintock

3. Funding Request. This project is requesting \$ 14,250 in HELP funds.

Summary of Budget:

a. HELP Funds Requested	<u>\$ 14,250</u>
b. Other Committed Funds	<u>\$ 1,446</u>
c. Total Project Cost	<u>\$ 15,696</u>

Contact: Brad Bixler
P.O. Box 398
Helix, OR 97835

Phone: 541-457-2175
E-mail: brad.bixler@helix.k12.or.us

HELIX ENHANCEMENT LAUNCH PROGRAM

4. Project Description: Describe the overall project, as well as potential activities. Be as complete as possible:

This year the City of Helix proposes one project to improve the city, this task is composed of subtasks:

Task: City Improvement \$14,250

Subtask A: City Hall Office Mini Split System \$3,696

Subtask B: Memorial Garden Estimated \$12,000



5. How would the project enhance the community of Helix?

- Mini split units have been installed in the library area and are in the process of being installed in the Council Chambers and Museum area. The Office area is the only portion of the building with heating and air conditioning, this project would improve the general quality of the office space in City Hall.
- The City has recently been given the original train station ticket house. It has been moved to City property, exterior repairs made, and exterior painting completed. To continue with the improvements to City Hall and Museum area the addition of a memorial garden would help improve the pride in the city and the encouragement to have residents keep their properties nice, clean and presentable.

6. Is the project ready to proceed?

Yes

7. Describe any legal, financial, and planning problems associated with the project and the timeline in which they will be remedied. Do you need assistance resolving these issues?

We do not anticipate any legal, financial, or planning problems. We do not anticipate any need for assistance.

THE BOARD OF COMMISSIONERS OF UMATILLA COUNTY

STATE OF OREGON

In the Matter of Approval)
of Grants of 2023 Helix) Order No. BCC2023-028
Enhancement Launch Program)

WHEREAS on January 1, 2002, the Helix Enhancement Launch Program (HELP) was formed by the Board of Commissioners;

WHEREAS HELP was established to distribute private charitable donations for community improvements projects within HELP's Service Area, including funds from Community Services Fees under the Oregon Strategic Investment Program, with a current balance available for awarding of new grants of approximately \$28,500;

WHEREAS the HELP Board reviews grant requests for the funds and makes a recommendation to the Board of Commissioners for review and approval;

WHEREAS the HELP Board has made recommendations for recipients of the 2023 grants for the community service fees for NextEra Stateline 3 and Eurus Combine Hills II projects, interest on the funds, and also from unspent funds from previous grant years.

NOW THEREFORE, the Board of Commissioners approves the following for distribution of HELP funds:

1. Helix School District - \$14,250
Door Access Control
2. City of Helix - \$14,250
City Hall heating and cooling system;
Train Station ticket house enhancements

The projects and improvements are to be completed by December 31, 2024. Each recipient shall execute acknowledgment for awarded funds. Funds will be distributed on reimbursement basis to recipients upon request and verification by recipient.

DATED this 21st day of June, 2023.

UMATILLA COUNTY BOARD OF COMMISSIONERS

Daniel N. Dorran, Chair

John M. Shafer, Commissioner

Celinda A. Timmons, Commissioner

ATTEST:
OFFICE OF COUNTY RECORDS

Records Officer