

AGENDA

BENTON COUNTY BOARD OF COMMISSIONERS

Tuesday, April 6, 2021

GoToMeeting: <https://global.gotomeeting.com/join/493325453>

or Dial 1 (312) 757-3121; **Access Code** 493-325-453#

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

(Chair May Alter the Agenda)

THE BOARD WILL TAKE A BRIEF RECESS BETWEEN THE WORK SESSION AND BUSINESS MEETING

9:00 A.M.

I. Opening:

- A. Introductions**
- B. Announcements**

II. 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.

III. Review and Approve Agenda

IV. Work Session

- 4.1 9:00 a.m., 30 minutes - Update from Emergency Operation and Department Operation Centers – *Bryan Lee, Suzanne Hoffman, April Holland, Lili'a Neville, Kate Porsche*
- 4.2 9:30 a.m., 30 minutes – Discuss Naming of 4500 Research Way Building – *Lili'a Neville, Senior Strategic Programs Manager*
- 4.3 10:00 a.m., 30 minutes – Discuss Amendments to the 2019-21 Biennium Budget - Supplemental Budget #21101 – *Jennifer Ambuehl, Finance Services*

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

V. Consent Calendar

- 5.1 In the Matter of a Notice of Intent to Submit an Application for a Community Development Block Grant (CDBG) Funds – *Mary Otley, Chief Finance Officer; Rebecca Taylor, Community Development*
- 5.2 In the Matter of Establishing a New Fund for the American Rescue Plan Funds – *Mary Otley, Chief Finance Officer*
- 5.3 Approval of February 2, 2021 Tuesday Board Meeting Minutes
- 5.4 Approval of February 3, 2021 Special Board Meeting Minutes
- 5.5 Approval of February 16, 2021 Tuesday Board Meeting Minutes

VI. Proclamations

- 6.1 In the Matter of Proclaiming April 4-10, 2021 as National Library Week – *Ashlee Chavez and Debbie Mourey, Library Board*
- 6.2 In the Matter of Proclaiming April 18-24, 2021 as National Crime Victims' Rights Week in Benton County – *Katie Wilson, District Attorney's Office*
- 6.3 In the Matter of Proclaiming April 2021 as National Child Abuse and Neglect Prevention Month in Benton County – *Jennifer Gilmore-Robinson, Director of ABC House*
- 6.4 In the Matter of Proclaiming April 2021 as National County Government Month in Benton County – *Xanthippe Augerot, Commissioner*

Public Hearings

(Hearings are heard at 11:00 a.m., time certain or as soon thereafter as the matter may be heard)
Those wishing to speak should sign the "Public Comment" sign-in sheet – Thank you.

- PH 1 In the Matter of a Public Hearing and First Reading Amending Chapter 5 – Ballot Measures of the Benton County Code, Ordinance No. 2021-0301 – *Vance Croney, County Counsel; James Morales, Records & Elections Manager*
- PH 2 In the Matter of a Public Hearing and First Reading Amending Chapter 9 – Animal Control of the Benton County Code, Ordinance No. 2021-0302 – *Vance Croney, County Counsel; Lynne McKee, Natural Areas, Parks & Events Director*

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VII. New Business

- 7.1 Discussion and Decision in Approving a Resolution Affirming Benton County's Support of the Fair Housing Amendments – *Mary Otley, Chief Finance Officer; Rebecca Taylor, Community Development*
- 7.2 Discussion and Decision to Establish a Finance Systems Analyst Position – *Mary Otley, Chief Finance Officer; Tammy Webb, Human Services*
- 7.3 Discussion and Decision Approving the County Assessment Function Funding Assistance (CAFFA) Grant Funding – *Jane Sievers, Finance Services*
- 7.4 Discussion and Consideration in Sponsoring the Juneteenth Annual Celebration – *Xanthippe Augerot, Commissioner*

VIII. Departmental Reports and Requests

- 8.1 Discussion and Decision to Further Extend the Declaration of a State of Emergency and Declaring Emergency Measures – *Vance Croney, County Counsel*

IX. 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."

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

Tuesday, April 6, 2021

9:00 a.m.

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or Dial 1 (312) 757-3121; *Access Code* 493-325-453#

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

- Present:** **Xanthippe Augerot**, Chair; **Pat Malone**, Commissioner; **Nancy Wyse**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator
- Staff:** **Jennifer Ambuehl**, **Mary Otley**, **Jane Sievers**, Finance; **Teresa Farley**, **Joe Hahn**, **Lili'a Neville**, BOC Staff; **Suzanne Hoffman**, **April Holland**, Health; **Bryan Lee**, Emergency Management; **Kelly Locey**, **Alyssa Rash**, Public Information Officers; **Lynne McKee**, Natural Areas, Parks, and Events; **Erika Milo**, BOC Recorder; **Greg Ridler**, Sheriff's Office; **Gary Stockhoff**, **Rebecca Taylor**, **Tami Tracy**, **Paul Wallsinger**, Community Development; **Matt Wetherell**, Juvenile Department; **Katie Wilson**, District Attorney's Office
- Guests:** **Ashlee Chavez**, **Rachel Denué**, **Debbie Mourey**, Corvallis-Benton Library Board; **Jennifer Gilmore-Robinson**, ABC House; **David Low**, Corvallis resident; **Heather Stevens**, Corvallis-Benton Economic Development

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

I. Opening:

A. Introductions

B. Announcements

Augerot acknowledged that the meeting took place on the historical lands of the Kalapuya, specifically the Chepenapha and Chemapho bands who occupied the Muddy Creek and Marys River drainages, who are still present today and connected to the lands.

II. Comments from the Public

No comment was offered.

III. Review and Approve Agenda

The following items were added to the agenda:

7.5 Discuss and Appoint a Candidate to the Historic Resources Commission

7.6 Discussion of Proposed Letter to Legislators Regarding House Bill 2177

Under IX. Other: Executive Session

IV. Work Session

- 4.1 Update from Emergency Operation and Department Operation Centers –**
Bryan Lee, Suzanne Hoffman, April Holland, Lili'a Neville, Heather Stevens

Lee reported that five clinics will be held this week, including one at Alsea School. Staff are planning a vaccination event in the City of Monroe on April 17 and 18, 2021. Human resources has helped with EOC staffing challenges.

Holland shared that this is Public Health Week, and extended thanks for everyone's efforts during the pandemic. Today the State announced that all Oregonians aged 16 and older will be eligible for vaccination as of April 19, 2021. Twelve to fifteen year olds may become eligible if an Emergency Use Authorization is granted. This is the County's biggest clinic week yet, with almost 4,000 first dose appointments. Staff are preparing for the Alsea event and working to reach agricultural workers and people who are unhoused. A County nurse is going out to vaccinate the unhoused, and community partners are helping people get access to appointments. More vaccine doses are going to pharmacies, and that will increase. The Johnson & Johnson vaccine manufacturing issue may reduce the next few weeks' supply.

Responding to a question from Augerot, Holland explained that several thousand vaccine appointments later in April 2021 have been filled. This week, the State made household members of frontline workers eligible and expanded the list of eligible underlying conditions. At some point, staff will need to work harder to bring people in, which will involve the Vaccine Confidence Coalition.

Malone thanked staff and asked if Health is receiving more notice about vaccine supply timing and quantity.

Holland replied that staff have a sense of dose baseline quantity, but manufacturing issues or other disturbances mean the exact number is unknown until the Thursday before receiving doses on a Monday or Tuesday.

Malone asked if staff anticipate being able to handle the surge of newly eligible people.

Holland affirmed. Staff will continue to add appointments as allocations become known. People should check regularly because more appointments will be added as numbers solidify.

Malone praised the rural clinics, addition of evening or weekend appointments, and organization of Reser events.

Augerot thanked Holland and team, including testing, contact tracing, and case investigation.

Responding to a question from Wyse, Holland explained this will be the first City of Alsea clinic; staff will assess additional need. Appointments in Alsea are still available. Staff have done targeted outreach for that clinic, which will provide the o Johnson & Johnson vaccine.

Neville reported that the Joint Information Center (JIC) discontinued the vaccine assessment survey last week. The survey was used to prioritize within vaccine-eligible groups, with over 33,000 submissions. The JIC had planned to discontinue the survey over several weeks, but switched to a live scheduling link in 36 hours. Neville was concerned that earlier survey users might feel frustrated, but has not received such feedback.

January 2021 had a big spike in County website sub-page views, which then doubled in February to 160,000 views. Views in March 2021 decreased slightly, but were still much higher than January. This reflects providing more robust information on the website.

The COVID-19 call center has filled four of five new positions, including a call center lead. In January 2021, the hotline had 1,000 calls; in February, there were almost 2,000 calls; call number dropped in March, but were still higher than in January. The team met the goal of returning all voicemails and red-flag calls within 24 hours.

In January 2021, the JIC implemented a weekly vaccine update listserv. Subscribers increased in January and February, then plateaued in March. Until the last weeks of March, the open rate was 75%, but the last email had a 50% open rate. This shows that the JIC has provided the desired information.

Augerot asked about messaging for harder-to-reach audiences who may not use the internet, especially as eligibility and vaccine sources expand.

Neville has observed a lot of community celebration and people working well with pharmacies. The JIC approaches communities who are not active website/e-news users through community-based organizations, and produces items such as Spanish and Mam language radio advertisements. The vaccine update email is bi-lingual. The JIC deployed two reader boards on Highway 34 near Alsea to promote walk-in appointment scheduling, and will also do this for the Monroe event.

Augerot thanked Neville and team.

Stevens reported that Corvallis-Benton Economic Development (CBED) expects a delivery of free personal protective equipment for businesses. Items will be distributed every Friday in May 2021. The business right-of-way program, which allowed businesses to use public parking spaces for commerce, was very popular, so CBED asked the City of Corvallis to make the program permanent, possibly seasonal, based on need. The Corvallis Micro-enterprise Community Development Block Grant fund is open for three or four weeks, for businesses within city limits that employ low-to-moderate income employees. Of 30 inquiries, only half have qualified. Community LendingWorks is working with applicants. The County wants to set up a similar program; CBED created a waiting list.

Augerot asked about the level of community need.

Stevens replied that businesses are less frantic in High risk level, but restrictions are still daunting.

Kerby noted that most county facilities have been closed to public access for some time. The Executive Committee has been evaluating when to re-open. Several months ago, it was decided to consider reopening once the County went to a lower risk level for two cycles (two weeks each). This would have led to reopening on April 12, 2021. However, the Committee recommends waiting until April 26, 2021. This would accommodate any spring break-related COVID-19 surge and allow additional time to vaccinate.

Augerot noted the County has been open by appointment for in-person needs.

Kerby added that some operations are open by State mandate, and community health clinics remain open.

Malone noted an opportunity to communicate that the County is able to re-open because of community precautions and vaccination progress.

Kerby shared that adding new staff should provide capacity for re-opening.

Wyse asked if the re-opening is still in a limited capacity, with precautions taken.

Kerby affirmed that physical distancing, mask wearing, and reduced staffing will continue. Re-opening will utilize only enough staff to assist customers. It will probably take several months to return to more normal levels, and some remote work will probably continue.

The Board expressed general approval for the delayed opening.

4.2 Discuss Naming of 4500 SW Research Way Building – Lili'a Neville, Senior Strategic Programs Manager

Neville explained that the building name conversation started after the County purchased the 4500 SW Research Way building in February 2020. The Board wanted to contact the Confederated Tribes of the Grand Ronde and the Siletz about a name that honors people indigenous to this area. During the pandemic, the topic took a back seat. Remodeling is underway and the building will be occupied in the later half of 2021, so Neville is working with Wallsinger on signage. Neville asked if the Board would like to continue this naming approach.

Augerot wanted to continue in this direction.

At the request of Wyse, Neville explained that under the resource naming policy, the Board chooses the name. The 2020 Board requested suggestions from employees. The name must have specific ties to Benton County. Public process is not typically involved, but is an option.

Augerot noted that the previous Board leaned towards a name in the Kalapuyan language, hence the recommendation to consult with the Tribes.

Wyse felt comfortable with following the current policy. The County could ask for public input after selecting several names.

Neville noted the name should ideally be chosen by July 1, 2021, so that signs can be made by September 2021.

After discussion, the Board selected a deadline of June 1, 2021. Augerot to initiate the conversation with the Tribes and follow up with Neville and Hahn.

Wyse suggested a public hearing to present the final name choice, with an opportunity for public comment.

4.3 Discuss Amendments to the 2019-21 Biennium Budget - Supplemental Budget #21101 – Jennifer Ambuehl, Finance Services

Ambuehl explained that most requests were mentioned in the quarterly report. The public hearing is on April 20, 2021. The General Fund request is a net appropriations increase of \$5,085,000, with \$5 million to fund vaccination clinics and other pandemic expenditures; this is a result of FEMA funding.

The Public Safety Program request is a \$384,686 decrease in appropriations to move Adult Drug Treatment Court appropriation authority to Behavioral Health. The offset is a transfer to Other Funds, Fund 521. This is separate from CARES Act funds and has no matching requirement.

The Community Services Operations request is to increase expenditure authority by \$85,000. The County received COVID-19 funds for the small business emergency grant program, then

repaid other governments for COVID-19 grants, and paid back the un-awarded amount, creating an unanticipated expense.

The Local Option Levy Fund has a \$5,900 net appropriations increase due to refunds of tax interest on some large appeals, and is funded with increased revenue in the tax interest account. The Employee Benefit Trust Fund has a reclassification of appropriation authority to move \$3.6 million from Contingency to offset increased appropriations in claims expense in the Medical Self-insurance Fund.

Augerot asked if there was a good sense of expenses from several years of self-insuring.

Otley replied that staff will discuss this. The fund balance is fine even with this transfer.

Ambuehl described a net appropriations increase of \$175,344 in the Intergovernmental Services Fund. Expenses for Information Technology (IT) infrastructure replacement were approved in the Capital Improvements Plan, but there was an error in the budget. This corrects the error, allowing IT to finish those projects this biennium.

The Trust Fund requests a \$98,000 net appropriations increase for the Benton County Cultural Trust (BCCT), to offset COVID-19 funds given as grants to other agencies.

Augerot noted that the County is the fiscal agent for the BCCT, but all funds are managed and dispersed by the local cultural trust.

Ambuehl described a net appropriations increase of \$300,000 in the Tax Title Land Fund. The fund has increased revenue, and the appropriations increase was for the unanticipated senior deferral payoff on the Blodgett property, plus a little extra for unanticipated expenditures.

Otley added that the County foreclosed on the property and had to pay off a senior deferral lien in order to sell.

Ambuehl explained that the Benton Health Center Fund has the offset to the \$384,686 transfer to the Adult Drug Treatment Court, for the remainder of program expenditures for the biennium. Ambuehl to return with this item after checking staff costs. Staff anticipate a few more items to clean up in May or early June 2021.

MOTION: Malone moved to move the matter of Supplemental Budget #21101 to the April 20, 2021 Board Meeting as a public hearing. Wyse seconded the motion, which **passed 3-0.**

V. Consent Calendar

- 5.1 In the Matter of a Notice of Intent to Submit an Application for Community Development Block Grant (CDBG) Funds – Mary Otley, Chief Finance Officer; Rebecca Taylor, Community Development**
- 5.2 In the Matter of Establishing a New Fund for the American Rescue Plan Funds – Mary Otley, Chief Finance Officer**
- 5.3 Approval of February 2, 2021 Tuesday Board Meeting Minutes**

5.4 Approval of February 3, 2021 Special Board Meeting Minutes

5.5 Approval of February 16, 2021 Tuesday Board Meeting Minutes

Kerby noted there was a correction to 5.2 versus the packet.

MOTION: Malone moved to approve the Consent Calendar of April 6, 2021 with the note that Item 5.2 has been modified. Wyse seconded the motion, which **passed 3-0.**

VI. Proclamations

**6.1 In the Matter of Proclaiming April 4-10, 2021 as National Library Week –
*Ashlee Chavez and Debbie Mourey, Library Board***

Mourey read aloud the proclamation.

Chavez noted that the library performed over 100,000 deliveries in the past year. Circulation is down, but the library now serves 600-700 people a day through delivery and contactless pickup. Digital circulation has increased about 30%.

Malone asked when the facility might reopen.

Chavez is hoping for a change in state guidelines so that staff do not have to control building access. Libraries are categorized as retail in the current risk framework.

MOTION: Malone moved to proclaim April 4-10, 2021 as National Library Week in Benton County. Wyse seconded the motion, which **passed 3-0.**

**6.2 In the Matter of Proclaiming April 18-24, 2021 as National Crime Victims’
Rights Week in Benton County – *Katie Wilson, District Attorney’s Office***

Wilson read aloud the proclamation. In 2020, the Benton County District Attorney’s Office Victim Assistant Program assisted 3,256 crime victims. There will be a visual display on the Courthouse lawn to honor and commemorate the number of crime victims assisted in 2020.

MOTION: Malone moved to proclaim April 18-24, 2021 as National Crime Victims’ Rights Week in Benton County. Wyse seconded the motion, which **passed 3-0.**

**6.3 In the Matter of Proclaiming April 2021 as National Child Abuse and Neglect
Prevention Month in Benton County – *Jennifer Gilmore-Robinson, Director of
ABC House***

Augerot noted a typo in the last paragraph of the proclamation.

Gilmore-Robinson read aloud the proclamation.

MOTION: Malone moved to proclaim April 2021 as National Child Abuse and Neglect Prevention Month in Benton County. Wyse seconded the motion, which **passed 3-0.**

6.4 In the Matter of Proclaiming April 2021 as National County Government Month in Benton County – Xanthippe Augerot, Commissioner

Augerot read aloud the proclamation. Counties are on the front lines of COVID-19 emergency response. Equity and health are core values for Benton County.

MOTION: Malone moved to approve proclaiming April 2021 as National County Government Month. Wyse seconded the motion, which **passed 3-0.**

Public Hearings

PH 1 In the Matter of a Public Hearing and First Reading Amending Chapter 5 –Ballot Measures of the Benton County Code, Ordinance No. 2021-0301 – Vance Croney, County Counsel

Chair Augerot opened the public hearing at 11:00 a.m.

Staff Report

Croney explained that this is a housekeeping amendment to align Benton County's code with the State guidelines for ballot measure filing. This amends Section 5.010(3)(b)(a) and Section 5.325 to state that the filing deadline is 81 days prior to the election.

Public Comment

No comment was offered.

MOTION: Malone moved to enact Ordinance No. 2021-0301 amending Benton County Code Chapter 5 and to conduct a first reading. Wyse seconded the motion, which **passed 3-0.**

Augerot read aloud the ordinance. The second reading will occur on April 20, 2021, with an effective date of May 20, 2021.

Chair Augerot closed the public hearing at 11:05 a.m.

PH 2 In the Matter of a Public Hearing and First Reading Amending Chapter 9 –Animal Control of the Benton County Code, Ordinance No. 2021-0302 – Vance Croney, County Counsel; Lynne McKee, Natural Areas, Parks & Events Director

Chair Augerot opened the public hearing at 11:05 a.m.

Staff Report

Croney explained that McKee and the Fair Board were concerned that Chapter 9 inadvertently banned the Equidae family (horses and donkeys) from County events. This change adds 'except Equidae' to Benton County Code 9.805(4)(i). This is done in conjunction with McKee's efforts to update the Exotic Animal Ordinance.

McKee has assembled a working group consisting of Erica O'Neil, Benton County Animal Control Manager; Sarah Spangler, director of Chintimini Wildlife Center, representing non-profit organizations; Brad Tillman, representing for-profit travelling shows impacted by the ban; and Dan Rosenberg, an Oregon State University (OSU) Department of Fisheries and Wildlife biologist. McKee will invite the new director of Heartland Humane Society as an animal welfare

representative. If the Board is comfortable with this group, McKee will begin meetings. The group hopes to bring recommendations to the Board by June 2021.

Augerot requested that McKee invite Caroline Ashton of OSU Extension Service.

Public Comment

No comment was offered.

MOTION: Malone moved to enact Ordinance No. 20219-0302 amending Benton County Code Chapter 9 and to conduct a first reading. Wyse seconded the motion, which **passed 3-0.**

Augerot read aloud the ordinance. The second reading will occur on April 20, 2021, with an effective date of May 20, 2021.

Chair Augerot closed the public hearing at 11:11 a.m.

VII. New Business

7.1 Discussion and Decision in Approving a Resolution Affirming Benton County's Support of the Fair Housing Amendments – Mary Otley, Chief Financial Officer; Rebecca Taylor, Community Development

Otley explained that this re-establishes the County's Fair Housing Resolution. An annual re-affirmation is required to participate in Community Development Block Grants (CDBG).

Taylor added that other requirements are an announcement in the newspaper and public facilities, and completion of the Limited English Proficiency Language Access Plan.

Augerot noted this is essential to be able to issue CDBG micro-enterprise funds and apply for other funds for childcare.

MOTION: Malone moved to adopt the resolution affirming Benton County's support of the Fair Housing Amendments Act of 1988. Wyse seconded the motion, which **passed 3-0.**

7.2 Discussion and Decision to Establish a Finance Systems Analyst Position – Mary Otley, Chief Finance Officer; Tammy Webb, Human Services

Otley explained that Financial Services requests a new Finance Systems Analyst position to lighten staff workload. The goal is to start recruiting before the end of the fiscal year.

MOTION: Malone moved to approve the establishment of one regular FTE position as a Finance Systems Analyst. Wyse seconded the motion, which **passed 3-0.**

7.3 Discussion and Decision Approving the County Assessment Function Funding Assistance (CAFFA) Grant Funding – Jane Sievers, Finance Services

Sievers presented the CAFFA application to the Oregon Department of Revenue for the 2021-2022 fiscal year. Projected revenues are about \$440,000. The application contains a preliminary budget; Sievers will return with final numbers for approval later this month.

MOTION: Wyse moved to approve the 2021-22 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. Malone seconded the motion, which **passed 3-0.**

7.4 Discussion and Consideration in Sponsoring the Juneteenth Annual Celebration – Xanthippe Augerot, Commissioner

Augerot explained that the Board received a request from the Corvallis-Albany chapter of the National Association for the Advancement of Colored People (NAACP) to financially support the Juneteenth Celebration, which commemorates the emancipation of enslaved Black people in the United States, especially in Texas. This is the chapter's 50th anniversary. The Board has discretionary funds available.

Responding to a question from Wyse, Neville replied that about \$10,000 have been spent out of \$25,000 budgeted for Board discretionary funds this biennium.

MOTION: Wyse moved to earmark \$1,000 for the NAACP Juneteenth Celebration. Wyse seconded the motion, which **passed 3-0.**

7.5 Discuss and Appoint a Candidate to the Historic Resources Commission Board

The Board briefly discussed appointing David Mayfield to the Historic Resources Commission. Augerot and Wyse interviewed Mayfield on April 5, 2021. Mayfield is a resident of a historic home and is familiar with the committee.

MOTION: Wyse moved to appoint David Mayfield to the Historic Resources Commission for the vacant term. Malone seconded the motion, which **passed 3-0.**

7.6 Discussion of Proposed Letter to Legislators Regarding House Bill (HB) 2177

Augerot discussed a letter headed by Rob Bovett of the Association of Oregon Counties in opposition to HB 2177, which proposes to shift the cost of providing technology to support courts from the Oregon Judicial Department to the counties. Benton is always at that level of cases or above. Once a county reaches 500 cases, the bill proposes to charge for the first 500 as well as cases above that level. Augerot did not feel this cost-shifting measure is appropriate, as the District Attorney (DA) is a state-supported function and the County provides most DA costs. Augerot received DA John Haroldson's comments on the letter.

Malone and Wyse expressed support for the letter.

MOTION: Malone moved to send a letter to the State Representatives and Senator opposing House Bill 2177. Wyse seconded the motion, which **passed 3-0.**

VIII. Departmental Reports and Requests

8.1 Discussion and Decision to Further Extend the Declaration of a State of Emergency and Declaring Emergency Measures – Vance Crony, County Counsel

Counsel explained this is the third extension of the March 2020 COVID-19 Emergency Declaration, which currently expires April 30, 2021. It appears the County would be best served by extending the declaration through June 30, 2021. Hopefully, much of the need for emergency capability will no longer be necessary in the new fiscal year, but for now, the County still needs the flexibility allowed by the declaration.

Malone asked how this would line up with the State's Emergency Declaration.

Kerby commented that the Governor's order is extended until early May 2021. Staff hope this will be the County's last extension.

Counsel noted that the County's declaration is completely independent of the State's. The declaration allows the County to take certain steps outside of normal processes and stay eligible for Federal emergency funding.

MOTION: Malone moved to approve Order No. D2021-039 extending the declared state of local emergency through June 30, 2021. Wyse seconded the motion, which **passed 3-0.**

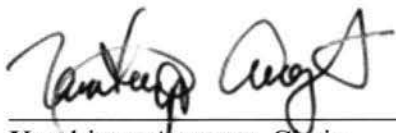
IX. Other

Chair Augerot recessed the regular meeting at 11:45 a.m. and immediately entered Executive Session at 11:50 a.m. under ORS 192.660(2)(e) Real Estate Transactions.

Chair Augerot left executive session and immediately convened the regular meeting at 12:33 p.m.

X. Adjournment

Chair Augerot adjourned the meeting at 12:33 p.m.



Xanthippe Augerot, Chair



Erika Milo, Recorder

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

4.2WS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * Work Session and Meeting

Department * Board of Commissioners

Contact Name * Lili'a Neville

Phone Extension * 7666800

Meeting Attendee Name * Lili'a Neville

Agenda Item Details

Item Title * Discuss Naming of 4500 SW Research Way Facility

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 * 30 minutes

Board/Committee Involvement *

- ☐ Yes
- ☒ No

Advertisement*

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues ***

In early 2019, Benton County became aware of a property located at 4500 SW Research Way that would address our critical space needs, while also providing improved customer access and service for the public.

In anticipation of this acquisition, the Board solicited building name ideas from County employees in January 2020. Over thirty name suggestions were provided by over a dozen County employees.

Based upon the number of submissions and overall thematic orientation of the submissions, staff recommended the Board considers a name that honors the peoples indigenous to the land now named Benton County, specifically Kalapuya Building, Klickitat Building or Dunawi Building.

In later winter 2020 the Board determined to contact the Confederated Tribes of the Grand Ronde and the Conferederated Tribes of the Siletz to make them aware of our interest, and gain their input and guidance. A complete list of submitted names is available at: <https://thebee.in.co.benton.or.us/engage/page/naming-process>.

Options *

- 1) Continue with naming the building according to the previous Board's determination
- 2) Determine a different name or process for the facility located at 4500 SW Research way

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
- ☐ NA

Explain Core Values Selections * The selected facility name may enhance the vibrancy of our 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
- ☐ NA

Explain Focus Areas and Vision Selection * The selected facility name may enhance historical and cultural appreciation of the peoples native to these lands.

Recommendations and Motions

Item Recommendations and Motions

- | | |
|------------------------------------|---|
| Staff
Recommendations * | Recommend the Board names the facility based on the staff submissions in January 2020. |
| Work Session
Motions * | I move to ...
name the 4500 SW Research way facility according to the prior Board's determination. |
| Meeting Motions * | I move to ...
continue the process of contacting the Confederated Tribes of the Grand Ronde and the Conferederated Tribes of the Siletz to make them aware of our interest, and gain their input and guidance. |

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 TERESA FARLEY

Department Approval

Comments

Signature



Teresa Farley

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver TERESA FARLEY

Comments

County Administrator Approval

Comments

Signature



Teresa Farley

BOC Final Approval

Comments

Signature

Teresa Farley

4.3 WS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * Work Session and Meeting

Department * Finance

Contact Name * Jenn Ambuehl

Phone Extension * 6257

Meeting Attendee Name * Jenn Ambuehl

Agenda Item Details

Item Title * Supplemental Budget 21101

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 * 20

Board/Committee Involvement *
☐ Yes
☒ No

Advertisement*

☒ Yes

☐ No

Names/Dates of Publications

List each publication name and date

Intend to publish notice of public hearing no less than 5 days prior to meeting in Gazette Times.

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues ***

Seven funds require amendment of the budget in the 2019-21 Biennium. While not all of the actions trigger the Local Budget Law Requirement of a legal notice and public hearing, in order to minimize confusion all actions have been combined into a single Supplemental Budget package.

Please see the attached PDF for the list of actions.

Options *

- 1) Approve as proposed
- 2) Modify and approve
- 3) Hold for further discussion
- 4) Do not approve

Fiscal Impact *

- ☒ Yes
☐ No

**Fiscal Impact
Description ***

The total of the actions increase appropriations by \$6,048,930.

A detailed list of salient issues/fiscal impact is attached.

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.

ORS 294.100: It is unlawful for any public official to spend money in excess of the amounts provided by law, or for any different purpose.

ORS 294.338: It is unlawful to expend money unless authorized by Local Budget Law.

ORS 294.456(6): After the governing body has enacted the resolutions necessary to adopt the budget as required, an expenditure of public money may not be made for any purpose in an amount greater than the amount appropriated, except as provided in ORS 294.338 [exceptions to the budget process], 294.478 [emergency educational expenditures], 294.463 [appropriation transfers], 294.471 and 294.473 [supplemental budgets].

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 N/A
and Vision
Selection *

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations * Financial Services staff recommends approval of Supplemental Budget 21101 as presented.

Work Session
Motions * I move to ...
I move to forward this item to the April 20, 2021 board meeting as a public hearing.

Meeting Motions * I move to ...
I move to adopt the resolution in the matter of Supplemental Budget #21101.

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.

Supplemental Budget packet.pdf	922.81KB
Resolution Supplemental Budget 21101.docx	22.51KB

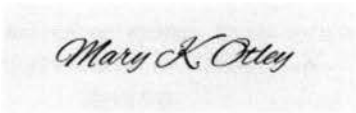
Comments (optional) If you have any questions, please call ext.6800

Department Approver MARY OTLEY

Department Approval

Comments

Signature



Mary K. Otley

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver JOE KERBY

Comments

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley

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

**In the Matter of Supplemental No. 21101)
Amending the 2019-21 Biennium Budget) **RESOLUTION No. R2021-005****

WHEREAS, the details of the supplemental budget actions summarized below have been examined by staff and the Benton County Board of Commissioners, and;

WHEREAS, these actions require amendments to the current biennium budget due to unforeseeable events and changes in operating conditions, and;

WHEREAS, notice concerning these actions was provided as required by law and the Board of Commissioners have conducted a public hearing as required by law:

THEREFORE, BE IT RESOLVED, that Fund and Program appropriations of the 2019-21 biennial budget are adjusted as listed below:

In the General Fund (001):

General Government (10) Operations is increased \$5,000,000
Public Safety Program (15) Operations is decreased \$384,686
Community Services (35) Operations is increased \$85,000
Transfers to Other Funds is increased \$384,686

Local Option Levy Fund (108):

General Government (10) Operations is increased \$5,900

Employee Benefit Trust Fund (512):

General Government (10) Operations is increased \$3,600,000
Contingency is decreased \$3,600,000

Intra-Governmental Services Fund (514):

General Government (10) Operations is increased \$175,344

Benton Health Center Fund (521):

Health Program (25) Operations is increased \$384,686

Trust Fund (805):

Cultural & Educational (40) Operations is increased \$98,000

Tax Title Land Fund (810):

Trust (45) Operations is increased \$300,000

Adopted this _____ day of _____, 2021.

Signed this _____ day of _____, 2021.

BENTON COUNTY BOARD OF COMMISSIONERS

Xanthippe Augerot, Chair

Nancy Wyse, Commissioner

Pat Malone, Commissioner

Supplemental Budget 21101

General Fund: Net appropriation increase \$5,085,000

- **General Government Operations** – increase \$5,000,000
 - Funding Source – FEMA funds
 - Increase appropriations for:
 - Non-Departmental
 - Unanticipated appropriations due to COVID pandemic
- **Public Safety Program Operations** – decrease \$384,686
 - Decrease appropriations for:
 - Creation of transfer account to move Adult Drug Treatment Court appropriation authority to Benton County Mental Health
- **Community Services Operations** – increase \$85,000
 - Funding Source – COVID funds for Small Business Emergency Grant program
 - Increase appropriations for:
 - Non-Departmental
 - Payment to other governments increased to payback un-awarded grant funds to be redeployed in additional grant cycle.
- **Transfers to Other Funds** – increase \$384,686
 - Increase appropriations for:
 - Transfer of appropriation authority for Adult Drug Treatment court to Benton County Mental Health

Local Option Levy Fund: Net appropriation increase \$5,900

General Government Operations – increase \$5,900

- Funding Source – increased tax interest
- Increase appropriations for:
 - Refunds of Tax Interest on large appeals

Employee Benefit Trust Fund: Net appropriation increase \$0 – Reclassification of appropriation authority

- **General Government Operations** – increase \$3,600,000
 - Increase appropriations for:
 - Claims expense due to increased claims in Medical Self Insurance
- **Contingency** – decrease \$3,600,000
 - Decrease appropriations for:
 - Move funds out of contingency
 - Offset appropriations provided above

Supplemental Budget 21101

IntraGovernmental Services Fund: Net appropriation increase \$175,344

- **General Government Operations** – increase \$175,344
 - Funding Source – larger than anticipated beginning balance
 - Increase appropriations for:
 - Equipment Purchase
 - Planned equipment purchases approved in Capital Plan but left out of budget in error.

Trust Fund: Net appropriation increase \$98,000

- **Cultural & Educational Operations** – increase \$98,000
 - Funding Source – COVID funds
 - Increase appropriations for:
 - Other Operating Expense
 - Grants paid out to agencies

Tax Title Land Fund: Net appropriation increase \$300,000

- **Trust Operations** – increase \$300,000
 - Funding Source – Increased revenues
 - Increase appropriations for:
 - Materials & Supplies
 - Unanticipated Senior Deferral payoff on Blodgett property
 - Any additional unanticipated expenditures prior to end of biennium

Benton Health Center Fund: Net appropriation increase \$384,686

- **Health Program Operations** – increase \$384,686
 - Funding Source – Transfer from General Fund from Adult Treatment Court
 - Increase appropriations for:
 - Materials & Services
 - Anticipated program expenditures previously held in General Fund

COUNTY BUDGET

NET APPROPRIATION INCREASE: \$6,048,930

- Operations – \$9,264,244
- Transfers - \$384,686
- Contingency – (\$3,600,000)

Supplemental Budget 21101

001 General Fund				
Division	Account Code	Adopted Budget	Change	Revised Budget
60 - Non Departmental				
Federal: COVID	001-60-35-747-482421-	-	85,000	85,000
Federal: COVID	001-60-10-103-482421-	-	5,000,000	5,000,000
Operating Grants/Contributions Category Totals		-	5,085,000	5,085,000
Resource Totals		-	5,085,000	5,085,000
Payment to Other Governments	001-60-35-747-690000-	-	85,000	85,000
Medical Supplies	001-60-10-103-601300-	-	5,000,000	5,000,000
Materials & Services Category Totals		-	5,085,000	5,085,000
Requirement Totals		-	5,085,000	5,085,000
Total Division 60 Resources		-	5,085,000	5,085,000
Total Division 60 Requirements		-	5,085,000	5,085,000
Comments:				
Increase Resources due to receipt of unanticipated Federal COVID funding for Small Business Emergency Grant Program and FEMA funding.				
Increase appropriation authority to payback unawarded Small Business Grant funds to Business Oregon to be redeployed in an additional round of awards and for anticipated appropriations related to Benton County Vaccination Clinics.				

Division	Account Code	Adopted Budget	Supplemental	Revised Budget
71 - Finance & Budget				
Materials & Supplies	001-71-15-372-601000-	100,000	(20,000)	80,000
Contracted Services	001-71-15-372-606000-	1,122,551	(362,028)	760,523
Central Cost Allocation	001-71-15-372-681010	5,316	(2,658)	2,658
Materials & Services Category Totals		1,227,867	(384,686)	843,181
Transfer to Fund 521	001-71-15-372-816175-	-	384,686	384,686
Transfer Category Totals		-	384,686	384,686
Requirement Totals		1,227,867	-	1,227,867
Total Division 71 Requirements		2,337,506	-	2,337,506
Comments:				
Moving Adult Drug Treatment Court (ADTC) to Benton County Mental Health. Decrease appropriations in Materials & Supplies to create a Transfer appropriation to Fund 521.				

Supplemental Budget 21101

108 Local Option Levy Fund				
Division	Account Code	Adopted Budget	Supplemental	Revised Budget
60 - Non Departmental				
Interest UnSeg Tax	108-60-10-100-451000	-	5,900	5,900
Gen Revenue - Interest Category Totals		-	5,900	5,900
Resource Totals		-	5,900	5,900
Refunds	108-60-10-100-637000	-	5,900	5,900
Materials & Services Category Totals		-	5,900	5,900
Requirement Totals		-	5,900	5,900
Total Division 60 Resources		22,221,631	5,900	22,227,531
Total Division 60 Requirements		12,266,490	5,900	12,272,390
<u>Comments:</u>				
Increase General Revenue Interest Resource to account for unanticipated Unsegregated tax funds. Increase Refunds appropriation to account for unanticipated tax interest refund payments.				

512 Employee Benefit Trust Fund				
Division	Account Code	Adopted Budget	Supplemental	Revised Budget
71 - Finance & Budget				
Claims Expense	512-71-10-204-611700	8,000,000	3,600,000	11,600,000
Materials & Services Category Totals		8,000,000	3,600,000	11,600,000
Contingency	512-71-10-204-955000	5,513,252	(3,600,000)	1,913,252
Contingency Category Totals		5,513,252	(3,600,000)	1,913,252
Requirement Totals		13,513,252	-	13,513,252
Total Division 71 Requirements		19,505,720	-	19,505,720
<u>Comments:</u>				
Move appropriation authority from Contingency to Claims Expense for increased claims in Medical Self Insurance Fund.				

Supplemental Budget 21101

514 Intragovernmental Services Fund				
Division	Account Code	Adopted Budget	Supplemental	Revised Budget
73 - Information Technology				
Restricted Beginning Balance	514-73-10-234-401200	100,000	175,344	275,344
Transfer Revenue Category Totals		100,000	175,344	275,344
Resource Totals		100,000	175,344	275,344
Equipment Purchase	514-73-10-234-780300	240,200	175,344	415,544
Capital Outlay Category Totals		240,200	175,344	415,544
Requirement Totals		240,200	175,344	415,544
Total Division 73 Resources		1,619,358	175,344	1,794,702
Total Division 73 Requirements		1,619,358	175,344	1,794,702
Comments: Increase Restricted Beginning Balance to actual amount carried over from prior biennium. Increase appropriation authority in Equipment Purchase to cover anticipated expenditures for the remainder of the biennium.				

521 Benton Health Center Fund				
Division	Account Code	Adopted Budget	Supplemental	Revised Budget
34 - Mental Health				
Transfer from Fund 001	521-34-25-372-403010-	-	384,686	384,686
Transfer Revenue Category Totals		-	384,686	384,686
Resource Totals		-	384,686	384,686
Materials & Supplies	521-34-25-372-601000-	-	20,000	20,000
Contracted Services	521-34-25-372-606000-	-	362,028	362,028
Central Cost Allocation	521-34-25-372-681010-	-	2,658	2,658
Materials & Services Category Totals		-	384,686	384,686
Requirement Totals		-	384,686	384,686
Total Division 34 Resources		18,231,507	384,686	18,616,193
Total Division 34 Requirements		14,648,929	384,686	15,033,615
Comments: Increase Transfer revenue to create budget authority for Adult Drug Treatment Court (ADTC) within Mental Health. Increase appropriation to account for anticipated program expenditures in the remainder of the biennium.				

Supplemental Budget 21101

805 Trust Fund

Division	Account Code	Adopted Budget	Supplemental	Revised Budget
60 - Non Departmental				
State: COVID	805-60-40-760-472421	-	98,000	98,000
Operating Grants/Contributions Category Totals		-	98,000	98,000
Resource Totals		-	98,000	98,000
Other Operating Expense	805-60-40-760-632000	34,355	98,000	132,355
Materials & Services Category Totals		34,355	98,000	132,355
Requirement Totals		34,355	98,000	132,355
Total Division 60 Resources		307,715	98,000	405,715
Total Division 60 Requirements		307,715	98,000	405,715

Comments:

Benton County Cultural Trust received unanticipated COVID funds. Increase appropriation authority in Materials & Services to account for the additional expenditure.

810 Tax Title Land Fund

Division	Account Code	Adopted Budget	Supplemental	Revised Budget
71 - Finance & Budget				
Sale of Property & Assets	810-71-45-785-454000	-	300,000	300,000
Operating Grants/Contributions Category Totals		-	300,000	300,000
Resource Totals		-	300,000	300,000
Materials & Supplies	810-71-45-785-601000	10,000	300,000	310,000
Materials & Services Category Totals		10,000	300,000	310,000
Requirement Totals		10,000	300,000	310,000
Total Division 71 Resources		307,000	300,000	607,000
Total Division 71 Requirements		307,000	300,000	607,000

Comments:

Increase resources for unanticipated revenues not in the original budget. Increase appropriation authority in Material & Services for Senior Deferral payoff on Blodgett property and any additional expenditures that might occur prior to end of biennium.

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Mary Otley

Phone Extension * 7666767

Meeting Attendee Name * Mary Otley, Rebecca Taylor

Agenda Item Details



Item Title * Notice of intent to apply for a CDBG grant to support student care programming

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 ***

Benton County is eligible to apply for a 2020 Community Development Block Grant-CARES Act Impact Assistance Program from Business Oregon. Community Development Block Grant funds come from the U.S. Department of Housing and Urban Development. The grants can be used for purposes that primarily benefit persons with low and moderate incomes.

The maximum grant that a city or county can receive for the CARES Act Impact Assistance Program is \$250,000. As directed by the Board staff are preparing an application for a 2020 Community Development Block Grant from Business Oregon for funds to support student care programming in the form of scholarships or operational funding for programs serving low to moderate income students (K-8) impacted by COVID-19. It is estimated that the proposed project will benefit approximately 50-100 students, all of whom will be low or moderate income.

The purpose of this discussion is to provide the Board an update on the application and an opportunity for staff to respond to comments and questions from the Board

Options *

1. Approve the grant application
2. Do not approve the grant application

Fiscal Impact *

- ☒ Yes
☐ No

**Fiscal Impact
Description ***

If awarded CDBG assistance the funds will initially be included within County budget. To deploy the CDBG assistance, the County will work with Sequoia Consulting to facilitate the implementation of the program.

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
- ☐ NA

Explain Core Values Selections *

The \$250,000 in CDBG funding sought by Benton County will assist low to moderate income families who have been hardest hit by the impacts of COVID-19, by providing educational, social and emotional support through local K-8 student programming

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 \$250,000 in CDBG funding sought by Benton County will assist low to moderate income families who have been hardest hit by the impacts of COVID-19, by providing educational, social and emotional support through local K-8 student programming

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations * Approve the grant application and direct staff to continue engagement with Sequoia Consulting to implement the grant.

Meeting Motions * I move to ...
I move to approve submitting the CDBG grant application and direct staff to continue engagement with Sequoia Consulting to implement the grant.

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

MARY OTLEY

Approver

Department Approval

Comments

Signature

Mary K. Otley

BOC Initial Approval

Approvals Required ☒ Counsel
☐ Finance
☐ HR

Counsel Approver VANCE CRONEY

County Administrator Approver
JOE KERBY

Comments

Counsel Approval

Comments

Signature

Vance H. Cheney

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Mary Otley

Phone Extension * 7666767

Meeting Attendee Name * Mary Otley

Agenda Item Details

Item Title * Resolution establishing a new fund to account for American Rescue Plan funds

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

Board/Committee Involvement * ☐ Yes ☒ No

Advertisement * ☐ Yes ☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues***

The County has been notified that we will be receiving \$18 million from the American Rescue Plan Act. The establishment of this fund will allow for transparency in documenting the use of the funds.

Options*

1. Establish the new fund
2. Do not establish the fund and account for the grant funds within the General Fund.

Fiscal Impact*

- ☒ Yes
☐ No

**Fiscal Impact
Description***

The fiscal impact is the method of accounting for the use of the funds.

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.
Resolution establishing a new fund.

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 * na

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 * na

Recommendations and Motions

Item Recommendations and Motions

Staff Approve the establishment of Fund 107 - American Rescue Plan Fund
Recommendations *

Meeting Motions * I move to ...
I move to establish Fund 107, the American Rescue Plan Fund to account for the receipt of funds from the American Rescue Plan Act.

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.

FIN_Resolution creating Fund 107.doc

25KB

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

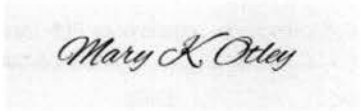
Department
Approver

MARY OTLEY

Department Approval

Comments

Signature



Mary K. Otley

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver
JOE KERBY

Comments

County Administrator Approval

Comments

Signature

A handwritten signature in cursive script, reading "Joseph Kerby", is centered within a light gray rectangular box.

BOC Final Approval

Comments

Signature

Teresa Farley

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

**In the Matter of Creating a new
American Rescue Plan Fund
(107) as Required by Benton County
Financial Policies**

)
)
)
)

RESOLUTION R2021-004

WHEREAS, Benton County has been awarded funding from the American Rescue Plan Act of 2021, and;

WHEREAS, to facilitate required financial reporting it was determined necessary to account for the receipt of the funds as well as the allowed expenditures in a fund separate from other County Funds, and;

WHEREAS, this fund is created with the following characteristics and purposes;

- 1) The American Rescue Plan Fund shall be accounted for as s Special Revenue Fund.
- 2) The purpose of the fund is to account for all revenues and expenditures of American Rescue Plan funds.
- 3) The basis of accounting shall be the modified accrual basis.

THEREFORE, BE IT RESOLVED, the Board of Commissioners authorizes the creation of the American Rescue Plan Fund with the number designation of Fund 107 in the county Chart of Accounts.

IT IS FURTHER RESOLVED; that upon dissolution of this fund by action of the Board of Commissioners, its assets shall be transferred to the General Fund unless otherwise directed by the Board of Commissioners in a resolution adopted at the time the fund is dissolved.

Adopted this 6th day of April, 2021.

Signed this 6th day of April, 2021.

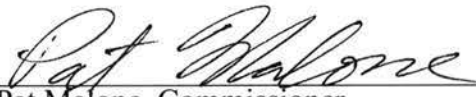
BENTON COUNTY BOARD OF COMMISSIONERS



Xanthippe Augerot, Chair



Nancy Wyse, Commissioner



Pat Malone, Commissioner

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

**In the Matter of Proclaiming
April 4-10, 2021 as National
Library Week**

)
) **PROCLAMATION #P2021-003**
)

Libraries are accessible and inclusive places that foster a sense of belonging and community; and

Today's libraries and their services extend far beyond the four walls of a building and everyone is welcome to use their resources; and

For people lacking broadband at home, libraries provide access to computers and wi-fi, even checking out internet hotspots and laptops; and

Libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all; and

In times of crisis, libraries, librarians, and library workers play an invaluable role in supporting their communities both in person and virtually; and

To adapt to our changing world, libraries are expanding their resources and continuing to meet the needs of their patrons; and

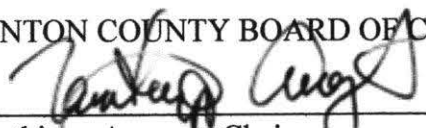
Libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all.

THEREFORE, BE IT HEREBY PROCLAIMED that April 4-10, 2021 as National Library Week. I encourage all residents to visit their library online to access resources and services. Because of you, Libraries transform lives and communities.

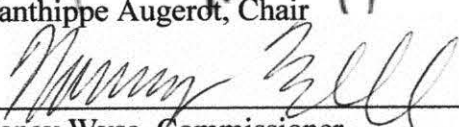
Adopted this 6th day of April, 2021.

Signed this 6th day of April, 2021.

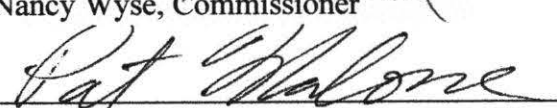
BENTON COUNTY BOARD OF COMMISSIONERS



Xanthippe Augerot, Chair



Nancy Wyse, Commissioner



Pat Malone, Commissioner

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

In the Matter of Proclaiming	)	
April 18 - 24, 2021 as	)	PROCLAMATION #P2021-004
NATIONAL CRIME VICTIMS'	)	
RIGHTS WEEK in Benton County	)	

Americans are the victims of 20 million crimes each year, affecting individuals and communities, and in 2020 in Benton County, the District Attorney's Office Victim Assistance Program assisted 3256 crime victims, providing 41,646 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 2021 theme: *Support Victims. Build Trust. Engage Communities.*

Victims' rights movement has resulted in the passage of laws at the local, state, and federal levels that established essential rights for victims;

Crime victims' rights acts passed here in Oregon and at the federal level have provided victims with ways to participate meaningfully throughout the criminal justice process;

The rights of crime victims are best protected when all participants in the criminal justice process—not only victims—are appropriately educated about victims' rights;

Supporting victims of crime is crucial to the U.S. justice system because our support honors the experiences of victims and allows them to find autonomy and empowerment through achieving self-defined goals;

We must help victims access the justice, assistance, and support they need to rebuild their lives;

Advocacy by and for victims of crime is itself a form of seeking justice, no less than justice sought in the courts;

The accomplishments of the victims' rights movement—achieved through compassion and collaboration, and built on the courageous advocacy of individual victims and their families across the country—inspire in us hope for future progress and greater healing;

We are determined to respond to crime and violence by helping victims find not only support, recovery, and justice, but also a sense of hope for their future;

National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

The Benton County District Attorney's Office is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim service providers, and bringing hope and healing to all victims and survivors;

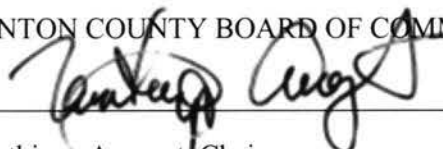
THEREFORE BE IT HEREBY PROCLAIMED THE WEEK OF APRIL 18-24, 2021 as Crime Victims' Rights Week, reaffirming Benton County's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year; and expressing 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 6th day of April, 2021.

Signed this 6th day of April, 2021.

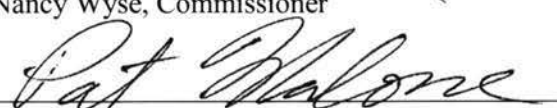
BENTON COUNTY BOARD OF COMMISSIONERS



Xanthippe Augerot, Chair



Nancy Wyse, Commissioner



Pat Malone, Commissioner

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

**In the Matter of Proclaiming
April 2021 as National Child
Abuse and Neglect Prevention
Month in Benton County**

)
)
)
)

PROCLAMATION P2021-005

Child abuse and neglect is a serious problem affecting every segment of our community, and finding solutions requires input and action from everyone in our community.

Our children are our most valuable resources and will shape the future of our nation.

Child abuse can have long-term psychological, emotional, and physical effects that can have lifelong consequences for victims of abuse. Protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children.

Effective child abuse prevention activities succeed because of the meaningful connections and partnerships created between child welfare, education, health, community- and faith-based organizations, businesses and law enforcement agencies. Now more than ever, communities must make every effort to promote programs and activities that benefit children and their families.

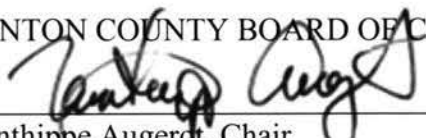
Benton County acknowledges that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, nurturing environment. Prevention remains the best defense for our children and families;

Now, THEREFORE, the Benton County Board of Commissioners hereby proclaims April 2021 as National Child Abuse and Neglect Prevention Month and encourages all residents to dedicate themselves to the task of improving the quality of life for all children and families.

Adopted this 6th day of April, 2021.

Signed this 6th day of April, 2021.

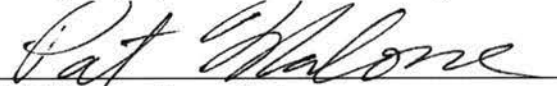
BENTON COUNTY BOARD OF COMMISSIONERS



Xanthippe Augerot, Chair



Nancy Wyse, Commissioner



Pat Malone, Commissioner

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

In the Matter of Proclaiming	)	
April 2021 as National County	)	Proclamation P2021-006
Government Month	)	

The nation's 3,069 counties and county-equivalents serve more than 300 million Americans, providing essential services to create healthy, safe and vibrant communities and provide public health services, administer justice, keep communities safe, foster economic opportunities and much more; and

Under the leadership of National Association of Counties President Gary Moore, NACo is demonstrating how "Counties Matter," especially in supporting residents and businesses during the coronavirus pandemic; and

Each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

As we face a global pandemic of COVID-19, counties are the front line in emergency response. All across the United States, county public health officials are working hand-in-hand with emergency responders, to prepare for, prevent and manage COVID-19 infections. Counties are truly on the front lines of managing the coronavirus pandemic. Nationwide, we are responsible for nearly 1,000 hospitals, 1,900 public health departments, 800 long-term care facilities and many other functions that keep our resident healthy and safe; and

Equity and health are core values for Benton County communities, and all county employees are working to staff our COVID-19 Emergency Operations and to provide core county services, while protecting the health of everyone. Now, more than ever, Benton County and all counties take pride in our responsibility to protect and enhance the health, well-being and safety of our residents in efficient and effective ways; and

As the ultimate safety net, county investments in public health and affordable, accessible and equitable health care are critical to support the physical, psychological and economic health of our communities. Counties are forging creative strategies with public, private and non-profit partners to protect older Americans from COVID-19, while also minimizing the harm of social isolation; and

Counties are a critical partner at the table with federal, state and municipal leaders to support economic resilience and to address health, safety and equity across America; and

The National Association of Counties theme for National County Government Month this year – Counties Matter – has never been more pertinent; and

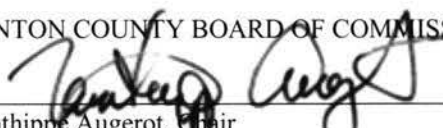
Benton County, as one of the original counties from before the establishment of the Oregon Territory, has a long, distinguished history of service to its residents and continues to adopt innovative practices to serve its residents in the present and the future.

Now, THEREFORE, the Benton County Board of Commissioners hereby proclaims April 2021 as National County Government Month and encourages all county residents to actively participate in their county government.

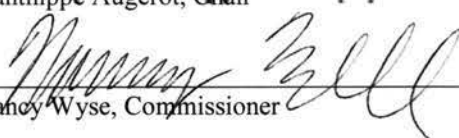
Adopted this 6th day of April, 2021.

Signed this 6th day of April, 2021.

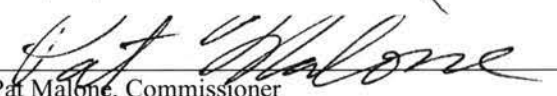
BENTON COUNTY BOARD OF COMMISSIONERS



Xanthippe Augerot, Chair



Nancy Wyse, Commissioner



Pat Malone, Commissioner

BOC Agenda Checklist Master

PH 1

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * County Counsel

Contact Name * Vance

Phone Extension * 6890

Meeting Attendee Name * Vance / James Morales

Agenda Item Details

Item Title * Amending Benton County Code Ch 5 - Ballot Measure, Ordinance No. 2021-0301

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

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement *

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues ***

The Secretary of State's Election Division establishes the process for filing ballot measures. Specifically OAR 165-014-0005(3) designates the County, City and District Initiative and Referendum Manual as establishing the procedure for filing local ballot measures. That manual sets a deadline for filing local ballot measures as no later than the 81st day prior to an election. Benton County Code ch. 5.010(3)(b)(A) sets that timeframe as 85 days and BCC 5.325 describes an 80-day deadline. Both are inconsistent with the State's Election Division procedure.

The attached ordinance would amend BCC 5.010 and 5.325 to bring our local ballot measure filing deadlines into alignment with the state's timeframes.

Options *

- 1) Approve Ordinance No. 2021-0301 amending BCC chapter 5.
- 2) Decline to approve amendments to BCC ch. 5.
- 3) Direct staff to make changes to the proposal and return with an updated version of the county code chapter.

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 Staff recommends approval of the proposed code changes

Recommendations*

Meeting Motions* I move to ...

I move to enact Ordinance No. 20219-0301 amending Benton County Code Chapter 5 and to conduct a first reading.

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.

CC_Amending BC Code Ch 5_Ballot Measures ORDINANCE.docx	14.25KB
CC_Amending BC Code Ch 5_Ballot Measures REDLINED.docx	26.07KB

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

Department VANCE CRONEY
Approver

Department Approval

Comments

Signature

Vance H. Choney

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver JOE KERBY

Comments

County Administrator Approval

Comments

Signature

Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley

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

**In the Matter of Amending Chapter 5)
of the Benton County Code) Ordinance No. 2021-0301**

THE BENTON COUNTY BOARD OF COMMISSIONERS HEREBY ORDAIN AS
FOLLOWS:

WHEREAS, following review of the Oregon Secretary of State's Election timelines, it was determined that Benton County Code, chapter 5 does not align with the state's published timelines for filing ballot measures; and

WHEREAS, in order to be consistent with state requirements, it is necessary to revise Benton County's local timeline found in chapter 5 of the Benton County Code; and

NOW, THEREFORE, the Board of Commissioners of Benton County ordain as follows:

PART I: Short Title. This ordinance shall be known as "Amendment to Benton County Code Chapter 5.

PART II. Text Amendment. Benton County Code Chapter 5 is hereby amended as noted in the attachment marked Exhibit A.

PART III. The effective date of the amendment to the Benton County Code will be:

1st Reading: April 6, 2021
2nd Reading: April 20, 2021
Effective Date: May 20, 2021

Approved as to Form: BENTON COUNTY BOARD OF COMMISSIONERS

Vance Croney, County Counsel

Xanthippe Augerot, Chair

Nancy Wyse, Commissioner

Pat Malone, Commissioner

CHAPTER 5

BALLOT MEASURES

ADMINISTRATION

5.005 Purpose.

The purpose of BCC Chapter 5 is to describe the process for initiative and referendum petitions, referral measures and the creation of ballot titles to be placed on the ballot in accordance with the County Charter, Code and applicable state law. [Ord. 17, adopted March 8, 1978; Ord. 85-0002; Ord. 2019-0291]

5.010 Application.

A county measure may be submitted for inclusion on the ballot by qualifying petition, referral by the Benton County Commissioners or referral by the governing body of a local government in Benton County if:

- (1) The measure is submitted in accordance with state and local laws applicable to the election for which the measure is to appear on the ballot; and
- (2) All procedures set forth in BCC Chapter 5 relating to the preparation of the ballot title and to the explanatory statement for the measure shall be completed on or before the 70th day before the election at which the measure is to be submitted to the electors; and
- (3) One or more of the following persons decides to include a measure on the ballot in the following manner:
 - (a) In the case of a measure proposed by initiative or referendum petition:
 - (A) All chief petitioners agree to include the measure, its ballot title and explanatory statement on the ballot, by filing with the Benton County Elections Office a statement of that decision, in such form as the County Clerk shall prescribe, at the time the prospective petition for the measure is filed with the Elections Office; and
 - (B) A petition containing sufficient numbers of qualified signatures to require submission of the measure to the electors shall be filed with the Elections Office on or before the 90th day preceding the election at which the measure is to be submitted to the electors; or
 - (b) In the case of a measure referred to the electors by a local government body:
 - (A) The local government decides to submit the measure, its ballot title and explanatory statement to its voters, by filing an order reflecting that decision with

the Elections Office on or before the ~~81st~~ day preceding the election at which the measure will be submitted to the electors. [Ord. 17, adopted March 8, 1978; Ord. 85-0002; Ord. 2019-0291]

BALLOT TITLES AND EXPLANATORY STATEMENTS

5.105 Preparation of Ballot Titles and Explanatory Statements.

(1) When a prospective petition is filed regarding a measure proposed by initiative or referendum petition, the Benton County Clerk shall convey two copies of the prospective petition to the County Counsel, who shall, within five (5) business days after receiving it, prepare a ballot title and explanatory statement for the measure and return a copy of the prospective petition, together with the ballot title and explanatory statement, to the Elections Office and to one of the chief petitioners.

(2) In the case of a measure referred to the electors by the Board of County Commissioners, the Board shall file with the Elections Office a ballot title and explanatory statement for the measure at the time it files the order described in BCC 5.010(3)(b).

(3) Ballot titles shall consist of:

- (a) A caption of not more than 10 words which reasonably identifies the subject of the measure; and
- (b) A question of not more than 20 words which plainly phrases the chief purpose of the measure so that an affirmative response to the question corresponds to an affirmative vote on the measure; and
- (c) A concise and impartial statement of not more than 175 words summarizing the measure and its major effect.

(4) Explanatory statements shall be impartial, simple, and understandable, shall explain the measure and its effect and shall not exceed 500 words. [Ord. 17, adopted March 8, 1978; Ord. 85-0002; Ord. 2019-0291]

5.110 Judicial Review of Ballot Titles and Explanatory Statements.

Within seven (7) business days after the ballot title and explanatory statements are received by the Elections Office under subsection (1) or (2) of BCC 5.105, any elector dissatisfied with the ballot title or explanatory statement may petition the Benton County Circuit Court for review of the title or statement, and shall set forth the reasons why the title or statement does not conform to the requirements of BCC Chapter 5 or other applicable law. If the court finds that the ballot title or explanatory statement complies with the requirements of BCC Chapter 5 and other applicable law, it shall enter an appropriate order to that effect. If the court determines that the ballot title or explanatory statement does not comply with the requirements of BCC Chapter 5 or other applicable law, the court shall prepare an alternative ballot title or explanatory statement. The title or statement so prepared shall replace that of the County Counsel for purposes of BCC Chapter 5.

The order of the Circuit Court shall not be appealable. [Ord. 17, adopted March 8, 1978; Ord. 85-0002; Ord. 2019-0291]

ADVISORY MEASURES

5.301 Definitions.

(1) **“Advisory Measure”** means a ballot measure created by a local government for the purpose of gauging support or opposition to specific issues or ideas. Advisory measures do not mandate changes to the state constitution, state law or regulations or local government charters, local laws or ordinances or policies.

(2) **“Local government”** has the meaning set forth in ORS 174.116. [Ord. 2019-0291]

5.305 Advisory Measures.

A local government, located wholly within the boundaries of Benton County, may refer no more than one advisory measure to the electorate of the district in any election in accordance with BCC sections 5.301 thru 5.375. A local government that submits an advisory measure to the district electorate in Yes/No format, need not be located wholly within Benton County. [Ord. 2019-0291]

5.315 Filing Requirements.

(1) A local government may file with the Benton County Elections Office an order calling for a local advisory measure. The order shall include the ballot title of the advisory measure, the method of voting to be utilized (Yes/No or Ranked Choice Options) and the election date on which the measure shall appear on the ballot.

(2) In the case of a Yes/No advisory measure referred to the electors by a local government, it shall file with the Elections Office a ballot title and explanatory statement in accordance with BCC 5.105(3) & (4).

(3) In the case of a Ranked Choice Option advisory measure referred to the electors by a local government, it shall file with the Elections Office a ballot title and explanatory statement in accordance with the following:

- (a) A caption of not more than 10 words which reasonably identifies the subject of the measure; and
- (b) The question shall provide 3 to 5 Options for voters to rank. Each ranked choice option shall not exceed 8 words or 40 character spaces whichever is less, to plainly identify each option on the ballot, to meet this requirement abbreviations may be utilized. Options will be identified as Option A, Option B, Option C, etc., and shall not be included in the word/character count; and
- (c) A concise and impartial statement of not more than 150 words summarizing each measure option.

(4) Explanatory statements shall explain each advisory measure option in an impartial, simple, and understandable manner. Advisory measure statements with three ranking options shall be limited to 400 words, four options shall be limited to 500 words and five options shall be limited to 600 words or less. [Ord. 2019-0291]

5.325 Advisory Measure Filing Deadlines.

A local government shall file its order for an advisory measure with the Benton County Elections Office, on or before the 8¹⁰~~th~~ day preceding the election at which the measure is to appear on the ballot. [Ord.2019-0291]

5.335 Advisory Measure Ballot Title & Explanatory Statement Review.

(1) Petition for Review.

- (a) Any elector registered and qualified to vote on the subject advisory measure may file a petition with the Elections Office, for an administrative review of the ballot title and/or explanatory statement, not later than the 5th day after the last day on which a notice of election can be filed.
- (b) A petition filed under this section shall contain a statement of reasons why the explanatory statement is not impartial, is insufficient, or unclear.
- (c) Upon receipt of a petition, the County Clerk, or the Clerk's designee, shall schedule a hearing at the earliest possible date. At said hearing the petitioner and the local government shall have an opportunity to present evidence and argue the question of impartiality, sufficiency, or clarity of the explanatory statement. At the conclusion of the hearing, the County Clerk may modify the ballot title and/or explanatory statement to comply with the requirements of this section. The reviewed ballot title and explanatory statement, modified or not modified by the County Clerk, shall be certified for use in the election.

(2) The Clerk's review of the advisory measure ballot title and explanatory statement shall be the first and final review in order to ensure the timely availability of voters' pamphlets and ballots for the election. [Ord. 2019-0192]

5.345 Printing Advisory Measures on the Ballot.

Ballots shall be printed in accordance with ORS Chapter 254 and in a manner that will provide each qualified elector with the opportunity to rank advisory measure options in the order of preference. [Ord. 2019-0291]

5.375 Cost for Advisory Measures

Local governments that refer an advisory measure to their voters shall pay the full apportioned cost for the advisory measure submission without regard to the election date on which the advisory measure appears on the ballot. [Ord. 2019-0291]

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * County Counsel

Contact Name * Vance

Phone Extension * 6890

Meeting Attendee Name * Vance / Lynne

Agenda Item Details

Item Title * Amending Benton County Code Chapter 9 - Animal Control - Ordinance No. 2021-302

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

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement *

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues ***

In 2019, the Board of Commissioners amended BCC ch. 9 to include a ban on displaying or exhibiting exotic animals in Benton County. The Fair Board and Natural Areas, Parks and Events Director later determined the ban was too broad because it inadvertently included horses, zebras, donkeys and burros.

The Fair Board, NAPE Director and Board of Commissioners desire to remove horses, zebras, burros and donkeys from the exotic animal ban in BCC ch. 9. To effect that change, BCC 9.9.805(4)(i) would be amended to specifically exclude the Equidae family from the Perissodactyla order of banned animals.

Options *

- 1) Approve Ordinance No. 2021-0302 amending BCC chapter 9.
- 2) Decline to approve amendments to BCC ch. 9.
- 3) Direct staff to make changes to the proposal and return with an updated version of the county code chapter.

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 Staff recommends approval of the proposed code changes.
Recommendations *

Meeting Motions * I move to ...
I move to enact Ordinance No. 20219-0302 amending Benton County Code Chapter 9 and to conduct a first reading.

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.

CC_Amending BC Code Ch 9_Animal Control ORDINANCE.docx	14.31KB
CC_Amending BC Code Ch 9 Animal Control REDLINED.docx	37.3KB

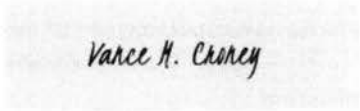
Comments (optional) If you have any questions, please call ext.6800

Department VANCE CRONEY
Approver

Department Approval

Comments

Signature



Vance H. Choney

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver
JOE KERBY

Comments

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley

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

**In the Matter of Amending Chapter 9 of)
the Benton County Code) Ordinance No. 2021-0302**

THE BENTON COUNTY BOARD OF COMMISSIONERS HEREBY ORDAIN AS
FOLLOWS:

WHEREAS, following amendment of Benton County Code chapter 9 in 2019 to ban exotic animals from displays or exhibits in Benton County, the Fair Board and Natural Areas, Parks and Events Director determined the exotic animal ban inadvertently included horses, zebras, burros and donkeys; and

WHEREAS, the Fair Board, NAPE Director and Board of Commissioners wish to remove horses, zebras, burros and donkeys from the exotic animal ban in BCC ch. 9; and

NOW, THEREFORE, the Board of Commissioners of Benton County ordain as follows:

PART I: Short Title. This ordinance shall be known as "Amendment to Benton County Code Chapter 9."

PART II. Text Amendment. Benton County Code Chapter 9 is hereby amended as noted in the attachment marked Exhibit A.

PART III. The effective date of the amendment to the Benton County Code will be:

1st Reading: April 6, 2021
2nd Reading: April 20, 2021
Effective Date: May 20, 2021

Approved as to Form: BENTON COUNTY BOARD OF COMMISSIONERS

Vance Croney, County Counsel

Xanthippe Augerot, Chair

Nancy Wyse, Commissioner

Pat Malone, Commissioner

CHAPTER 9

ANIMAL CONTROL

ADMINISTRATION

9.005 Definitions. As used in Benton County Code Chapter 9:

- (1) **"Abandon"** means either permanently or temporarily relinquishing all ownership rights and responsibilities in an animal.
- (2) **"Abuse"** means any mistreatment of a dog which results in the physical injury or death of the dog.
- (3) **"Adult dog"** means a dog which is at least six months old or which has a set of permanent canine teeth.
- (4) **"Animal"** means a dog or other animal of a species susceptible to rabies.
- (5) **"Animal Control Program"** means the Animal Control Program of the Benton County Sheriff's Office.
- (6) **"Animal Control Deputy"** means the person employed by and authorized by Benton County Sheriff's Office to enforce BCC Chapter 9 and ORS Chapters 167, 433, and 609 concerning animal control. The term includes any and all deputies of the Benton County Sheriff's Office, who are hereby authorized to enforce BCC Chapter 9 and ORS Chapters 167, 433, and 609.
- (7) **"At Large"** means a dog off the premises of the owner and not under the immediate control of the owner or of a competent person; except "at large" does not include exhibition in dog shows, obedience training or the use of a dog under the supervision of a person to hunt, chase or tree predatory animals or game birds, or the use of a dog to control or protect livestock or use in other related agricultural activities.
- (8) **"Public Nuisance"** includes several topics:
 - (a) **"Barking Dog,"** a dog which repeatedly and for prolonged periods barks, or makes other noise, without provocation which disturbs the peace and quiet of any nearby County Resident.
 - (b) **"Estrus,"** the regularly recurrent period of ovulation and sexual excitement in female dogs, also known as "in heat."
 - (c) **"Menacing"** means any behavior by a dog which would cause fear of imminent danger in a reasonable person.

(9) **"Health Department"** means the Benton County Health Department.

(10) **"Kennel, commercial"** means a lot or premise on which five or more adult dogs are kept for breeding purposes for profit and/or where five or more adult dogs are boarded for profit.

(11) **"Kennel, hobby"** means a lot or premise on which five or more adult dogs are kept for purposes other than those described for a commercial kennel. These purposes include, but are not limited to, show, hunting, stock raising or other personal use.

(12) **"Livestock"** for the purpose of dog control, means animals kept for husbandry. Livestock includes, but is not limited to, cattle, sheep, horses, mules, asses, burros, goats, swine, llamas and other hoofed domesticated animals and any forbearing animal bred and maintained within pens, cages, or hutches. Livestock, for all other purposes related to this Chapter, shall have the definition provided in Oregon Revised Statutes.

(13) **"Minimum Care"** means provision of care sufficient to preserve the health and well-being of the specific dog. This level of care requires, but is not limited to:

- (a) providing food of sufficient quantity and quality to allow for normal growth or maintenance of body weight;
- (b) providing adequate access to potable water in sufficient quantity to satisfy the dog's needs. Snow or ice is not an adequate water source;
- (c) providing access to an enclosed shelter sufficient to protect the dog from wind, rain, snow or sun and which has adequate bedding to protect against cold and dampness;
- (d) providing veterinary care to the extent deemed necessary by a reasonably prudent person to relieve distress from injury, neglect or disease;
- (e) providing adequate space for exercise necessary for the health of the dog; and
- (f) providing a confinement area which is reasonably clean and free of contaminants which could affect the health of the dog. The air temperature in the confinement area must be suitable for the dog.

(14) **"Neglect"** means failure to provide minimum care to a dog, whether or not such failure results in physical injury or death of the dog.

(15) **"Neutered"** means the removal of the ovaries and uterus, or ovarian hysterectomy in female dogs or the removal of the male gonads in male dogs. This term also includes any other method of sterilizing a dog which is certified and performed by a licensed veterinarian.

(16) **"Owner"** means any person:

- (a) having a right of property in an animal;

- (b) harboring an animal;
- (c) having an animal in his or her care;
- (d) acting as an animal's custodian; or
- (e) knowingly permitting an animal to remain on or about any premises occupied by the person.

(17) **"Permit"** means human conduct in relation to a dog which is intentional knowing, reckless, careless or with criminal intent.

(18) **"Provocation"** means any action by a human which torments or abuses a dog.

(19) **"Records and Elections Department"** means the department managed by the Benton County Clerk administering dog and animal rescue entity licensing programs.

(20) **"Sheriff's Office"** means the Office in which the Animal Control Deputy is supervised and the Office that is hereby authorized to enforce BCC Chapter 9 and ORS Chapters 167, 433, and 609.

(21) **"Trespasser"** means any person entering on the property of another for an illegitimate purpose or with criminal intent. Any person entering the property of another outside the reasonable access area shall be rebuttably presumed to be a trespasser. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2012-045; Ord. 2016-0274]

9.010 County Ordinance Supersedes State Law. The purpose of Chapter 9 is to provide for animal control within Benton County. Chapter 9 supersedes certain provisions of ORS Chapters 167, 433 and 609 by providing regulations governing the control of animals in Benton County. Whenever this Chapter conflicts with ORS Chapters 167, 433 and 609, this Chapter shall prevail. Where no conflict exists, ORS Chapters 167, 433 and 609 shall be in full force and effect. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122]

ANIMAL CONTROL PROGRAM AND DEPUTY

9.105 Animal Control Program Powers and Duties. The duties of this program shall be:

- (1) To enforce the provisions of BCC Chapter 9 and ORS Chapters 167, 433, and 609 where applicable;
- (2) To maintain or contract for the maintenance of an animal shelter where all animals which are subject to impoundment may be safely and humanely kept; and
- (3) To collect any costs, fees, and charges provided by BCC Chapter 9. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245 Ord. 2016-0274]

9.110 Dog License Revenue Account. All funds derived from dog licensing and other fees and fines required to be paid under authority of Chapter 9 shall be paid to the Records and Elections Department and maintained in an account within the County General Fund known as the Dog License Revenue Account. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2016-0274]

9.115 Citation Authority. The Animal Control Deputy may issue to an owner a warning or a citation for any violation of BCC Chapter 9. A citation must be filed within three months of the date of the alleged violation.

(1) Unless otherwise provided, a violation of any mandatory provision of BCC Chapter 9 shall result in a citation being issued to the violator.

(2) The amount of fine or penalty for a violation of BCC Chapter 9 shall be established by order of the Board of Commissioners, and shall be recorded in the Sheriff's Office. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

9.120 Entry Onto Private Land. The Animal Control Deputy may enter onto private land in the course of enforcing the provisions of BCC Chapter 9 and ORS Chapters 167, 433, and 609 but shall not enter any building or dwelling without first obtaining an administrative search warrant or the authorization of the owner or occupant of the premises. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

9.125 Interference with Animal Control Deputy Prohibited. No person shall intentionally interfere with the Animal Control Deputy while the Deputy is performing his/her duties. [Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

MANDATORY PROVISIONS

9.205 Dogs At Large. No owner shall permit his/her dog to be at large. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122]

9.206 Public Nuisance. No dog owner shall permit their dog in estrus (heat) to become an attraction to other dogs; shall own, keep or harbor a barking dog; nor allow their dog to menace by any behavior which would cause fear of imminent danger in a reasonable person [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

9.207 Barking Dogs. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; deleted by Ord. 2012-0245]

9.208 Maintaining Dangerous Dog. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; deleted by Ord. 2012-0245]

9.209 Livestock at Large.

(1) No person owning or having the custody, possession or control of an animal of a class of livestock shall permit the animal to run at large or to be herded, pastured or to go upon the land of another.

(2) This section is not intended to prohibit a person from driving livestock along a public road. [Ord. 2016-0274]

9.210 Unprovoked Attacks Against Non-livestock Animals.

(1) No owner shall permit his/her dog to attack, without provocation, a dog, cat, domesticated fowl, or other non-livestock animal of another person off the property owned or occupied by the owner of the attacking dog.

(2) In addition to any fine imposed, an owner found guilty in Circuit Court of permitting an unprovoked attack shall make full restitution to the owner of the injured animal(s) for the actual damages resulting from the unprovoked attack. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; Ord. 2016-0274]

9.215 Chasing, Injuring, Killing of Livestock/Domesticated Fowl.

(1) No owner shall permit his/her dog to chase, injure or kill livestock or domesticated fowl.

(2) Any dog at large which chases, injures, or kills any livestock not belonging to its owner may be killed immediately by any person.

(3) When a complaint has been received alleging that a dog at large chased, injured or killed livestock, and investigation by the Animal Control Deputy supports such conclusion, the dog owner shall be cited for violation of BCC Chapter 9.

(4) If reasonable testing of a dog alleged to have injured or killed livestock, including, but not limited to, a fecal examination or examination of the teeth of the dog, is likely to provide substantial evidence as to whether the dog has injured or killed livestock, the owner must surrender the dog to the Animal Control Deputy for testing. The Animal Control Program shall provide for the administration of the tests by a licensed veterinarian. Testing will only be done at the request of the livestock owner and if the results are negative, the livestock owner shall be responsible for all costs incurred. If the results are positive, the dog owner shall pay for all costs incurred.

(5) The dog of an owner found guilty in Circuit Court of permitting his/her dog to chase, injure, or kill livestock shall be disposed of in accordance with BCC 9.325(1).

(6) Any dog at large which chases, injures or kills any domesticated fowl not belonging to its owner may be killed immediately by any person, except that no person shall kill a dog which has chased, injured, or killed chickens upon a public place or highway, or kill any dog acting under the direction of its owner, or the agents or the employees of its owner. [Ord. 4A, adopted February

7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; Ord. 2012-0245; Ord. 2016-0274]

9.220 Abandoned, Neglected, and Abused Dogs. [Ord. 4A, adopted February 7, 1979; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; deleted by Ord. 2012-0245]

9.225 Biting Dogs to be Reported.

(1) The owner of a dog which bites a human being shall immediately notify the Health Department or the Animal Control Program, and shall give the division the name and address of the person bitten, if known.

(2) Any person who is bitten by a dog shall immediately notify the Health Department or the Animal Control Program, giving a description of the dog and the name and address of the owner, if known.

(3) When a doctor, veterinarian or hospital employee has information that a person has been bitten by a dog, such person shall immediately notify the Health Department or the Animal Control Program. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2016-0274]

POTENTIALLY RABID ANIMALS

9.230 Quarantine.

(1) When either the Health Department or the Animal Control Program has grounds to suspect that an animal is infected with rabies, written notice shall be delivered both personally and by first class mail to the owner of the animal. Delivery of the notice to any apparently responsible person over age fifteen (15) residing upon the premises where the animal is kept shall be considered personal delivery of notice to the owner.

(2) Surveillance, confinement, and testing of the animal shall be in accordance with the Oregon Health Authority Investigative Guidelines – Animal Bites and Rabies and OAR 333-019-0017 through -0027. Any animal required to be quarantined shall be confined at the owner's expense in a veterinary hospital, the Benton Humane Society, or a kennel or other facility approved by the Health Department or by the Animal Control Program. At the discretion of the Animal Control Program, the dog may be quarantined on property designated by the Animal Control Deputy pursuant to an "Agreement of Confinement" as established in BCC Chapter 9.310.

(3) If an animal exhibits symptoms of rabies while it is under quarantine, the Health Administrator may order in writing that it be destroyed and that its head be submitted to the Oregon State Public Health Laboratory or the Oregon State University Veterinary Diagnostic Laboratory in accordance with the Oregon Health Authority Investigative Guidelines. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245; Ord. 2016-0274]

9.235 General Provisions. Any animal that has been exposed to known or suspected rabid animals shall be handled in accordance with Oregon Health Authority Investigative Guidelines. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

IMPOUNDMENT/DESTRUCTION OF ANIMALS

9.305 Impoundment of Animals.

- (1) The Animal Control Deputy is authorized to impound and hold, for as long as necessary, any animal which is the subject of a violation of BCC Chapter 9 or ORS Chapters 167, 433, or 609.
- (2) The Animal Control Deputy is authorized to impound and hold, for as long as necessary, any animal which the Animal Control Deputy reasonably believes constitutes a continuing threat to the health and welfare of a human, livestock, any animal other than livestock, or fowl.
- (3) The Animal Control Deputy is authorized to impound and hold, for as long as necessary for the welfare of the animal, any animal which has been abandoned, neglected, or abused by its owner.
- (4) The Animal Control Deputy is authorized to impound a dog whose owner is guilty of three (3) or more violations of BCC Chapter 9 or ORS Chapters 167, 433, or 609.
- (5) An owner shall be liable for all costs to house and maintain an impounded animal. [Ord. 4A, adopted February 7, 1,979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

9.310 Agreement of Confinement in Lieu of Impoundment.

- (1) If the owner requests and the Animal Control Deputy concludes that an animal which is subject to impoundment under BCC Chapter 9.305 can be safely maintained at its current residence, the owner must sign an "Agreement of Confinement." The agreement shall be negotiated by the Animal Control Deputy and be executed by the Benton County Sheriff on behalf of the County and shall provide:
 - (a) That the animal must remain confined to the designated property at all times;
 - (b) That the animal shall not be sold, given, or transferred in any manner to another owner, person, or entity;
 - (c) That if the animal impounded is a dog, the dog at all times must wear a color-designated tag indicating that it is currently under confinement;
 - (d) That any subsequent violation of BCC Chapter 9 or ORS Chapters 167, 433, and 609 concerning the control of animals or violation of the terms of the agreement of confinement will result in the issuance of an additional citation and immediate impoundment of the animal;

- (e) That the animal must be surrendered upon demand of the Animal Control Deputy following conviction of the owner in Circuit Court on any charges concerning the animal; and
- (f) That the owner shall be fully responsible for any damage caused by his/her animal while under confinement and shall agree to defend, indemnify, and hold the County harmless against any claim or award for such damages. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245]

9.315 Redemption or Sale of Impounded Animals.

- (1) Redemption of an impounded animal by the owner shall be made by exhibiting satisfactory proof of ownership and by paying charges for impoundment, board, any necessary license fees, and any reasonable medical expenses which have been incurred during the impoundment.
- (2) An impounded animal may, pursuant to BCC Chapter 9.320, be destroyed or be sold to any person for any reasonable price established by the Animal Control Program or its designated agent.
- (3) A new owner shall, at his/her own expense, obtain any necessary license and vaccination at the time of purchase. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245; Ord. 2016-0274]

9.320 Disposition of Impounded Dogs. Any dog impounded for alleged violation of BCC Chapter 9 or ORS Chapters 167, 433, or 609 shall be held and disposed of in accordance with the following provisions:

- (1) An unlicensed dog which has not been redeemed within three (3) working days after impoundment may be sold or destroyed.
- (2) An impounded dog with a valid license shall be disposed of in the following manner:
 - (a) The Animal Control Program or its designated agent shall attempt to notify the owner by phone or personal contact.
 - (b) If the dog is not redeemed within twenty-four (24) hours of impoundment, the Animal Control Program shall notify the owner by regular and certified mail at the owner's last known address that the dog must be redeemed within three (3) days of receipt of notice or it will be sold or destroyed.
 - (c) If the notice sent by certified mail returns unsigned and the dog is not redeemed by its owner, the dog may be sold or destroyed immediately.
- (3) The owner of any dog impounded pursuant BCC 9.305(4) shall be notified that the dog may be offered for adoption, for a period to be determined at the discretion of the Animal Control Deputy, before the dog shall be destroyed.

(4) Any dog whose owner forfeits, either voluntarily or involuntarily, ownership rights in the dog, may be sold or destroyed immediately.

(5) A daily record of impounded dogs shall be maintained by the County or its designated agent, and shall be made available to the public. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2016-0274]

9.325 Grounds for Destruction of Dogs.

(1) A dog shall be impounded and destroyed upon conviction of the owner in Circuit Court on the charge that the dog killed or injured livestock.

(2) A dog shall be impounded and destroyed upon conviction of the owner in Circuit Court on the charge that he/she keeps or harbors a vicious dog. [Ord. 97-0122; Ord. 99-0147]

9.330 Process for Destruction of Dogs.

Within two (2) working days after conviction of a violation of BCC 9.325(1) or (2), and impoundment of the dog, the owner shall be notified in writing that the dog will be destroyed in a humane manner three (3) working days following the date of notice. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; Ord. 2007-0218]

DOG LICENSES

9.405 Licenses Required.

(1) An owner shall have a valid Benton County dog license for every adult dog owned by that owner.

(2) An owner who owns five (5) or more dogs shall be eligible to purchase a multiple dog license in lieu of a regular license for each dog.

(3) Except as provided in BCC 9.440, an owner who moves into Benton County, or who acquires a dog or multiple dogs of more than six (6) months of age, has thirty (30) days within which to purchase a license for the dog(s) before being subject to the delinquent license penalty.

(4) Upon receipt of applicable fee a dog license shall be valid for the period of the fee or through the expiration date of the rabies inoculation, whichever comes first, or until death or transfer of ownership of the dog(s). If applicable, proof of renewed rabies inoculation, within 30 days of the previous inoculation expiration shall extend the license through the end of the paid license period.

(5) The amount of the fees shall be established by order of the Board of Commissioners, and shall be recorded. Dog license fees are non-refundable. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2016-0274]

9.410 License Requirements.

(1) All dogs owned by residents of Benton County shall be inoculated against rabies. No dog license shall be issued absent proof that the dog has been inoculated against rabies pursuant to ORS Chapter 433. Proof shall consist of a certificate of inoculation which must demonstrate that the vaccination is valid for immunity against rabies for the licensing period. The certificate shall include the name and breed of the dog and shall include the name and address of the owner. A license tag issued to an owner shall constitute proof that the dog has been inoculated.

(2) Veterinarians who maintain offices within Benton County shall, within thirty (30) calendar days of administering each rabies inoculation, submit to the Animal Control Program a true and complete copy of each certificate of inoculation administered to a dog. The certificate shall include the name and breed of the dog and shall include the name and address of the owner. Failure to comply with this section may, absent a showing of cause, subject the veterinarian to a civil penalty in a sum not to exceed Fifty Dollars (\$50) per occurrence.

(3) The Records and Elections Department shall maintain a current file of dog license records and all current and valid certificates of inoculation delivered by the Animal Control Program to Records and Elections Department. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2012-0245; Ord. 2016-0274]

9.420 Penalties for Failure to Acquire License.

(1) An owner who fails to possess a current dog license may be given a written warning and shall, within fourteen (14) days of the warning, pay all fees due the County for a dog license and shall be issued a receipt. The owner shall present a certificate of inoculation to the Records and Elections Department and claim the dog license and tag within the same fourteen (14) days. Owners who fail to claim their license and tag within seven calendar days shall be issued a citation for failure to acquire a license or a citation for failure to have a dog vaccinated against rabies or both.

(2) An owner who fails to acquire a license within the time periods provided in this chapter shall pay a delinquent license penalty. The amount of the penalty shall be established by order of the Board of Commissioners, and shall be recorded. The penalty shall be in addition to the applicable license fee and shall be paid at the time of the issuance of the license. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2012-0245; Ord. 2016-0274]

9.425 Guide Dogs and Assistance Animals Exempt From Fees.

(1) No fee shall be charged to license a guide dog owned by a blind or deaf person. A license shall be issued for such a dog upon exhibiting proof of compliance with exemption along with a valid rabies certificate.

(2) No fee shall be charged to license a dog under the 4-H Guide Dog Program for the blind and deaf. A license shall be issued upon exhibiting proof of compliance with the exemption along with a valid rabies certificate.

(3) Notwithstanding subsections (1) and (2) of this section, a dog license tag fee may be assessed for a dog licensed as an assistance animal, under the provisions of subsection (4) of this section.

(4) A signed statement, from the dog owners physician that identifies the need or recommends a guide or assistance animal, must accompany a license application accepted under this section. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2016-0274]

9.430 Fees for Persons Aged 65 or older.

License fees for dogs owned by persons aged 65 or older, at the time they license their dog(s), shall be less than the regular license fee. The amount of the fee shall be established by order of the Board of Commissioners, and shall be recorded. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218]

9.435 Fee for Neutered Dog.

(1) The license fee for neutered dogs shall be less than the regular license fee. The amount of the fee shall be established by order of the Board of Commissioners, and shall be recorded.

(2) A certificate of neutering, or equivalent proof that a dog has been neutered, signed by a licensed veterinarian, must be filed with the Records and Elections Department before a license will be sold at the lesser rate. All certificates or proof shall be kept on file in the Records and Elections Department. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218; Ord. 2016-0274]

9.440 Dog License Reciprocity.

(1) A dog licensed in another Oregon county or city shall be considered to have a current license in Benton County through the expiration date of the original license or one-year after the owner's residence in Benton County is established, whichever comes first.

(2) A reciprocity license may be issued in accordance with the established fees with proof of licensing and vaccination information provided. [Ord. 90-0061; Ord. 97-0122; Ord. 2007-0218]

9.445 Tags.

(1) A license tag shall be issued to the owner, and shall be attached securely to a collar or harness on the dog whenever the dog is outdoors and not in an enclosed pen or confined by a chain.

(2) If a license tag is lost, or if exempt from the license fee, the owner may obtain a license tag upon payment of a fee established by order of the Board of Commissioners, and recorded.

(3) Dogs licensed under a multiple dog license are exempted from the requirements of BCC Chapter 9.445(1) while on the property of the kennel. [Ord. 90-0061; Ord. 97-0122; Ord. 2016-0274]

ANIMAL RESCUE ENTITY

9.475 Animal Rescue Entity License Required.

(1) Any Animal Rescue Entity operating, in whole or in part, in Benton County shall obtain a certificate of registration from the Records and Elections Department prior to beginning operations.

(2) The Animal Rescue Entity shall procure an Animal Rescue Entity certificate by paying to the Records and Elections Department an annual license fee established by order of the Board of Commissioners.

(3) An Animal Rescue Entity may not transfer a certificate of registration issued under this section to another person without the written consent of the Records and Elections Department.

(4) Whenever the Animal Control Program or the Benton County Sheriff's Office is advised or has reason to believe that an Animal Rescue Entity is operating without a certificate of registration, an Animal Control Officer or other county representative may visit and conduct an on-site investigation of the premises. The purpose of the investigation is to determine whether the operator of the Animal Rescue Entity is subject to the registration requirements of this section.

(5) Animal Rescue Entity license applicants must comply with ORS 609.415 and ORS 609.420 and all other applicable state and local regulations and laws. An Animal Rescue Entity license does not in any way exempt the holder from their responsibility of complying with any other provision of Benton County Code, zoning or permitting requirements, or other applicable law, unless specifically provided for by law.

(6) At any reasonable time, an authorized representative of Benton County, a law enforcement agency, or the United States Department of Agriculture may conduct an on-site investigation to determine whether the entity is in compliance with this section and Oregon law.

(7) Any person who fails to comply with any of subsections (1) through (6) shall be subject to the civil penalties imposed in BCC Chapter 31. [Ord. 2016-0274]

LOST DOGS

9.505 Finders of Lost Dogs.

- (1) Any person who finds and harbors a dog shall notify the Animal Control Program and furnish a description of the dog within forty-eight (48) hours of finding the dog.
- (2) The finder may surrender the dog to the Animal Control Program or retain possession of it, subject to surrender upon demand of the Animal Control Deputy.
- (3) Ownership of a lost dog which has been found can be acquired through compliance with provisions of ORS 98.005. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 2012-0245; Ord. 2016-0274]

DOG KENNELS

9.605 Kennels. Use, operation and conditions of hobby and commercial kennels shall be in accordance with all applicable provisions of the Benton County Development Code. [Ord. 90-0061; Ord. 97-0122]

APPEALS

9.705 Animal Control Hearings. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; repealed by Ord. 2007-0218]

9.720 Hearing Procedures. [Ord. 4A, adopted February 7, 1979; Ord. 85-0002; Ord. 90-0061; Ord. 97-0122; Ord. 99-0147; repealed by Ord. 2007-0218]

BAN ON THE USE OF WILD OR EXOTIC ANIMALS IN TRAVELING ANIMAL DISPLAYS AND/OR ACTS

9.805 DEFINITIONS. As used in BCC Chapter 9, Section 8:

- (1) **Animal Display** means any exhibition, fair, act, circus, ride, trade show, carnival, race, parade, or similar undertaking in which a wild or exotic animal is required to perform tricks, give rides, fight or participate as accompaniments for the purpose of entertainment, amusement, or benefit of a live audience, whether or not a fee is charged.
- (2) **Mobile or Traveling Housing Facility** means any transporting vehicle such as a truck, trailer or railway car, used to transport or house wild or exotic animals while traveling for an animal display.
- (3) **Traveling Animal Display** means any animal display in which wild or exotic animals are transported to, from or in between locations in a mobile or traveling housing facility, for the purpose of such animal display. This shall not include the transportation of a wild or exotic

animal between United States Department of Agriculture licensed sanctuaries and zoos for the purpose of providing lifetime care.

(4) **Wild or Exotic Animal** means any live animal from any of the following scientific classifications, including any hybrid of such animal. The animals listed in parentheses are intended as examples and not to be construed as an exhaustive list, or limit the generality of each group of animals, unless otherwise specified:

- (a) Artiodactyla (including hippopotamuses, giraffes, camels, but excepting alpaca, cattle, llama, swine, sheep, and goats);
- (b) Crocodilia (including alligators and crocodiles);
- (c) Elasmobranchii (including nurse sharks and lemon sharks);
- (d) Elephantidae (elephants);
- (e) Felidae (including tigers, lions, jaguars, leopards, cheetahs, and cougars, but excluding domestic cats);
- (f) Hyaenidae (hyenas);
- (g) Marsupialia (including kangaroos);
- (h) Non-human primates (including apes, monkeys, and lemurs);
- (i) Perissodactyla (including rhinoceroses and ~~tapirs~~, but excluding Equidae, and zebras);
- (j) Pinnipedia (including seals, sea lions, and walruses);
- (k) Struthio (ostriches); and
- (l) Ursidae (bears).
- (m) Canidae (including wolves, coyotes, foxes, except domestic dogs)
- (n) Cetacea (including whales, dolphins, porpoises)
- (o) Edentata (including anteaters, sloths, armadillo)
- (p) Mustelidae (including skunks, weasels, mink, badgers, river otters, sea otters)
- (q) Procyonidae (including raccoons, coatis, kinkajous, ringtails)
- (r) Testudinidae (tortoise)

- (s) Viverridae (including civets, mongooses, bearcat)
- (t) Varanidae (monitor lizards, Komodo dragons) [Ord. 2018-0290]

PROHIBITIONS

9.810 Prohibitions.

- (1) It shall be unlawful for any person to allow for the participation of a wild or exotic animal in a traveling animal display.
- (2) The following facilities, institutions, persons, entities, associations and government agencies are exempt from compliance with BCC 9.810(1):
 - (a) Any facility accredited by the Association of Zoos and Aquariums (AZA), World Association of Zoos and Aquariums (WAZA), Oregon Wildlife Rehabilitation Association (OWRA), the National Wildlife Rehabilitation Association (NWRA), International Association of Avian Trainers and Educators (IAATE) or the International Wildlife Rehabilitation Council (IWRC);
 - (b) Any licensed or accredited academic, research or medical institution, including any such institution dedicated to the training of service animals, but excluding wild animal training programs for the purpose of traveling animal displays;
 - (c) Veterinary clinics or wildlife rescue and rehabilitation facilities, which are licensed or permitted by the state of Oregon;
 - (d) Persons temporarily transporting wild or exotic animals through the county provided that the transit time shall not be more than three days and that such animals shall not be presented for animal displays while in the county;
 - (e) Persons owning or keeping a trained exotic primate as a service animal pursuant to ORS 609.345.
 - (f) The employee or contractor of a filmmaker (as defined in ORS 284.368) for the purposes of producing a film (as defined in ORS 284.368). [Ord. 2018-0290]

ENFORCEMENT

9.815 Enforcement.

- (1) The Animal Control Officer shall monitor and enforce compliance with chapter 9, Section 8. [Ord. 2018-0290]
- (2) Enforcement may be initiated by citation.

9.820 Penalties. Violation of BCC chapter 9 shall be deemed a violation of County laws and is punishable upon conviction of a fine of \$500.00 for each separate violation and a fine of \$1,000 for a continuing violation; each day of continued violation is a separate offense and is separately punishable, but may be joined in a single prosecution. Alternatively or in addition to fines, the court may impose any other terms or conditions it deems appropriate to ensure compliance with this chapter. In addition, Benton County shall have the right to pursue any other remedy provided to it in law or in equity. [Ord. 2018-0290]

BOC Agenda Checklist Master

7.1

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Mary Otley

Phone Extension * 766 6767

Meeting Attendee Name * Mary Otley, Rebecca Taylor

Agenda Item Details

Item Title * Resolution affirming Benton County's support of the Fair Housing Amendments of 1988

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 ***

Benton County is re-establishing its use application for and use of CDBG grant funds. One of the requirements of participation in CDBG programs is the adoption of a Fair Housing Resolution.

Benton County had previously adopted a similar resolution over 10 years ago, we are bringing forward an updated resolution for adoption.

Options *

1. Adopt the resolution as written
2. Amend the resolution, then adopt
3. Don't adopt the resolution

Fiscal Impact *

- ☒ Yes
☐ No

**Fiscal Impact
Description ***

Adoption of the resolution will allow Benton County to apply for CDBG grant funding.

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 *

CDBG grants are available for many purposes. The current proposed applications are for funding for small business and for childcare, early education resources.

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 *

CDBG grants are available for many purposes. The current proposed applications are for funding for small business and for childcare, early education resources.

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations* Adopt the resolution

Meeting Motions* I move to ...
I move to adopt the resolution affirming Benton County's support of the Fair Housing Amendments Act of 1988.

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-Fair Housing.doc

27KB

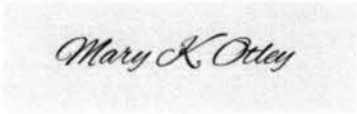
Comments (optional) If you have any questions, please call ext.6800

Department Approver MARY OTLEY

Department Approval

Comments

Signature



Mary K. Otley

BOC Initial Approval

Approvals Required ☒ Counsel
☐ Finance
☐ HR

Counsel Approver VANCE CRONEY

County Administrator Approver
JOE KERBY

Comments

Counsel Approval

Comments

Signature

Vance M. Croney

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley

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

**In the Matter of Affirming Benton County's)
Support of the Fair Housing Amendments)
Act of 1988)**

RESOLUTION #R2021-003

WHEREAS, Benton County affirms that discrimination in the sale, rental, lease, advertising of sale, rental or lease, financing of housing or land to be used for construction of housing, or in the provision of brokerage or rental services because of race, color, religion, sex, disability (physical or mental), familial status (children) or national origin is prohibited by Title VIII of the federal Fair Housing Amendments Act of 1988.

WHEREAS, It is the policy of Benton County to support the Fair Housing Amendments Act of 1988 and to implement a Fair Housing Program to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, disability (physical and mental), familial status (1. children, and 2. actual or perceived sexual orientation, gender identity or marital status or its members), or national origin. Therefore, Benton County does hereby pass the following Resolution:

BE IT HEREBY RESOLVED that within the resources available to Benton County through city, county, state, federal and community volunteer sources, Benton County will assist all persons who feel they have been discriminated against because of race, color, religion, sex, disability (physical and mental), familial status (children) or national origin in the process of filing a complaint with the Oregon Civil Rights Division or the U.S. Department of Housing and Urban Development, Seattle Regional Office Compliance Division, that they may seek equity under federal and state laws.

BE IT HEREBY RESOLVED that Benton County shall publicize this Resolution and through this publicity shall cause real estate brokers and sellers, private home sellers, rental owners, rental property managers, real estate and rental advertisers, lenders, builders, developers, home buyers and home or apartment renters to become aware of their respective responsibilities and rights under the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances.

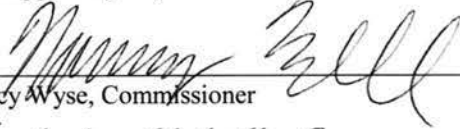
BE IT FURTHER RESOLVED for the purpose of informing those affected of their respective responsibilities and rights concerning Fair Housing law and complaint procedures, will at a minimum include, but not be limited to: 1) the printing, publicizing and distribution of this Resolution; 2) the distribution of posters, flyers, pamphlets and other applicable Fair Housing information provided by local, state and federal sources, through local media of community contacts; and 3) the publicizing of locations where assistance will be provided to those seeking to file a discrimination complaint.

Adopted this 6th day of April, 2021.

Signed this 6th day of April, 2021.

BENTON COUNTY BOARD OF COMMISSIONERS


Xanthippe Augeron, Chair


Nancy Wyse, Commissioner


Pat Malone, Commissioner

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Mary Otley, CFO; Tammy Webb, Sr. Human Resource Analyst

Phone Extension * 6767; 6802

Meeting Attendee Name * Mary Otley, CFO; Tammy Webb, Sr. Human Resource Analyst

Agenda Item Details

Item Title * Establishment of Finance Position

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

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues * Finance prepared a position request to add 1 position. This will be a new position. This position was discussed with and reviewed by Human Resources, Budget and the Position Review Committee prior to coming before the Board with the request.

The position requested is:

1.0 Regular FTE - Finance System Analyst– Business Analyst 2- C42

Options * 1) Request the department to provide additional information and return for discussion.
2) Approve or deny the increase of 1.0 FTE

Fiscal Impact * ☒ Yes
☐ No

Fiscal Impact Description * See Attachment

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 *

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 *

Recommendations and Motions

Item Recommendations and Motions

Staff Staff and the Position Review Committee recommend the approval of this position.
Recommendations *

Meeting Motions * I move to ...
I move to approve the establishment of one regular FTE position as a Finance Systems Analyst.

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.

Position Establishment Form Financial Analyst.docx 36.95KB

BA2_FIN_Finacial Systems Analyst_Vacant.docx 29.77KB

Finance Org charg.pdf 82.02KB

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

Department MARY OTLEY
Approver

Department Approval

Comments

Signature

Mary K Otley

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☒ HR

HR Approver TRACY MARTINEAU

County Administrator Approver
JOE KERBY

Comments

HR Approval

Comments

Signature

Tracy Martineau

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley

Effective immediately all **new position requests or modification(s) to existing positions** must be approved by Position Review Committee (PRC). PRC can approve limited duration positions. Board of Commissioners approves permanent positions. This form and process is used for both limited duration and permanent positions. Please submit the request below to initiate the process.

This form must be completed electronically and **emailed** to the Classification and Compensation Analyst, **with all required documents**. HR will move the request forward to the PRC once this phase is completed. Requestors will be responsible for providing funding option if petitioning an unfunded position request.

Name of Requestor: Mary Otley

Department Head: Mary Otley

Has this request been reviewed by the Department

Head? ☒ Yes ☐ No

Funding Available ☒ Yes ☐ No

Department: Financial Services

Proposed Funding Source: Cost Allocation

Existing Position # if applicable: Click here to enter text.

Existing: ☐ New: ☒

Type of request:

☐ New position (Note: New positions are filled through open competitive recruitments.)

☐ Modification to an existing Position

☐ **Position Description is attached** (must attach a position description)

Position Working Title	Current FTE, Classification and Subgroup	Proposed FTE, Classification or Subgroup
Financial Systems Analyst	C42	Click here to enter text.

Additional information: This is a new position that is being requested to be filled as soon as possible

Net gain or loss in FTE: 1.0 FTE

Loss in FTE: Is position vacant? ☐ Yes ☐ No

If not vacant, how will you resolve? (Layoff, etc.): Click here to enter text.

1. Describe the duties to be assigned to the new position, or how the duties have changed for a vacant position. **Attach position description for the new position.**

The primary focus of this position is the support and maintenance of the financial information management systems (currently Munis) and the property tax collection system (currently Ascend). This position serves as a technical point of contact for assigned functional areas and assists subject matter experts with ensuring data integrity, testing of system changes, report writing and analyzing data flows for process improvement opportunities. The Financial System Analyst also supports system installation, enhancements, testing, user training and other technical projects as assigned.

2. **Prepare and submit an organization** chart showing all positions, titles, and names of employees and reporting relationships in the area of the new and/or vacant position. The organizational chart must include where the new position will fall within the department.

3. Reason for request and the importance to the mission of the department in approving this request? (i.e., specific organizational changes or additional monies. Attach additional sheets as necessary.)

This position is being requested to fill a long time need of the Financial Services Department that has become more urgent with the pending retirement of the CFO. Currently the CFO handles much of the higher level accounting work. The Finance Manager has the skills and education to also perform those duties; however due to the amount of time that the Finance Manager devotes to the care and feeding of the MUNIS ERP system, there is not enough time to work on higher level duties. Both the CFO and

the Finance Manager regularly work over 50 hours per week. We are finding that this practice is not sustainable and that whoever is hired as the CFO would probably not want to spend that many hours to get the work done. This position is being requested to remove those ERP system duties from the Finance Manager so that position will have time to devote to higher level work.

4. The request is critical for one or more of the following (check all that apply): Provide detail description.
- ☐ (a) Grant funded position. What is end date of grant? Click here to enter text.
 - ☐ (b) Regulatory compliance. What regulation? Click here to enter text.
 - ☐ (c) To address the health or safety needs.
 - ☐ (d) Workload
 - ☐ (e) Special Project: Click here to enter text.
 - ☐ (f) Restructure of current department/organization.

5. How will the position be funded? Note: If the position is relying on new or limited funding, the department will need to provide a detailed description of how they will be utilizing those funds in the future.

This position will be funded through cost allocation

6. Has the department explored other less expensive ways to complete the needed responsibilities and duties?

We did review the proposed Financial Services county-wide restructuring to determine if there are any individuals that might have the skills and education to perform the necessary duties while also performing their current duties. We did not identify anyone currently on staff with the capacity to add major duties to their already existing work load.

7. If this request is not filled, how will the department perform the responsibilities and duties needed? What, if any negative financial or other consequence would there be if this request is not approved?
We can continue business as usual, which will ultimately result in some type of failure to the County's financial system.

8. Additional comments: We understand that we have asked departments to hold off on adding new positions until the 2021-23 biennium; however, we are asking for this exception as a means to filling a long standing need.

To be completed by Human Resources:

☒ The position has been classified by Human Resources.

Position Title: Finance System Analyst

Proposed Classification: Business Analyst

Salary Grade: C42

New Proposed Positions, Classification and Subgrade	Proposed FTE
Business Analyst 2	1.0

To be completed by Finance/Budget:

Position Costing: A C42 position costs \$109,212 annually. \$64,260 in salary and \$44,952 in benefits

Budget Approval

This position is included in the proposed Financial Services Budget for 2021-23. If the position is filled prior to July 1, there is sufficient budget capacity to cover the cost.

BENTON COUNTY POSITION DESCRIPTION

CLASSIFICATION	BAND	GRADE	SUBGRADE	FLSA STATUS
Business Analyst	C	4	2	Exempt
POSITION TITLE:	Financial Systems Analyst		POSITION#:	
☒ New ☐ Revised (Check one)	Date:	02/26/2020		
SERVICE TYPE:	AFSCME			
Employee Name:	vacant	Department:	Financial Services	Supervisor: Finance Manager
FTE:	1.0	Employment Status:	Regular Full Time	

Position Summary:

The primary focus of this position is the support and maintenance of the financial information management systems (currently Munis) and the property tax collection system (currently Ascend). This position serves as a technical point of contact for assigned functional areas and assists subject matter experts with ensuring data integrity, testing of system changes, report writing and analyzing data flows for process improvement opportunities. The Financial System Analyst also supports system installation, enhancements, testing, user training and other technical projects as assigned.

Essential Duties:

No.	Major Functional Area (MFA)	% of Time
1	MFA: Financial Systems Administration and Support Essential Duties: - Serve as primary support for the MUNIS functionality including, but not limited to, troubleshooting and resolving MUNIS problems, unexpected results, or process flaws, perform schedule activities, and recommend solutions or alternate methods to meet requirements. - Analyze, design, evaluate, modify, test, and implement system functionality in collaboration with the HR and IT teams. - Oversee, manage, test and implement MUNIS system upgrades, modules, or patches. Document process and results. - Coordinates with functional and technical staff to implement application upgrades or fixes. - Provide support to Financial Services by identifying appropriate data, reports, and necessary tools to support strategic metric initiatives. - Serve as advocate and liaison between the broader Financial Services Department, Human Resources Department (HR), and Information Technology to maintain administrative applications, and to provide ongoing support for Financial Services and end-users. - Set up workflows to maintain access to information to appropriate individuals (responsible for access and security of ERP). - Provide regular communication to County employees regarding system changes, enhancements, etc.	60%

	• Troubleshoot problems and responds to inquiries from County employees on functionality of systems.	
2	MFA: User Support, Training and Development Essential Duties: • Provide user support for financial systems including, but not limited to MUNIS and Ascend. • Create and publish system user guides. • Conduct County-wide needs assessments and make recommendations regarding system training and development plans. • Develop training materials and conduct one-on-one and classroom-style training to MUNIS super-users, County management, and employees.	30%
3	MFA: Special Projects Essential Duties: • Serve as project manager on various projects to modernize financial transactions and record keeping. • Maintain Departmental web pages and develop content in collaboration with subject matter experts. • Perform professional level duties in support of all functional areas of Financial Services, including financial reporting, data analysis, labor relations, employee development and training.	10%
	And other duties as assigned.	
	Percentages should total 100%	100%

Special Requirements:

Minimum qualifications

- BA/BS in related field such as: Finance, Accounting, Business Administration, Information Technology, etc. 4 years' experience of combined ERP administration, financial analyst, or IT systems administration for ERP systems. Or equivalency.

Special Requirements

- 1 year project management
- Systems implementation experience (full cycle) including end user training

Physical Requirements:

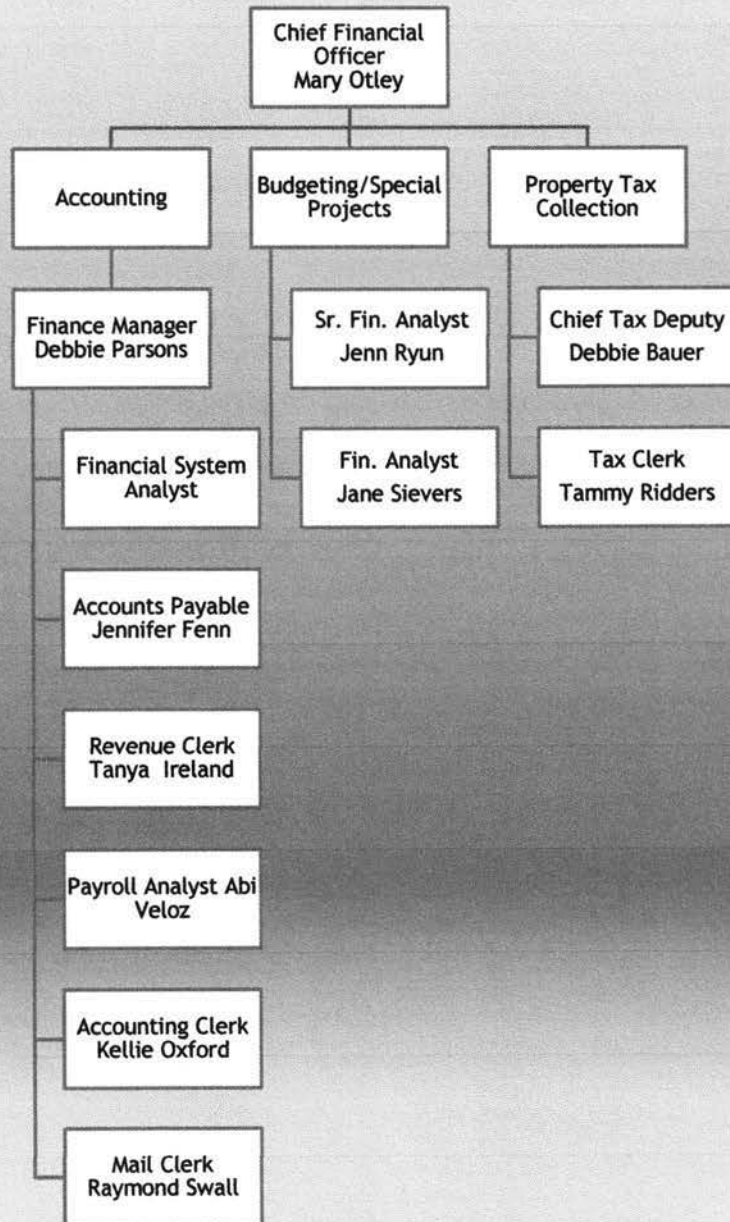
Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

NOTE: The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Employee: _____ Date: _____

Immediate Supervisor: _____ Date: _____

Financial Services Organization Chart



BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Jane Sievers

Phone Extension * 6769

Meeting Attendee Name * Mary Otley, Tami Tracy, Jane Sievers

Agenda Item Details



Item Title * Approval of Assessment and Tax (CAFFA) Grant Application for Fiscal Period 2021-2022

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

Issues and Fiscal Impact

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 program expenses are 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 Assessment & Taxation Grant Document must be filed by May 1st. 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 2021-2022 fiscal period of the preliminary 2021-2023 budget.

Options *

1. Approve as proposed
2. Hold or modify
3. Do not approve (failure to certify the document by May 1st could result in a substantial reduction in General Fund revenue for fiscal period 2021-2022)

Fiscal Impact *

- ☒ Yes
☐ No

**Fiscal Impact
Description ***

The proposed amount for the Board to certify is \$2,897,492.
The amount will produce a state wide ratio value of about 2.2%, generating an estimated \$440,000 to cover about 16% of costs of the Assessment & Tax functions in fiscal period 2021-2022.

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 Department of Revenue.

Meeting Motions * I move to ...
I move to approve the 2021-22 CAFFA Grant Document, certifications, and resolution as presented and authorize the Chief Financial Officer to digitally sign the on-line 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.

2. 21-22 CAFFA Application_Resolution.pdf	230.06KB
1. CAFFA Grant Application Packet.pdf	1.88MB

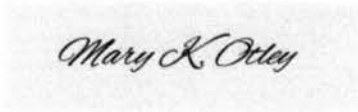
Comments (optional) If you have any questions, please call ext.6800

Department MARY OTLEY
Approver

Department Approval

Comments

Signature



Mary K. Otley

BOC Initial Approval

Approvals Required ☒ Counsel
☐ Finance
☐ HR

Counsel Approver VANCE CRONEY

County Administrator
Approver JOE KERBY

Comments

Counsel Approval

Comments

Signature

Vance H. Cheney

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature

Teresa Farley



Form 1 Grant Application Staffing

2021-2022

County	Column 1 Approved FTE current year (2020-21)	Column 2 Budgeted FTE coming year (2021-22)	Column 3 Change (Column 2 less Column 1)
BENTON			
A. Assessment administration			
Assessor, deputy, etc.	1.00	1.00	0.00
Assmt. support staff, deed clerks and data entry staff	3.50	3.50	0.00
Total assessment administration staff	4.50	4.50	0.00
B. Valuation and appraisal staff			
Chief appraisers/appraiser supervisor	1.00	1.00	0.00
Lead appraisers	0.00	1.00	1.00
Residential appraisers	5.00	3.00	(2.00)
Commercial/industrial appraisers	1.00	2.00	1.00
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	0.50	0.00
Support and collection	1.65	1.65	0.00
Tax distribution	0.10	0.10	0.00
Foreclosure and garnishment.....	0.50	0.50	0.00
Total tax collection and distribution	2.75	2.75	0.00
E. Cartography and GIS administration			
Cartographic/GIS supervisor.....	0.00	0.00	0.00
Lead cartographers	1.00	1.00	0.00
Cartographers.....	1.00	1.00	0.00
GIS specialists.....	1.00	1.00	0.00
Total cartographic and GIS staff	3.00	3.00	0.00
F. Dedicated IT services for A&T	0.46	0.47	0.01
G. Total assessment and taxation staffing	20.41	20.42	0.01



Form 2 Explanation of Staffing Issues

2021-2022

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.

Small reallocation of IT staff



Form 3 General Comments

2021-2022

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.

None



Form 4 Valuation and Appraisal Resources

2021-2022

County <u>BENTON</u>	Number of accounts by activity		Number of FTE by activity	
	Actual (2020-21)	Estimated (2021-22)	Actual (2020-21)	Estimated (2021-22)
Activities				
1. Real property exceptions, special assessments and exemptions				
New construction.....	1,247	1,300	3.45	3.45
Zone changes.....	10	10	0.05	0.05
Subdivisions, segregations, and consolidations..	741	720	1.00	1.00
Omitted properties	32	25	0.10	0.10
Special assessment qualification and disqualification	1,300	1,300	0.30	0.30
Exemptions.....	41	50	0.05	0.05
Subtotal.....	3,371	3,405	4.95	4.95
2. Appeals and assessor review				
Assessor review and stipulations	39	40	0.10	0.10
BOPTA	28	57	0.20	0.20
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	1	0.05	0.05
Subtotal.....	69	101	0.45	0.45
3. Real property valuation				
Physical reappraisal.....	2,480	2,500	3.50	3.50
Recalculation only—no appraisal review	38,510	38,800	0.10	0.10
Subtotal.....	40,990	41,300	3.60	3.60
4. Business personal property (returns mailed)	2,180	2,200	0.50	0.50
5. Ratio			0.30	0.30
6. Continuing education			0.20	0.20
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

2021-2022

County BENTON

Number of accounts by activity

Actual (2020-21)	Estimated (2021-22)
---------------------	------------------------

1. Number of accounts requiring roll corrections

Business personal property	16	30
Personal property manufactured structures	3	10
Real property	58	100

2. Number of accounts requiring a refund

Business personal property	4	10
Personal property manufactured structures	2	5
Real property	30	45

3. Number of delinquent tax notices sent

Business personal property	132	140
Personal property manufactured structures	171	180
Real property	1,556	1,600

4. Number of foreclosure accounts processed

Real property only	16	25
--------------------------	----	----

5. Number of accounts issued redemption notices

Real property only	14	15
--------------------------	----	----

6. Number of warrants

243	250
-----	-----

7. Number of garnishments

1	10
---	----

8. Number of seizures

0	0
---	---

9. Number of bankruptcies

4	5
---	---

10. Number of accounts with an address change processed

2,515	2,600
-------	-------

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

2021-2022

County BENTON

**Assessment and administrative support
work activity**

	Numbers by activity	
	Actual (2020-21)	Estimated (2021-22)
1. Number of deeds worked	3,588	3,500

Cartography work activity

	Numbers by activity	
	Actual (2020-21)	Estimated (2021-22)
1. Number of new tax lots	575	250
2. Number of lot line adjustments	46	45
3. Number of consolidations	7	15
4. Number of new maps	10	8
5. Number of tax code boundary changes	5	8



Form 7 Summary of Expenses

2021-2022

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	635,252	995,027	20,471	365,932	182,082	60,219	2,258,983
2. Materials and services	66,889	105,112	12,113	52,631	19,111	217,338	473,194
3. Transportation	0	18,420	0	0	0	348	18,768
4. Total current operating expenses (Total direct expenses)	702,141	1,118,559	32,584	418,563	201,193	277,905	2,750,945

* Include approved grant funding for ORMAP

Indirect expenses

5. Total direct expenses (line 4)	2,750,945
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)	137,547
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	137,547

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	5,000	0	4,000	0	0	9,000
9. Total direct and indirect expenses (sum of lines 4 and 7)							2,888,492
10. Direct and indirect expenses multiplied by 0.06							173,310
11. The greater of line 10 or \$50,000.....							173,310
12. Capital outlay (the lesser of line 8 or line 11)							9,000
13. Total expenditures for CAFFA consideration (sum of lines 4, 7, and 12)							2,897,492

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 \$2,897,492. 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.

JANE SIEVERS	(541) 766-6769	jane.sievers@co.benton.or.us
Name	Phone	Email

County Approval

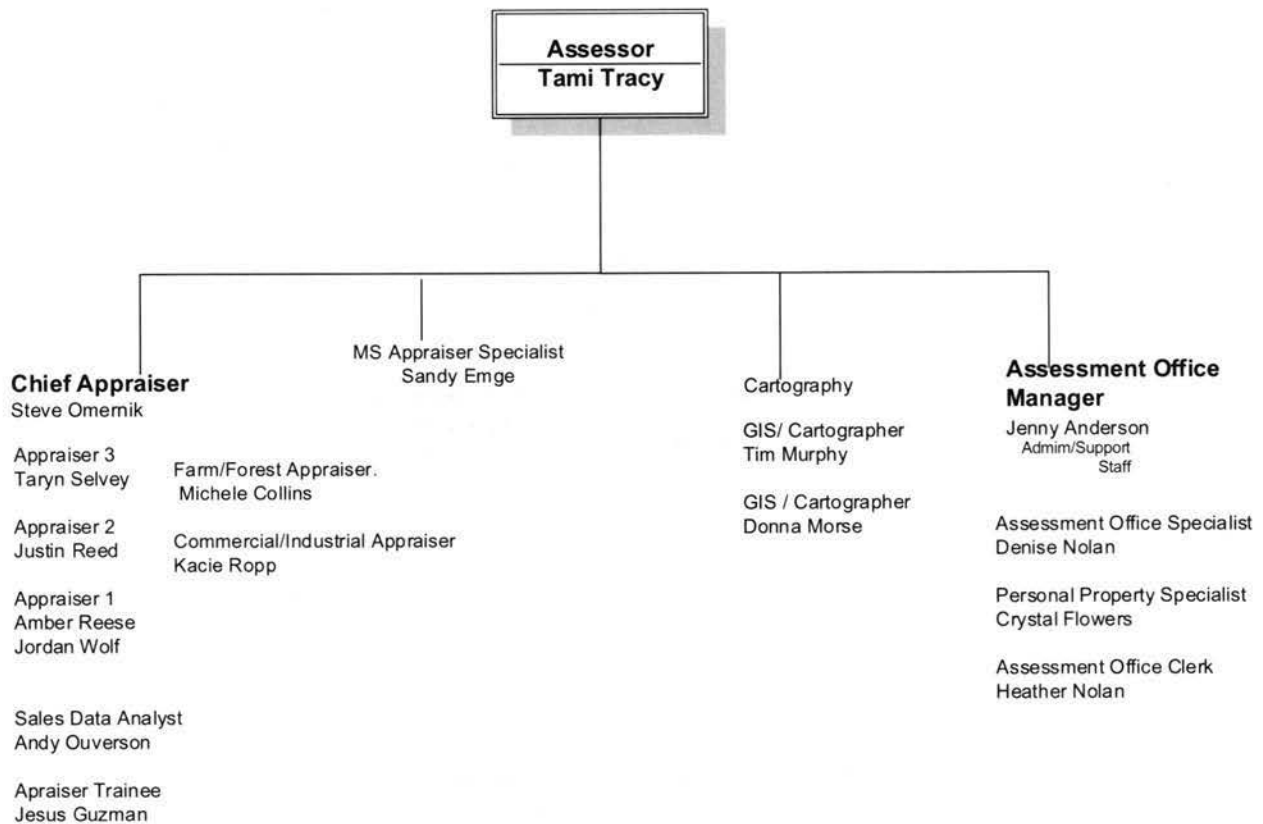
By selecting the "I Accept" checkbox, you are signing this Resolution electronically and certifying the Resolution has been approved by the board. You agree your electronic signature is the legal equivalent of your manual signature.

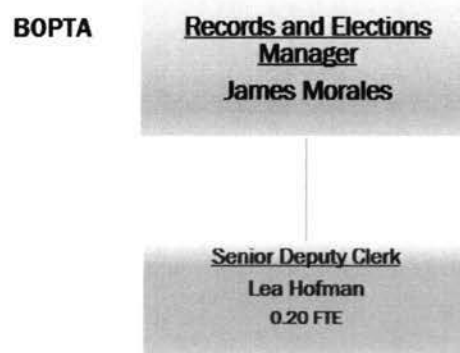
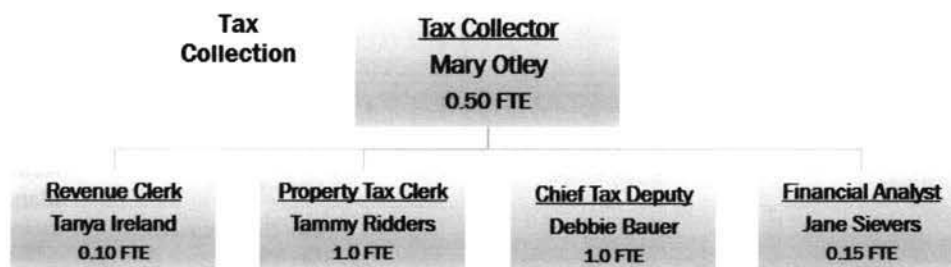
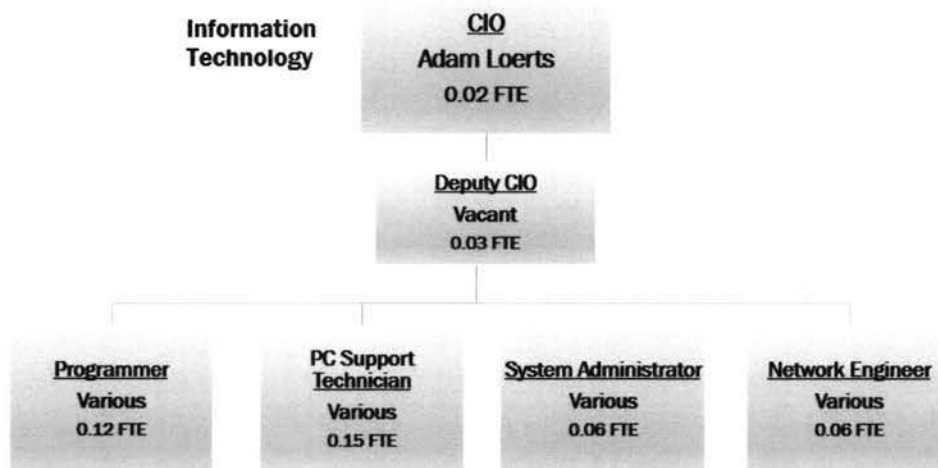
☐ I Accept

Chair/Judge or Appointee	Title	Sign Date
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**Benton
County**
ASSESSMENT
DEPARTMENT







Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
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Fund: 001 - GENERAL

Division: 06 - ASSESSMENT

Cost Center: 160 - VALUATION & TAX EXTENSION

REVENUES

CHARGES FOR SERVICE

431100 - MISC REV: CHARGES FOR SERVICE	(37,500.00)	(37,500.00)	(75,000.00)
431350 - MANUFACTURED HOME FEES/PERMITS	(16,000.00)	(16,000.00)	(32,000.00)

TOTAL CHARGES FOR SERVICE	(53,500.00)	(53,500.00)	(107,000.00)
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OPERATING GRT/CONTR

474200 - STATE: TAX & ASSMT SYS	(370,309.00)	(350,639.00)	(720,948.00)
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TOTAL OPERATING GRT/CONTR	(370,309.00)	(350,639.00)	(720,948.00)
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TOTAL REVENUES	(423,809.00)	(404,139.00)	(827,948.00)
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EXPENDITURES

PERSONAL SERVICES

510000 - ADMINISTRATIVE ASSISTANT 2	40,364.00	43,039.00	83,403.00
519000 - TECHNICAL SPECIALIST 1	54,434.00	58,943.00	113,377.00
520000 - ADMINISTRATIVE SPECIALIST 2	49,800.00	53,253.00	103,053.00
521000 - BUSINESS SPECIALIST 2	52,023.00	53,584.00	105,607.00
527000 - TECHNICAL SPECIALIST 2	272,428.00	281,992.00	554,420.00
534000 - TECHNICAL SPECIALIST 3	175,678.00	180,951.00	356,629.00
539000 - TECHNICAL SPECIALIST 4	134,926.00	138,974.00	273,900.00
542000 - SUPERVISOR 1	68,726.00	70,788.00	139,514.00
547000 - PROGRAM MANAGER 1	67,670.00	69,700.00	137,370.00
577000 - ADMINISTRATOR 1	124,527.00	128,263.00	252,790.00
592050 - CELL PHONE STIPEND	360.00	360.00	720.00
593300 - PAYOUT: VACATION LEAVE	2,000.00	2,000.00	4,000.00
599000 - EMPLOYEE BENEFITS	771,785.00	824,764.00	1,596,549.00

TOTAL PERSONAL SERVICES	1,814,721.00	1,906,611.00	3,721,332.00
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MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	10,000.00	10,000.00	20,000.00
601500 - SMALL EQUIPMENT PURCHASES	1,000.00	1,000.00	2,000.00
604000 - TRAVEL	6,000.00	6,000.00	12,000.00
606000 - CONTRACTED SERVICES	32,290.25	32,290.25	64,580.50
608000 - TRAINING & EDUCATION	12,500.00	12,500.00	25,000.00
609000 - REPAIRS & MAINTENANCE	500.00	500.00	1,000.00
613000 - ADVERTISING	500.00	500.00	1,000.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
614000 - PRINTING & PUBLICATION	3,000.00	3,000.00	6,000.00
615000 - SUBSCRIPTIONS & PERIODICALS	500.00	500.00	1,000.00
620000 - MEMBERSHIPS & LICENSING	2,500.00	2,500.00	5,000.00
681000 - INTERNAL SERVICE CHARGES	1,150.00	1,150.00	2,300.00
681005 - VEHICLE REPLACEMENT PAYMENT	7,920.00	7,920.00	15,840.00
681010 - CENTRAL COST ALLOCATION	344,481.00	344,481.00	688,962.00
681014 - FACILITIES SPACE CHARGE	94,241.00	100,933.00	195,174.00
681017 - IT DEVICE MAINT/REPLMT CHARGE	14,256.00	14,256.00	28,512.00
681020 - WIRELESS SERVICE	2,575.00	2,575.00	5,150.00
681090 - COPIER/PRINTER SERVICES	600.00	600.00	1,200.00
681092 - MAIL/POSTAGE CHARGES	3,000.00	3,000.00	6,000.00
681211 - FLEET SERVICES: O&M RATE	10,500.00	10,500.00	21,000.00
690000 - PAYMENT TO OTHER GOVERNMENTS	6,500.00	6,500.00	13,000.00
TOTAL MATERIALS & SERVICES	554,013.25	560,705.25	1,114,718.50
CAPITAL OUTLAY			
780300 - EQUIPMENT PURCHASE	5,000.00	5,000.00	10,000.00
TOTAL CAPITAL OUTLAY	5,000.00	5,000.00	10,000.00
TOTAL EXPENDITURES	2,373,734.25	2,472,316.25	4,846,050.50
Total Cost Center: (Surplus) / +Deficit - 160 - VALUATION & TAX EXTENSION	1,949,925.25	2,068,177.25	4,018,102.50
Total Division: (Surplus) / +Deficit - 06 - ASSESSMENT	1,949,925.25	2,068,177.25	4,018,102.50
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	1,949,925.25	2,068,177.25	4,018,102.50



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
Grand Total Revenue:	(423,809.00)	(404,139.00)	(827,948.00)
Grand Total Expense:	2,373,734.25	2,472,316.25	4,846,050.50
Grand Total (Surplus) / +Deficit:	1,949,925.25	2,068,177.25	4,018,102.50



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

Fiscal Year
2022

Fiscal Year
2023

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

(4,408.00)

(4,174.00)

(8,582.00)

TOTAL OPERATING GRT/CONTR

(4,408.00)

(4,174.00)

(8,582.00)

TOTAL REVENUES	(4,408.00)	(4,174.00)	(8,582.00)
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EXPENDITURES

PERSONAL SERVICES

520000 - ADMINISTRATIVE SPECIALIST 2

10,405.00

10,717.00

21,122.00

591000 - STIPENDS

1,200.00

1,300.00

2,500.00

599000 - EMPLOYEE BENEFITS

8,866.00

9,467.00

18,333.00

TOTAL PERSONAL SERVICES

20,471.00

21,484.00

41,955.00

MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES

350.00

350.00

700.00

601050 - COPIER DIRECT EXPENSE

100.00

100.00

200.00

604000 - TRAVEL

450.00

450.00

900.00

605000 - PROFESSIONAL SERVICES

750.00

750.00

1,500.00

607000 - MAINTENANCE AGREEMENTS

2,000.00

2,150.00

4,150.00

681010 - CENTRAL COST ALLOCATION

7,735.00

7,735.00

15,470.00

681014 - FACILITIES SPACE CHARGE

7,567.00

8,104.00

15,671.00

681017 - IT DEVICE MAINT/REPLMT CHARGE

696.00

696.00

1,392.00

681092 - MAIL/POSTAGE CHARGES

200.00

200.00

400.00

TOTAL MATERIALS & SERVICES

19,848.00

20,535.00

40,383.00

TOTAL EXPENDITURES	40,319.00	42,019.00	82,338.00
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Total Cost Center: (Surplus) / +Deficit - 167 - BOARD OF PROPERTY TAX APPEALS	35,911.00	37,845.00	73,756.00
--	------------------	------------------	------------------

Total Division: (Surplus) / +Deficit - 21 - RECORDS	35,911.00	37,845.00	73,756.00
--	------------------	------------------	------------------

Total Fund: (Surplus) / +Deficit - 001 - GENERAL	35,911.00	37,845.00	73,756.00
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Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
Grand Total Revenue:	(4,408.00)	(4,174.00)	(8,582.00)
Grand Total Expense:	40,319.00	42,019.00	82,338.00
Grand Total (Surplus) / +Deficit:	35,911.00	37,845.00	73,756.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
--	---------------------	---------------------	-------------------

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	(15,000.00)	(15,000.00)	(30,000.00)

TOTAL GEN REV-MISCELLANEOU	(19,000.00)	(19,000.00)	(38,000.00)
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CHARGES FOR SERVICE

431000 - SERVICE FEES & CHARGES	(2,000.00)	(2,000.00)	(4,000.00)
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TOTAL CHARGES FOR SERVICE	(2,000.00)	(2,000.00)	(4,000.00)
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OPERATING GRT/CONTR

474200 - STATE: TAX & ASSM'T SYS	(66,127.00)	(62,614.00)	(128,741.00)
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TOTAL OPERATING GRT/CONTR	(66,127.00)	(62,614.00)	(128,741.00)
----------------------------------	--------------------	--------------------	---------------------

TOTAL REVENUES	(87,127.00)	(83,614.00)	(170,741.00)
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EXPENDITURES

PERSONAL SERVICES

529000 - BUSINESS SPECIALIST 3	62,337.00	64,209.00	126,546.00
549000 - BUSINESS ANALYST 2	81,933.00	84,391.00	166,324.00
581000 - ADMINISTRATOR 3	75,045.00	77,297.00	152,342.00
599000 - EMPLOYEE BENEFITS	146,617.00	157,242.00	303,859.00

TOTAL PERSONAL SERVICES	365,932.00	383,139.00	749,071.00
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MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	3,000.00	3,000.00	6,000.00
603000 - POSTAGE & SHIPPING	20,000.00	20,000.00	40,000.00
604000 - TRAVEL	500.00	500.00	1,000.00
606000 - CONTRACTED SERVICES	1,500.00	1,500.00	3,000.00
608000 - TRAINING & EDUCATION	2,500.00	2,500.00	5,000.00
613000 - ADVERTISING	4,500.00	4,500.00	9,000.00
681010 - CENTRAL COST ALLOCATION	93,690.00	93,690.00	187,380.00
681014 - FACILITIES SPACE CHARGE	15,115.00	21,297.00	36,412.00
681017 - IT DEVICE MAINT/REPLMT CHARGE	2,016.00	2,016.00	4,032.00
681092 - MAIL/POSTAGE CHARGES	3,500.00	3,500.00	7,000.00

TOTAL MATERIALS & SERVICES	146,321.00	152,503.00	298,824.00
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Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
CAPITAL OUTLAY			
780300 - EQUIPMENT PURCHASE	4,000.00	0.00	4,000.00
TOTAL CAPITAL OUTLAY	4,000.00	0.00	4,000.00
TOTAL EXPENDITURES	516,253.00	535,642.00	1,051,895.00
Total Cost Center: (Surplus) / +Deficit - 175 - PROPERTY TAX COLLECTION	429,126.00	452,028.00	881,154.00
Total Division: (Surplus) / +Deficit - 71 - FINANCE & BUDGET	429,126.00	452,028.00	881,154.00
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	429,126.00	452,028.00	881,154.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
Grand Total Revenue:	(87,127.00)	(83,614.00)	(170,741.00)
Grand Total Expense:	516,253.00	535,642.00	1,051,895.00
Grand Total (Surplus) / +Deficit:	429,126.00	452,028.00	881,154.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
CONTINGENCY			
955000 - OPERATING CONTINGENCY	0.00	154,395.00	154,395.00
TOTAL CONTINGENCY	0.00	154,395.00	154,395.00
TOTAL EXPENDITURES	301,911.00	443,466.00	745,377.00
Total Cost Center: (Surplus) / +Deficit - 178 - GEOGRAPHIC INFORMATION SYSTEMS	(275,466.00)	275,466.00	0.00
Total Division: (Surplus) / +Deficit - 73 - INFORMATION TECHNOLOGY	(275,466.00)	275,466.00	0.00
Total Fund: (Surplus) / +Deficit - 001 - GENERAL	(275,466.00)	275,466.00	0.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

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

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
Grand Total Revenue:	(577,377.00)	(168,000.00)	(745,377.00)
Grand Total Expense:	301,911.00	443,466.00	745,377.00
Grand Total (Surplus) / +Deficit:	(275,466.00)	275,466.00	0.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req
 Hide Zero Amount Sections: (True)
 Funds: (510) Divisions: (73) Programs: (All Programs) Cost Centers: (230, 235) Objects: (All Objects)

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
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Fund: 510 - MANAGEMENT SERVICES

Division: 73 - INFORMATION TECHNOLOGY

Cost Center: 230 - IT OPERATING COSTS

REVENUES

TRANSFER REVENUE

403102 - TRANSFER FROM FUND 514	(280,000.00)	0.00	(280,000.00)
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TOTAL TRANSFER REVENUE	(280,000.00)	0.00	(280,000.00)
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TOTAL REVENUES	(280,000.00)	0.00	(280,000.00)
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EXPENDITURES

PERSONAL SERVICES

520000 - ADMINISTRATIVE SPECIALIST 2	49,152.00	52,598.00	101,750.00
527000 - TECHNICAL SPECIALIST 2	195,342.00	204,505.00	399,847.00
534000 - TECHNICAL SPECIALIST 3	56,902.00	58,609.00	115,511.00
544000 - BUSINESS ANALYST 1	84,759.00	87,302.00	172,061.00
563000 - TECHNICAL ANALYST 3	621,663.00	645,371.00	1,267,034.00
566000 - TECHNICAL ANALYST 5	67,808.00	76,817.00	144,625.00
571000 - DIRECTOR 2	82,495.00	84,970.00	167,465.00
581000 - ADMINISTRATOR 3	104,557.00	107,694.00	212,251.00
592050 - CELL PHONE STIPEND	2,880.00	2,880.00	5,760.00
593200 - PAYOUT: COMP LV BANK	750.00	750.00	1,500.00
593300 - PAYOUT: VACATION LEAVE	1,000.00	1,000.00	2,000.00
595000 - OVERTIME/ON-CALL	5,000.00	5,000.00	10,000.00
599000 - EMPLOYEE BENEFITS	871,366.00	929,042.00	1,800,408.00

TOTAL PERSONAL SERVICES	2,143,674.00	2,256,538.00	4,400,212.00
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MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	24,000.00	24,000.00	48,000.00
601500 - SMALL EQUIPMENT PURCHASES	4,000.00	4,000.00	8,000.00
602000 - COMMUNICATION SERVICES	2,000.00	2,000.00	4,000.00
604000 - TRAVEL	5,000.00	5,000.00	10,000.00
605000 - PROFESSIONAL SERVICES	30,000.00	50,000.00	80,000.00
607000 - MAINTENANCE AGREEMENTS	625,499.00	688,047.00	1,313,546.00
608000 - TRAINING & EDUCATION	40,000.00	40,000.00	80,000.00
608100 - ORGANIZATION TRAINING	22,000.00	22,000.00	44,000.00
681000 - INTERNAL SERVICE CHARGES	1,000.00	1,000.00	2,000.00
681005 - VEHICLE REPLACEMENT PAYMENT	3,264.00	3,264.00	6,528.00
681014 - FACILITIES SPACE CHARGE	77,588.00	100,527.00	178,115.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

Funds: (510) Divisions: (73) Programs: (All Programs) Cost Centers: (230, 235) Objects: (All Objects)

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
681020 - WIRELESS SERVICE	5,500.00	5,500.00	11,000.00
681092 - MAIL/POSTAGE CHARGES	150.00	150.00	300.00
681211 - FLEET SERVICES: O&M RATE	3,504.00	3,504.00	7,008.00
TOTAL MATERIALS & SERVICES	843,505.00	948,992.00	1,792,497.00
TOTAL EXPENDITURES	2,987,179.00	3,205,530.00	6,192,709.00
Total Cost Center: (Surplus) / +Deficit - 230 - IT OPERATING COSTS	2,707,179.00	3,205,530.00	5,912,709.00



Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

Funds: (510) Divisions: (73) Programs: (All Programs) Cost Centers: (230, 235) Objects: (All Objects)

Fiscal Year
2022

Fiscal Year
2023

Total
Biennium

Cost Center: 235 - COMMUNICATION SYSTEMS MGMT.

REVENUES

CHARGES FOR SERVICE

407620 - CELLULAR/WIRELESS SERVICE CHRG	(224,000.00)	(230,000.00)	(454,000.00)
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TOTAL CHARGES FOR SERVICE	(224,000.00)	(230,000.00)	(454,000.00)
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TOTAL REVENUES	(224,000.00)	(230,000.00)	(454,000.00)
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EXPENDITURES

MATERIALS & SERVICES

601000 - MATERIALS & SUPPLIES	5,000.00	5,000.00	10,000.00
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602000 - COMMUNICATION SERVICES	30,000.00	30,000.00	60,000.00
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602075 - WIRELESS/CELL SERVICES	224,000.00	230,000.00	454,000.00
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602100 - TELEPHONE: DATA CIRCUITS	18,510.00	18,600.00	37,110.00
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605000 - PROFESSIONAL SERVICES	20,000.00	20,000.00	40,000.00
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607000 - MAINTENANCE AGREEMENTS	66,100.00	70,100.00	136,200.00
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TOTAL MATERIALS & SERVICES	363,610.00	373,700.00	737,310.00
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TOTAL EXPENDITURES	363,610.00	373,700.00	737,310.00
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Total Cost Center: (Surplus) / +Deficit - 235 - COMMUNICATION SYSTEMS MGMT.	139,610.00	143,700.00	283,310.00
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Total Division: (Surplus) / +Deficit - 73 - INFORMATION TECHNOLOGY	2,846,789.00	3,349,230.00	6,196,019.00
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Total Fund: (Surplus) / +Deficit - 510 - MANAGEMENT SERVICES	2,846,789.00	3,349,230.00	6,196,019.00
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Biennium Future Budget Detail

Print Date: 3/22/2021

Projection: 21000 - MASTER COUNTY BUDGET 2021-23 Budget Prep Level: L1-Dept Req

Hide Zero Amount Sections: (True)

Funds: (510) Divisions: (73) Programs: (All Programs) Cost Centers: (230, 235) Objects: (All Objects)

	Fiscal Year 2022	Fiscal Year 2023	Total Biennium
Grand Total Revenue:	(504,000.00)	(230,000.00)	(734,000.00)
Grand Total Expense:	3,350,789.00	3,579,230.00	6,930,019.00
Grand Total (Surplus) / +Deficit:	2,846,789.00	3,349,230.00	6,196,019.00

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 \$2,897,492. 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.

JANE SIEVERS	(541) 766-6769	jane.sievers@co.benton.or.us
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

Chair/Judge or Appointee	Title	Sign Date
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BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 04/06/21

[View Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * County Counsel

Contact Name * Vance

Phone Extension * 6890

Meeting Attendee Name * Vance Croney

Agenda Item Details

Item Title * Order Extending Declaration of Emergency

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

Board/Committee Involvement *

☐ Yes

☒ No

Advertisement *

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description

**Identified Salient
Issues ***

The original declaration of emergency is set to expire at midnight April 30, 2021. The coronavirus pandemic still presents conditions warranting a state of emergency and it is expected those conditions will remain for many months. In order to take advantage of county code emergency powers, the BOC is being asked to extend its state of emergency through June 30, 2021.

Options *

1. Vote to approve the order extending the state of emergency through June 30, 2021
2. Do not extend the state of emergency.

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 Approve the order extending the state of emergency through June 30, 2021
Recommendations*

Meeting Motions* I move to ...
I move to adopt Order No. D2021-039 extending the declared state of local emergency through June 30, 2021.

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.

CC_Further Extending Dec of Emergency

17.79KB

ORDER.docx

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

Department
Approver

VANCE CRONEY

Department Approval

Comments

Signature

Vance H. Choney

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver JOE KERBY

Comments

County Administrator Approval

Comments

Signature



Joseph Kerby

BOC Final Approval

Comments

Signature



Teresa Farley

**In the Matter of Further Extending the)
Declaration of a State of Emergency and) ORDER No. D2021-039
Declaring Emergency Measures)**

ORDER No. D2021-039 FURTHER EXTENDING LOCAL STATE OF EMERGENCY, April 6, 2021