

Carolina Rook

From: Derrick Wharff
Sent: Thursday, September 28, 2023 2:04 PM
To: Christian Boenisch; Lindsay Berschauer
Cc: Carolina Rook; Ken Huffer
Subject: Grant Application Request BOC

Hello,

I would like to add an item for the next available BOC meeting.

Overview and Summary

Our office would like to apply for grant through ORMAP to complete a pilot project to officially map out district boundaries. It was apparent in the McMinnville Fire creation that we need to have a documented boundary that represents all the taxing districts individually and collectively within a Tax Code Area. The initial grant application request is for 30,000 to assist in funding the pilot project that will determine the time, labor and resources to complete the entire county project. Brian Hansberry is our Sr. Cartographer and GIS Analyst. He will be performing the boundary review of the historical through current annexations for each district. The pilot project will focus on west county including the city of Willamina and Sheridan. The duration of the pilot project is one year. Assuming the pilot is successful, we will amend the subsequent year grants to match the metrics developed and apply for multiple years sequentially to complete the county wide project. The initial estimate is that the project will take 5 years total.

Conclusion

Please add to next available BOC agenda;

Consideration of the Yamhill County Assessment and Taxation office grant application for mapping district boundaries from historical and current annexations. The grant application request is for \$30,000 from ORMAP to fund a pilot program focused on west county. The duration of the pilot project is 1 year.

I have attached the ORMAP application for additional review or consideration.

Let me know if you have any additional questions.

Thank you for your continued support.

Best wishes,

Derrick

Accepted by Yamhill County
Board of Commissioners on

10/5/23 by Board Order

B.O. 23-374



Derrick Wharff

Assessor & Tax Collector

Yamhill County Assessment and Tax

P. 503-434-7347

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ORMAP Grant Application

Section I. County and Grant Information			
A. County: Yamhill		B. Funding Cycle: Fall 2023	
C. Project will help meet ORMAP Goal(s): 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> X		D. Fund Request: \$ 30,000	
Section II. Summary of Project			Department Assessment
A. Brief Overview of the Request			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
Yamhill County is seeking funding for a pilot project to remap taxing district boundaries to provide accurate Tax Levy Code boundaries.			
Scope and Deliverables			
<i>Check</i>	<i>Deliverables</i>	<i>Brief description of the deliverables</i>	
<input type="checkbox"/>	Tax Lot Conversion		
<input type="checkbox"/>	Tax Map Conversion		
<input type="checkbox"/>	Control Points		
<input type="checkbox"/>	Development		
<input type="checkbox"/>	Other Assistance		
<input checked="" type="checkbox"/>	Other Deliverable	Taxing District/Tax Code Boundaries	
<input type="checkbox"/>	Hardware/Software		
B. Projected Project Completion Date (projects should not exceed one year)			
December 31, 2024			
C. Total Costs of Project (add lines as necessary)			
Deliverable	Number of Items	Cost per Item	Total Cost
Tax District/Levy Code Remapping	400 hours	\$75	\$30,000.00
D. Partnerships and Contributions (add lines as necessary)			
Partner		Contribution	
Yamhill County Surveyor		Annexation document scanning - \$2,400.00	
A. Assessor's Signature & Date:		Derrick Wharff – Assessor & Tax Collector	
F. Fiscal Coordinator – Name & Contact Number:		Patty Landsiedel – Sr Office Administrator landsiedelp@co.yamhill.or.us (503)-474-5072	
G. Project Coordinator – Name & Title:		Brian Hansberry – Senior Cartographer/GIS Analyst	
E-mail address:		hansberryb@co.yamhill.or.us	

Exhibit
"A"

Phone Number:	(503) 472-9371 ex. 3783
Mailing Address:	Yamhill County Assessment and Taxation c/o Brian Hansberry 535 NE 5 th St Rm 42 McMinnville OR 97128

Section III. Detail Project Information –Answer all questions

A. Overview

1. Describe what the project is trying to accomplish.

This project is a pilot project to remap tax district boundaries. The project will include the remapping of seven taxing district boundaries including: the cities of Sheridan and Willamina, the Sheridan Fire protection District, West Valley (Willamina) Fire District, and the Sheridan, Willamina and Nestucca Valley School Districts.

2. What part(s) of the county does this project cover (Township, Range, and Sections, if applicable)?

A pilot area has been identified in the west end of the county. See attached map.

3. What is the status/outcome of all previously funded ORMAP projects? (Please include funding cycles and a “status map” of your county.)

All previous Yamhill County ORMAP funded projects are complete.

4. Describe, in detail, your technical approach to the project (such as, mapping methodology).

Taxing district boundaries and subsequent changes to boundaries (annexations) will be remapped from scanned historic boundary documents to create an “Annexation” polygon layer. Boundary/boundary change descriptions will be COGO’ed utilizing county control and previously remapped taxlot data.

Once all boundary/annexation data for a district has been remapped, an accurate district boundary polygon can be created from the annexation polygons. Once all district boundaries have been remapped, accurate Tax Code boundary polygons can be created.

5. Describe the project deliverables.

Taxing district boundary polygons, and once all taxing district boundaries are completed, Tax Code boundary polygons.

Annexation/boundary change data as attributes of annexation polygons.

6. Who will be doing the work (county staff, contractor, or DOR staff)? Please define their roles.

Yamhill County A&T Cartography staff.

7. How will the county cartographer integrate the deliverables into the County’s maintenance plan?

The remapped tax district boundaries will be maintained as part of the A&T Cartography parcel fabric. As part of the project, annexation/boundary change data will be captured as attributes of the annexation polygon data. This will streamline future maintenance of the data by reducing needed research.

8. Provide a project timeline with milestones or completion dates.

Jan - April 2024 – remap Cities of Sheridan & Willamina
 May - July 2024 – remap Sheridan & West Valley Fire Districts
 Aug – Sept 2024 – remap Sheridan, Willamina & Nestucca Valley School Districts

9. Does this project have any partnerships? If yes, please identify them.

The Yamhill County Surveyor has covered the cost (\$) of having the historic boundary documents scanned.

10. Describe any innovations utilized by this project.

11. Detail Costs (who is paying for what).

Yamhill County is paying for scanning of historic boundary documents.

ORMAP is paying for remapping of taxing district/Tax Code district boundaries.

B. Quality Control

1. Who will be responsible for quality control (QC)?

Yamhill County A&T Cartography staff will be responsible for quality control.

2. Will county cartography staff review the deliverables?

Yes, Yamhill County Cartography staff will review deliverables.

3. Will there be a review by Department of Revenue’s cartography staff?

If requested.

4. Describe QC procedures.

Remapped areas will be checked against existing data. Discrepancies will be checked/confirmed against historic boundary documents.

Attribute fields will be checked for completeness and accuracy.

C. Project Detail

1. Is this project an “edge matching project”? If so, how much of the county boundary will be completed?

This project will include taxing districts that border 54 miles of Yamhill County boundary shared with Polk and Tillamook Counties.

2. Is this project part of an ongoing or multi-phased remapping project?

Yes, this is the pilot project for an estimated 4 -5 year, county wide remapping project. This pilot project accounts for approximately 13% of the tax district remapping project.

3. What percentage of the county tax lots and tax maps meet the ORMAP technical specifications?

	Total Countywide	Meet Tech Specs	Percent Complete
Tax Lots	42642	42642	100%
Tax Maps	1132	1132	100%

4. Upon completion of this project will your county meet goal 6 (100% of tax maps meeting technical specification)?

Yamhill County meets ORMAP Goal 6 prior to this project.

5. Is this project part of a multi-county effort? If so, please explain.

No, this is not a multi-county project.

6. Will the project cost be affected if it is not fully funding this cycle?

If project is partially funded/not funded, project will be delayed. There is a potential for cost increase if project is delayed.

D. Data Availability

1. Does the county have a data sharing agreement with the State?

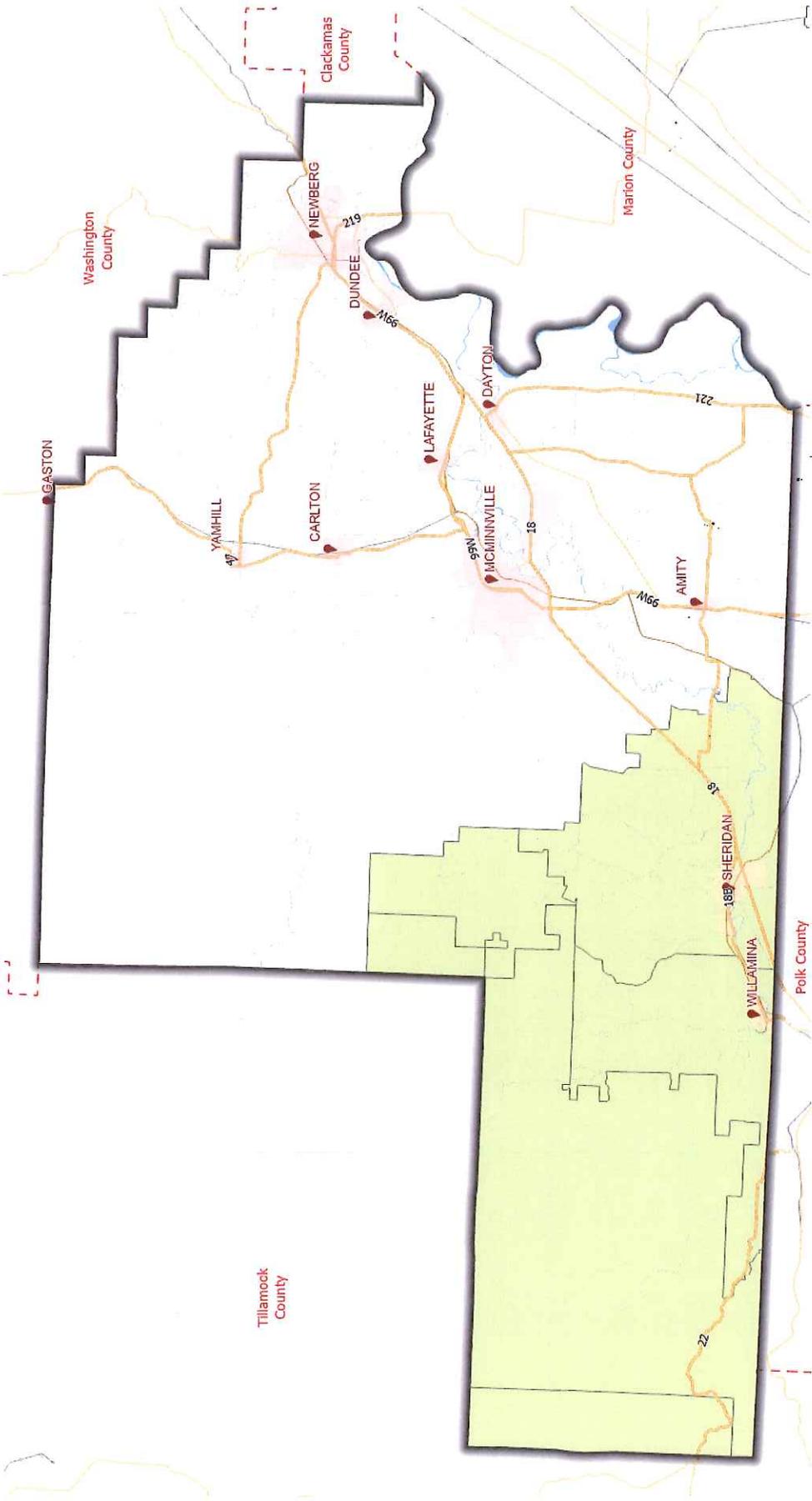
Yes

2. Identify any data restrictions or licensing issues.

None

E. Background Information

Any other information that you feel may help support the project.



F. Other Issues - Please identify.

Submit completed forms to:

Mail	Contact Information
ORMAP Project Coordinator Oregon Department of Revenue Property Tax Division 955 Center St. NE Salem OR 97301-2555	Tel: 503-586-8128 Fax: 503-945-8737 or.map@state.or.us