

**Board of Commissioners**

Office: (541) 766-6800

Fax: (541) 766-6893

4500 SW Research Way

Corvallis, OR 97330

co.benton.or.us

AGENDA*(Chair May Alter the Agenda)***BENTON COUNTY BOARD OF COMMISSIONERS****Tuesday, April 18, 2023, 9 AM**

How to Participate in the Board of Commissioners Meeting			
In-Person	Zoom Video	Zoom Phone Audio	Facebook LiveStream
Kalapuya Building 4500 SW Research Way Corvallis, OR	Click for Zoom link	Dial 1(253) 215-8782	Click for Facebook LiveStream link
	Zoom Meeting ID: 875 9610 8272		
	Zoom Passcode: 908173		

1. Opening

- 1.1 Call to Order
- 1.2 Introductions
- 1.3 Announcements

2. Review and Approve Agenda**3. Comments from the Public**

Time restrictions may be imposed on public comment, dependent on the business before the Board of Commissioners. Individual comment may be limited to three minutes.

4. Work Session

- 4.1 15 minutes – COVID Update from Department Operation Center – Suzanne Hoffman, Interim County Administrator; April Holland, Health Services
- 4.2 15 minutes – County Administrator Recruitment Update – Tracy Martineau, Human Resources

The Board will take a brief recess between the Work Session and Business Meeting

The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session. However, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)) and the notice shall state the specific reason for the executive session as required by ORS 192.660.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Board of Commissioners Office, (541) 766-6800.

BUSINESS MEETING

5. Consent Calendar

- 5.1 In the Matter of a Retroactive Appointment to the Natural Areas and Parks Advisory Board, Order # D2023-040: Bryce Downey
- 5.2 In the Matter of Appointment to the Food Service Advisory Committee, Order #D2023-041: Morgan Orr
- 5.3 In the Matter of Approval of the April 4, 2023 Board Meeting Minutes
- 5.4 In the Matter of Approval of the February 16, 2023 Goal Setting Work Session Minutes
- 5.5 In the Matter of Approval of the July 26, 2022 Board Meeting Minutes
- 5.6 In the Matter of Proclaiming April 2023 as National Child Abuse & Neglect Prevention Month
- 5.7 In the Matter of Proclaiming April 9 – 15, 2023 as Public Safety Telecommunicators (9-1-1 Operators) Week
- 5.8 In the Matter of Proclaiming April 30, 2023 as Therapy Animal Day

6. Proclamations

- 6.1 In the Matter of Proclaiming April 23 – 29, 2023 as Crime Victims' Rights Week – *Stephanie Rath, Victim Services Manager, District Attorney's Office*

7. New Business

- 7.1 Initiation of Proceedings to Vacate Two Portions of Coon Road, No. 45800, Resolution No. R2023-004 – *Joe Mardis, Public Works*
- 7.2 Discussion and Decision Regarding the Creation of New Positions at Behavioral Health for a Community-based Mobile Crisis Team – *Damien Sands, Behavioral Health*
- 7.3 Discussion and Action Regarding Intergovernmental Agreement with Linn County: Community Development Block Housing Grant – *Rick Crager, Financial Services, Rachael Maddock-Hughes, Sequoia Consulting*

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8. Departmental Reports and Requests

- 8.1 Discussion and Decision Regarding the County Assessment and Function Funding Assistance (CAFFA) Grant Application for Fiscal Period 2023-2024 – *Jane Sievers, Rick Crager; Financial Services; Tami Traci, Assessment*

9. Other

ORS 192.640(1)" . . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects."

10. Executive Session ORS 192.660[2][h] and [e]

The Board will discuss potential litigation; property negotiations.

The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session. However, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)) and the notice shall state the specific reason for the executive session as required by ORS 192.660.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Board of Commissioners Office, (541) 766-6800.

**MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS**

Zoom link: <https://us06web.zoom.us/j/87596108272?pwd=bEhLOytYM3Z3M0NZWmhOMitFOkMldz09>

Livestream: <http://facebook.com/BentonCoGov>

Tuesday, April 18, 2023

9:00 a.m.

Present: **Pat Malone**, Chair; **Xanthippe Augerot**, Commissioner; **Nancy Wyse**, Commissioner; **Vance Croney**, County Counsel; **Suzanne Hoffman**, Interim County Administrator

Staff: **Laurel Byer**, **Joe Mardis**, **Gary Stockhoff**, Public Works; **Rick Crager**, **Jane Sievers**, Finance; **Cory Grogan**, Public Information Officer; **April Holland**, **Damien Sands**, Health; **Amanda Makepeace**, BOC Staff; **Tracy Martineau**, Human Resources; **Erika Milo**, BOC Recorder; **Stephanie Rath**, District Attorney's Office; **Jef Van Arsdall**, Sheriff

Guests: **Andrew Brown**, **Mark Yeager**, residents; **John Harris**, Horsepower Productions; **Rachael Maddock-Hughes**, Sequoia Consulting; **Alex Powers**, Mid-Valley Media

1. Opening:
 1. Call to Order

Chair Malone called the meeting to order at 9:00 a.m.

2. Introductions
 3. Announcements

No announcements were made.

2. Review and Approve Agenda

The following item was added to the agenda:

9.1 Consideration of Budget Committee Member – Rick Crager, Financial Services

3. Comments from the Public

Mark Yeager, resident: Yeager stated that from December 2022 to February 2023, the Justice Systems Improvement Program (JSIP) estimated cost increased from \$179.3 million to \$195.8 million. The County has issued \$36.7 million of debt since 2002, of which \$17.6 million was issued since 2018. Now the County plans to issue \$36 million in new debt, in addition to the \$110 bond measure. All this debt was issued without a public vote. This does not include the Public Health and Safety Services Levy that will begin in July 2023. The County's lobbyists are asking the State Legislature for \$15.2 million for the tri-county homeless navigation center. Yeager stated that Benton County residents need to pay closer attention to obligations being made on their behalf.

4. Work Session

4.1 COVID-19 Update from Department Operations Center – April Holland, Health Services

Holland recommended adjusting the frequency of COVID-19 updates from bi-weekly to monthly through 2023, then considering a new schedule, possibly quarterly. Though COVID-19 remains a major disruption for many, the Federal health emergency ends May 11, 2023, and COVID-19 vaccines and treatments will move to mainstream distribution.

The Board affirmed the change to monthly COVID-19 updates.

Holland reported that COVID-19 hospitalizations continue to decline, with 162 statewide a few weeks ago. Reported cases continue to be low in Benton County and most of Oregon, though it is estimated that only about 5% cases are now reported. For the week of April 2, 2023, the County had 25 cases, a seven-day case rate of 26 per 100,000 residents, down from 47 cases at last report. New COVID-19 admissions were 2.2 per 100,000 residents, and 2.4% of staffed beds were in use by COVID-19 patients. The Benton County testing positivity rate declined from 10% to 5.2% during the same week. Most wastewater testing sites across the state are steady, plateaued, or decreasing; Corvallis' signals are unchanged. Analysis of statewide wastewater showed the effect of recent Omicron variant XBB1.5; however, the impact on hospitals has been mild and cases have since declined. Newer Omicron variants XBB1.9 and XBB1.1.16 are causing increases and hospitalizations in other countries. Variants are more transmissible than previous strains, but will likely have lower impacts due to increased immunity. Oregon Health Sciences University predicts a wave of cases beginning in May 2023 and peaking at the end of June 2023, with a maximum of 500 hospitalized, and low numbers of deaths. However, other sources predict smaller increases in hospitalizations. The bivalent booster is the best protection from severe outcomes. 33% of County residents have received the booster, a much higher rate than the rest of the state and nation. About 85% of residents aged 65 and older have received the booster. Today the Food & Drug Administration authorized an additional booster dose for people aged 65 and older or with immunocompromised conditions. This could be available as soon as next week. Masks are no longer required in healthcare settings statewide.

Malone asked if it was recommended that individuals over age 65 and more than four months since the last booster receive another dose.

Holland replied that opinions vary. An additional bivalent booster dose can help prevent infection and transmission, but it is not clear if this confers additional protection against death or hospitalization.

4.2 County Administrator Recruitment Update – Tracy Martineau, Human Resources

Martineau reported that the County Administrator recruitment announcement was launched yesterday, with a link available to share with contacts. Grogan is helping to promote the position. The position is open till filled, with a first review on May 22, 2023, at which time it can be decided whether to close the search.

5. Consent Calendar

5.1 In the Matter of a Retroactive Appointment to the Natural Areas and Parks Advisory Board, Order # D2023-040: Bryce Downey

5.2 In the Matter of Appointment to the Food Service Advisory Committee, Order #D2023-041: Morgan Orr

5.3 In the Matter of Approval of the April 4, 2023 Board Meeting Minutes

- 5.4 In the Matter of Approval of the February 16, 2023 Goal Setting Work Session Minutes**
- 5.5 In the Matter of Approval of the July 26, 2022 Board Meeting Minutes**
- 5.6 In the Matter of Proclaiming April 2023 as National Child Abuse & Neglect Prevention Month**
- 5.7 In the Matter of Proclaiming April 9 – 15, 2023 as Public Safety Telecommunicators (9-1-1 Operators) Week**
- 5.8 In the Matter of Proclaiming April 30, 2023 as Therapy Animal Day**

MOTION: Wyse moved to approve the Consent Calendar of April 18, 2023. Augerot seconded the motion, which **carried 3-0.**

6. Proclamations

- 6.1 In the Matter of Proclaiming April 23-29, 2023 as Crime Victims' Rights Week – Stephanie Rath, Victim Services Manager, District Attorney's Office**

Rath read the proclamation aloud. In 2022, the Benton County District Attorney's Office Victims Assistance Program assisted 2,306 crime victims. The 2023 theme is "Survivor voices: elevate, engage, effect change."

MOTION: Augerot moved to proclaim the week of April 23-29, 2023 as National Crime Victims' Rights Week in Benton County, proclamation #P2023-001. Wyse seconded the motion, which **carried 3-0.**

7. New Business

- 7.1 Initiation of Proceedings to Vacate Two Portions of Coon Road, No. 45800, Resolution #R2023-004 – Joe Mardis, Public Works**

Mardis explained that a field survey was done by the property owners, who want to make a subdivision plat west of the City of Monroe. The original 40-foot right-of-way (ROW) was an 1886 wagon road which still belongs to the County; most of the road is now east of the ROW. Instead of making road improvements, staff would like to dedicate the ROW around the physical road. This item is the initiation of the vacation of the property, because the owners need some of the ROW to meet the two-acre minimum for dividing the property. Mardis needs to get the vacation and dedication underway at the same time. Mardis told the owners and surveyor to put a blank on the survey and note the vacation there. The vacation will probably be done in June 2023. Engineering is reviewing the plat, Public Works is satisfied, and Mardis can record the vacation order any time, but might delay recording or signing.

Counsel noted a Public Hearing must be held for the actual vacation, and asked if that could be scheduled around the subdivision approval.

Mardis did not want to delay the owners, who are proceeding. Mardis could schedule the hearing and see where the owners are in the dedication. The owners have filed the subdivision

application, which was approved by the Planning Commission. The owner signatures on the map constitute an agreement with the County.

Counsel summarized that dedication and vacation are a means of correcting the road/ROW alignment; the County gives up a portion of the ROW outside of the existing roadway, and in exchange, through dedication on the subdivision plat, the County receives a designation on the actual roadway. The subdivision has been approved; initiating the process allows the applicants to finalize the lot sizes.

The Board deliberated on the timing of the Public Hearing, vacation, and final plat.

Mardis to work with Counsel and learn more about the owners' timeline.

MOTION: Pursuant to ORS 368.326 to 368.341, Augerot moved to declare Benton County's intent that proceedings be initiated to vacate two portions of Coon Road, County Road No. 45800 as described in the Resolution, with the intention that the County hold the Public Hearing at such time that County process be concurrent with the plat map being finalized for subdevelopment. Wyse seconded the motion, which **carried 3-0.**

Augerot commented this will probably happen more frequently because mapping tools are much more accurate than in the past, and more subdevelopment is taking place.

7.2 Discussion and Decision Regarding the Creation of New Positions at Behavioral Health for a Community-based Mobile Crisis Team – Damien Sands, Behavioral Health

Sands requested the creation of eight new positions for a Community-based Mobile Crisis Team.

Hoffman added that the Position Review Committee approved these positions as limited duration since they are part of the proposed budget for the next biennium.

Malone asked about the funding mechanism.

Sands replied that Oregon Health Authority (OHA) sped up the traditional funding process in order to stand up a new 24/7 mobile crisis response. Permanent positions are preferred in order to hire all positions on a quick turnaround; the employment pool is limited and in high demand. Funding will be provided through InterCommunity Health Network Coordinated Care Organization and OHA; both sources are ongoing and already contracted. There should be no cost to the County.

Crager assured the Board that the funding sources are sustainable.

Hoffman suggested that the County later consider a true position management system. The current approach helps assure due diligence before permanent positions are established outside of the biennial budget, but takes time; it would be useful to have a workaround for mandated services that already have funding.

MOTION: Augerot moved to approve the creation of the eight positions necessary to staff a Community Based Mobile Crisis Team as approved and defined by the Position Review Committee. Wyse seconded the motion, which **carried 3-0.**

Chair Malone recessed the meeting at 9:57 a.m. and reconvened at 10:02 a.m.

7.3 Discussion and Action Regarding Intergovernmental Agreement with Linn County: Housing Community Development Block Grant (CDBG) – Rick Crager, Financial Services; Rachael Maddock-Hughes, Sequoia Consulting

Crager explained that in summer 2022, the County received a \$485,000 grant from Business Oregon for housing assistance to low- or moderate-income residents. The grant was mainly issued through DevNW. It was a struggle to commit all the funds due to CDBG usage restrictions. Staff propose extending the funding area to Linn County; otherwise, it is unlikely that all funds will be used.

Maddock-Hughes added that the funds help pay utility bills and back rent/mortgage. DevNW expects to issue most of the funding in Benton County, except for about \$100,000. DevNW also has projects in Linn County. Business Oregon said this is an allowable use. This would require an Inter-Governmental Agreement (IGA) and amendment to contracts with DevNW.

Crager noted that the agreement would still prioritize Benton County.

Augerot supported this solution, but expressed frustration that DevNW staff have recently been less active locally and difficult to contact.

Responding to a question from Malone, Maddock-Hughes explained that funds must be expended by September 2023, although extension is possible. DevNW was confident this could be done if the area is extended to Linn.

Wyse asked what would happen to the remaining funds if the area is not extended.

Crager replied any remainder would revert to the Federal government, unless Business Oregon can find another provider or an extension is granted.

MOTION: Augerot moved to expand the Housing Community Development Block Grant to include Linn County while maintaining Benton County residents as the first priority for expenditure of funds. Wyse seconded the motion, which **carried 3-0.**

Crager noted this does not relate to County American Rescue Plan Act funds used in the same program, which are more flexible; Crager to follow up with DevNW to ensure those funds can be issued in Benton County.

8. Departmental Reports & Requests

8.1 Discussion and Decision Regarding the County Assessment and Function Funding Assistance (CAFFA) Grant Application for Fiscal Period 2023-2024 – Jane Sievers, Rick Crager, Financial Services

Sievers explained that the County is required to annually file a one-year budget for the Assessment and Taxation Program (ATP) with the Oregon Department of Revenue (DOR) by May 1, 2023. A portion of program expenses are reimbursed by DOR based on each county's pro rata share of all Oregon county taxation and assessment expenses. The DOR can enforce county funding for ATPs if resources allocated are inadequate to meet standards. The budget in the grant application is based on the 2023-24 fiscal period of the 2023-25 proposed budget. The amount is

\$3,270,040, which will generate about \$419,000 to cover about 13% of costs of the ATP. Staff recommend that the Board certify the amount to the DOR.

Augerot asked if this represents flat funding, in that the County's costs have increased but revenue from the State has not.

Sievers replied the amount distributed to counties only increases about 2%.

Crager added this is somewhat flat funding. There is some legislation attempting to ensure revenues generated can cover the cost.

Malone asked if there is statutory language on the portion the State is supposed to cover.

Crager to follow up. Crager suggested more discussion at the Assessment Budget Meeting.

MOTION: Augerot moved to approve the 2023-2024 CAFFA Grant Document, certifications, and resolution as presented and authorize the Chief Financial Officer to digitally sign the online documents on behalf of the Board of Commissioners and submit to the Oregon Department of Revenue. Wyse seconded the motion, which **carried 3-0.**

9. Other

9.1 Consideration of Budget Committee Member – Rick Crager, Financial Services

Crager explained that a community member of the Budget Committee unexpectedly resigned. Staff broadcast the opportunity and received four applications, of which three candidates were eligible and two were able to attend all the meetings.

Augerot thanked staff for running the process so quickly. Augerot strongly supported appointing candidate Liz Irish to ensure greater diversity of geographical perspectives.

Crager added this candidate would only fill the remainder of the term through December 31, 2023.

MOTION: Augerot moved to appoint Liz Irish to fill the remainder of the vacant Budget Committee position and to direct staff to prepare the Order for circulation. Wyse seconded the motion, which **carried 3-0.**

Crager to notify Irish, Counsel to work on the Order.

10. Executive Session

Chair Malone recessed the regular meeting at 10:30 a.m. and immediately opened Executive Session under ORS 192.660[2][h] and ORS 192.660[2][e].

Chair Malone exited Executive Session at 11:21 a.m. and immediately reconvened the regular Board Meeting.

11. Adjournment

Chair Malone adjourned the meeting at 11:21 a.m.

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Pat Malone, Chair

DocuSigned by:

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Erika Milo, Recorder

** NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

WORK SESSIONS

CONSENT CALENDAR

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/18/23

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * County Counsel

Contact Name * Teresa Farley

Phone Extension * 6890

Meeting Attendee Name * Vance Croney

Agenda Item Details



Item Title * In the Matter of a Retroactive Appointment to the Natural Areas and Parks Advisory Board

Item Involves * Check all that apply

- ☒ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☐ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Estimated Time * 0

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement*

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues***

On August 19, 2021, the Board of Commissioners interviewed Bryce Downey and chose to appoint him as recorded in the minutes. Unfortunately, the Order was not brought before the Commissioners for the official appointment. This Order is retroactive as of September 7, 2021 when Mr. Downey should have been appointed to the Natural Areas and Parks Advisory Board (NAPB).

Options*

1. Move to appoint.
2. Move not to appoint.

Fiscal Impact*

- ☐ Yes
☒ No

2040 Thriving Communities Initiative

Mandated Service? * ☐ Yes ☒ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values *

Select all that apply.

- ☐ Vibrant, Livable Communities
- ☐ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☐ Equity for Everyone
- ☐ Health in All Actions
- ☒ N/A

Explain Core Values Selections * N/A

Focus Areas and Vision *

Select all that apply.

- ☐ Community Safety
- ☐ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☒ N/A

Explain Focus Areas and Vision Selection * N/A

Recommendations and Motions

Item Recommendations and Motions

Staff

Appoint Bryce Downey to the NAPB.

Recommendations *

Meeting Motions *

I move to ...

.... approve Order #2023-040 appointing Bryce Downey to the Natural Areas and Parks Advisory Board.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

NAPB Order retro 230418.docx

16.6KB

Comments (optional)

If you have any questions, please call ext.6800

Department

VANCE CRONEY

Approver

1.

Department Approval

Comments

Signature

Vance H. Chesley

2.

County Administrator Approval

Comments

Signature

Suzanne Hoffman

3.

BOC Final Approval

Comments

Signature

Amara Makepeace

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of a Retroactive Appointment to the) ORDER #D2023-040
NATURAL AREAS and PARKS ADVISORY BOARD)**

THE ABOVE-ENTITLED MATTER COMING NOW FOR THE CONSIDERATION
OF THE BOARD AND,

IT APPEARING TO THE BOARD

WHEREAS, Bryce Downey's appointment to Position 2 for the term beginning July 1,
2020 and expiring June 30, 2024 is hereby retroactive.

<u>Name</u>	<u>Appointed & Position</u>
Bryce Downey	Appointed: 09/07/21 Expires: 06/30/24 Position: 2

NOW, THEREFORE, IT IS HEREBY ORDERED that the above individual is hereby
appointed to the Natural Areas and Parks Advisory Board.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of a Retroactive Appointment to the) ORDER #D2023-040
NATURAL AREAS and PARKS ADVISORY BOARD)**

THE ABOVE-ENTITLED MATTER COMING NOW FOR THE CONSIDERATION
OF THE BOARD AND,

IT APPEARING TO THE BOARD

WHEREAS, Bryce Downey's appointment to Position 2 for the term beginning July 1,
2020 and expiring June 30, 2024 is hereby retroactive.

<u>Name</u>	<u>Appointed & Position</u>
Bryce Downey	Appointed: 09/07/21 Expires: 06/30/24 Position: 2

NOW, THEREFORE, IT IS HEREBY ORDERED that the above individual is hereby
appointed to the Natural Areas and Parks Advisory Board.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

DocuSigned by:



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Pat Malone, Chair

DocuSigned by:



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Xanthippe Augerot, Vice Chair

DocuSigned by:



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Nancy Wyse, Commissioner

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Appointment to the) ORDER #D2023-041
FOOD SERVICE ADVISORY COMMITTEE)**

THE ABOVE ENTITLED MATTER COMING NOW FOR THE CONSIDERATION
OF THE BOARD AND,

IT APPEARING TO THE BOARD

THAT the following qualified and knowledgeable individual has indicated a willingness
to serve on this committee:

<u>Name</u>	<u>Appointed, Term & Position</u>
Morgan Orr	Appointed: 12/20/22 Begin: 07/01/22 Expires: 06/30/25 Position: 3

NOW, THEREFORE, IT IS HEREBY ORDERED that the above individual is hereby
appointed to the Food Service Advisory Committee.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner

**BENTON COUNTY
FOOD SERVICE ADVISORY COMMITTEE
(FSAC)**

<u>POSITION</u>	<u>NAME</u>	<u>TERM PERIOD</u>	<u>TERM SERVING</u>	<u>DATE APPOINTED</u>
1 Food Service Industry	Eric Howitt	Begin: 07/01/21 Expire: 06/30/24	Partial Term	12/20/22
2 General Public	John McEvoy	Begin: 07/01/21 Expire: 06/30/24	1 st Term	10/20/20 07/06/21
3 Food Service Industry	Morgan Orr	Begin: 07/01/22 Expire: 06/30/25	Partial Term	04/18/23
4 General Public	Chelsey Baldwin	Begin: 07/01/22 Expire: 06/30/25	1 st Term	06/15/21 07/05/22 reappt'd
5 Food Service Industry	Carol Lee Woodstock	Begin: 07/01/20 Expire: 06/30/23	2 nd Term	07/18/17 08/04/20 reappt'd
6 Food Service Industry	VACANT	Begin: 07/01/17 Expire: 06/30/20	6 th Term	04/02/02 07/15/14 reappt'd 07/18/17 reappt'd
7 Food Service Industry	VACANT	Begin: 07/01/17 Expire: 06/30/20	2 nd Term	03/19/13 07/15/14 reappt'd 07/18/17 reappt'd

STAFF: Deputy Administrator of Environmental Health, 541-766-6842

RECORDER: Paula Felipe, Environmental Health, 541-766-6766

MEMBERS: 5 members from food service industry
2 members from general public

TERM LIMIT: 3 years, no span designated; July 1 – June 30

MEETINGS: Meets quarterly on the second Monday of the second month of the quarter, 2:00 pm – 4:00 pm;
Benton County Kalapuya Building

Nancy Wyse, Commissioner

**BENTON COUNTY
FOOD SERVICE ADVISORY COMMITTEE
(FSAC)**

<u>POSITION</u>	<u>NAME</u>	<u>TERM PERIOD</u>	<u>TERM SERVING</u>	<u>DATE APPOINTED</u>
1 Food Service Industry	Eric Howitt	Begin: 07/01/21 Expire: 06/30/24	Partial Term	12/20/22
2 General Public	John McEvoy	Begin: 07/01/21 Expire: 06/30/24	1 st Term	10/20/20 07/06/21
3 Food Service Industry	Morgan Orr	Begin: 07/01/22 Expire: 06/30/25	Partial Term	04/18/23
4 General Public	Chelsey Baldwin	Begin: 07/01/22 Expire: 06/30/25	1 st Term	06/15/21 07/05/22 reappt'd
5 Food Service Industry	Carol Lee Woodstock	Begin: 07/01/20 Expire: 06/30/23	2 nd Term	07/18/17 08/04/20 reappt'd
6 Food Service Industry	VACANT	Begin: 07/01/17 Expire: 06/30/20	6 th Term	04/02/02 07/15/14 reappt'd 07/18/17 reappt'd
7 Food Service Industry	VACANT	Begin: 07/01/17 Expire: 06/30/20	2 nd Term	03/19/13 07/15/14 reappt'd 07/18/17 reappt'd

STAFF: Deputy Administrator of Environmental Health, 541-766-6842

RECORDER: Paula Felipe, Environmental Health, 541-766-6766

MEMBERS: 5 members from food service industry
2 members from general public

TERM LIMIT: 3 years, no span designated; July 1 – June 30

MEETINGS: Meets quarterly on the second Monday of the second month of the quarter, 2:00 pm – 4:00 pm;
Benton County Kalapuya Building

**MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS**

Zoom link:

<https://us06web.zoom.us/j/81725554821?pwd=aHd6dUNWWjRnOHZXUkh1Qm1GTThFQT09#success>

Livestream: <http://facebook.com/BentonCoGov>

Tuesday, April 4, 2023

9:00 a.m.

Present: **Pat Malone**, Chair; **Xanthippe Augerot**, Commissioner; **Nancy Wyse**, Commissioner; **Vance Croney**, County Counsel; **Suzanne Hoffman**, Interim County Administrator

Staff: **Julie Arena**, **April Holland**, Health; **Laurel Byer**, **David Malone**, **Sheanna Steingass**, Public Works; **Katie Cooper**, **Dawn Dale**, **Jef Van Arsdall**, Sheriff's Office; **Rick Crager**, Financial Services; **Cory Grogan**, Public Information Officer; **Toby Lewis**, **Darren Nichols**, **Inga Williams**, Community Development; **Amanda Makepeace**, BOC Staff; **Tracy Martineau**, Human Resources; **Erika Milo**, BOC Recorder; **Matt Wetherell**, Juvenile Department

Guests: **Emily Barton**, Community Outreach, Incorporated; **Chris Furney**, Alsea resident; **John Harris**, Horsepower Productions; **Sam Imperati**, ICM Resolutions; **Alex Powers**, Mid-Valley Media

1. Opening:
1. Call to Order

Chair Malone called the meeting to order at 9:07 a.m.

2. Introductions
3. Announcements

No announcements were made.

2. Review and Approve Agenda

The following item was added to the agenda:

10.1 Alsea Commissioners Corner Attendance – *Xanthippe Augerot, Commissioner*

3. Comments from the Public

Chris Furney, resident, 145 South First Street, Alsea, Oregon: Furney submitted a complaint regarding neighbor John Hutton's eave, which allegedly overhangs a two-foot strip of Furney's property. Furney expressed concerns about obstruction of his driveway, public safety, and zoning, and requested removal of the overhang of Hutton's property at 157 South First Street, Alsea, Oregon.

4. Work Session

4.1 COVID-19 Update from Department Operations Center – *April Holland, Health Services*

Holland reported that as of yesterday, 178 individuals statewide were hospitalized with COVID-19, down from 240 two weeks ago. There are still some challenges with patients boarding in emergency departments. Reported cases continue to be low in Benton County and most of the

state, although this is an undercount due to prevalence of home testing. For the week of March 19, 2023, Benton County had 47 reported cases, about the same as two weeks ago. Benton had 2.7 COVID-19 hospital admissions per 100,000 residents, with about 8.3% of staffed beds in use by COVID-19 patients. Testing positivity is staying steady around 10%. Statewide wastewater testing is holding steady, plateaued, or decreasing. Some new Omicron sub-variants are causing case increases in some other countries. Like previous variants, these will likely be more transmissible, but cause fewer hospitalizations and deaths. Vaccines are the best protection.

Yesterday, Oregon Health Authority (OHA) removed the statewide universal masking requirement in healthcare settings; County Health is aligning with this update. Communications staff will emphasize that COVID-19 remains a serious risk to many. Masks are encouraged, especially for providers, patients, and caregivers in clinical settings. When the Federal public health emergency ends on May 11, 2023, some temporary benefit programs will end. On April 1, 2023, OHA started redetermining Oregon Health Plan (OHP) eligibility. Holland advised all OHP members to update contact information. COVID-19 vaccines and therapeutics will shift to commercialization once the Federal supply is depleted. Responding to questions from Malone, Holland explained that there is no sign of the new sub-variants in the United States yet and no known major spikes in cases. New vaccination guidance is expected in late spring 2023.

4.2 Update from Benton County Talks Trash Solid Waste Process Work Group (WG) – Darren Nichols, Community Development Director

Nichols reported that the WG held its final meeting last night. Members achieved consensus on all of the findings and recommendations and a strong majority on most. Nichols thanked staff, the facilitation team, and WG members. The edited report will be released to the Board and the public on April 11 or 12, 2023. An Open House will be held tonight, and a public comment period will run from April 11-May 26, 2023.

Imperati added that the report should help the County create and implement the Sustainable Materials Management Plan.

The Board thanked everyone involved in the process.

Nichols commented that lessons learned in this process will help the County address other community challenges such as wildfire risk prevention, water planning, and homelessness.

4.3 Update on Federal Emergency Management Agency (FEMA) Draft Implementation Plan for National Flood Insurance Program (NFIP)-Endangered Species Act (ESA) Integration – Toby Lewis, Community Development

Lewis explained that staff have been working to establish Benton County's Floodplain Administrator (Lewis) as the key point of contact for floodplain-related communication from the Federal Emergency Management Agency (FEMA) and other external agencies. Lewis will provide updates to the Board. There has been recent activity around FEMA's ongoing work on compliance between the NFIP and the ESA. This work began with a 2009 lawsuit indicating that the NFIP was potentially causing take to endangered species. In 2016, a one-year timeline was issued to implement alternatives and mitigation measures, but the scope was too large to implement in Oregon at that time. FEMA was granted a three-year extension and spent 2019-21 working with National Oceanic and Atmospheric Administration (NOAA) fisheries, the Department of Land Conservation, and local communities. The most recent outreach meetings

were held in late 2021, where FEMA presented a draft implementation plan for community review.

The Association of Oregon Counties (AOC) letter (see packet) asks communities to join a coalition against the draft Oregon Implementation Plan. This was in response to a FEMA presentation last month soliciting community feedback on the plan. Plan goals: protect flood storage, water quality, and riparian vegetation. Four options for communities are called paths A-D. Paths A and B are the most likely to be utilized.

- Path A: adopt a blanket model ordinance if there are not such regulations in place.
- Path B: submit an ordinance checklist to FEMA and document which extant regulations address the goals. Small adjustments to regulations might be needed.
- Path C: an approved community compliance plan, developed by local community working with FEMA and NOAA to meet the goal amount of net loss to endangered species habitat.
- Path D: create a Habitat Conservation Plan as outlined in the ESA.

Benton County already meets many of the requirements, and will probably use Path B with few adjustments. The County already prioritizes low-impact development and non-structural approaches to stormwater management. The draft plan does not contain specific measures, just general ideas and examples. Implementation of this process is likely to occur in late 2025. Staff do not think it is necessary to sign the AOC letter at this time.

The Board accepted staff's recommendation not to endorse the letter.

4.4 County Administrator (CA) Recruitment Update – Tracy Martineau, Human Resources

Martineau and Heather Gantz of recruiting firm Raftelis have been contacting internal stakeholders about the CA recruitment process. Gantz is consolidating the input into a brochure to promote the position nationally. Martineau requested confirmation and points of contact for additional groups that the Board previously recommended be contacted for input.

The Board confirmed the following organizations and contacts:

- Oregon Cascades West Council of Governments: Executive Director Ryan Vogt.
- Community Services Consortium: Acting Executive Director Pegge McGuire.
- National Association for the Advancement of Colored People, Corvallis branch: President Jason J. Dorsette.
- Casa Latinos Unidos: Executive Director Ricardo Contreras.
- City Managers of Benton County.

Wyse suggested contacting leadership from Oregon State University (OSU).

Hoffman to provide OSU contact information.

Martineau noted that partner input could also be used to create selection criteria.

Augerot added that Hoffman mentioned Samaritan Health Services (SHS) leadership.

Hoffman recommended contacting SHS Chief Executive Officer Doug Boysen.

Chair Malone recessed the meeting at 9:56 a.m. and reconvened at 10:07 a.m.

5. Consent Calendar

- 5.1 In the Matter of an Application for Owner Change for Country Market & Deli Liquor License**
- 5.2 In the Matter of Approving the Minutes of the March 21, 2023 Board Meeting**
- 5.3 In the Matter of Approving the Minutes of the June 28, 2022 Information Sharing Meeting**
- 5.4 In the Matter of Approving the Minutes of the May 23, 2022 Information Sharing Meeting**
- 5.5 In the Matter of Appointment to the Ridgewood Road District: Randy Carver**

MOTION: Wyse moved to approve the Consent Calendar of April 4, 2023. Augerot seconded the motion, which **carried 3-0.**

6. Public Hearing

PH 1 In the Matter of Order #D2023-037 Approving a Petition for Annexation of Territory into the Philomath Fire and Rescue District (PFRD) – David Malone, Public Works

Chair Malone opened the Public Hearing at 11:09 a.m.

Staff Report

D. Malone explained that Mills Creek Road property owners Rex and Karen Burnett petitioned to be in the PFRD; the district has approved the petition. The County notifies the property owner, fire district, and Oregon Department of Forestry of the change. Wildland firefighters are not certified to fight house fires; this is how residents get their houses protected.

Augerot asked if there are other neighbors that are not in the district.

D. Malone replied that most other residents are not. The Burnetts decided to do this independently due to lack of neighbor interest.

Public Comment

No comment was offered.

Chair Malone closed the public hearing at 11:15 a.m.

MOTION: Augerot moved to approve Order #D2023-037 for the annexation of territory into the Philomath Fire and Rescue District by the authority of ORS 198 and ORS 478. Wyse seconded the motion, which **carried 3-0.**

7. Old Business

7.1 In the Matter of Adopting Order #D2023-039: Findings Approving Revised Conditions of Approval in an Expansion of a Rock Quarry Boundary in Land Use Case No. LU-22-047 – Inga Williams, Community Development

Williams explained this Order includes the changes to the preliminary approval conditions and operating approval conditions that the Board approved at the March 21, 2023 Board Meeting, along with the other conditions previously approved by the Planning Commission.

MOTION: Augerot moved to approve Order #D2023-039. Wyse seconded the motion, which **carried 3-0.**

8. New Business

8.1 Adoption of Order #D2023-037 Approving a Petition for Annexation of Territory into the Philomath Fire and Rescue District – David Malone, Public Works

See PH 1.

8.2 Discussion and Acceptance of Starr Creek Road: Right-of-way Dedication and Two Easements – David Malone, Public Works

D. Malone explained this is part of the County's improvements to connect Starr Creek Road with Hell's Canyon Road as part of the Community Wildfire Protection Plan (CWPP). Both roads were dead ends with many houses on rural timberlands. This is one of the last pieces to be secured. Construction is complete. To finish the section, staff will return to vacate part of the old right-of-way that the County no longer uses.

Wyse asked about public outreach on this project.

D. Malone replied that a past CWPP identified this as an area of wildfire concern. Connecting or improving roads helps residents evacuate and emergency responders access. The County received a Federal grant for this work. Some residents were concerned about connecting these roads because people were dumping trash at the end of Starr Creek Road. The County felt the connection might help; Sheriff's deputies can now travel through the area. The connection is gated on both ends by community request. The County will have to perform some maintenance. Staff notified all residents, and gradually more people seemed favorable. Road improvements encouraged some property improvements, and the dumping problem has improved.

Responding to questions from Chair Malone, D. Malone explained that the gating is because Hells Canyon Road has sub-standard areas that are not safe for high traffic levels. The gates probably have keyed locks; Road Manager Rich Spofford can confirm.

Chair Malone expressed concern about emergency responders not having the right key, and would prefer to remove the gates in future or use a different system.

Augerot noted that most of those neighborhoods have been FireWise communities; in those cases, someone in the community often has a copy of the key.

Chair Malone asked if a way had been found to access gates on the Oak Creek Evacuation Route.

Byer replied that those conversations are still happening, coordinating with the Sheriff's Office and the City of Corvallis.

Chair Malone asked if staff were currently comfortable with having a gated County road, partly due to the need to improve the Hell's Canyon section.

D. Malone was concerned about the gates, but the project would probably have lost community support without that. Portions of Hell's Canyon Road have no room for vehicles to pass.

MOTION: Augerot moved to accept the right-of-way dedicated to Benton County for road and utility purposes; to accept the slope easement granted to Benton County; and to accept the drainage way and culvert easement granted to Benton County by Franklin-Clarkson Timber Company, LLC, a Delaware limited liability company, all for Starr Creek Road, County Road No. 35300. Wyse seconded the motion, which **carried 3-0.**

8.3 Discussion and Action Regarding Designating a Proxy for Community Services Consortium (CSC) Governing Board Meetings – *Xanthippe Augerot, Commissioner*

Augerot explained that it is often difficult to achieve a quorum at CSC meetings. Per the bylaws, each County must designate a proxy in case of absence. The last meeting did not have a quorum, and none of the Counties had designated a proxy. Augerot recommended appointing Acting Public Health Director April Holland, since CSC functions are closely linked to Public Health. If a Commissioner will be absent, be sure to notify Holland and Marriah De La Vega, Board's Office, as soon as possible. The proxy can stand in for any of the Benton County Commissioners. Augerot and other members preferred this method to appointing a proxy on the fly.

MOTION: Augerot moved to appoint April Holland as Benton County's proxy on the Community Services Consortium Governing Board when so requested by the Board of Commissioners. Wyse seconded the motion, which **carried 3-0.**

8.4 Discussion Regarding Budget Committee Membership Solicitation – *Rick Crager, Financial Services*

Crager explained that a citizen member of the Budget Committee resigned last week. By law, the Committee must have equal numbers of citizens and Commissioners. However, it is possible to begin budget meetings with only five members. Budget meetings are scheduled to begin on April 18, 2023; a replacement must be identified within about a week. The first hearing could potentially be delayed, although Crager would prefer not to.

Augerot felt that advertising (as opposed to simply appointing) the position is instrumental for transparency and public participation. Several email lists have been fruitful in the past, including the Corvallis Sustainability Coalition. To balance current membership, Augerot favored recruiting a woman, and a person of racial diversity, if possible. The appointee must understand the time commitment.

Wyse also preferred to advertise the position, and suggested notifying Benton County Talks Trash Work Group members and past committee applicants.

Malone did not favor postponing the initial meeting. While six people is the goal for the first meeting, it is possible to proceed without all three community members if necessary.

Crager stated that the last posting date to be in legal compliance is April 11, 2023; Crager and Grogan can work to post the position earlier. Crager asked if a candidate identified next week could be appointed on April 18, 2023.

Counsel confirmed. While the Board typically makes formal decisions at Board Meetings, the Board may add an agenda item at any public meeting that is noticed. A committee member can legally miss one meeting as long as they review the materials in time to vote.

Wyse emphasized that the candidate be able to attend the meetings.

9. Departmental Reports & Requests

9.1 Approval of the 2022 Agriculture and Wildlife Protection Program (AWPP) Annual Report – *Sheanna Steingass, Public Works*

Steingass reported that the AWPP awarded six grants in 2022; four projects were completed. Since wildlife incidents do not always align with the application cycle, and AWPP tends to have leftover funds, staff designated \$5,000 for emergency grants that can be applied for at any time. The funds had been beaver-specific, but no beaver conflicts were submitted last year. In 2022, United States Department of Agriculture (USDA) Wildlife Services received new funds for partner governments for nonlethal beaver management, possibly to include a full-time position to assist the County. AWPP can continue to provide year-round nonlethal beaver management funds. The AWPP Committee met with the National Oceanic and Atmospheric Administration (NOAA) and Oregon Department of Fish & Wildlife (ODFW). ODFW received many beaver notices which were not relayed to Steingass; hopefully communication will improve. Steingass has transferred applications and forms online, which should reduce staff work and increase reporting compliance. Steingass will do outreach at farmer's markets and the Benton County Fair. Steingass purchased a small drone with USDA funds for outreach and environmental assessments. It can be hard to undertake AWPP projects during the winter, so staff are shifting the application period from November to October, approving grants in November, then allowing recipients to complete projects between January and May. Emergency grants provide a buffer for that shift. Steingass secured \$5,000 to make a short informational film about the AWPP.

Augerot noted that residents Randy and Pam Comeleo have been working on statewide legislation for nonlethal beaver management, but the bill did not survive the first cutoff.

Steingass shared that Speaker Dan Rayfield supports the project, and the USDA beaver program will be statewide. USDA Wildlife Services trapper Landon Schacht picked up several dead deer and responded to many coyote issues in Benton County. Byer and Steingass met with USDA District Supervisor Brian Thomas; the County's next contract will be about the same amount. It has been difficult for USDA to compile reports; instead, Schacht and Steingass will touch base quarterly and Steingass will compile the report. Deer pickups will be reported as previously.

Augerot commented it will be good to have better data on the trapping program. Augerot recommended inviting Steingass and possibly Randy and Pam Comeleo to speak at an Association of Oregon Counties Natural Resources Committee meeting to raise awareness.

MOTION: Augerot moved to approve the 2022 Agriculture and Wildlife Protection Program Annual Report. Wyse seconded the motion, which **carried 3-0.**

9.2 Letter of Support for Community Outreach, Inc (COI) Good to Go Veterans Grant – Julie Arena, April Holland, Health Department; Emily Barton, COI

Arena explained that this grant aligns with two of the Home, Opportunity, Planning, & Equity Advisory Board recommendations accepted by the Board and the City of Corvallis. The grant funds staff needed to help people transition out of homelessness and stay housed.

Barton requested a letter of collaboration as part of the application. The opportunity is called Grants Per Diem Case Management, and would support COI's Good to Go (GTG) veterans program. COI has received the grant in the past. Case managers work with veterans experiencing trauma and/or at risk of houselessness, helping clients access COI services such as housing, medical, behavioral health, and broader community services. GTG also provides case management for veterans who have recently become stably housed. The grant application is due May 4, 2023.

Augerot asked if COI was aligned with the County's Veterans Services Office (VSO) through Oregon Cascades West Council of Governments (COG).

Barton confirmed, and will solicit a letter of support from COG also.

MOTION: Wyse moved to approve and sign the Letter of Support for the Community Outreach, Incorporated Good to Go program for veterans. Augerot seconded the motion, which **carried 3-0.**

Augerot noted that the VSO is not a COG program; the County contracts with COG and funds it. The County needs to select a staff point person for the VSO to report to; Augerot has performed that role de facto.

10. Other

10.1 Alsea Commissioners Corner Attendance – Xanthippe Augerot, Commissioner

Augerot asked which Commissioner would attend the April 17, 2023 Alsea Commissioners Corner event, which will include Lincoln County Commissioner Kaety Jacobson.

The Board determined that Augerot would attend this time; Malone and Wyse to attend in future.

11. Adjournment

Chair Malone adjourned the meeting at 11:31 a.m.

Pat Malone, Chair

Erika Milo, Recorder

** NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS

Goal-Setting Work Session

February 16, 2023

9:00 a.m.

Zoom link:

<https://us06web.zoom.us/j/92553978493?pwd=alB4bDh5c3JOY3JXWHhlTnpTSTkyQT09.%C2%A0Meeting>

Present: **Pat Malone**, Chair; **Xanthippe Augerot**, Commissioner; **Nancy Wyse**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator

Staff: **Julie Arena**, HOPE Coordinator; **Laurel Byer**, **Darren Nichols**, Community Development; **Rick Crager**, Finance; **Cory Grogan**, Public Information Officer; **April Holland**, **Sara Hartstein**, **Suzanne Hoffman**, **Kailee Olson**, Health; **Amanda Makepeace**, BOC staff; **Sean McGuire**, Sustainability; **Erika Milo**, Board Recorder; **Jesse Ott**, Natural Areas, Parks & Events; **Gary Stockhoff**, Public Works; **Jef Van Arsdall**, Sheriff

Guests: **Paul Bilotta**, **Brigetta Olson**, **Mark Shepard**, City of Corvallis; **Val Hoyle**, US House of Representatives; **Hyatt Lytle**, **Paul Shaffer**, Corvallis City Council; **Vanessa Cornwall**, **Marissa Sandgren**, **Dan Whelan**, Hoyle staff; **Charles Maughan**, Corvallis Mayor; **Laura Parsons**, City of Port Townsend; **Dan Rosenberg**, resident; **Steve Starcevich**, Oregon Department of Fish & Wildlife; **Rob Upson**, Mid-Valley Bicycle Club

1. Opening

1. Call to Order

Chair Malone called the meeting to order at 9:06 a.m.

2. Introductions

3. Announcements

No announcements were made.

2. Review and Approve Agenda

No changes were made to the agenda.

3. Discussion Topics

3.1 *Oak Creek Drive Edge Line Striping Configuration – Laurel Byer, Benton County Engineer

Byer explained that edge lanes are delineated lanes for cars and bicycles to share a road, intended to be used on roads with low volumes and low speeds. White dotted lines are added to road shoulders; cars drive down the middle of the road, and if another car approaches, the cars move

onto the shoulder, then back. The shoulder is used as a de facto bicycle lane. The Federal Highway Association (FHA) has approved ELRs as an experimental treatment. Currently, jurisdictions apply to the FHA, which gives interim approval to apply these treatments; then anyone can use the treatment until it is formally adopted into the Manual on Uniform Traffic Control Devices (MUTCD). The County is working with the striping/sign foreman to ensure compliance with the manual. Pros of ELRs: reduce speeds and crashes, avoid high cost of road widening, have a long history of success in Europe. Cons: ELRs are experimental, not meant for high speed/volume, require sight distance and outreach/education, and potentially increase maintenance costs. The FHA is no longer accepting new ELR requests, but that may mean the FHA has enough data to include ELRs in the MUTCD, or is working to create standards.

Staff feel that this section of Oak Creek Drive is a good candidate for an ELR, but at this time, using ELRs would open the County to liability because the treatment is not approved. Byer reviewed the draft MUTCD, which did not include ELRs. The Infrastructure Investment Jobs Act (IIJA) requires the MUTCD to be updated by May 2023. According to the Oregon Department of Transportation (ODOT), there is currently no path to install ELRs, but the National Traffic Control Device Committee (NTCDC) is working with the Bicycle Technical Committee (BCT) on design standards. If those bodies cannot reach agreement, there will still probably be an interim approval at some point. The IIJA also requires the MUTCD to update safety features every four years; the last update was in 2009.

Stockhoff added that re-striping is usually done during a surface treatment of the road. In future, this section of Oak Creek Drive will undergo surface treatment and could be restriped at that time, if allowed.

Wyse requested more background on the topic.

Byer explained that staff have been working with Oak Creek Drive neighbors for several years on speed and access. The road ends in an Oregon State University forest trailhead. The County installed bollards to limit parking and increase sight distance, and placed “share the road” signs. The community requested that the County explore ELRs.

Kerby added that resident Dan Rosenberg presented information in August 2022 and communicated with Malone on this topic; Malone requested a broader discussion.

Malone noted that an ELR is a potential solution to a problem that occurs in summer. Due to inadequate parking, visitors park randomly, walk and cycle on the road, creating problems for residents. If an ELR could not be used, Malone was open to other suggestions.

Byer explained that the bicycle portion of the MUTCD updates may include recommendations for interim use. The County removed the centerline on the section of road, so it functions like an ELR, but there is no buffer for bicyclists/pedestrians. The County has installed signage and done considerable design and outreach to improve the situation, but some neighbors are not satisfied.

Malone asked if this section of road would be widened.

Byer replied that is another option, but is much more expensive. An ODOT staffer opined that even if ELRs are not included in the MUTCD update, ELRs might receive interim approval.

Stockhoff emphasized the possibility of litigation in case of an accident attributed to wrong signage/striping. Once guidance is available, the County can consider implementing ELRs as part of the annual pavement maintenance program.

Malone suggested getting information from the City of Port Townsend on how ELRs were implemented there.

Rosenberg suggested the engineers in Port Townsend (including Chief Engineer Laura Parsons) and the City of Portland as good resources. Those engineers feel there is more liability in not using ELRs. Rosenberg offered to supply additional information.

Wyse would not favor an ELR until there was official approval.

Augerot supported learning more about ELRs in Port Townsend and Portland.

Malone stressed encouraging people to safely use outdoor recreation and recommended continuing the conversation.

Rosenberg shared that many older or disabled residents no longer feel safe walking on the road.

{Exhibit 1: Oak Creek Drive Executive Summary}

3.2 2040/2023-25 Department Goals/Budget – Joe Kerby, County Administrator; Sean McGuire, Sustainability Coordinator

McGuire explained that all departments were required to develop two to five goals based on Board priorities and community Core Values and Focus Areas. This is the list of goals as of February 10, 2023. Some goals are predicated on funding.

Kerby, Crager, and Hoffman are reviewing all policy option packages (POPs) to consider whether each request attaches to a 2040 Goal and decide what to recommend based on funding availability. Requests total about \$13 million; not all will be funded.

Augerot asked if departments would have a chance to describe the potential cost savings of goals designed to improve efficiency.

Kerby replied that departments can present that information to the Budget Committee. Kerby has asked Crager to develop a more consistent framework for budget discussions.

McGuire reviewed goals from the Board's Office. Once funding is decided, staff will analyze connectivity between goals. McGuire showed how the goals relate to Board priorities and Focus Areas, which show how much the County would spend on each area. Staff also considered which departments can meet these goals at current service levels. Kerby required every department to develop a goal about climate change mitigation or adaptation, which falls under Community Resiliency and Environment & Natural Resources. POPs fall more under Responsible Government, creating efficiency and providing good product to the public.

The Board thanked staff for creating the document and praised the alignment of operations and goals.

Chair Malone recessed the meeting at 9:56 a.m. and reconvened at 10:03 a.m.

3.3 Commissioner Updates – Board of Commissioners

Augerot reported that the Jeff Merkley town hall went well. Congressperson Val Hoyle also attended. Augerot spoke to a constituent about an issue regarding which office enforces child support after divorce. The District Attorney's Office did this in the past, but it is now done by the Department of Human Services in Linn County, which is not working well for everyone. Augerot to contact both offices for more information.

Augerot met Chris McQueen of the Corvallis For Refugees (CFR) resettlement program. CFR is a subsidiary of Salem for Refugees, which has a contract with the State Department. An informal network in Corvallis has been doing this work, but it was not linked to the Federal system. Now McQueen is building his network and would like to speak to the Board. The group plans to bring in three families this year and more next year.

Augerot shared that Commissioner Craig Pope of Polk inquired about Benton County Talks Trash. Wyse to contact Pope for further discussion.

A Roseburg city councilor requested Board support for legislation that exempts cities and counties from liability if sponsoring organized camping for unhoused populations. Senator Dick Anderson wants to include this in the Omnibus Bill (House Bill 2001). Shaffer also requested Board support. The Board can discuss it in future and talk to State electeds. Augerot to follow up.

Chair Malone recessed the meeting at 10:07 a.m. and reconvened at 10:12 a.m.

3.4 *Meeting with Congressperson Val Hoyle – Benton County Commissioners and Staff; City of Corvallis Elected Officials and Staff

Shepard explained that the discussion focused on City of Corvallis-Benton County teamwork on housing and homelessness, from emergency sheltering to improvements in affordable housing.

Olson explained that Corvallis Housing First (CHF) is developing almost 400 units of affordable housing. Developers have layered technical subsidies such as the 4% affordable housing tax credit and State funding. Corvallis has almost \$900,000 in annual resources for affordable housing and homelessness, a \$550,000 Community Development Block Grant, and about \$13,000 from the HOME Investment Partnerships Program. Those tools have not increased in a long time, but costs and interest rates have gone up; Olson advocated for more financial resources for those programs and more Section 8 vouchers.

Bilotta noted that before the pandemic, the homeless response system was fragmented among many non-profits. During the pandemic, the County and Corvallis collaborated at the Emergency Operations Center (EOC). When Federal pandemic funding ended, City and County set up these coordinated offices, adding staff capacity and using funds more effectively. When State funding ends, long-term funding is needed, with few good choices locally. It has been valuable for Corvallis to enter the permanent supportive housing market.

Arena added that City-County coordination lightens the load on non-profit organizations. There are more project opportunities that need State and Federal investment. Hoyle's help is needed for Medicaid, Housing & Urban Development (HUD), and Substance Abuse & Mental Health

Services investments. Exhibit 2 highlights community partner projects, such as CHF's Third Street Commons and the Homelessness Navigation Center (HNC).

Augerot discussed the proposed Crisis Center in downtown Corvallis, which will provide a place for people with mental health crises to go that does not involve the criminal legal system. Augerot thanked Speaker Dan Rayfield and Senators Jeff Merkley and Ron Wyden for Crisis Center funding. The Center will be open 24/7 and will house clients overnight or up to 29 days. Doors to open in 2024, with groundbreaking later this year.

Malone noted the Crisis Center funding is part of Phase I of the Justice Systems Improvement Project, which includes the new Courthouse. Phase 2 is dependent on the May 16, 2023 bond measure and will include a new Correctional Facility, Sheriff's Office, and EOC.

Augerot added that the bond also contributes to the HNC; the new facility will also boost the capacity of the Children & Families program, which is currently has space constraints.

Crager discussed the County's Federal legislative agenda (see packet). Priorities include the HNC and pursuing State funding for the EOC. First priority: Benton will request up to \$2 million in Federal funding for rural water, sewer, and construction projects, primarily in the Communities of Alpine and Alsea. The County will also use of its American Rescue Plan Act (ARPA) funds. Second priority: \$1 million for a new Monroe County Health Center building. The County received Federal funding for capital from the Health Resources & Services Administration, but more is needed. Third priority: \$2 million for regional public safety and radio infrastructure. About \$800,000 is needed to restore the Jackson-Frazier Wetland boardwalk. Five million dollars is needed to expand the Fairgrounds Exhibit Hall. The County is using some Transient Lodging Tax for this.

Hoyle recently met the Benton County Sheriff and Corvallis Mayor to discuss priorities such as the 911 system and housing. Hoyle asked about the housing vacancy rate in Corvallis.

Bilotta replied the rate is usually a low 1-2% and was 1.5% as of February 2023.

Hoyle stated that housing and transitional services such as Project Turnkey are absolutely needed. Some unhoused people can be successful in housing with supportive services. There is also a lack of middle income housing; without that, middle income earners take up affordable housing. It is important to expand and build housing at each level without encouraging sprawl. Hoyle advocated for a larger conversation on housing and workforce needs. Labor Commissioner Christina Stevenson is working to expand the pipeline for construction workers. Oregon is at the forefront of having paid supervised training for behavioral health, addictions, mental health, and social work. The bipartisan Infrastructure Act passed; electeds are ensuring those investments come back to communities. Hoyle has the same staff team as prior Congressman Peter DeFazio, so staff can highlight opportunities for Benton and Corvallis.

Maughan noted that Corvallis is seeing more school enrollment from families who live elsewhere, which affects schools and housing.

Hoyle added that also affects the tax base. Businesses cannot fill jobs without housing for workers. The problems must be solved in a holistic way.

Lytle shared that a few years ago, 65% of the Corvallis workforce commuted into the area; the rate is probably higher now.

Hoyle emphasized that the County and Corvallis are doing a great job of coordinating and breaking down the silos.

Augerot shared that Monroe Health Center also serves Lane County residents. Augerot mentioned a concept for manufacturing modular housing, which allows non-traditional construction workers to work indoors and reduces new housing costs. Manufacturers can use a five-year building permit on multiple sites/jobs.

Hoyle noted that many low income homes were lost during the Holiday Farm fire. Oregon Rebuilding Oregon is a program creating modular housing. Saint Vincent de Paul of Lane County is setting up a program for manufactured homes; Hoyle will try to get these recognized by HUD in order to get financing. Homes would be manufactured locally and are less expensive than Federal Emergency Management Agency trailers.

Bilotta noted that several years ago, the Corvallis City Council voted for high-density residential housing, bringing in many units. However, any project that has an Army Corps of Engineers wetland is taking two to three years to get approval. Corvallis has hundreds of units held up by Corps approval processes.

Hoyle replied that her office could apply pressure in that area. Hoyle sits on the Transportation Infrastructure and Natural Resources Committees, as well as the Water Resources Subcommittees of those bodies.

{Exhibit 2: Hoyle Documents}

Chair Malone recessed the meeting at 11:00 a.m.

3.5 Visit to 53rd Flats Affordable Housing Apartments, Hunsaker Bike Path, Proximate to the Northwest Corner of SW Country Club Drive and SW Waverly Street, Corvallis

No business was discussed.

3.6 *Emergency Sheltering Update – Suzanne Hoffman, Health Services Director

Malone reconvened the meeting at 11:50 a.m.

Hoffman noted that staff will update the Corvallis City Council on this project on February 21, 2023. Staff still await the City Council decision on whether the County will receive a grant for temporary shelter. Hartstein and Holland discussed the following report with service providers, incorporating that feedback. Before COVID-19, shelter and homelessness was a different situation; old constructs are not adequate for today's situation. The current contract fills one part of a gap. Ongoing financial implications need to be addressed; the project is approaching the not-to-exceed limit on the current contract and will be seeking other funding sources.

Hartstein presented on inclement weather sheltering (exhibit 3). The County contracted with Faith Hope and Charity, Incorporated (FHC) to provide emergency hotel weather-based sheltering. The program is triggered by weather (hot or cold) and air quality criteria and is meant for people who cannot access other shelters. Hartstein described host intake at First Christian Church. Clients are accepted on a first come, first serve while prioritizing those most at risk.

FHC provides transportation to participating hotels. Peers are present and plain-clothed, unarmed overnight security personnel are provided in kind by Knight Security, which made several hotels more willing to host this program.

FHC collects client data. The first activation housed 65 unique clients. Clients were all from Benton County, with 6.2% from the City of Albany and 93.8% from Corvallis. Most clients identified as having mental health and/or substance use disorder diagnoses and concerns. FHC also did exit interviews with 42 guests. Challenges included behavior issues and needing more volunteers for intake when clients surged from 30 to 60 on the third night. Two rooms were smoked in, incurring a \$250 cleaning fee per room.

Responding to a question from Kerby, Hartstein replied that guests who smoked in the room are not prohibited in future, in order to maintain low-barrier access. The fee is a minor issue in comparison to a client's risk of death.

Hoffman added that the definition of a low-barrier shelter is not having consequences for this type of minor offense. These clients have fairly high needs and no resources; many have been banned elsewhere for various behaviors.

Kerby recommended monitoring such costs to see if it was a significant issue.

Holland concurred.

Hoffman emphasized that FHC explains expectations to every guest during the intake process.

Hartstein shared several success stories. Areas for improvement: more skilled and trained staff/volunteers to support more a streamlined intake; identify immediately deployable volunteers; add a medical fragility question to intake; identify an alternate plan/location for sheltering in case of lack of funding or hotel availability.

Malone asked how the program was working for hotels.

Hartstein replied that FHC plans to interview hotel management. Anecdotally, hotel management appreciated having the security guard check in with them.

Kerby asked about the notification process for potential guests when sheltering is activated.

Hartstein explained that outreach happens through the Harm Reduction Team and an alert to other shelter providers, then word of mouth. Most guests heard about the program from Harm Reduction, a case manager, or friends.

Wyse approved of that approach rather than a notification blast, to avoid people from other areas using that capacity.

Holland agreed the service was only for Benton County clients. Coordination with providers is essential. The program cannot meet the entire cold weather demand.

Kerby asked if anyone was turned away due to a room limit.

Holland replied that only 15 rooms were available each night; FHC worked with Unity Church for overflow of seven to 13 guests.

Hoffman noted that staff originally envisioned a congregate setting; FHC proposed hotel sheltering, which staff think is better and can be realistically implemented. There is still a need for overflow in a congregate setting. Not everyone will be successful in a hotel, and FHC may not have enough hotel rooms at a given time. Staff did not expect the high volume of clients, so a continuum of emergency overflow options is needed. Because the County's contract is limited in scope, the County could not fund overflow at the church. FHC paid to provide that option. Hoffman thanked FHC and staff for working so collaboratively and generously.

Hartstein shared that a debrief was held with FHC and other providers. A hybrid congregate/hotel model might work, such as families/couples in a hotel and others in a congregate setting.

Hoffman noted there has been concern and misinformation about the security aspect. The security presence was minimal and non-intrusive, and is a significant part of why hotels are willing to participate.

Augerot had not heard concerns past the first two days of activation.

Malone asked about activation criteria and weather predictions.

Holland replied that staff used decades of weather data to create the thresholds. The Air Quality Index came from national standards. Summers have been warmer than average; other seasons have been more volatile. Criteria identify hazards beyond just a certain temperature.

Hoffman explained that thresholds are often resource-based. More relaxed standards means more activation, which requires more funding.

The Board praised the meaningful successes implemented in a short period of time.

Holland noted that with help from staff, FHC is well on its way to developing more capacity. This activation will put the contract close to the end of its funding. Startup costs and the first five days of activation cost \$29,000. This activation will put total costs at about \$49,200, not to exceed \$50,000.

Hoffman noted there is a provision to amend the amount with additional resources. If Corvallis does not award funding, staff will return to the Board and Crager; otherwise this could be the last activation. The funding totals about \$1 million and uses are very flexible. Benton County and Unity Shelter applied. It appears the desire is to split the pot.

{Exhibit 3: Inclement Weather Presentation}

3.7 Discussion of State of Emergency Declaration Regarding Homelessness – *Commissioner Xanthippe Augerot*

Augerot has been working with HOPE Project Manager Rebecca Taylor, Arena, and Hoffman to determine whether Benton County should declare a local emergency on housing and ask to be included with Governor Tina Kotek's Emergency Declaration. Benton is part of the Rural Oregon Continuum of Care (ROCC), which did not meet the threshold for the emergency. The Governor's Office and legislators are working to include ROCC Counties in some funding measures, but details are unknown. Legislators are working on House Bill (HB) 2001-1, which will make several statewide policy changes funded by Ways and Means, including changes in

eviction processes, expansion of youth homelessness programs, and modular housing. Augerot testified on HB 2001-1 that ROCC Counties want to be included in funding and see further investment in the pilot program for coordinated regional homelessness response. Augerot was undecided whether to declare a local housing emergency, or continue to wait and watch. The State will review additional applications to the executive order on March 10, 2023.

Arena noted that Benton meets the threshold as an individual County, but there has been little information on State requirements that may be imposed under a local emergency.

Augerot added there will be a statewide emergency activation center, so there is no requirement to set up a local EOC.

Hoffman leaned towards declaring a local emergency to ensure Benton's needs are considered.

Wyse commented that a declaration might help the County advocate for vulnerable community members, but could also have unintended consequences. Wyse asked if the Board could revoke a declaration quickly if that were the case.

Augerot confirmed. The Board should have a distinct data threshold below which the emergency would be revoked.

Wyse and Malone concurred.

Malone suggested asking legislators for guidance.

Augerot had spoken to Rayfield, who gave assurances that the rest of the state would be covered; however, the language of HB 2001-1 is being negotiated between legislators and the Governor's Office. Augerot can follow up with Rayfield about a local declaration.

The Board decided to prepare for a potential declaration and revisit the matter at the March 7, 2023 Board Meeting. Arena to work with Counsel on potential declaration language.

Chair Malone recessed at 12:50 p.m. and reconvened at 1:00 p.m.

3.8 County Administrator (CA) Transition Discussion – Joe Kerby, County Administrator; Suzanne Hoffman, Health Services Director

Kerby reported working with Cramer and Hoffman on budget decisions, to be completed next week. Budget Committee meetings start in April 2023. Hoffman and Kerby are discussing transition items. Kerby will be away the week of February 27, 2023; Hoffman will be Acting CA at that time. Kerby's last day with Benton County is March 15, 2023. Staff selected a recruiting firm to find the next CA; Martineau is checking the firm's references. The project is on schedule.

Kerby is working with Human Resources (HR) on Natural Areas, Parks & Events Director interviews; the top three candidates will visit in person on February 25, 2023. The Board and Hoffman will participate. Two other panels and a stakeholder panel will help Kerby make the decision on February 24 or 27, 2023. There will be a Kalapuya Building open house on April 20, 2023 in partnership with Corvallis School District, which will host an art display.

4. Executive Session under ORS 192.660[2][e] – Negotiations for Property Transactions

Chair Malone recessed the regular Board Meeting at 1:14 p.m. and immediately entered Executive Session.

Chair Malone exited Executive Session at 2:04 p.m. and immediately resumed the regular Board Meeting.

5. Other

No other business was discussed.

6. Adjournment

The meeting was adjourned at 2:04 p.m.

Pat Malone, Chair

Erika Milo, Recorder

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MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS
Tuesday, July 26, 2022

Zoom link: <https://zoom.us/j/92092888206?pwd=bTMvOEkrb0FOZE9iVGVuVXAwdjJJQT09>

Livestream: <http://facebook.com/BentonCoGov>

9:00 a.m.

- Present:** Nancy Wyse, Chair; Pat Malone, Commissioner; Xanthippe Augerot, Commissioner; Joe Kerby, County Administrator; Vance Croney, County Counsel
- Staff:** Rick Crager, Finance; Dawn Dale, Jef Van Arsdall, Sheriff's Office; Marriah De La Vega, Amanda Makepeace, BOC staff; Ricky Garcia, Suzanne Hoffman, Kailee Olson, Mara Sargent, Ashley Talamantes, Health; Cory Grogan, Public Information Officer; JoeHahn, Equity, Diversity & Inclusion; Tracy Martineau, Jo Missler, Human Resources; Erika Milo, BOC Recorder; Darren Nichols, Daniel Redick, Greg Verret, Community Development
- Guests:** Shannon Bush, Shawn Edmonds, Joel Geier, Kevin Kenaga, Janet Larkin, Nancy Whitcombe, Corvallis residents; Sam Chapman, Healing Advocacy Fund; John Harris, Horsepower Productions

Chair Wyse called the meeting to order at 9:03 a.m.

I. Opening:
A. Introductions
B. Announcements

There were no announcements.

II. Comments from the Public

Nancy Whitcombe, resident, 37049 Moss Rock Drive, Corvallis: Whitcombe stated it is difficult for volunteers to devote 8-10 months to the Solid Waste Process Work Group (WG) recommended by Sam Imperati, ICM Resolutions. If Coffin Butte Landfill (CBL) is unwilling to delay a new Conditional Use Permit (CUP) application for expansion until the WG process is complete, Whitcombe suggested that the WG focus on revising Benton County Code Chapter 77: Landfill Site in lieu of the CUP process.

Joel Geier, resident, 38566 Highway 99-West, Corvallis: Geier expressed concern about a WG process focused on clarifying the existing requirements for a CUP, then inviting the applicant, Republic Services (RS), to be part of that process. RS should not be part of a group to decide local policies.

Kevin Kenaga, resident: Kenaga demanded a real commitment from RS to hold off on a CUP until the community engagement recommended by Imperati is completed. The County spent over \$16,000 on a preliminary report that says there is not enough information. Information provided by the community is not getting enough attention or being used in decision-making.

III. Review and Approve Agenda

No changes were made to the agenda.

IV. Work Session

4.1 Advocacy Group's Request to Present Information to the Commissioners Regarding Measure 109: Psilocybin Therapy in Oregon – Sam Chapman, Executive Director, Healing Advocacy Fund (HAF)

Chapman explained that HAF is a non-profit organization supporting the implementation and education of the nation's first psilocybin therapy program, which Oregon voters approved through Measure 109 (M109) in November 2020. Over one-third of Oregonians are experiencing symptoms of clinical anxiety and depression. Oregon is the third worst state in the country for mental health crisis. Rigorous studies show that psilocybin has promise for treating depression, end-of-life anxiety, and addiction. The Food & Drug Administration granted psilocybin a breakthrough therapy designation.

M109 establishes a licensing and regulatory framework to serve those who seek psilocybin therapy and will safely benefit from it. M109 establishes licensed service centers and an Oregon Psilocybin Advisory Board (OPAB), imposes a two-year development period before licenses are granted, establishes training and licensure for facilitators, manufacturers, testing laboratories, and service centers, and creates a tracking system for all psilocybin products.

Phases of psilocybin administration:

1. Assessment: a participant provides information on their health background.
2. Intention-setting: a facilitator explains the process to the participant and develops an individualized safety plan.
3. Administration session: facilitator will supervise throughout and will certify end of session; no psilocybin will leave the premises.
4. Integration session: participant meets with facilitator after session to help integrate the insights into daily life. This lengthens the positive benefits.

M109 does not allow: retail sales; off-site consumption, possession, or production; branding or advertising of products; unregulated or untracked production; service centers near schools; access for minors (participants must be at least 21 years old).

During the development period, Oregon Health Authority (OHA), with the guidance of the OPAB, will develop a regulatory program. In January 2023, OHA will begin accepting applications and issuing licenses to facilitate, manufacture, operate service centers, and test products. The rules for products, training, and testing are finalized. Remaining rules will be finalized in December 2022. All OPAB recommendations are available on the OHA website; a first draft of the rules is expected in one-two months. Rules around time, place, and manner exist in the statute. Counties and cities may create additional time, place, and manner restrictions on service centers and manufacturers. The program is statewide unless voters opt out by local ordinance on a general election. A service center cannot be located in an exclusively residential area of a city; a manufacturer may not be within 1,000 feet of a school, within a residence, on mixed-use property, or in an area zoned for residential use. M109 was supported by 63.4% of Benton County voters, and 73% of City of Corvallis voters.

Responding to a question from Wyse, Chapman clarified the rule-making timelines. OHA expedited the first set of rules so practitioners could undergo training and apply for a facilitator license. Licenses will be available on January 2, 2023, but services will not be available till later in 2023.

Wyse asked about the claim of M109 support being “broad and statewide” when a number of counties in eastern Oregon voted against it.

Chapman clarified that support for M109 was broad in terms of numbers, not geography. Fifteen of 36 counties voted in favor.

Malone asked if Oregon was following a model, or trailblazing the effort.

Chapman replied that clinical studies have gone on for decades. OPAB includes medical experts and community members. Psilocybin is not for everyone, but many veterans and terminally ill cancer patients have benefited through clinical trials or leaving the country for treatment.

Van Arsdall asked how the facilitator certifies the end of a session.

Chapman explained a session is at most six to eight hours long. Length of session will be determined by the service center and facilitator.

Van Arsdall asked about the consequences if a participant just leaves the facility.

Chapman replied there will be a safety plan; participants may have to agree to be under a hold. Protocols will be built into the State’s plan if a participant did leave prematurely.

Hoffman commented that the rule establishment and advisory process for this program was long and thorough, with considerable due diligence. Hoffman had heard anecdotal stories of veterans who have benefited from this treatment. Hoffman felt optimistic about the State’s preparedness and the County’s support of the measure.

Talamantes asked if there have been long-term studies about how this treatment could benefit or be contraindicated for the population served by Mental Health, which includes people diagnosed with severe persistent mental illness, schizophrenia, or psychotic disorders.

Chapman replied there is not much research in that area, hence the four-step treatment process. This is a new informed consent model, not requiring a diagnosis. Psychologists and therapists have expressed concern about liability if working with people outside their scope of practice, hence the rules emphasize this is a therapeutic modality, not talk therapy. Practitioners will be trained to handle an adverse reaction.

Talamantes asked if insurance would offset the cost, or is the treatment out-of-pocket.

Chapman did not anticipate insurance providers covering the cost of a session any time soon; psilocybin is still a Schedule I medication. Proponents believe there will be community-based private philanthropic funding. Infrastructure will help clients get access.

Sargent asked about required background for facilitators: are these licensed mental health professionals, or can anyone take the course. Who provides the training, and is that privatized to facilities, or something any educational facility could offer.

Chapman anticipated that many types of licensed healthcare professionals (LHPs) would be interested in facilitating, such as doctors, therapists, social workers, or first responders. However, it is not required to be an LHP, because conventional training does not necessarily include psilocybin information. Facilitators must have 160 hours of training (including 40 hours of

practicum) to graduate, then must take a second test to get an OHA license. Training is not privatized; individual organizations can create training programs. Many programs have been certified by OHA. Some programs will go beyond the minimum hours.

Nichols met last week with a statewide roundtable of county planning directors on this topic. Planners have much uncertainty and not much consensus yet about how these activities will fit into communities. Issues raised include:

- Transportation impact, mainly driven by size of facility and number of patients.
- How does a proposed use, especially in a rural area, fit in with surrounding neighbors.
- Uncertainty about the needs of the industry, what scale of economy will fit. Will treatment sessions be indoor, outdoor, or both? Are overnight accommodations or food included? Nichols mentioned a proposed 120-acre resort-type treatment facility in southern Oregon that would include camping.
- Planners want to know more about the difference between growing, selling, and administering psilocybin.

Augerot commented that if an individual has a proposal for a facilitation location, that person will request a Land Use Compatibility Statement (LUCS) from the County. Augerot asked if the County could acknowledge this as a conditional use and go a step beyond that.

Nichols replied that at present, the County would review a LUCS under current code, but was unsure about details. Definitions of agricultural use, healthcare use, and industrial use are needed.

Augerot noted that a treatment center could potentially be a healthcare facility, with Qualified Mental Health Professionals to provide talk therapy; a manufacturing facility is different. A conditional use approach would give the County more leverage, but code would need to be written. LUCS requests might be received as early as January 2023, which is why some counties are putting in moratoria to allow time to establish processes.

Nichols opined that the moratoria were mainly to allow time to determine details. Deschutes County has taken a leadership role, allowing psilocybin production and manufacturing in Exclusive Farm Use zones with a Conditional Use Permit process. Service centers would be allowed in Rural Industrial zones, Rural Communities, and Rural Service Centers, but not within an Urban Growth Boundary (UGB). What would ordinarily be an urban clinic use is required to be outside a UGB.

Augerot asked if a city could allow the use in General Industrial or Commercial zones, but not in Residential zones.

Nichols asked if service centers must be located outside of a Residential zone and outside a UGB. That is a consistent interpretation of the measure.

Chapman had not heard of these uses not being permitted in a UGB and did not think that was in the statute, but it might be a valid interpretation in local control. A UGB is not explicitly prohibited or allowed in the measure. Regarding cities, Measure 109 Section 26 states that service centers may not be located 'within the limits of an incorporated city or town; and zoned exclusively for residential use.' The word 'and' causes confusion about the city-county distinction. This is often interpreted to mean that centers cannot be in cities, but that is not the case.

Chapman explained that facilities will have range from expensive resorts with overnight lodging, to medical institutions such as treatment centers, hospitals, hospice and palliative care settings. The goal is simply to add psilocybin to that mental health treatment environment. The most common model is a simple therapist/social worker office style. Transportation, parking, and number of people using a site are land use decisions. There will probably not be more than five to six people using a site at one time.

Augerot supported the program and its potential for therapeutic assistance, but asked if there was sufficient staff capacity to accept applications in January 2023 or if Community Development (CD) needed more time to prepare.

Kerby also had concerns about staff capacity and noted that additional consultants could be hired.

Wyse expressed a neutral position on the topic, due to needing more time to consider the information. There is considerable support, but the County needs time to prepare and consider additional community impacts. Wyse suggested discussing the topic at a Goal Setting Meeting.

Malone had similar comments and concerns; the County should proceed, but also address CD concerns. Malone would be amenable to a delay in implementation if more research time is needed, and concurred about discussion at a future Goal Setting Meeting.

Chapman explained that although the Board could put a temporary ban on these businesses and send the question to voters, this uses staff capacity, and is unlikely to pass. If a ban failed, licenses would be issued without time, place, and manner restrictions in place. Drafting those restrictions simultaneously would save staff capacity.

Kerby asked if the Board wished to discuss the matter at the August 9, 2022 Goal Setting Meeting.

Augerot could not attend that meeting, but a moratorium would have to be placed on the ballot by August 18 or 19, 2022. Time, place, and manner code must be in place if the County opts for conditional use.

Responding to a question from Malone, Nichols replied that CD usually has 150 days to decide on any land use application.

Chair Wyse recessed the meeting at 10:06 a.m. and reconvened at 10:12 a.m.

V. Consent Calendar

- 5.1 In the Matter of Approving the January 4, 2022 Tuesday Board Meeting Minutes**
- 5.2 In the Matter of Approving the April 5, 2022 Tuesday Board Meeting Minutes**
- 5.3 In the Matter of Approving the June 7, 2022 Tuesday Board Meeting Minutes**
- 5.4 In the Matter of Approving the June 21, 2022 Tuesday Board Meeting Minutes**

MOTION: Malone moved to approve the July 26, 2022 Consent Calendar. Augerot seconded the motion, which **carried 3-0.**

VI. Old Business

6.1 *Discussion and Action: Benton County Solid Waste Situational Assessment Draft Project Scoping – *Darren Nichols, Community Development*

Nichols presented an addendum (Exhibit 1) with a rough estimate of costs to implement the situational assessment. The implementation plan lays out recommended tasks. First, staff need to draft a Common Understandings Document (CUD). Daniel Redick has started work on the CUD and created a website to publish it, with a library of related documents. This addendum includes: 1. Facilitation of the work. 2. Conditional Use Permit (CUP) application. 3. Land use and legal review to be done by outside staff. 4. Technical expertise to conduct the management plan after the Solid Waste Process Work Group (WG) finishes its charge.

Augerot mentioned that Solid Waste Management Plan expertise is also needed.

Nichols noted that the plan will be developed after the WG finishes its report to the Board. The estimate only includes external staff time, not internal. A recent CUP review required considerable staff time. The current project is estimated to take about 400 hours of Redick's time, and probably another 400 from other staff, totaling .4-.5 Full-Time Equivalent for the next year. The estimate relied heavily on similar efforts in Deschutes, Marion, and Lane Counties.

Malone asked if any of the external costs in Exhibit 1 were included in the current budget.

Nichols replied the costs were not in the current Community Development budget. Fiscal impact depends on how much of Redick's existing work can be utilized.

Augerot noted there is more revenue from Republic Services (RS) from the existing Coffin Butte Landfill (CBL) franchise than the County budgeted for, so those funds could be utilized.

Kerby stated this is an unanticipated expense of about \$.5 million. Staff will need to work with Crager on a funding source. There are probably savings in the current budget.

Crager concurred that the RS landfill servicing contract is generating more funds than budgeted, which goes into the General Fund. However, more analysis is needed to determine if those funds are available.

Nichols shared that Imperati's initial assessment cost about \$25,000 (more time than budgeted). Eight WG meetings would more than double that just for facilitation. However, this is about 10% of a single year's landfill revenue. Determining how much of Redick's work can be used will require input from outside experts. The first tasks are: 1.1 Select and contract with WG facilitator. 1.2 determine Request for Proposal (RFP) processes and draft scope of work for the land use and legal review. 1.3 determine scope of sustainable materials management planning.

Augerot wanted outside experts to focus on the environmental impacts of CBL, such as greenhouse gas emissions, particulate matter, and water emissions. This would apply to both the CUP process and the Sustainable Materials Management Plan (SMMP). Criteria for landfill expansion should be informed by some understanding of impacts. Augerot felt the proposed schedule was ambitious. Public commenters mentioned that eight meetings from August-

December 2022 was a significant investment of time. It may be necessary to scale back and see if people can hold multiple roles. Participants need to be committed, not jump in and out.

Responding to Wyse, Nichols confirmed that the Board is responsible for appointing WG members based on statements of volunteer interest. A certain level of commitment will be required. Oregon Consensus facilitators have the skills to encourage robust participation.

Augerot suggested asking Oregon Cascades West Council of Governments (COG) if a staff person there could participate on behalf of the cities, at least in Linn, Benton, and Lincoln Counties. Augerot liked Imperati's recommendation of using the Oregon Refuse and Recycling Association (ORRA) as a resource. Some public commenters objected to having RS at the table; possibly RS should be an ex officio member, with ORRA as a voting member.

Kerby suggested including a Sustainability staff person. Meeting time of day could affect volunteer participation.

Nichols asked if the Board wished to continue working with Imperati. A separate RFP would take a month or more. Imperati has built knowledge and relationships.

Wyse noted that the addendum lists two tasks for the Board to complete today: 4.1 Identify two neighboring jurisdictions to participate; 7.1 Determine resources to be used on implementation.

Augerot shared that Polk County Commissioner Craig Pope expressed interest a few months ago in participating. Someone from Marion County might be helpful. Both Counties are CBL clients.

Wyse also suggested a representative Linn County. Wyse requested that Nichols see which of these possible partners is willing to participate.

Augerot also received inquiries from Lincoln County Commissioner Kaety Jacobson.

The Board confirmed using Imperati as the WG facilitator through an RFP/Request for Quote (RFQ), and having staff return with a firmer estimate of the budget.

MOTION: Augerot moved to proceed with contacting Oregon Consensus to determine how to contract with Sam Imperati, and to move forward with putting together the RFPs/RFQs to facilitate the outside experts assisting with this process. Malone seconded the motion, which **carried 3-0.**

MOTION: Augerot moved to approve the draft implementation plan and timeline, and to direct staff to continue to refine and begin next steps as soon as possible. Augerot also moved to direct staff to develop a frequent reporting schedule for Board updates and review throughout the work of the Work Group project. Malone seconded the motion. Malone added item 0.1 "Develop common understandings" to the Draft for Implementation of Solid Waste Situational Assessment Recommendations (Exhibit 1). Augerot agreed to the amendment. Malone seconded the amended motion, which **carried 3-0.**

{Exhibit 1: Draft for Implementation of Solid Waste Situational Assessment Recommendations}

VII. Department Requests

7.1 House Bill (HB) 4004: Workforce Stability Grant Utilization – Ricky Garcia, Ashley Talamantes, Behavioral Health

Martineau explained that the grant deadline is August 1, 2022. To prepare the report, Garcia and Talamantes surveyed other counties and partners. Staff propose that 75% of the grant be used for employee compensation, 25% for recruiting. Staff have already met with the American Federation of State, City, and Municipal Employees (AFSCME) to negotiate the impact, as required by the Public Employees Collective Bargaining Act.

Garcia explained that partners suggested an approach very similar to this proposal. AFSCME feedback and clarification from the State was incorporated. The goal is to be equitable among staff regardless of position. In the 75% part, there are some changes in the number of positions, which varies with vacancies and hiring; this will benefit several Qualified Mental Health Practitioner positions in the works, which are the hardest to fill. The 25% part has more flexibility; Garcia and Talamantes will work with staff on how to use that for recruitment and retention.

Martineau stated that staff will return in a few weeks with a Memorandum of Agreement (MOA) with AFSCME, so the Board will be able to approve the details of this spending.

Augerot asked if the conceptual report shown here is sufficient, or if estimated numbers are also needed.

Garcia stated the report must have specific amounts allocated to position categories. The draft distribution report with numbers will be attached.

The Board discussed whether expressing general support was sufficient, or whether a motion was needed.

Augerot noted the Board must approve expenses over a certain threshold.

Counsel recommended a motion due to the quantity of funds and number of employees affected.

MOTION: Augerot moved to approve utilization of 75% of the HB 4004 Workforce Stability Grant funds to offer Workforce Investment Payments to eligible current and future Behavioral Health Division employees and utilization of 25% of the Grant funds for staff satisfaction/ development and recruitment/ engagement initiatives. Malone seconded the motion, which **carried 3-0.**

VIII. Information Sharing

8.1 Nancy Wyse, Chair

No business was discussed.

8.2 Xanthippe Augerot, Commissioner

Augerot attended the Veterans Stand Down benefit event. Molly Murphy, Benton County Veterans Services Office, attended with new staffers Mark Lapinskas and Ian Briggs; other partners praised Murphy's leadership. Community Outreach, Incorporated and Corvallis Housing First also provided supplies. Augerot attended the City of Philomath dedication ceremony by the Oregon Historical Marker Board and the Baha'i Faith Group that sponsored the marker. Augerot

will attend the The College of Osteopathic Medicine of the Pacific Northwest White Coat ceremony in the City of Lebanon. Augerot will visit Corvallis Municipal Court, a program that is working well to support people who commit low-level violations.

The Board discussed the timing of Kerby's performance review. Kerby stated this would probably occur at the September 2022 Goal Setting Meeting.

Augerot shared that she would attend the August 5, 2022 forest tour, but leave early to take the Oregon Business Industries tour of the Hewlett-Packard facility, the Intel facility, and the Oregon Manufacturing and Innovation Center in the City of Scappoose.

8.3 Pat Malone, Commissioner

Malone also attended the dedication ceremony of the Philomath roadside marker commemorating the Shipley donation of land for Mount Union Cemetery. Malone to discuss signage connecting the marker and cemetery with Philomath officials. Benton Area Transit is slated to receive about \$1.5 million in Federal funding to update equipment with electric buses and charging stations. The bill passed the House and needs to go through the Senate. Malone suggested that Grogan contact the new COG Public Information Officer.

8.4 Joe Kerby, County Administrator

Kerby noted that Debie Wyne, Public Works, will have a retirement party on July 27, 2022.

IX. Other

No other business was discussed.

X. Adjournment

Chair Wyse adjourned the meeting at 11:17 a.m.

Nancy Wyse, Chair

Erika Milo, Recorder

** NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*



**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR THE
STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Proclaiming April as)
National Child Abuse & Neglect Prevention)
Month in Benton County)**

Proclamation P2023-002

Children are some of our most valuable and vulnerable community members and will continue to shape the future of Benton County. Child abuse and neglect can have long-term psychological, emotional, and physical effects that have lasting consequences for victims of abuse and is a serious issue that impacts every aspect of our community.

Addressing child abuse and neglect requires actions and solutions from all within the community, including partnerships with child welfare professionals, community-based organizations and programs, local businesses, law enforcement agencies, and families.

Child abuse and neglect is considered one of our nation's most serious public health problems.

The physical, emotional, and financial impact of abuse and neglect impacts children from all socioeconomic, racial, cultural, and social backgrounds and impacts children of all ages and abilities.

Children who are victims of abuse and neglect are heard and protected will likely be more capable of disclosing their victimization and continue in the justice and recovery process.

Child abuse and neglect prevention provides children and families with the knowledge of their rights and available resources to empower and improve their ability to restore a sense of safety and stability.

Benton County will support the empowerment of child abuse survivors and victims, including their non-offending family members, working toward prevention of abuse and neglect of children.

THEREFORE, BE IT PROCLAIMED that the month of April is National Child Abuse and Neglect Prevention Month in Benton County, and all community members are encouraged to join in this observance.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner



**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR THE
STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Proclaiming April as Nat'l)
Child Abuse & Neglect Prevention Month) **Proclamation P2023-002**
in Benton County)**

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BENTON COUNTY BOARD OF COMMISSIONERS

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Pat Malone

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Pat Malone, Chair

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Xanthippe Augerot

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Xanthippe Augerot, Vice Chair

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Nancy Wyse

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Nancy Wyse, Commissioner



**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR THE
STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Proclaiming April 9-15, 2023)
as Public Safety Telecommunicators Week) Proclamation P2023-003
in Benton County)**

Several hundred dedicated telecommunication professionals answer nearly 2 million emergency calls annually and serve the community members of and visitors to Benton County 24 hours a day, 7 days a week, 365 days a year. These telecommunicators answer the 9-1-1 emergency calls in need of assistance from law enforcement, fire and emergency medical services, and dispatch the appropriate assistance as quickly as possible.

The professional public safety telecommunicator shows dedication and commitment every day and is a vital link between community members and public safety providers who save lives, protect property, apprehend criminals, and are the true first responders.

The critical functions performed by professional telecommunicators also include those related to other operations performed by federal, state, and local government agencies, including emergency management, highway safety, and search and rescue.

The Association of Public Safety Communications Officials (APCO) and other organizations in the United States and Canada have set aside the second week in April to recognize telecommunicators and their crucial role in the protection of life and property.

THEREFORE, BE IT PROCLAIMED that April 9-15, 2023 is Public Safety Telecommunicators Week in Benton County.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner



**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR THE
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Nancy Wyse, Commissioner



**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR THE
STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Proclaiming April 30,)
2023 As National Therapy Animal Day) Proclamation P2023-004
in Benton County)**

There are thousands of Pet Partners therapy animal teams serving in communities across the United States. National Therapy Animal Day was created by Pet Partners to honor and recognize the significant bond created between the pet and human companion, as well as the handlers and volunteers who train pets in supporting the well-being of community members.

Pet Partners has designated April 30, 2023 as National Therapy Animal Day.

Pet Partners animal therapy teams in the Town of Corvallis play an essential role in improving human health and well-being through the human-animal bond.

Pet Partners therapy animal teams make millions of visits per year in settings such as hospitals, nursing homes, schools, hospice, and other settings.

Pet Partners therapy animal teams interact with a variety of people in our community including veterans, seniors, patients, students, community members experience emotional or physical trauma, and those approaching end of life.

These exceptional therapy animals who partner with their human companions bring comfort and healing to those in need.

Therapy animals provide benefits for community members through emotional assistance, physical support, medical alerting, and companionship.

THEREFORE, BE IT PROCLAIMED that April 30, 2023 is National Therapy Animal Day in Benton County, and all community members are encouraged to join in this observance.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner



**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR THE
STATE OF OREGON, FOR THE COUNTY OF BENTON**

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As National Therapy Animal Day)
in Benton County)** **Proclamation P2023-004**

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Nancy Wyse

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Nancy Wyse, Commissioner

PROCLAMATIONS

**BEFORE THE BENTON COUNTY BOARD OF COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

In the Matter of Proclaiming April 23 through April 29, 2023 as NATIONAL CRIME VICTIMS' RIGHTS WEEK in Benton County)
)
)
)
)

PROCLAMATION P2023-001

Americans are the victims of 20 million crimes each year that affect individuals and communities; and in 2022 in Benton County, the District Attorney's Office Victim Assistance Program assisted 2,306 crime victims by providing 40,911 services.

Since 1981, the United States has observed National Crime Victims' Rights Week to raise awareness about victims' rights and services. The Office for Victims of Crime has declared the 2023 theme to be *Survivor Voices: Elevate. Engage. Effect Change.*

The term “victim” is more than just a label and has legal standing and protections that go along with it.

Crime victims' rights acts passed here in Oregon and at the federal level guarantee victims the right to meaningfully participate and use their voice in the criminal justice process.

Victim services providers, advocates, law enforcement officers, attorneys, and other allied professionals can help survivors find their justice by enforcing these rights.

The right to provide an impact statement ensures that victims' voices are considered in court during the sentencing and, when applicable, restitution processes.

Including and elevating the voices of survivors makes certain they are heard and seen and creates a path to forging and then sustaining community trust.

Engaging survivors creates responses and services that are credible, meaningful, and centered on individual needs.

Survivors' lived experiences can serve as a catalyst for implementing innovative programs, shifting existing programs in new directions, and changing policies or practices that prevent survivors from accessing services or pursuing justice.

National Crime Victims' Rights Week provides an opportunity to recommit to listening to crime survivors in every space where decisions are made that could impact them.

Benton County District Attorney's Office is hereby dedicated to amplifying the voices of survivors and creating an environment where survivors have the confidence that they will be heard, believed, and supported.

NOW, THEREFORE, we as Benton County Commissioners, do hereby proclaim the week of April 23-29, 2023, as

Crime Victims' Rights Week

Reaffirming Benton County's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week, and throughout the year; and expressing our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice and peace.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

BENTON COUNTY BOARD OF COMMISSIONERS

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner

**BEFORE THE BENTON COUNTY BOARD OF COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

In the Matter of Proclaiming	)	
April 23rd through April 29th as	)	PROCLAMATION P2023-001
NATIONAL CRIME VICTIMS’	)	
RIGHTS WEEK in Benton County	)	

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Nancy Wyse, Commissioner

NEW BUSINESS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/18/23

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Public Works

Contact Name * Joe Mardis

Phone Extension * 6285

Meeting Attendee Name * Joe Mardis

Agenda Item Details



Item Title * Resolution in the Matter of Initiating Proceeding to Vacate two portions of Coon Road No. 45800, No. R2023-004

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☒ Discussion and Action
- ☐ Discussion Only
- ☒ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☒ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Estimated Time * 15 min

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement*

☐ Yes

☒ No

Page 51 of 118

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

A petition was filed with Benton County Public Works by the owners of the property abutting the two vacations, which is 100 percent of the owners along Coon Road County Road No. 45800. From a field location survey, it was determined that portions of the existing road were not within the legal 40 foot wide right of way of Coon Road and that a new right of way of 60 feet needs to be dedicated based on the actual centerline of the existing road. The owners will dedicate the new right of way via a subdivision plat named "Stones Throw" and at the owners request the two areas shown in Exhibit "A" and "B" needs to be vacated.

Benton County Public Works sees no future need for the two portions of legal right of way, which will not be detrimental to the public or adjacent landowners and will not deprive any of the abutting owners' access to their property.

Options *

1) Approve the initiation of the proceedings to vacate two portions of Coon Road No. 45800.

2) Deny the initiation of the proceedings to vacate two portions of Coon Road No. 45800 and advise staff.

Fiscal Impact *

- ☐ Yes
☒ No

2040 Thriving Communities Initiative

Mandated Service? * ☐ Yes ☒ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values *

Select all that apply.

- ☒ Vibrant, Livable Communities
- ☐ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☐ Equity for Everyone
- ☐ Health in All Actions
- ☐ N/A

Explain Core Values Selections *

The vacation and the new dedication of the right of way will make the transportation network safer and more livable for the surrounding communities.

Focus Areas and Vision *

Select all that apply.

- ☒ Community Safety
- ☐ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☒ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☐ N/A

Explain Focus Areas and Vision Selection *

The vacation and the new dedication of the right of way will make the transportation network safer and more livable for the surrounding communities.

Recommendations and Motions

Item Recommendations and Motions

Staff Recommendations* It is recommended by staff to initiate the proceedings to vacate two portions of Coon Road.

Meeting Motions* I move to ...
pursuant to ORS 368.326 to 368.341, declare Benton County's intent that proceedings be initiated to vacate two portion of Coon Road, County Road No. 45800 as described in the Resolution.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Resolution Coon Road Vacation.pdf 1.49MB

Comments (optional)

The cost of the vacation was not charged by Benton County because the petitioners will give a new right of way by dedication by the plat of "Stones throw".

Department Approver

GARY STOCKHOFF

1.

Department Approval

Comments

Signature

Gary Stockhoff

2.

Counsel Approval

Comments

Signature

Vance H. Choney

3.

County Administrator Approval

Comments

Signature

Suzanne Hoffman

4.

BOC Final Approval

Comments

Signature

Amara Makepeace

**BEFORE THE BENTON COUNTY BOARD OF COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Initiating Proceedings)
to Vacate two portions of Coon)
Road County Road No. 45800)** **RESOLUTION NO.R2023-004**

**THE ABOVE ENTITLED MATTER COMING NOW FOR THE
CONSIDERATION OF THE BOARD AND,**

IT APPEARING TO THE BOARD

WHEREAS Pursuant to ORS 368.326 to 368.341 Benton County makes a declaration of intent to initiate proceedings to vacate two portions of Coon Road, County Road 45800, as shown on the maps as Exhibit "A" and "B" and described in the petition as Exhibit "C" for the following reasons:

1. Vacation of a portion of Coon Road would not be detrimental to the public or adjacent landowners.
2. From a field location survey, it was determined that portions of the existing road were not within the legal 40 foot wide right of way of Coon Road and that a new right of way of 60 feet needs to be dedicated based on the actual centerline of the existing road. The owners will dedicate new right of way via the subdivision plat named "Stones Throw" and at the owners request the two areas shown in Exhibit "A" and "B" should be vacated.
3. Benton County Public Works sees no future need for the two portions of legal right of way that does not include the existing road.
4. Dedication of the right of way over the existing road is the best location of the new road and will not deprive any of the abutting landowner's access to their property.

WHEREAS Pursuant to ORS 368.326 to ORS 368.366 proceedings be undertaken to vacate two portions of Coon Road County Road 45800, as shown on the maps as Exhibit "A" and "B" and described in the petition as Exhibit "C".

WHEREAS pursuant to ORS 368.346(1) when the vacation proceedings have been initiated, the County Engineer shall examine said road and file a written report.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Benton County Board of Commissioners have declared their intent and that the proceedings be initiated to vacate a portion of Coon Road, County Road No. 45800, as described above.

Adopted this 18th day of April, 2023.

Signed this 18th day of April, 2023.

Approved as to form:

BOARD OF COMMISSIONERS

Vance M. Croney, County Counsel

Pat Malone, Chair

Xanthippe Augerot, Vice Chair

Nancy Wyse, Commissioner

**BEFORE THE BENTON COUNTY BOARD OF COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Initiating Proceedings)
to Vacate Two Portions of Coon Road,)
County Road No. 45800)**

RESOLUTION NO.R2023-004

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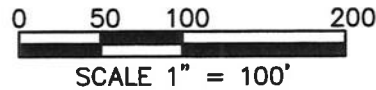


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Nancy Wyse, Commissioner

EXHIBIT "A"

RIGHT OF WAY VACATION
OF A PORTION OF COON ROAD
COUNTY ROAD NO. 45800
IN THE NW 1/4 OF SECTION 33,
TOWNSHIP 14 SOUTH, RANGE 5 WEST
WILLAMETTE MERIDIAN
BENTON COUNTY, OREGON
FOR BENTON COUNTY PUBLIC WORKS



TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 1 OF STONES
THROW SUBDIVISION)

TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 3 OF STONES
THROW SUBDIVISION)

L = 113.20', R = 270.00'
CHORD LENGTH = 112.38'
CHORD BEARING N40° 41' 30"E

PROPOSED 60' DEDICATED
ROW BASED ON EXISTING ROAD

N52° 42' 11"E
203.27'

EXISTING EDGE OF ROAD

L = 125.24', R = 430.00'
CHORD LENGTH = 124.80'
CHORD BEARING N61° 02' 49"E

FOUND 3 1/4" BRASS MONUMENT
NE CORNER OF BOYD DLC NO. 67

S89° 58' 18"E 676.69'

N00° 01' 55"E
22.05'

FOUND 3 1/4" BRASS MONUMENT
QUARTER CORNER BETWEEN
SEC 32 AND 33

NE COR
DLC NO. 67
P.O.B.

S00° 01' 55"W
2.41'
TRUE
P.O.B.

DETAIL "A"

SCALE 1" = 50'

PORTION OF COON ROAD
TO BE VACATED
4,714 SF

S54° 53' 26"W
420.32'

EXTG 40' ROW

S00° 23' 51"W
49.10'

FOUND 3/4" IRON PIPE

FOUND 1 1/4" IRON ROD
CENTER 1/4 COR SEC 33

CITY OF MONROE CITY LIMITS
BASE OF BEARING
(S89° 53' 12"E)(1) 977.44'

CITY OF MONROE CITY LIMITS

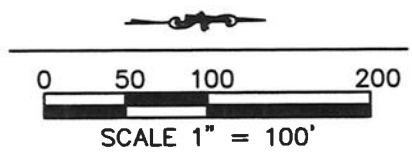
RED HILLS ESTATES

TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 4 OF STONES
THROW SUBDIVISION)

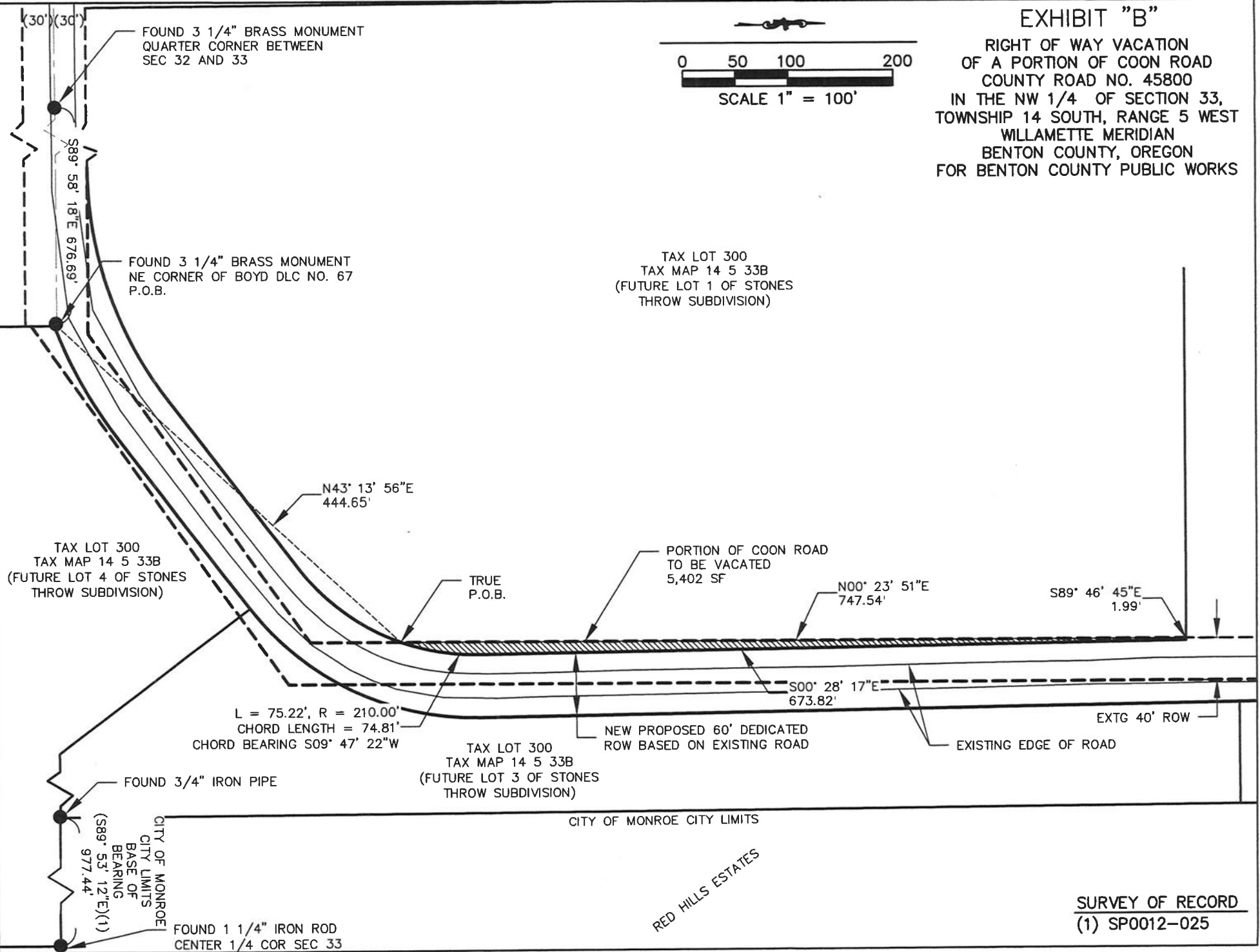
SURVEY OF RECORD
(1) SP0012-025

EXHIBIT "B"

RIGHT OF WAY VACATION
OF A PORTION OF COON ROAD
COUNTY ROAD NO. 45800
IN THE NW 1/4 OF SECTION 33,
TOWNSHIP 14 SOUTH, RANGE 5 WEST
WILLAMETTE MERIDIAN
BENTON COUNTY, OREGON
FOR BENTON COUNTY PUBLIC WORKS



TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 1 OF STONES
THROW SUBDIVISION)



SURVEY OF RECORD
(1) SP0012-025

EXHIBIT

"C" PAGE 1 OF 7

PETITION TO VACATE**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

In the Matter of the Vacation of)
 Portion of Coon Road)
 County Road No. 45800)
 Benton County, Oregon)

We, Jeffery Stone, Kimberly Scofield, Robert Stone, Victor Stone, and Valerie Swagerty, petition the Board of County Commissioners of Benton County, Oregon, to vacate a portion of Coon Road, County Road Number 45800, Being a 40-foot-wide roadway as shown on Roads Book 1 Page 67, Benton County, Oregon, more particularly described as follows:

A TRACT OF LAND, AS SHOWN IN EXHIBIT "A", LOCATED IN THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 14 SOUTH, RANGE 6 WEST, WILLAMETTE MERIDIAN, BENTON COUNTY, OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 3 1/4 INCH BRASS CAP, SAID BRASS MONUMENT BEING THE NORTHEAST CORNER OF BOYD DLC NO. 67, BEING 676.69 FEET S89°58'18"E FROM A 3 1/4 INCH BRASS MONUMENT BEING THE QUARTER CORNER BETWEEN SECTION 32 AND 33 OF SAID TOWNSHIP 14 SOUTH, RANGE 6 WEST; THENCE S00°01'55"W 2.41 FEET TO THE TRUE POINT OF BEGINNING FOR VACATION; THENCE ON A 430.00 FOOT RADIUS CURVE LEFT 125.24 FEET (THE CHORD WHICH BEARS N61°02'49"E 124.80 FEET) TO A POINT; THENCE N52°42'11"E 203.27 FEET TO A POINT; THENCE ON A 270.00 FOOT RADIUS CURVE LEFT 113.20 FEET (THE CHORD WHICH BEARS N40°41'30"E 112.38 FEET) TO A POINT; THENCE S00°23'51"W 49.10 FEET TO A POINT; THENCE S54°53'26" W 420.32 FEET TO A POINT; THENCE N00°01'55"E 22.05 FEET TO THE TRUE POINT OF BEGINNING. CONTAINING 4,714 SQUARE FEET OF LAND MORE OR LESS.

ALSO, A TRACT OF LAND, AS SHOWN IN EXHIBIT "B", LOCATED IN THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 14 SOUTH, RANGE 6 WEST, WILLAMETTE MERIDIAN, BENTON COUNTY, OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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THE BASE OF BEARING FOR THIS DESCRIPTION IS THE SOUTHERLY LINE OF RED HILLS ESTATES, HAVING A BEARING OF S89°53'12"E AS DEPICTED ON BENTON COUNTY SURVEY SP0012-025.

The particular circumstances that justify granting a vacation of the described property are: (i.e. how the property is currently being used, condition of the property, reasons for requesting the vacation.)

From field surveys for the future subdivision of "Stones Throw" it was determined that the existing physical location of Coon Road was not in the legal right of way of said Coon Road. During multiple meetings with the owner and county, it could not be determined why the road was not in the right of way. Reconstructing the road to be in the center of the legal right of way would be difficult due to topography and extremely costly. The owners are willing to rectify the issue during the subdivision process. A new 60 foot right of way will be dedicated based on the actual centerline of the existing road. The new dedication will be done via the subdivision plat. There are two locations, where the existing right of way, is outside of the new proposed right of way. The owners request these two areas be vacated to the neighboring property.

Names and addresses of all persons owning any real property abutting public property proposed to be vacated: (Any property on either side of a public roadway from the property proposed to be vacated is also considered to be abutting property.)

Name and Address	Map and Tax Lot Number	Deed Reference
Jeffery Jay Stone 5611 Munsel Lane Florence, OR 97439	Tax Map 14-5-33B Tax Lot 300	2017-553823
Kimberly Kay Scofield 33435 Craig Loop Cottage Grove, OR 97424		
Robert Vance Stone 1809 NW Element Place Bend, OR 97701		
Victor Allen Stone 785 V Street Springfield, OR 97477		
Valerie Anne Swagerty PO Box 314 Mitchell, OR 97750		

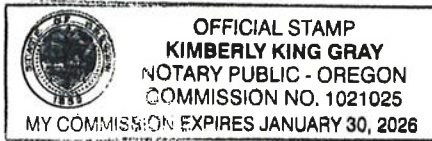
EXHIBIT
"C" PAGE 3 OF 7

Petitioners Signature

[Handwritten Signature]

STATE OF OREGON) ss
COUNTY OF Lane)

Personally, appeared the above named Jeffery Jay Stone and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me: *[Handwritten Signature]*
Notary Public of Oregon

My Commission Expires: 1/30/2026

Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this 16th day of FEBRUARY, 2023.

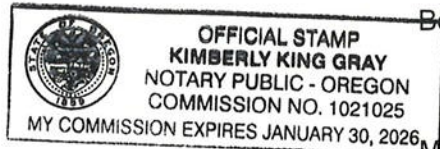
EXHIBIT
"C" PAGE 4 OF 7

Petitioners Signature

Victor A. Stone

STATE OF OREGON) ss
COUNTY OF Lane)

Personally, appeared the above named Victor Allen Stone and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me:

Kimberly King Gray
Notary Public of Oregon

My Commission Expires:

1/30/2026

Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this

16th day of February, 2023.

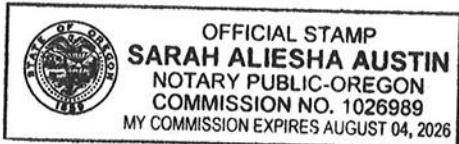
EXHIBIT
"C" PAGE 5 of 7

Petitioners Signature

Kimberly Kay Scofield

STATE OF OREGON) ss
COUNTY OF)

Personally, appeared the above named Kimberly Kay Scofield and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me: Sarah Aliesha Austin
Notary Public of Oregon

My Commission Expires: August 04, 2026

Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this 17th day of February, 2023.

Petitioners Signature

Valerie Anne Swagerty ^{KD} 2/16/23
Valerie Swagerty

STATE OF OREGON)
COUNTY OF)

Personally, appeared the above named Valerie Anne Swagerty and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me:

Kristi Dennis
Notary Public of Oregon

My Commission Expires:

8/31/2025

Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this 16th day of February, 2023

EXHIBIT
"C" PAGE 6 OF 7

EXHIBIT
"C" PAGE 7 OF 7

Petitioners Signature

Robert V. Stone

STATE OF OREGON) ss
COUNTY OF Deschutes

Personally, appeared the above named Robert Vance Stone and acknowledged the foregoing instrument to be their voluntary act and deed.



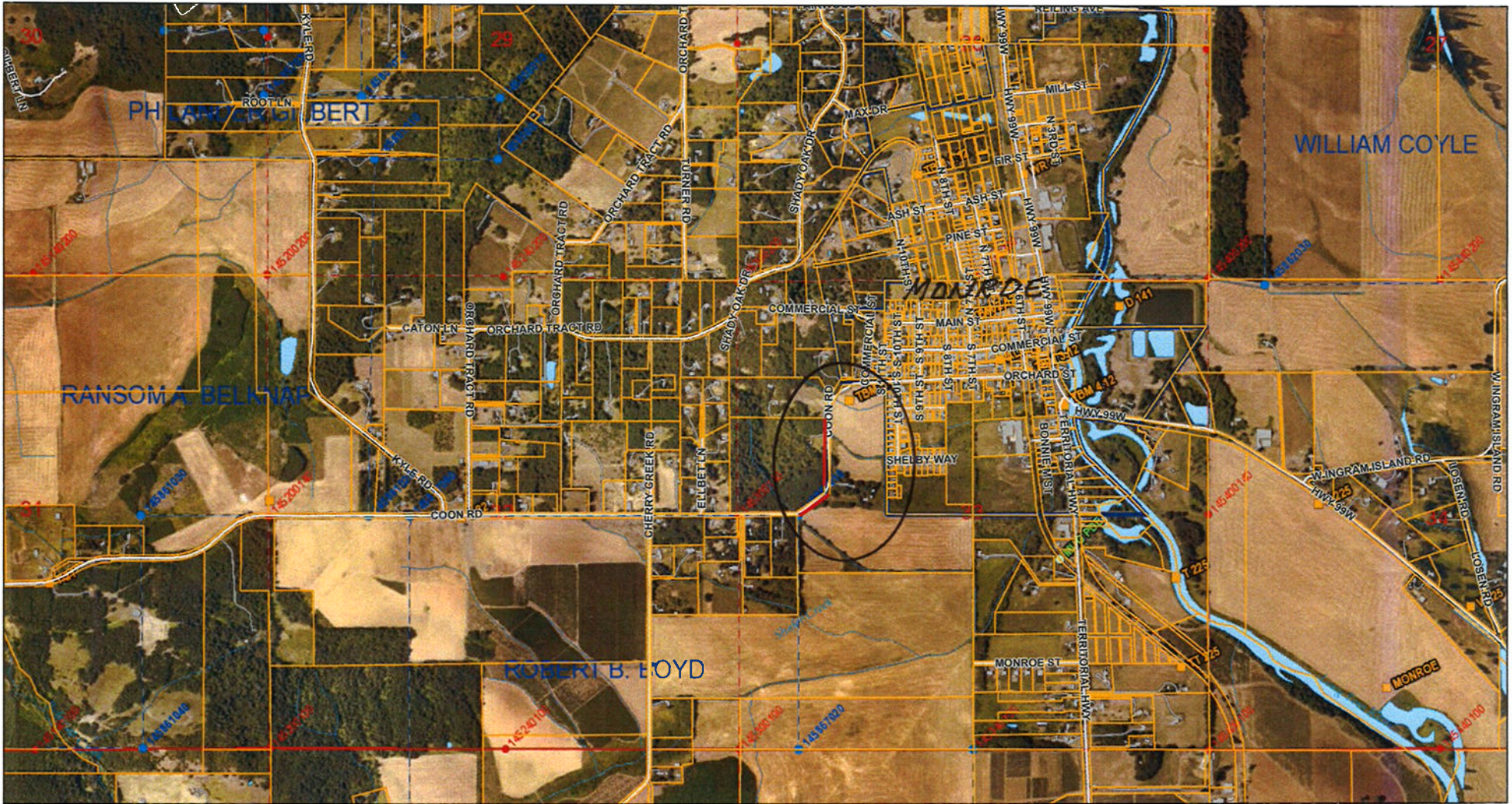
Before me: Brianna M Huizar
Notary Public of Oregon

My Commission Expires: 03/17/2024

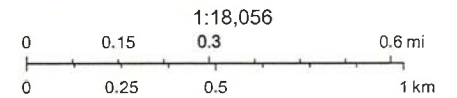
Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this 16th day of February, 2023.

Vacation of Coon Road Vicinity



3/22/2023, 1:52:27 PM



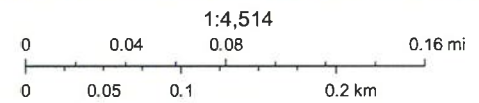
Benton County Public Works - County Surveyor, Benton County, Oregon, County of Benton, Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri, HERE, Garmin,

Benton County, Oregon
MAY NOT BE SUITABLE FOR LEGAL, ENGINEERING, OR SURVEY PURPOSES

Vacation of Coon Road



3/22/2023, 1:49:51 PM

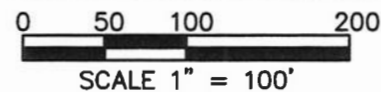


Benton County Public Works - County Surveyor, Benton County, Oregon, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, County of Benton, Bureau of Land

Benton County, Oregon
MAY NOT BE SUITABLE FOR LEGAL, ENGINEERING, OR SURVEY PURPOSES

EXHIBIT "A"

RIGHT OF WAY VACATION
OF A PORTION OF COON ROAD
COUNTY ROAD NO. 45800
IN THE NW 1/4 OF SECTION 33,
TOWNSHIP 14 SOUTH, RANGE 5 WEST
WILLAMETTE MERIDIAN
BENTON COUNTY, OREGON
FOR BENTON COUNTY PUBLIC WORKS



TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 1 OF STONES
THROW SUBDIVISION)

TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 3 OF STONES
THROW SUBDIVISION)

CITY OF MONROE CITY LIMITS

RED HILLS ESTATES

L = 113.20', R = 270.00'
CHORD LENGTH = 112.38'
CHORD BEARING N40° 41' 30"E

PROPOSED 60' DEDICATED
ROW BASED ON EXISTING ROAD

N52° 42' 11"E
203.27'

EXISTING EDGE OF ROAD

L = 125.24', R = 430.00'
CHORD LENGTH = 124.80'
CHORD BEARING N61° 02' 49"E

FOUND 3 1/4" BRASS MONUMENT
NE CORNER OF BOYD DLC NO. 67

S89° 58' 18"E 676.69'

N00° 01' 55"E
22.05'

FOUND 3 1/4" BRASS MONUMENT
QUARTER CORNER BETWEEN
SEC 32 AND 33

NE COR
DLC NO. 67
P.O.B.

S00° 01' 55"W
2.41'

TRUE
P.O.B.

DETAIL "A"

SCALE 1" = 50'

EXTG 40' ROW

S00° 23' 51"W
49.10'

S54° 53' 26"W
420.32'

PORTION OF COON ROAD
TO BE VACATED
4,714 SF

FOUND 3/4" IRON PIPE

CITY OF MONROE CITY LIMITS
BASE OF BEARING
(S89° 53' 12"E)(1) 977.44'

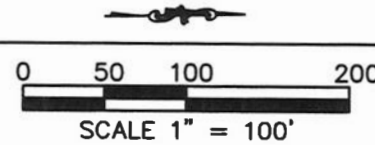
FOUND 1 1/4" IRON ROD
CENTER 1/4 COR SEC 33

TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 4 OF STONES
THROW SUBDIVISION)

SURVEY OF RECORD
(1) SP0012-025

EXHIBIT "B"

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OF A PORTION OF COON ROAD
COUNTY ROAD NO. 45800
IN THE NW 1/4 OF SECTION 33,
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WILLAMETTE MERIDIAN
BENTON COUNTY, OREGON
FOR BENTON COUNTY PUBLIC WORKS



TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 1 OF STONES
THROW SUBDIVISION)

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QUARTER CORNER BETWEEN
SEC 32 AND 33

FOUND 3 1/4" BRASS MONUMENT
NE CORNER OF BOYD DLC NO. 67
P.O.B.

N43° 13' 56"E
444.65'

TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 4 OF STONES
THROW SUBDIVISION)

PORTION OF COON ROAD
TO BE VACATED
5,402 SF

N00° 23' 51"E
747.54'

S89° 46' 45"E
1.99'

TRUE
P.O.B.

S00° 28' 17"E
673.82'

L = 75.22', R = 210.00'
CHORD LENGTH = 74.81'
CHORD BEARING S09° 47' 22"W

NEW PROPOSED 60' DEDICATED
ROW BASED ON EXISTING ROAD

EXTG 40' ROW

EXISTING EDGE OF ROAD

TAX LOT 300
TAX MAP 14 5 33B
(FUTURE LOT 3 OF STONES
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FOUND 3/4" IRON PIPE

CITY OF MONROE
CITY LIMITS
BASE OF
BEARING
(S89° 53' 12"E)(1)
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CENTER 1/4 COR SEC 33

CITY OF MONROE CITY LIMITS

RED HILLS ESTATES

SURVEY OF RECORD
(1) SP0012-025



PETITION TO VACATE

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

In the Matter of the Vacation of)
Portion of Coon Road)
County Road No. 45800)
Benton County, Oregon)

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The particular circumstances that justify granting a vacation of the described property are: (i.e. how the property is currently being used, condition of the property, reasons for requesting the vacation.)

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Victor Allen Stone 785 V Street Springfield, OR 97477		
Valerie Anne Swagerty PO Box 314 Mitchell, OR 97750		

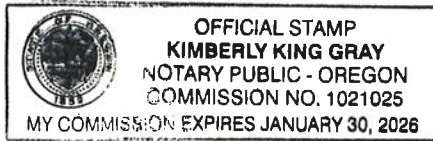
EXHIBIT
"C" PAGE 3 OF 7

Petitioners Signature

[Handwritten Signature]

STATE OF OREGON) ss
COUNTY OF Lane)

Personally, appeared the above named Jeffery Jay Stone and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me: *[Handwritten Signature]*
Notary Public of Oregon

My Commission Expires: 1/30/2026

Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this 16th day of FEBRUARY, 2023.

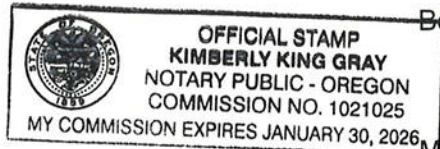
EXHIBIT
"C" PAGE 4 OF 7

Petitioners Signature

Victor A. Stone

STATE OF OREGON) ss
COUNTY OF Lane)

Personally, appeared the above named Victor Allen Stone and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me:

Kimberly King Gray
Notary Public of Oregon

My Commission Expires:

1/30/2026

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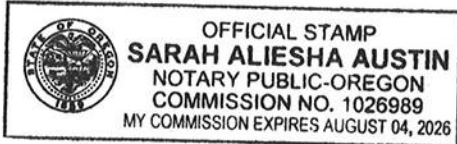
EXHIBIT
"C" PAGE 5 of 7

Petitioners Signature

Kimberly Kay Scofield

STATE OF OREGON) ss
COUNTY OF)

Personally, appeared the above named Kimberly Kay Scofield and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me: Sarah Aliesha Austin
Notary Public of Oregon

My Commission Expires: August 04, 2026

Petitioners request that after the giving of notice as required by law, a hearing be held on this petition before the Board of County Commissioners, and that an order be entered vacating the property more particularly described above.

Dated this 17th day of February, 2023.

Petitioners Signature

Valerie Anne Swagerty ^{KD} 2/16/23
Valerie Swagerty

STATE OF OREGON) ss
COUNTY OF)

Personally, appeared the above named Valerie Anne Swagerty and acknowledged the foregoing instrument to be their voluntary act and deed.



Before me:

Kristi Dennis
Notary Public of Oregon

My Commission Expires:

8/31/2025

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Dated this 16th day of February, 2023

EXHIBIT
"C" PAGE 6 OF 7

EXHIBIT
"C" PAGE 7 OF 7

Petitioners Signature

Robert V. Stone

STATE OF OREGON) ss
COUNTY OF Deschutes

Personally, appeared the above named Robert Vance Stone and acknowledged the foregoing instrument to be their voluntary act and deed.



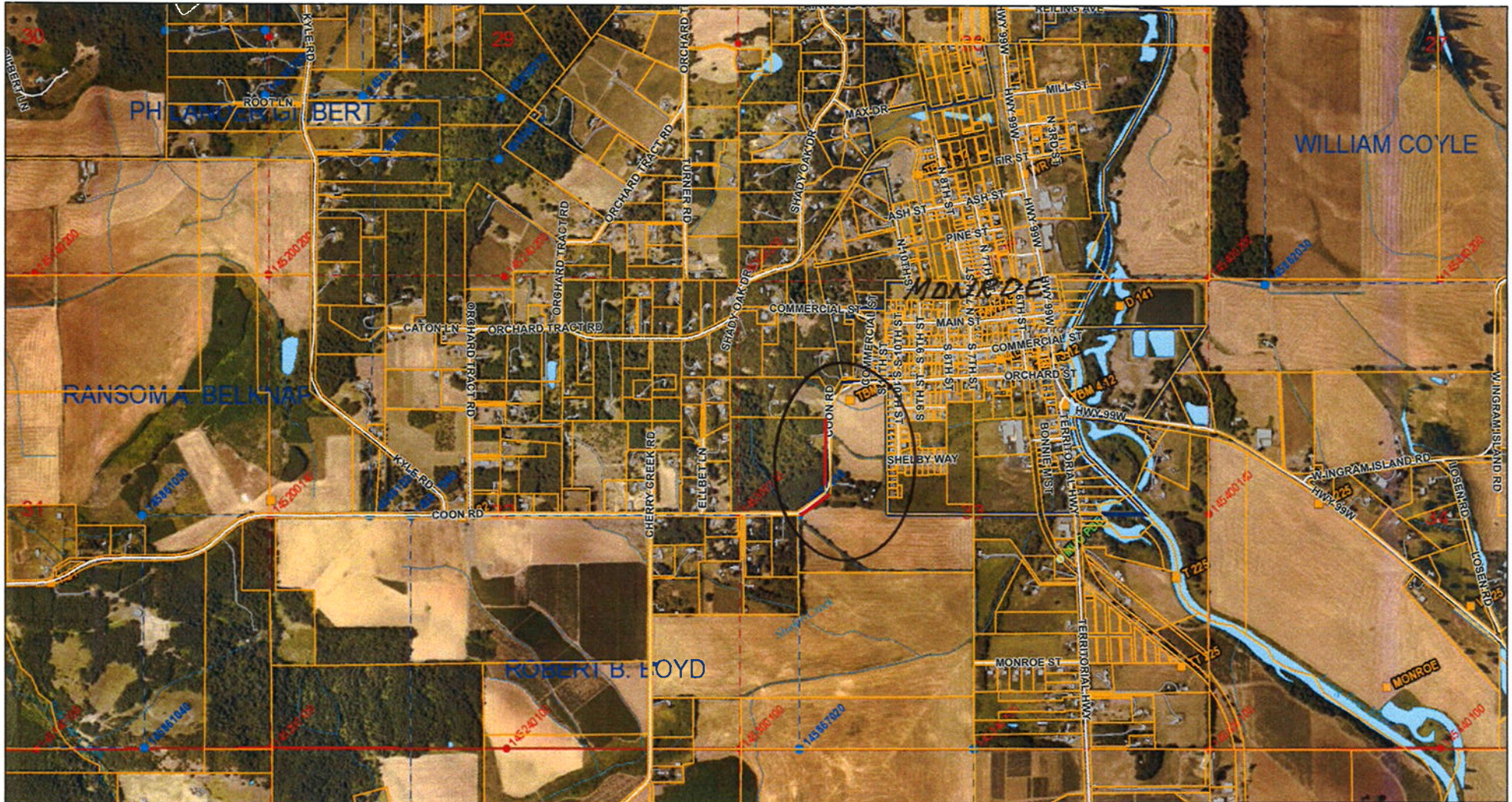
Before me: Brianna M Huizar
Notary Public of Oregon

My Commission Expires: 03/17/2024

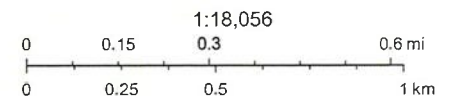
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Dated this 16th day of February, 2023.

Vacation of Coon Road Vicinity



3/22/2023, 1:52:27 PM



Benton County Public Works - County Surveyor, Benton County, Oregon, County of Benton, Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri, HERE, Garmin,

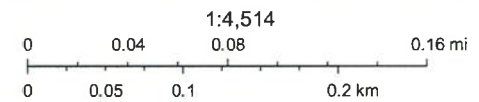
Benton County, Oregon
MAY NOT BE SUITABLE FOR LEGAL, ENGINEERING, OR SURVEY PURPOSES

Page 69 of 118

Vacation of Coon Road



3/22/2023, 1:49:51 PM



Benton County Public Works - County Surveyor, Benton County, Oregon, Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, County of Benton, Bureau of Land

Benton County, Oregon
MAY NOT BE SUITABLE FOR LEGAL, ENGINEERING, OR SURVEY PURPOSES

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/18/23

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Health Services

Contact Name * Damien Sands

Phone Extension * 6620

Meeting Attendee Name * Damien Sands

Agenda Item Details



Item Title * New Positions at Behavioral Health for a Community Based Mobile Crisis Team

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☒ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☒ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Estimated Time * 15 30 minutes

Board/Committee Involvement * ☒ Yes
☐ No

**Name of
Board/Committee**

Position Review Committee

Advertisement*

☐ Yes

☒ No

Item Issues and Description	
Identified Salient Issues *	The hiring of a Community Based Mobile Crisis Team as required by our CFRR Service Element 25 and 25a.
	The team would be composed of the following positions: 1.0 FTE Regular – Behavioral Health Program Manager (C51) 1.0 FTE Regular – Child and Family QMHP (C42/3) 1.0 FTE Regular – Youth Partner (B21) 1.0 FTE Regular – Quality Improvement Specialist (B22) 2.0 FTE Regular – Crisis QMHA (C41/2) 2.0 FTE Regular – Crisis QMHP (C42/3)
Options *	The Position Review Committee has reviewed and approved all of the positions outlined. Approve the creation of the positions as outlined and approved by the Position Review Committee OR Approve another combination of positions for Benton County's Community Based Mobile Crisis Team OR Reject the recommendations of the Position Review Committee and deny the creation of new Community Based Mobile Crisis Team positions in Behavioral Health.
	☒ Yes ☐ No
Fiscal Impact *	The fiscal impact derived from the hiring of a CBMC team will result in zero additional cost to BC by way of combined funding through our State CFRR and our capitated payment through IHN CCO.
Fiscal Impact Description *	

2040 Thriving Communities Initiative

Mandated Service? * ☒ Yes
☐ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Mandated Service Description * If this agenda checklist describes a mandated service or other function, please describe here.
 Community Based Mobile Crisis Intervention Services (CBMCIS) are services delivered in person, by the county, to Individuals experiencing a behavioral health crisis, regardless of insurance type.

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values * Select all that apply.

- ☒ Vibrant, Livable Communities
- ☒ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☒ Equity for Everyone
- ☒ Health in All Actions
- ☐ NA

Explain Core Values Selections * Crisis teams will work with the individual in crisis and their family, when applicable, to address and de-escalate the current crisis. Crisis teams will attempt to screen each Individual for risk of harm to self and others and work with the Individual to identify additional services and supports to meet the needs of the Individual in crisis and actively connect the Individual directly to services and supports whenever possible. This process will result in the healthiest interaction possible.

Focus Areas and Vision * Select all that apply.

- ☒ Community Safety
- ☒ Emergency Preparedness
- ☐ Outdoor Recreation
- ☒ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☒ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☐ NA

**Explain Focus Areas
and Vision
Selection***

The goal of Mobile Crisis Services is to help an Individual resolve a psychiatric crisis or emergency in the most integrated setting possible, and to avoid unnecessary emergency room visits, hospitalization, inpatient psychiatric treatment, child welfare involvement, placement disruption, homelessness, involuntary commitment, and arrest or incarceration. Through these actions client care will be achieved and community safety enhanced.

Recommendations and Motions

Item Recommendations and Motions

Staff

Recommendations*

Benton County Health Department recommends the Board approve the proposed hiring of a Community Based Mobile Crisis Team as approved and defined by the Position/Budget Review Committee.

Meeting Motions*

I move to ...

....approve the creation of the 8 positions necessary to staff a Community Based Mobile Crisis Team as approved and defined by the Position Review Committee.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Comments (optional)

If you have any questions, please call ext.6800

**Department
Approver**

APRIL HOLLAND

1.

Department Approval

Comments

Signature

April Holland

4.

Finance Approval

Comments

Signature

Rick Crager

2.

Counsel Approval

Comments

Signature

Vance H. Chokey

5.

County Administrator Approval

Comments

Signature

Suzanne Hoffman

3.

HR Approval

Comments

Signature

Tracy Martineau

6.

BOC Final Approval

Comments

Signature

Amanda Makepeace

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/18/23

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Rick Crager

Phone Extension * 6246

Meeting Attendee Name * Rick Crager and Rachael Maddock-Hughes

Agenda Item Details



Item Title * Discussion and Action Regarding Intergovernmental Agreement with Linn County: Community Development Block Housing Grant

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☒ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Estimated Time * 15 minutes

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement*

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues***

DevNW expressed to our consultant that they do not believe they will be able to spend more than \$250,000 in Benton County through the Housing CDBG. Sequoia Consulting made a suggestion to potentially expand the grant into Linn County; DevNW is considering this option.

Options*

Approve the grant to cover Linn County.

Not approve the grant to cover Linn County.

Fiscal Impact*

☒ Yes

☐ No

**Fiscal Impact
Description***

Benton County would need to enter an intergovernmental agreement with Linn County (and others) to extend the program (Housing CDBG) to serve a broader area. There is currently \$250,000 set aside for Benton County.

2040 Thriving Communities Initiative

Mandated Service? * ☐ Yes
☒ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values *

Select all that apply.

- ☒ Vibrant, Livable Communities
- ☒ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☒ Equity for Everyone
- ☐ Health in All Actions
- ☐ N/A

Explain Core Values Selections *

Financial assistance provided for affordable housing, anti-poverty programs, and infrastructure development.

Focus Areas and Vision *

Select all that apply.

- ☐ Community Safety
- ☐ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☒ N/A

Explain Focus Areas and Vision Selection *

N/A

Recommendations and Motions

Item Recommendations and Motions

Staff

Recommendations *

Expand the program to include Linn County in order to maximize the use of resources, but ensure there is always a first priority to residents in Benton County who apply. If the resources are limited to just Benton County, it is nearly certain not all the resources will be used.

Meeting Motions *

I move to ...

...expand the Housing CDBG to include Linn County while maintaining Benton County as the first priority.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Comments (optional)**Department****Approver**

RICHARD CRAGER

1.

Department Approval

Comments

Signature

Rick Crager

2.

Counsel Approval

Comments

Signature

Vance H. Chokey

3.

County Administrator Approval

Comments

Signature

Suzanne Hoffman

4.

BOC Final Approval

Comments

Signature

Amarda Makepeace

DEPARTMENTAL REPORTS AND REQUESTS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/18/23

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Jane Sievers

Phone Extension * 6769

Meeting Attendee Name * Jane Sievers, Tami Tracy, Rick Crager

Agenda Item Details



Item Title * Approval of Assessment and Tax (CAFFA) Grant Application for Fiscal Period 2023-2024

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☒ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Estimated Time * 5 minutes

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement*

☐ Yes

☒ No

Item Issues and Description

Item Issues and Description	
Identified Salient Issues *	Annually, the County is required to file a one-year budget for the Assessment & Taxation (A&T) Program with the Oregon Department of Revenue. A portion of the program expenses is reimbursed by the Department of Revenue based on Benton County's pro rata share of all Oregon County A&T expenses. The purpose of the state program is to ensure counties are budgeting adequate resources to meet statutory requirements. The A&T grant document must be filed by May 1. Program expenses include property tax valuation, related cartography, tax collection, property value appeals, and supporting data processing systems. The Department of Revenue does have authority to enforce County funding for A&T programs if it determines resources allocated are inadequate to meet standards. The first level is to discuss with the Assessor and Board of Commissioners its concerns. The second level is to not certify County expenditures, therefore denying program funds to the County. The budget in the attached grant application is based on the 2023-2024 fiscal period of the 2023-2025 proposed budget.
Options *	1. Approved as proposed 2. Hold or modify 3. Do not approve (failure to certify the document by May 1 could result in a substantial reduction in General Fund revenue for fiscal period 2023-2024)
Fiscal Impact *	☒ Yes ☐ No
Fiscal Impact *	The proposed amount for the Board to certify is \$3,270,039. The amount will generate an estimated \$419,000 to cover about 13% of costs of the Assessment & Tax functions in fiscal period 2023-2024.

2040 Thriving Communities Initiative

Mandated Service? ^{*} ☒ Yes
☐ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Mandated Service Description ^{*} If this agenda checklist describes a mandated service or other function, please describe here.
 Per ORS 294.175

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values ^{*} Select all that apply.

- ☐ Vibrant, Livable Communities
- ☐ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☐ Equity for Everyone
- ☐ Health in All Actions
- ☒ N/A

Explain Core Values Selections ^{*} N/A

Focus Areas and Vision ^{*} Select all that apply.

- ☐ Community Safety
- ☐ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☒ N/A

Explain Focus Areas and Vision Selection ^{*} N/A

Recommendations and Motions

Item Recommendations and Motions

Staff

Recommendations*

Staff recommends the Board certify the amount to the Oregon Department of Revenue.

Meeting Motions*

I move to ...

..... approve the 2023-2024 CAFFA Grant Document, certifications, and resolution as presented and authorize the Chief Financial Officer to digitally sign the online documents on behalf of the Board of Commissioners and submit to the Oregon Department of Revenue.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

- | | |
|---|----------|
| 1. 23-24 CAFFA GRANT APPLICATION | 1.91MB |
| PACKET_ORIG FOR BOARD.pdf | |
| 2. 23-24 CAFFA Application Resolution.pdf | 232.58KB |

Comments (optional) If you have any questions, please call ext.6800

Department Approver RICHARD CRAGER

1.

Department Approval

Comments

Signature

Rick Crager

2.

Counsel Approval

Comments

Signature

Vance H. Chokey

3.

County Administrator Approval

Comments

Signature

Suzanne Hoffman

4.

BOC Final Approval

Comments

Signature

Amarda Makepeace



Form 1

Grant Application Staffing

2023-2024

County	Column 1 Approved FTE current year (2022-23)	Column 2 Budgeted FTE coming year (2023-24)	Column 3 Change (Column 2 less Column 1)
BENTON			
A. Assessment administration			
Assessor, deputy, etc.	2.00	2.00	0.00
Assmt. support staff, deed clerks and data entry staff	4.50	4.50	0.00
Total assessment administration staff	6.50	6.50	0.00
B. Valuation and appraisal staff			
Chief appraisers/appraiser supervisor	1.00	1.00	0.00
Lead appraisers.....	1.00	1.00	0.00
Residential appraisers	3.00	3.00	0.00
Commercial/industrial appraisers	2.00	2.00	0.00
Farm/forest/rural appraisers.....	1.00	1.00	0.00
Manufactured structure/floating structure appraisers	0.50	0.50	0.00
Personal property appraisers.....	0.00	0.00	0.00
Personal property clerks.....	0.00	0.00	0.00
Sales data analyst.....	1.00	1.00	0.00
Data gatherers and appraisal techs.....	0.00	0.00	0.00
Total valuation and appraisal staff	9.50	9.50	0.00
C. Board of Property Tax Appeals (BoPTA)	0.20	0.20	0.00
D. Tax collection and distribution administration			
Administration, deputy, etc.....	0.50	0.30	(0.20)
Support and collection	1.65	1.25	(0.40)
Tax distribution	0.10	0.15	0.05
Foreclosure and garnishment.....	0.50	0.60	0.10
Total tax collection and distribution	2.75	2.30	(0.45)
E. Cartography and GIS administration			
Cartographic/GIS supervisor.....	0.00	0.00	0.00
Lead cartographers	1.00	0.00	(1.00)
Cartographers.....	0.00	0.00	0.00
GIS specialists.....	1.00	1.00	0.00
Total cartographic and GIS staff	2.00	1.00	(1.00)
F. Dedicated IT services for A&T	0.44	0.45	0.01
G. Total assessment and taxation staffing	21.39	19.95	(1.44)



Form 2 Explanation of Staffing Issues

2023-2024**County** BENTON

In this section, explain any difference between approved staffing for the current year and staffing for the budgeted year. Explain why any funded positions were unfilled for the current year. Use this form to describe the intended use of nonpermanent workers (temporary help, project temporaries, and contractors) by A&T function, along with their cost. Note any special or unique aspects regarding who accomplishes the work and how they accomplish it related to Forms 4, 5, and 6. For example, if you use staff to perform personal property functions, other than those reported on Form 1, Section B, note that here and include the FTE.



Form 3 General Comments

2023-2024

County BENTON

Use this form to describe any issue in your budget that needs further clarification. Examples include significant changes on Form 7, purchase of a new data processing system, salary increases, new car purchases, personnel services, costs for mapping, etc. You can also use this form to document any miscellaneous comments about this grant application.



Form 4 Valuation and Appraisal Resources

2023-2024

County <u>BENTON</u>	Number of accounts by activity		Number of FTE by activity	
	Actual (2022-23)	Estimated (2023-24)	Actual (2022-23)	Estimated (2023-24)
Activities				
1. Real property exceptions, special assessments and exemptions				
New construction.....	1,933	1,800	4.25	4.25
Zone changes.....	15	12	0.05	0.05
Subdivisions, segregations, and consolidations..	843	700	1.00	1.00
Omitted properties	28	25	0.20	0.20
Special assessment qualification and disqualification	199	150	0.30	0.30
Exemptions.....	118	115	0.05	0.05
Subtotal.....	3,136	2,802	5.85	5.85
2. Appeals and assessor review				
Assessor review and stipulations	10	10	0.10	0.10
BOPTA	12	16	0.10	0.10
Department of Revenue.....	0	0	0.00	0.00
Magistrate Division of the Oregon Tax Court.....	2	3	0.10	0.10
Regular Division of the Oregon Tax Court	0	0	0.00	0.00
Subtotal.....	24	29	0.30	0.30
3. Real property valuation				
Physical reappraisal.....	2,145	2,200	3.00	3.00
Recalculation only—no appraisal review	39,121	39,600	0.10	0.10
Subtotal.....	41,266	41,800	3.10	3.10
4. Business personal property (returns mailed)	0	0	0.40	0.40
5. Ratio			0.30	0.30
6. Continuing education			0.05	0.05
7. Other valuation—appraisal activity			0.00	0.00
8. Total valuation and appraisal staff (FTE)			10.00	10.00



Form 5

Tax Collection and Distribution

Work Activity

2023-2024

County BENTON

Number of accounts by activity

Actual (2022-23)	Estimated (2023-24)
---------------------	------------------------

1. Number of accounts requiring roll corrections

Business personal property	20	0
Personal property manufactured structures	6	0
Real property	100	0

2. Number of accounts requiring a refund

Business personal property	20	0
Personal property manufactured structures	4	0
Real property	49	0

3. Number of delinquent tax notices sent

Business personal property	180	0
Personal property manufactured structures	140	0
Real property	1,600	0

4. Number of foreclosure accounts processed

Real property only	25	0
--------------------------	----	---

5. Number of accounts issued redemption notices

Real property only	10	0
--------------------------	----	---

6. Number of warrants

290	0
-----	---

7. Number of garnishments.....

10	0
----	---

8. Number of seizures

0	0
---	---

9. Number of bankruptcies.....

10	0
----	---

10. Number of accounts with an address change processed

2,300	0
-------	---

11. How many second trimester statements do you mail?

0

12. How many third trimester statements do you mail?

0

13. Does the county contract for lock box service?.....
☐ Yes ☐ No
14. Does the county use in-house remittance processing?
☐ Yes ☐ No
15. Is tax collecting combined with another county function?
☐ Yes ☐ No

If yes, describe that function on Form 2.



Form 6 Assessment and Administrative Support and Cartography Work Activity

2023-2024

County BENTON

Assessment and administrative support work activity

	Numbers by activity	
	Actual (2022-23)	Estimated (2023-24)
1. Number of deeds worked	3,692	3,200

Cartography work activity

	Numbers by activity	
	Actual (2022-23)	Estimated (2023-24)
1. Number of new tax lots	114	150
2. Number of lot line adjustments	60	52
3. Number of consolidations	6	12
4. Number of new maps	0	5
5. Number of tax code boundary changes	3	5



Form 7

Summary of Expenses

2023-2024

County BENTON

	A. Assessment Administration	B. Valuation	C. BOPTA	D. Tax Collection & Distribution	E. Cartography*	F. Dedicated IT services for A&T	Totals
Current operating expenses							
1. Personnel services	866,458	1,064,580	21,786	333,778	138,232	77,846	2,502,680
2. Materials and services	112,311	137,992	14,996	70,734	17,918	236,024	589,975
3. Transportation	0	20,532	237	734	0	166	21,669
4. Total current operating expenses (Total direct expenses)	978,769	1,223,104	37,019	405,246	156,150	314,036	3,114,324

* Include approved grant funding for ORMAP

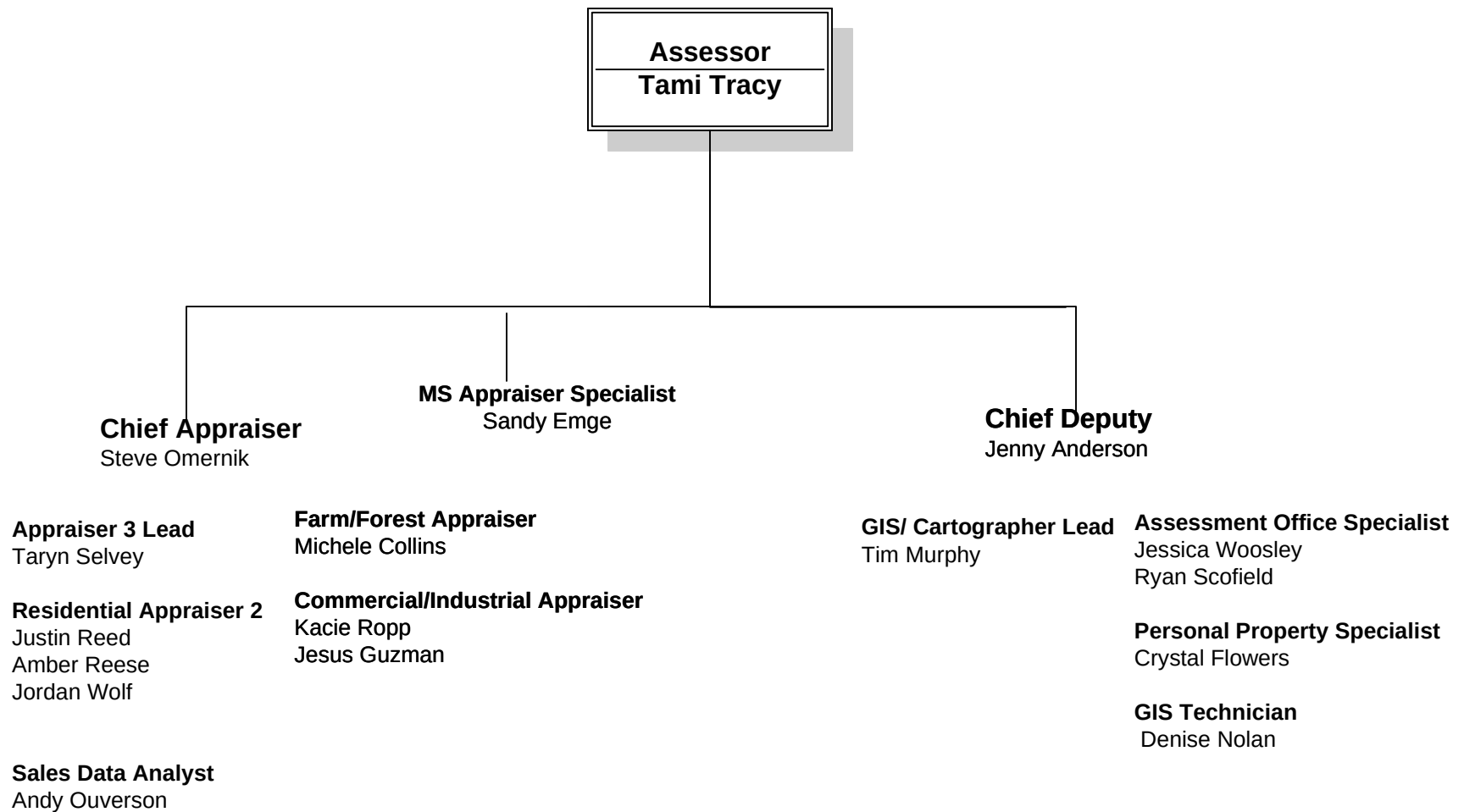
Indirect expenses

5. Total direct expenses (line 4)	3,114,324
6. If you use the 5 percent method to calculate your indirect expenses, enter 0.05 in this box.	0.05
Total indirect expenses (line 5 multiplied by line 6)	155,716
6A. If you use a percent amount approved by a federal granting agency to calculate your indirect expenses, enter that percentage in this box.....	0.00000
Total indirect expenses (line 6A multiplied by the direct expense amount for the category/categories that your certificate allows)	0
7. Total indirect expenses	155,716

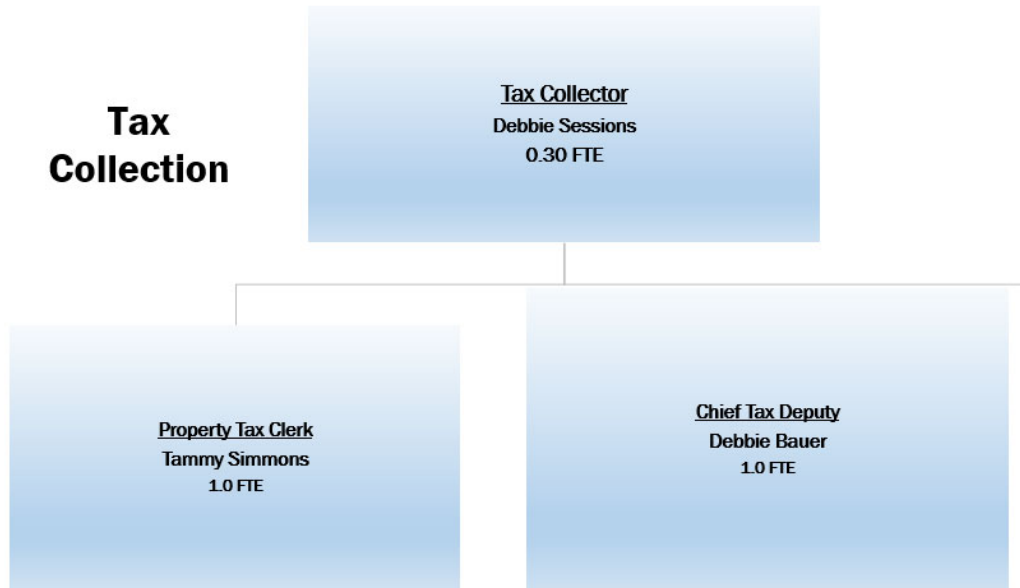
Capital outlay

	Assessment Administration	Valuation	BOPTA	Tax Collection & Distribution	Cartography	Data Processing Support (IT, AT)	Total capital outlay without regard to limitation
8. Enter the actual capital outlay without regard to limitation.	0	0	0	0	0	0	0
9. Total direct and indirect expenses (sum of lines 4 and 7)							3,270,040
10. Direct and indirect expenses multiplied by 0.06							196,202
11. The greater of line 10 or \$50,000.....							196,202
12. Capital outlay (the lesser of line 8 or line 11)							0
13. Total expenditures for CAFFA consideration (sum of lines 4, 7, and 12)							3,270,040

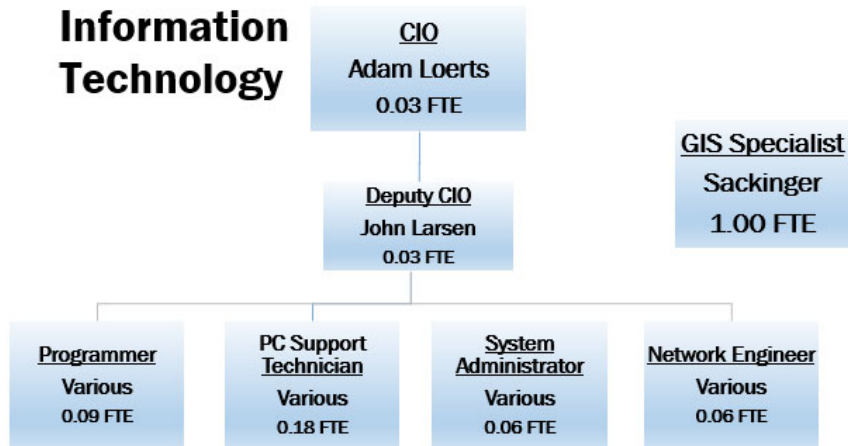
Chair/Judge or Appointee	Title	Sign Date
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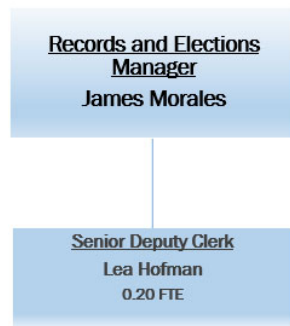
Tax Collection



Information Technology



BOPTA





Biennium Future Budget Detail

Page 103 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (06) Programs: (All Programs) Cost Centers: (All Cost Centers) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Fund: 001 - GENERAL			
Division: 06 - ASSESSMENT			
Cost Center: 160 - VALUATION & TAX EXTENSION			
REVENUES			
CHARGES FOR SERVICE			
431100 - MISC REV: CHARGES FOR SERVICE	(43,125.00)	(43,125.00)	(86,250.00)
431350 - MANUFACTURED HOME FEES/PERMITS	(24,000.00)	(24,000.00)	(48,000.00)
TOTAL CHARGES FOR SERVICE	(67,125.00)	(67,125.00)	(134,250.00)
OPERATING GRT/CONTR			
474200 - STATE: TAX & ASSMT SYS	(345,000.00)	(345,000.00)	(690,000.00)
TOTAL OPERATING GRT/CONTR	(345,000.00)	(345,000.00)	(690,000.00)
TOTAL REVENUES	(412,125.00)	(412,125.00)	(824,250.00)

EXPENDITURES

PERSONAL SERVICES

520000 - ADMINISTRATIVE SPECIALIST 2	106,670.00	112,329.00	218,999.00
521000 - BUSINESS SPECIALIST 2	58,722.00	61,837.00	120,559.00
527000 - TECHNICAL SPECIALIST 2	199,676.00	210,269.00	409,945.00
534000 - TECHNICAL SPECIALIST 3	259,285.00	273,041.00	532,326.00
539000 - TECHNICAL SPECIALIST 4	243,609.00	256,532.00	500,141.00
548000 - TECHNICAL ANALYST 1	73,249.00	77,135.00	150,384.00
562000 - PROGRAM MANAGER 3	159,226.00	164,002.00	323,228.00
577000 - ADMINISTRATOR 1	146,082.00	150,464.00	296,546.00
592050 - CELL PHONE STIPEND	360.00	360.00	720.00
593300 - PAYOUT: VACATION LEAVE	3,000.00	3,000.00	6,000.00
599000 - EMPLOYEE BENEFITS	892,903.00	942,136.00	1,835,039.00
599998 - VACANCY FACTOR	(100,154.00)	(100,153.00)	(200,307.00)
599999 - PROJECTED SALARY INCREASES	26,642.00	38,983.00	65,625.00
TOTAL PERSONAL SERVICES	2,069,270.00	2,189,935.00	4,259,205.00

MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	9,750.00	9,750.00	19,500.00
601500 - SMALL EQUIPMENT PURCHASES	1,199.00	1,201.00	2,400.00
604000 - TRAVEL	6,000.00	6,000.00	12,000.00
605000 - PROFESSIONAL SERVICES	10,000.00	10,000.00	20,000.00
606000 - CONTRACTED SERVICES	60,500.00	425,500.00	486,000.00
608000 - TRAINING & EDUCATION	9,999.00	10,001.00	20,000.00
609000 - REPAIRS & MAINTENANCE	500.00	500.00	1,000.00



Biennium Future Budget Detail

Page 104 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (06) Programs: (All Programs) Cost Centers: (All Cost Centers) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
613000 - ADVERTISING	499.00	501.00	1,000.00
614000 - PRINTING & PUBLICATION	2,129.00	2,130.00	4,259.00
615000 - SUBSCRIPTIONS & PERIODICALS	264.00	264.00	528.00
620000 - MEMBERSHIPS & LICENSING	1,846.00	1,847.00	3,693.00
681000 - INTERNAL SERVICE CHARGES	1,026.00	1,027.00	2,053.00
681005 - VEHICLE REPLACEMENT PAYMENT	7,920.00	7,920.00	15,840.00
681010 - CENTRAL COST ALLOCATION	415,066.00	415,066.00	830,132.00
681014 - FACILITIES SPACE CHARGE	140,544.00	140,544.00	281,088.00
681017 - IT DEVICE MAINT/REPLMT CHARGE	13,860.00	13,860.00	27,720.00
681020 - WIRELESS SERVICE	3,462.00	3,462.00	6,924.00
681092 - MAIL/POSTAGE CHARGES	3,080.00	3,081.00	6,161.00
681211 - FLEET SERVICES: O&M RATE	6,612.00	6,612.00	13,224.00
690000 - PAYMENT TO OTHER GOVERNMENTS	7,501.00	7,501.00	15,002.00
TOTAL MATERIALS & SERVICES	701,757.00	1,066,767.00	1,768,524.00
CAPITAL OUTLAY			
780300 - EQUIPMENT PURCHASE	2,061.00	2,062.00	4,123.00
TOTAL CAPITAL OUTLAY	2,061.00	2,062.00	4,123.00
TOTAL EXPENDITURES	2,773,088.00	3,258,764.00	6,031,852.00
Total Cost Center: (Surplus) / +Deficit - 160 - VALUATION & TAX EXTENSION	2,360,963.00	2,846,639.00	5,207,602.00
Total Division: (Surplus) / +Deficit - 06 - ASSESSMENT	2,360,963.00	2,846,639.00	5,207,602.00
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	2,360,963.00	2,846,639.00	5,207,602.00



Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (06) Programs: (All Programs) Cost Centers: (All Cost Centers) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Grand Total Revenue:	(412,125.00)	(412,125.00)	(824,250.00)
Grand Total Expense:	2,773,088.00	3,258,764.00	6,031,852.00
Grand Total (Surplus) / +Deficit:	2,360,963.00	2,846,639.00	5,207,602.00



Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (All Divisions) Programs: (All Programs) Cost Centers: (175) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
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Fund: 001 - GENERAL

Division: 71 - FINANCE & BUDGET

Cost Center: 175 - PROPERTY TAX COLLECTION

REVENUES

GEN REV-MISCELLANEOU

411005 - WARRANT FEE	(4,000.00)	(4,000.00)	(8,000.00)
411010 - FORECLOSURE PENALTY & COSTS	(10,000.00)	(10,000.00)	(20,000.00)

TOTAL GEN REV-MISCELLANEOU	(14,000.00)	(14,000.00)	(28,000.00)
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CHARGES FOR SERVICE

431000 - SERVICE FEES & CHARGES	(4,000.00)	(4,000.00)	(8,000.00)
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TOTAL CHARGES FOR SERVICE	(4,000.00)	(4,000.00)	(8,000.00)
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OPERATING GRT/CONTR

474200 - STATE: TAX & ASSM'T SYS	(69,500.00)	(69,500.00)	(139,000.00)
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TOTAL OPERATING GRT/CONTR	(69,500.00)	(69,500.00)	(139,000.00)
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TOTAL REVENUES	(87,500.00)	(87,500.00)	(175,000.00)
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EXPENDITURES

PERSONAL SERVICES

529000 - BUSINESS SPECIALIST 3	68,523.00	72,158.00	140,681.00
549000 - BUSINESS ANALYST 2	84,392.00	88,869.00	173,261.00
571000 - DIRECTOR 2	37,122.00	38,235.00	75,357.00
599000 - EMPLOYEE BENEFITS	143,741.00	152,944.00	296,685.00

TOTAL PERSONAL SERVICES	333,778.00	352,206.00	685,984.00
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MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	3,061.00	3,062.00	6,123.00
603000 - POSTAGE & SHIPPING	21,999.00	22,001.00	44,000.00
604000 - TRAVEL	734.00	734.00	1,468.00
606000 - CONTRACTED SERVICES	1,161.00	1,162.00	2,323.00
608000 - TRAINING & EDUCATION	1,848.00	1,849.00	3,697.00
609000 - REPAIRS & MAINTENANCE	791.00	792.00	1,583.00
613000 - ADVERTISING	4,000.00	4,000.00	8,000.00
681000 - INTERNAL SERVICE CHARGES	53.00	54.00	107.00
681010 - CENTRAL COST ALLOCATION	96,696.00	96,696.00	193,392.00
681014 - FACILITIES SPACE CHARGE	30,936.00	30,936.00	61,872.00
681017 - IT DEVICE MAINT/REPLMT CHARGE	3,408.00	3,408.00	6,816.00
681092 - MAIL/POSTAGE CHARGES	3,477.00	3,477.00	6,954.00



Biennium Future Budget Detail

Page 107 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (All Divisions) Programs: (All Programs) Cost Centers: (175) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
TOTAL MATERIALS & SERVICES	168,164.00	168,171.00	336,335.00
TOTAL EXPENDITURES	501,942.00	520,377.00	1,022,319.00
Total Cost Center: (Surplus) / +Deficit - 175 - PROPERTY TAX COLLECTION	414,442.00	432,877.00	847,319.00
Total Division: (Surplus) / +Deficit - 71 - FINANCE & BUDGET	414,442.00	432,877.00	847,319.00
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	414,442.00	432,877.00	847,319.00



Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (All Divisions) Programs: (All Programs) Cost Centers: (175) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Grand Total Revenue:	(87,500.00)	(87,500.00)	(175,000.00)
Grand Total Expense:	501,942.00	520,377.00	1,022,319.00
Grand Total (Surplus) / +Deficit:	414,442.00	432,877.00	847,319.00



Biennium Future Budget Detail

Page 109 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (All Divisions) Programs: (All Programs) Cost Centers: (167) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Fund: 001 - GENERAL			
Division: 21 - RECORDS			
Cost Center: 167 - BOARD OF PROPERTY TAX APPEALS			
REVENUES			
OPERATING GRT/CONTR			
474200 - STATE: TAX & ASSM'T SYS	(4,080.00)	(4,080.00)	(8,160.00)
TOTAL OPERATING GRT/CONTR	(4,080.00)	(4,080.00)	(8,160.00)
TOTAL REVENUES	(4,080.00)	(4,080.00)	(8,160.00)
EXPENDITURES			
PERSONAL SERVICES			
520000 - ADMINISTRATIVE SPECIALIST 2	12,168.00	12,813.00	24,981.00
599000 - EMPLOYEE BENEFITS	9,618.00	10,171.00	19,789.00
TOTAL PERSONAL SERVICES	21,786.00	22,984.00	44,770.00
MATERIALS & SERVICES			
601000 - MATERIALS & SUPPLIES	292.00	292.00	584.00
601050 - COPIER DIRECT EXPENSE	105.00	106.00	211.00
604000 - TRAVEL	237.00	238.00	475.00
605000 - PROFESSIONAL SERVICES	395.00	396.00	791.00
607000 - MAINTENANCE AGREEMENTS	2,166.00	2,166.00	4,332.00
628000 - BOARD & COMMITTEE EXPENSE	660.00	660.00	1,320.00
681010 - CENTRAL COST ALLOCATION	11,074.00	11,074.00	22,148.00
681014 - FACILITIES SPACE CHARGE	10,512.00	10,512.00	21,024.00
681017 - IT DEVICE MAINT/REPLMT CHARGE	756.00	756.00	1,512.00
681092 - MAIL/POSTAGE CHARGES	110.00	110.00	220.00
TOTAL MATERIALS & SERVICES	26,307.00	26,310.00	52,617.00
TOTAL EXPENDITURES	48,093.00	49,294.00	97,387.00
Total Cost Center: (Surplus) / +Deficit - 167 - BOARD OF PROPERTY TAX APPEALS	44,013.00	45,214.00	89,227.00
Total Division: (Surplus) / +Deficit - 21 - RECORDS	44,013.00	45,214.00	89,227.00
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	44,013.00	45,214.00	89,227.00



Biennium Future Budget Detail

Page 110 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 **Budget Prep Level:** L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) **Divisions:** (All Divisions) **Programs:** (All Programs) **Cost Centers:** (167) **Objects:** (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Grand Total Revenue:	(4,080.00)	(4,080.00)	(8,160.00)
Grand Total Expense:	48,093.00	49,294.00	97,387.00
Grand Total (Surplus) / +Deficit:	44,013.00	45,214.00	89,227.00

Property Tax Program Grant
2023-2025 FY2024
IT Cost detail worksheet

3/15/2022 Budget Office

Entry

IT Cost Allocation Plan FY 24

	Assessment	BOPTA	Tax Col	Total
Network Services	-	-	-	-
Equipment Depreciation	-	-	-	-
Maintenance Agreements	-	-	-	-
	-	-	-	-
M&S Budget Estimate FY 23-24	703,818	26,307	168,164	898,289
Less Cost Allocation Estimate	(415,066)	(11,074)	(96,696)	(522,836)
Net M & S	288,752	15,233	71,468	375,453
Travel & Motor Pool	20,532	237	734	21,503
Net for M&S Grant Line	268,220	14,996	70,734	353,950

IT Budget for CAFFA		FORM 7
Personnel	77,846	FTE 0.57
M & S Items		
Maintenance Agreements		
Ascend/Proval	205,500	
	-	
	-	
	-	
FTE Pro Rata other M&S		
Total M&S (510-73-230)	1,223,138	
Less Maint Agreements	(205,500)	
Less Travel	(5,515)	
Net M&S (510-73)	1,012,123	
Net M&S assigned to CAFFA prorata by FTE to Fd 510		
CAFFA Other M&S	30,524	30,524
Total M&S =	236,024	
Pro Rata by FTE Travel	166	166
Total IT to CAFFA	314,037	0.57

UPDATED

Org Units =	1098
Assmt Units =	27
Tax units =	4
BOPTA Units =	1
A&T Total Units =	32

IT Budget Determination		To calculate A&T FTE allocation										FTE								
					Total					Cost Est	FTE					Units to	FTE to	A&T		
	GIS	Adm & Ops	Telecom	Hosting	Authorized	GIS	Adm & Ops	Telecom	Hosting		Avg FTE	Budgeted	Cost	to Fund	Estimate				Org Units	A&T
Personnel	(001-73)	(510-73)	(514-73)	(520-73)	FTE (All Fds)	(001-73)	(510-73)	(514-73)	(Disc)	for FP 23-24	FP 23-24	510	for Fd 510					Total		
TA 3 (Mantooth) - Programmer	-	1.00	-	-	1.00	-	84,182	-	-	84,182	84,182	1.00	84,182	1,098	32.00	0.03	-	2,525		
TA 3 (Sackinger) - System Admin	1.00	-	-	-	1.00	92,816	40,000	-	-	132,816	132,816	-	-	1,098	32.00	-	-	-		
AS 2 (Carder)	-	1.00	-	-	1.00	-	47,948	-	-	47,948	47,948	1.00	47,948	1,098	32.00	0.03	-	1,438		
BA 3 (Abrams)	-	1.00	-	-	1.00	-	103,281	-	-	103,281	103,281	1.00	103,281	1,098	32.00	0.03	-	3,098		
TA 2 (Veloz) - Network Eng	-	1.00	-	-	1.00	-	86,339	-	-	86,339	86,339	1.00	86,339	1,098	32.00	0.03	-	2,590		
TA 3 (Montague) - Network Eng	-	1.00	-	-	1.00	-	84,752	-	-	84,752	84,752	1.00	84,752	1,098	32.00	0.03	-	2,543		
TA 3 (Stratton) - Programmer	-	1.00	-	-	1.00	-	110,438	-	-	110,438	110,438	1.00	110,438	1,098	32.00	0.03	-	3,313		
TA 3 (Smith) - Programmer	-	1.00	-	-	1.00	-	103,281	-	-	103,281	103,281	1.00	103,281	1,098	32.00	0.03	-	3,098		
TA 3 (Newman) - System Admin	-	1.00	-	-	1.00	-	93,176	-	-	93,176	93,176	1.00	93,176	1,098	32.00	0.03	-	2,795		
TA 3 (Webb) - System Admin	-	1.00	-	-	1.00	-	103,641	-	-	103,641	103,641	1.00	103,641	1,098	32.00	0.03	-	3,109		
TS 2 (Milarch) - PC Support Tech	-	1.00	-	-	1.00	-	73,005	-	-	73,005	73,005	1.00	73,005	1,098	32.00	0.03	-	2,190		
TA 1 (Hille) - PC Support Tech	-	1.00	-	-	1.00	-	67,146	-	-	67,146	67,146	1.00	67,146	1,098	32.00	0.03	-	2,014		
TS 2 (500864 Vacant) - PC Support	-	1.00	-	-	1.00	-	60,112	-	-	60,112	60,112	1.00	60,112	1,098	32.00	0.03	-	1,803		
TS 2 (Padilla) - PC Support Tech	-	1.00	-	-	1.00	-	60,112	-	-	60,112	60,112	1.00	60,112	1,098	32.00	0.03	-	1,803		
TS 2 (Stillings) - PC Support Tech	-	1.00	-	-	1.00	-	60,112	-	-	60,112	60,112	1.00	60,112	1,098	32.00	0.03	-	1,803		
TS 1 (Newberry) - PC Support Tech	-	1.00	-	-	1.00	-	47,597	-	-	47,597	47,597	1.00	47,597	1,098	32.00	0.03	-	1,428		
TA3 (Cowan) - Database Admin	-	1.00	-	-	1.00	-	88,013	-	-	88,013	88,013	1.00	88,013	1,098	32.00	0.03	-	2,640		
Service Desk Supervisor (McGirt)	-	1.00	-	-	1.00	-	59,096	-	-	59,096	59,096	1.00	59,096	1,098	32.00	0.03	-	1,773		
County Information Officer (Loerts)	0.10	0.90	-	-	1.00	13,105	117,937	-	-	131,042	131,042	0.90	117,938	1,098	32.00	0.03	-	3,931		
Deputy County Info Officer (Larsen)	-	1.00	-	-	1.00	-	113,858	-	-	113,858	113,858	1.00	113,858	1,098	32.00	0.03	-	3,416		
Other (Overtime, cash outs, etc)					20.00		14,290	-	-	14,290	715	18.90	13,504	1,098	32.00	0.55	-	393		
Benefits					20.00	81,521	1,014,460	-	-	1,095,981	54,799	18.90	1,035,702	1,098	32.00	0.55	-	30,139		
Personnel Totals	1.10	18.90	-	-	20.00	187,442	2,632,776	-	-	1,709,947	1,765,461	18.90	2,613,233			0.57	-	77,846		

IRM M & S Allocation

Use M&S distribution from last cost plan

Add equip depreciation from last cost plan to M&S

FTE and dollar allocations do not match due to classification and budget changes made subsequent to budget approval that were not reflected in FTE nor staffing plan.

Purpose of this work sheet is to convert the CAP (cost allocation plan) indirect charges to direct charges for purposes of completing the DOR A&T grant application budget worksheet.



Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (73) Programs: (All Programs) Cost Centers: (178, 230, 235) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
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Fund: 001 - GENERAL

Division: 73 - INFORMATION TECHNOLOGY

Cost Center: 178 - GEOGRAPHIC INFORMATION SYSTEMS

REVENUES

CHARGES FOR SERVICE

431035 - GEOGRAPHIC INFO SYSTEM FEE	(200,000.00)	(200,000.00)	(400,000.00)
TOTAL CHARGES FOR SERVICE	(200,000.00)	(200,000.00)	(400,000.00)

RESTRICTED BALANCE

401200 - RESTRICTED BEGINNING BALANCE	(402,630.00)	0.00	(402,630.00)
TOTAL RESTRICTED BALANCE	(402,630.00)	0.00	(402,630.00)

TOTAL REVENUES	(602,630.00)	(200,000.00)	(802,630.00)
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EXPENDITURES

PERSONAL SERVICES

563000 - TECHNICAL ANALYST 3	92,816.00	97,740.00	190,556.00
581000 - ADMINISTRATOR 3	13,105.00	13,498.00	26,603.00
590000 - TEMPORARY & INTERNS	13,000.00	13,000.00	26,000.00
599000 - EMPLOYEE BENEFITS	68,521.00	72,031.00	140,552.00
TOTAL PERSONAL SERVICES	187,442.00	196,269.00	383,711.00

MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	6,000.00	6,000.00	12,000.00
604000 - TRAVEL	1,055.00	1,055.00	2,110.00
605000 - PROFESSIONAL SERVICES	20,000.00	20,000.00	40,000.00
607000 - MAINTENANCE AGREEMENTS	100,500.00	100,500.00	201,000.00
607500 - GISSC DISCRETIONARY FUNDS	10,000.00	10,000.00	20,000.00
608000 - TRAINING & EDUCATION	3,596.00	3,597.00	7,193.00
681010 - CENTRAL COST ALLOCATION	37,153.00	37,153.00	74,306.00
681014 - FACILITIES SPACE CHARGE	3,480.00	3,480.00	6,960.00
681092 - MAIL/POSTAGE CHARGES	125.00	125.00	250.00
681216 - FLEET SERVICES	264.00	264.00	528.00
TOTAL MATERIALS & SERVICES	182,173.00	182,174.00	364,347.00

CONTINGENCY

955000 - OPERATING CONTINGENCY	0.00	54,572.00	54,572.00
TOTAL CONTINGENCY	0.00	54,572.00	54,572.00



Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (73) Programs: (All Programs) Cost Centers: (178, 230, 235) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
TOTAL EXPENDITURES	369,615.00	433,015.00	802,630.00
Total Cost Center: (Surplus) / +Deficit - 178 - GEOGRAPHIC INFORMATION SYSTEMS	(233,015.00)	233,015.00	0.00
Total Division: (Surplus) / +Deficit - 73 - INFORMATION TECHNOLOGY	(233,015.00)	233,015.00	0.00
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	(233,015.00)	233,015.00	0.00



Biennium Future Budget Detail

Page 114 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (73) Programs: (All Programs) Cost Centers: (178, 230, 235) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Fund: 510 - MANAGEMENT SERVICES			
Division: 73 - INFORMATION TECHNOLOGY			
Cost Center: 230 - IT OPERATING COSTS			
REVENUES			
TRANSFER REVENUE			
403102 - TRANSFER FROM FUND 514	(102,790.00)	(102,790.00)	(205,580.00)
TOTAL TRANSFER REVENUE	(102,790.00)	(102,790.00)	(205,580.00)
TOTAL REVENUES	(102,790.00)	(102,790.00)	(205,580.00)

EXPENDITURES

PERSONAL SERVICES

519000 - TECHNICAL SPECIALIST 1	47,597.00	52,191.00	99,788.00
520000 - ADMINISTRATIVE SPECIALIST 2	47,948.00	50,492.00	98,440.00
527000 - TECHNICAL SPECIALIST 2	253,341.00	266,777.00	520,118.00
534000 - TECHNICAL SPECIALIST 3	59,096.00	60,869.00	119,965.00
544000 - BUSINESS ANALYST 1	103,281.00	108,760.00	212,041.00
563000 - TECHNICAL ANALYST 3	724,358.00	762,785.00	1,487,143.00
566000 - TECHNICAL ANALYST 5	88,013.00	92,682.00	180,695.00
571000 - DIRECTOR 2	113,858.00	117,274.00	231,132.00
581000 - ADMINISTRATOR 3	117,937.00	121,475.00	239,412.00
589000 - SALARY & WAGES	7,157.00	7,160.00	14,317.00
590000 - TEMPORARY & INTERNS	40,000.00	40,000.00	80,000.00
592050 - CELL PHONE STIPEND	2,880.00	1,440.00	4,320.00
593200 - PAYOUT: COMP LV BANK	1,100.00	1,100.00	2,200.00
593300 - PAYOUT: VACATION LEAVE	6,750.00	6,750.00	13,500.00
595000 - OVERTIME/ON-CALL	5,000.00	5,000.00	10,000.00
599000 - EMPLOYEE BENEFITS	1,014,460.00	1,070,372.00	2,084,832.00
599998 - VACANCY FACTOR	(167,217.00)	(167,216.00)	(334,433.00)
TOTAL PERSONAL SERVICES	2,465,559.00	2,597,911.00	5,063,470.00

MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	24,215.00	24,215.00	48,430.00
601500 - SMALL EQUIPMENT PURCHASES	2,136.00	2,137.00	4,273.00
602000 - COMMUNICATION SERVICES	1,097.00	1,097.00	2,194.00
604000 - TRAVEL	2,191.00	2,192.00	4,383.00
605000 - PROFESSIONAL SERVICES	159,810.00	159,810.00	319,620.00
607000 - MAINTENANCE AGREEMENTS	828,164.00	828,165.00	1,656,329.00
608000 - TRAINING & EDUCATION	24,129.00	24,130.00	48,259.00



Biennium Future Budget Detail

Page 115 of 118

Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (73) Programs: (All Programs) Cost Centers: (178, 230, 235) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
608100 - ORGANIZATION TRAINING	15,140.00	15,140.00	30,280.00
681000 - INTERNAL SERVICE CHARGES	770.00	770.00	1,540.00
681005 - VEHICLE REPLACEMENT PAYMENT	3,264.00	3,264.00	6,528.00
681014 - FACILITIES SPACE CHARGE	154,992.00	154,992.00	309,984.00
681020 - WIRELESS SERVICE	3,077.00	3,078.00	6,155.00
681090 - COPIER/PRINTER SERVICES	750.00	750.00	1,500.00
681092 - MAIL/POSTAGE CHARGES	79.00	79.00	158.00
681211 - FLEET SERVICES: O&M RATE	3,324.00	3,324.00	6,648.00
TOTAL MATERIALS & SERVICES	1,223,138.00	1,223,143.00	2,446,281.00
TOTAL EXPENDITURES	3,688,697.00	3,821,054.00	7,509,751.00
Total Cost Center: (Surplus) / +Deficit - 230 - IT OPERATING COSTS	3,585,907.00	3,718,264.00	7,304,171.00



Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (73) Programs: (All Programs) Cost Centers: (178, 230, 235) Objects: (All Objects)

Fiscal Year
2024

Fiscal Year
2025

Total
Biennium

Cost Center: 235 - COMMUNICATION SYSTEMS MGMT.

REVENUES

CHARGES FOR SERVICE

407620 - CELLULAR/WIRELESS SERVICE CHRG	(204,499.00)	(204,500.00)	(408,999.00)
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TOTAL CHARGES FOR SERVICE	(204,499.00)	(204,500.00)	(408,999.00)
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TOTAL REVENUES	(204,499.00)	(204,500.00)	(408,999.00)
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EXPENDITURES

MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	1,899.00	1,899.00	3,798.00
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602000 - COMMUNICATION SERVICES	19,916.00	19,915.00	39,831.00
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602075 - WIRELESS/CELL SERVICES	204,499.00	204,500.00	408,999.00
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602100 - TELEPHONE: DATA CIRCUITS	23,208.00	23,208.00	46,416.00
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605000 - PROFESSIONAL SERVICES	14,843.00	14,844.00	29,687.00
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607000 - MAINTENANCE AGREEMENTS	186,775.00	186,775.00	373,550.00
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TOTAL MATERIALS & SERVICES	451,140.00	451,141.00	902,281.00
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TOTAL EXPENDITURES	451,140.00	451,141.00	902,281.00
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Total Cost Center: (Surplus) / +Deficit - 235 - COMMUNICATION SYSTEMS MGMT.	246,641.00	246,641.00	493,282.00
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Total Division: (Surplus) / +Deficit - 73 - INFORMATION TECHNOLOGY	3,832,548.00	3,964,905.00	7,797,453.00
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Total Fund: (Surplus) / +Deficit - 510 - MANAGEMENT SERVICES	3,832,548.00	3,964,905.00	7,797,453.00
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Biennium Future Budget Detail

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Print Date: 3/29/2023

Projection: 23000 - MASTER COUNTY BUDGET 2023-25 Budget Prep Level: L3-Proposed

Hide Zero Amount Sections: (True)

Funds: (All Funds) Divisions: (73) Programs: (All Programs) Cost Centers: (178, 230, 235) Objects: (All Objects)

	Fiscal Year 2024	Fiscal Year 2025	Total Biennium
Grand Total Revenue:	(909,919.00)	(507,290.00)	(1,417,209.00)
Grand Total Expense:	4,509,452.00	4,705,210.00	9,214,662.00
Grand Total (Surplus) / +Deficit:	3,599,533.00	4,197,920.00	7,797,453.00

Chair/Judge or Appointee	Title	Sign Date
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Form 8

Grant Application Resolution

BENTON County is applying to the Department of Revenue to participate in the County Assessment Function Funding Assessment Program.

This state grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

BENTON County has undertaken a self-assessment of its compliance with the laws and rules that govern the Oregon property tax system. The County is generally in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and all requiring equity and uniformity in the system of property taxation.

BENTON County agrees to appropriate budgeted dollars based on 100 percent of the expenditures certified in the grant application. The total expenditure amount for consideration in the grant is \$3,270,040. If 100 percent isn't appropriated, no grant shall be made to the county for each quarter in which the county is out of compliance.

The County designates the following individual as the contact for this grant application.

<u>JANE SIEVERS</u>	<u>(541) 766-6769</u>	<u>jane.sievers@bentoncountyor.gov</u>
Name	Phone	Email

County Approval

By selecting the "I Accept" checkbox, you are signing this Resolution electronically and certifying the Resolution has been approved by the board. You agree your electronic signature is the legal equivalent of your manual signature.

☐ I Accept	DocuSigned by: <u>Pat Malone</u>	<u>04/18/2023</u>
<u>05866320C1A2400...</u>	Title	Sign Date

Chair/Judge or Appointee



April 18, 2023
Board of Commissioners
Meeting

Please sign in if you wish to speak during the Public
Comment portion of this meeting.

Please note: A total of 20 minutes is reserved for public comment.
Individual comment may be limited to three minutes.

[illegible]