



Enhancing Irrigon Properties Policy

Statement of Purpose:

The Irrigon City Council desires to support property owners with the process of eliminating nuisance issues or properties desiring to improve and beautify their respective properties. This program is 2-fold and is a Grant Incentive Program from funds provided by the Columbia River Enterprise Zone (CREZ) II Board.

Overview:

The Grant Incentive Program (Enhancing Irrigon Properties) is an opportunity to partner with individuals, businesses and property owners to enhance and beautify our community.

This program will be volunteer in nature and fiscally supported by resources made available from various grants, CREZ II Enhancement funds, or committed City resources by the City Council for properties within the City limits.

Background:

For many years properties in North Morrow County (97844 zip code area) have struggled with nuisance and property maintenance issues.

In the spring of 2015 the CREZ II Board focused on four (4) key element areas (education, housing, safety, and enhancement) to provide fiscal strength and opportunity to communities across Morrow County.

Irrigon has been a recipient of both housing and enhancement awards. Each of these programs has been very successful and the City desires to see this process continue and grow. The first Enhancement award afforded the community to provide such enhancements as hanging baskets, walking path extension, new U. S. flags for Hwy 730, and Desert Lawn Cemetery enhancements.

In February 2016 Irrigon was awarded \$140,000 for enhancements. At the February 16, 2016, City Council meeting the council voted to set aside \$50,000 to be used specifically for cleaning up and improving properties.

Areas of Emphasis:

There are two (2) elements/parts to this policy. One element is for nuisance abatement and the other is for outside property improvements. The policy is administered by the City Manager of Irrigon or designee.

All applicants will fully comply with specifics of the enhancement element. Failure to fully comply and complete the agreed to process may result in a citation and/or property lien to allow the City to recover failed award(s).

City staff will establish procedures and processes, to include application and award approval, to ensure success of this program which ultimately will enhance and spruce up the Irrigon Community.

Both elements are available across the entire 97844 zip code area from funds provided, other than City Resources. Individuals and businesses must fill out the established application, with a \$50.00 application fee, and meet requirements as required under the specific enhancement element. No individual or property may qualify and participate for multiple properties or more than once within a five-year period for either element following either award. Only one award, of either nuisance compliance or outside property improvement, may be granted but not both during the five-year period.

Nuisance Abatement must be a known and verified nuisance issue and will be reviewed and approved by the City Manager or the Morrow County Planning Director or their respective designee for their respective nuisance applications.

Property Improvement applications will be reviewed by a committee made up of Irrigon City Manager, Morrow County Planning Director, an Irrigon member of the City Council, a member of Irrigon within the City limits, and a member of the community outside the city limits in the 97844 zip code area, appointed by the Irrigon City Council.

Enhancement Elements:

- Nuisance Abatement: The maximum award for this element is \$1,000 and does not require a dollar match. Awarded applicants will be provided a voucher or purchase order number to be used through Sanitary Disposal.

Process may take place by use of a dumpster or personally transporting to the Hermiston Transfer Station.

Recipients are required to complete clean-up within 15 days. Time begins when applicant receives signed (authorized) award.

Any charges beyond the maximum award amount are the sole responsibility of the applicant and/or property owner. Any renter must have the property owner sign and make the grant application process.

Failure of awardee to maintain property in accordance with established ordinances may subject them and/or their property to charges, lien or both. Applicant must sign a lien agreement as part of the award. Lien agreement will be returned following successful project completion.

Multiple properties/individuals may work together to achieve the greatest result in enhancing and cleaning up their properties and community.

- Property Improvement: The maximum award for this element is up to \$2,000. Awarded applicants must have a minimum match of 25% if contracting out services. A 10% match is required for doing the work by oneself. Half of the award will be provided up front with the balance following completion.

Applicant(s) must provide a detailed project expense plan with a projected completion date and pre-project photos and description.

Applicant(s) must sign a formal agreement with the jurisdiction authorizing a lien if the project fails to be completed within the agreed to timeframe. Lien agreement will be returned following successful project completion.

To ensure compliance/completion pre and post photos, with date stamp, are to be provided along with receipts.

Property Improvement projects are limited to outside premises, such as landscaping, painting, roofing, fencing, etc. No interior work shall be allowed. If annotated as part of the project the application will be denied.

Any charges beyond the maximum award amount are the sole responsibility of the applicant and/or property owner. Any renter must have the property owner sign and make the grant application process.

Conclusion:

The intent of this award program is to assist individuals and properties on enhancing the greater Irrigon Community. Providing such action will improve the livability and create pathways to economic improvement.

This policy adopted and passed by the Common Council of the City of Irrigon and signed by the Mayor on this 21st day of June 2016.

SIGNED:

ATTEST:

Sam Heath, Mayor

Aaron Palmquist, City Manager

Application Fee Paid: \$ _____
Received by City Staff (date): _____
Approved by Committee (date): _____

Irrigon Enhancing Properties Application

Individual/Business: _____ Property Owner: _____

Property Address: _____ Assessors Map: _____ Tax Lot: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

How Long have you lived at this Address/Property? _____

Expected Project Completion Date? _____

_____ **Nuisance Abatement** - (\$1,000 maximum; no match; PO to vendor)

_____ **Property Improvement** – (\$2,000 maximum; **match required**; half award up front -balance following completion)

No individual or property may qualify and participate for multiple properties or more than once within a five-year period for either element following either award. Only one award may be granted, but not both during the five-year period.

PROVIDE AS MUCH DETAIL AS POSSIBLE FOR THE COMMITTEE. Use additional paper if needed.

Project Description:

Describe how this project fits into a bigger plan for enhancing this property:

Projected Benefit to the Community:

Has there been a previously award regarding this property? _____ Yes (date: _____) _____ No

Award Request: \$ _____

List Matching Funds: \$ _____ Percentage: _____% (25% if work contracted; 10% if self-performed)

Total Project Cost: \$ _____

Attach Project costs and/or contractor Bid (brief but detailed)

Your Initials below indicate your understanding of these program components

- _____ Funds are provided from the CREZII Board as a benefit to the region and “are not” guaranteed and are not guaranteed to continue in the future.
- _____ *No interior work shall be allowed.* Property Improvement projects are limited to outside premises, such as landscaping, painting, roof replacement, fencing that enhances the community surroundings, etc. If annotated as part of the project the application will be denied.
- _____ No projects such as garages, sheds, shops, storage sheds or items benefiting the property more than community.
- _____ Any charges beyond the maximum award amount are the sole responsibility of the applicant and/or property owner.
- _____ Renter(s) must have the property owner sign and make the grant application process.
- _____ Pre and post photos, with date stamp, are to be provided along with receipts.
- _____ No individual or property may qualify and participate for multiple properties or more than once within a five-year period for either element following either award. Only one award may be granted, but not both during the five-year period.

By signing (property owner) I (we) understand and agree that failure of awardee (self or renter) to maintain property in accordance with established ordinances may subject them and/or their property to charges, lien or both. Additionally, signature attest and agrees that the City of Irrigon has all legal authority and permission, as a government agency, to place a lien against the aforementioned property should the awarded funds not be used in accordance with said purpose or completed within the specified or required timeframe. A Lien release letter will be provided following successful project completion.

I have read, understand and agree with the policy and all listed in this application.

Property Owner: _____

Signature: _____

Date: _____