

AGENDA

(Chair May Alter the Agenda)

BENTON COUNTY BOARD OF COMMISSIONERS

Tuesday, February 22, 2022

GoToMeeting: <https://meet.goto.com/183440741>
or Dial [1 \(872\) 240-3212](tel:18722403212); **Access Code** 183-440-741#

9:00 A.M.

I. Opening:

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

II. Review and Approve Agenda

III. Work Session

- 3.1 9:00 a.m., 30 minutes – 2nd Quarter Update from Economic Development Office, RAIN & SBDC – *Kate Porsche, Executive Director*
- 3.2 9:30 a.m., 30 minutes – Benton Soil & Water Conservation District 2021 Annual Report – *Gary Stockhoff, Public Works Director; Holly Crosson, Michael Ahr, Benton Soil & Water Conservation District*
- 3.3 10:00 a.m., 15 minutes – Discuss Sustainable Materials Management Grant Initiative – *Daniel Redick, Greg Verret; Community Development*
- 3.4 10:30 a.m., 30 minutes - COVID Department Operation Centers Update – *Suzanne Hoffman, April Holland; Health Department*

IV. Information Sharing: (If time permits the following section will be heard. *The chief purpose of "Information Sharing" items is to allow the Board of Commissioners time and a venue to update one another of their individual activities.*)

- 4.1 Nancy Wyse, Chair
- 4.2 Pat Malone, Commissioner
- 4.3 Xanthippe Augerot, Commissioner
- 4.4 Joe Kerby, County Administrator

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.

V. Executive Session ORS 192.660[2][e] – Negotiations for property transactions

5.1 The Board will discuss real estate negotiations.

VI. 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
GoToMeeting link: <https://meet.goto.com/183440741>
Livestream: <http://facebook.com/BentonCoGov>
Tuesday, February 22, 2022
9:00 a.m.

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

Staff: **Jenn Ambuehl**, Finance; **JoeHahn**, Equity, Diversity, & Inclusion; **Suzanne Hoffman**, **April Holland**, Health; **Maura Kwiatkowski**, BOC Staff; **Sean McGuire**, Sustainability; **Erika Milo**, BOC Recorder; **Daniel Redick**, **Greg Verret**, Community Development; **Gary Stockhoff**, Public Works; **Jefri Van Arsdall**, Sheriff's Office; **Matt Wetherell**, Juvenile Department

Guests: **Michael Ahr**, Benton County Soil & Water Conservation District; **John Harris**, Horsepower Productions; **Cody Mann**, Mid-Valley Media; **Kate Porsche**, Corvallis-Benton County Economic Development Office

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

I. Opening:
A. Introductions
B. Announcements

No announcements were made.

II. Review and Approve Agenda

The following items were added to the agenda:

- 6.1 Ratify Letter of Appreciation to Anonymous Donor to Benton County Foundation for the Oak Creek Evacuation Route**
- VII. Executive Session Under ORS 192.660[2][e]—Real Estate Transactions**

III. Work Session

- 3.1 Third Quarter Update from Corvallis-Benton County Economic Development Office (EDO) – Kate Porsche, Executive Director**

Porsche highlighted EDO projects for Benton County. The Downtown Corvallis Association (DCA) decided not to pursue Economic Improvement District funding and has decided to disband. EDO is considering ways to support a similar organization. The Business Right-of-Way (BROW) program, which allows downtown Corvallis restaurants and businesses to use the public right-of-way, will continue temporarily this summer; owners and patrons want to make the program permanent, but staff are trying to align this with the City's parking audit.

There are several upcoming meetings of the South Corvallis Urban Renewal District; Augerot is part of the group. Corvallis will add 200 units of affordable housing.

Annexation of the Airport Industrial Park: the lease process has been transferred from Public Works to EDO, which streamlines the applicant experience. EDO engaged with Sarah Means of the Governor's Regional Solutions team, who offered assistance with new zoning, along with

experts from the Army Corps of Engineers, the Governor's Office, and the Department of State Lands.

Porsche joined the Oregon Cascades West Council of Governments Economic Development District Executive Committee, representing Corvallis and Benton County. This is a multi-county group in charge of Federal funding from the Economic Development Agency. There has been a conversation on childcare, a regional priority with social and economic development impacts. A disproportionate number of women have been affected by the pandemic; many have been unable to return to work.

EDO will meet with an economic development partner today to discuss a joint application for an American Rescue Plan Act (ARPA) grant from the County. Employee Heather Stevens left EDO; staff are interviewing an internal candidate. The Economic Development Consortium meeting will be held in April 2022. Reports from Oregon Regional Accelerator and Innovation Network and the Small Business Development Center are attached.

Malone asked if other downtown organizations were having difficulty.

Porsche replied that even without the pandemic, downtown organizations can be a challenge to operate, and COVID-19 had some negative impacts. Porsche has been in contact with Sherry Stewart from the Oregon Mainstream Project; most organizations are bouncing back.

Malone asked about the 2022 BROW schedule.

Porsche replied this was to be determined, but approximately April-October. Most patrons enjoyed using the space during those months, less so in the rainy season. Also, some businesses were exceeding occupancy limitations for structures. The goal is to coordinate with the City and make this more permanent. Some businesses really liked the program; many people feel it creates a sense of vitality. However, the City Council needs to consider the matter; some non-restaurant businesses were not supporters. Cost of parking downtown also needs to be determined through the parking audit, to help determine how much to charge businesses for the space. Until now, space rental has been free due to COVID-19. In future, the program would charge in order to stay equitable.

Malone praised this idea; a business can decide how much space it needs.

Wyse mentioned that Corvallis Community Development Director Paul Bilotta's update on Home, Opportunity, Planning, & Equity activities mentioned micro urban renewal districts (URDs), which the City Council would send to voters. Wyse asked for details.

Porsche replied that Bilotta is considering ways to create housing. Urban renewal is a common tool for affordable housing. One constraint in Corvallis is that URDs must be voted on by the entire electorate. Usually there is robust public outreach and public hearings. Bilotta thinks if the voting constraint is removed, it would allow creative options such as a single-lot URD. The City of Wilsonville did this in the past for economic development.

Wyse praised this idea and offered to help.

Malone praised efforts on the airport project and asked if that would be completed this year.

Porsche replied the plan is to complete annexation by the end of 2022. It is taking longer because Corvallis code does not have an existing zone that works for the area. Staff want to define what kinds of businesses should be encouraged or discouraged there. The Regional Solutions team helped the City of Coburg with a similar project, and has offered to help here.

3.2 Benton Soil & Water Conservation District (BSWCD) 202 Annual Report –
Gary Stockhoff, Public Works Director; Michael Ahr, Benton Soil & Water Conservation District

Ahr is the Willamette Mainstem Coordinator and Invasive Species Program (ISP) Manager, and also supervises several conservation planners. The ISP works with private landowners and urban residents on voluntary conservation. BSWCD is revising its strategic plan, to be completed by end of June 2022. Goals include communication, habitat restoration, invasive plants, and youth education programs. Through the ISP, Ahr administers the County's Cooperative Weed Management Area (CWMA). CWMA partners meet twice a year, discuss projects, offer trainings, and prioritize species. Based on the Oregon Department of Agriculture official invasive weeds list, CWMA creates a local prioritized list. Knotweed is a priority; there has been considerable progress on knotweed removal on Willamette River tributaries.

Through the Inter-Governmental Agreement between the County and BSWCD, the District and Benton Public Works work together and help with educational outreach. The County pays the District \$5,000 per year for these services. BSWCD provides six weed spotter trainings with the road crew and two volunteer events per year, distributes educational resources to County staff and the public, and provides an annual report. In-person road crew trainings resumed in June 2021. The highest priority species are oblong spurge and yellow floating-heart. Spurge is beginning to appear in oak woodlands, which is troubling. Weed-pulling is done in Special Management Areas where herbicide cannot be used. It is a challenge to get volunteers, so Ahr held a weed pull effort in the City of North Albany, among others. Trainings help road crew members direct landowners to more effective weed management strategies. Ahr can assist with those conversations.

Willamette Mainstem Cooperative (WMC) has been very successful with grant funding, monitoring, and paddle-and-pull canoe events, which staff hope to revive this year. WMC focuses on the Willamette River between Albany and Corvallis, but sometimes as far south as the City of Monroe. WMC has helped member groups identify priority projects.

Malone requested an update on the emerald ash borer.

Ahr replied that the closest infestation so far is in Boulder, Colorado. Oregon ash is very susceptible to the insect. Some ecologists think it is probably inevitable that the insect will reach Oregon. The Oregon Department of Forestry has a risk management plan for the insect, training people to identify its presence.

Malone suggested holding some advance trainings locally.

Augerot asked if BSWCD had worked with nurseries or landscapers to get the word out about plants like oblong spurge.

Ahr replied that it becomes illegal for nurseries to sell a high priority weed. However, landscapers are a key group to talk to, who can report outbreaks.

Wyse asked if the Benton County funding was used for Benton-specific projects.

Ahr replied the funding goes into the District's general fund towards staff salary. Oregon State Weed Board grants fund work done in the field. Being designated as the County's weed entity makes the District more competitive for those grants.

Wyse asked if the County funding came primarily from the Road Fund.

Stockhoff confirmed. Funding comes primarily from motor fuel tax if the area is within the right-of-way.

Malone asked about a timetable for moving into the Confluence Building.

Ahr replied the project had experienced supply chain delays and was over a year out from organizations moving in.

Chair Wyse recessed the meeting at 10:00 a.m.

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

MOTION: Malone moved to accept the BSWCD 2021 Annual Report. Augerot seconded the motion, which **passed 3-0.**

3.3 Discuss Sustainable Materials Management Grant Initiative – *Daniel Redick, Greg Verret, Community Development*

Redick explained that until 2007, the Solid Waste Program had a grant program for waste prevention, waste recycling, or recovery, funded through the Landfill Host Surcharge. Staff hope to revive the program using the same structure as before. The initiative would be funded through the Community Development Solid Waste budget, which includes \$30,000 per biennium for new waste prevention initiatives. Staff propose using \$20,000 for grants dedicated to community projects on sustainable materials management, solid waste prevention, material reuse, waste recovery, or recycling. Grant applicants would apply to Community Development; the Solid Waste Advisory Committee (SWAC) would evaluate applications; staff would use that feedback and also evaluate the applications. There is a maximum \$5,000 grant per recipient. The April 27, 2022 SWAC meeting is planned to include the first grant application review. Funds to be distributed by May 31, 2022.

Augerot asked if this would be an annual opportunity in future.

Verret confirmed that the program can be continued if successful. There would be one grant cycle this biennium; then, during the budget process for the next biennium, staff will likely propose an annual grant cycle.

Augerot commented that the grants are a small sum with high criteria. Augerot asked how realistic that is, and whether Redick had talked to community members about this.

Redick had worked with some community members and felt the proposed amount could definitely meet the needs of community projects. Some projects might need additional funding. Previous grant projects varied between \$5-10,000. The first round could show if the amount needs to be revised in future.

Augerot asked if there was discussion of using the County's new grant proposal platform instead of Redick having to distribute funds.

Redick replied not yet. Redick recently had discussions with Finance staff about fund distribution methods. There is not much detail yet about finance procedures.

Kerby underscored the value of using the platform to accept applications online and asked staff to invest more time in considering use of that tool for this purpose.

Malone noted a typo on page 42 of the packet: "a total of approximately \$10,000 is available" should read "\$20,000."

Augerot commented that SWAC worked on a strategy for sustainable materials management, and asked if SWAC created a prioritization document about the direction of the Solid Waste Management Program, and how that fits with the new emphasis on producer responsibility in materials management at the Department of Environmental Quality.

Redick replied that during SWAC's discussions in 2021, community members made recommendations for sustainable materials management. SWAC voted to prioritize a green business certification initiative, so staff will continue working on that initiative also.

The Board expressed support for the project.

3.4 COVID-19 Department Operation Centers Update – Suzanne Hoffman, April Holland; Health Department

Hoffman explained that staff felt an earlier COVID-19 update would be advisable.

Holland reported that COVID-19 case numbers remain high, but have reduced considerably. Benton County had 233 COVID-19 reported cases during the week of February 13, 2022, down from 574 the week before, a 60% reduction, and a 75% reduction over a two-week period. Positivity rates are not final yet, but should be slightly lower than last week. There were 865 statewide hospitalizations last week and 741 as of February 18, 2022. Nineteen COVID-19 patients are hospitalized at Good Samaritan Regional Medical Center, an average number for the past week or so. Due to vaccination or recent infection, many fewer people will be vulnerable to COVID-19; there should be a period of lower transmission. Changes in guidance are expected from the Centers for Disease Control (CDC), perhaps this week. This will relate to the Board's decision on whether to renew the indoor masking order. Recent modeling projects reaching the goal of 400 statewide hospitalizations by April 20, 2022. Oregon Health Authority is likely to remove the indoor masking requirement when that happens. Holland applied a similar, conservative 20-30% reduction to estimated Benton County's trajectory; if cases continue to decrease 25% per week, Benton will enter the CDC "moderate transmission" category by March 27, 2022. If cases decrease 30% per week, Benton will reach "moderate" by March 13, 2022. If the local mask mandate does end, staff will continue to communicate ways to keep vulnerable individuals safe.

Malone emphasized the need for a coordinated message about COVID-19 recommendations as the CDC considers revising the mask guidance. The pandemic is not over and indoor masking could resume later.

Augerot also shared concern that people are so eager to take off masks that they might not listen about resuming unless there was another big spike in cases. Augerot agreed with Malone about the need to message clearly about risk and layering protections. Community members have expressed concerns about spring break causing increased infections; this needs to be part of County messaging.

Kerby asked when Holland expected to ask the Board to make a formal decision about masking. The County's COVID-19 Emergency Declaration expires March 31, 2022.

Holland replied this will depend on the timing of CDC decisions and the Board's preference. It appears the Board wanted to hear from the CDC before deciding.

Augerot urged Kerby to work with Croney, Hoffman, and Holland on the timing of the Emergency Declaration expiration, which affects finances.

Hahn agreed with Holland about the need to focus on the most vulnerable populations, such as individuals with disabilities and those who are immune-compromised. Hahn stressed the importance of considering those perspectives.

IV. Information Sharing

4.1 Nancy Wyse, Chair

Wyse reported taking department tours. Wyse toured the Benton County Sheriff's Office and will tour Public Works this week.

4.2 Pat Malone, Commissioner

Malone met with Community Development last week for good discussions about current projects and the status of Coffin Butte Landfill. Malone echoed Hahn's sentiments that not everyone feels safer regarding COVID-19. This year's influenza season was mild again, probably due to COVID-19 protocols. Masks may still make sense in some situations.

4.3 Xanthippe Augerot, Commissioner

Augerot is a member of the Association of Oregon Counties Special Operations Committee, but the group has not convened yet. Augerot will do a ride-along with Patrol Sergeant David Iverson. Augerot will also volunteer with the Oregon State University College of Business pitch competition for students.

4.4 Joe Kerby, County Administrator

Kerby shared that the County continues to recruit a Public Information Officer. Over the last year, County vacancies have risen; recruitment has been challenging. Kerby encouraged Tracy Martineau, Human Resources, to advance a limited-duration Human Resources position to improve recruitment capacity. Martineau will bring the request to the Position Review Committee in the next few weeks. Although limited-duration positions do not need Board confirmation, Kerby will confirm the position with the Board. The County continues to recruit for the Board's Office administrative specialist position. There has been a good response, with the goal of having a new hire on board by March 22, 2022. The County is recruiting for a Justice Systems Improvement Program (JSIP) Communications Coordinator. This position was initially

approved as a limited two-year duration. To improve the candidate pool, Kerby recommended making this a regular position.

MOTION: Augerot moved to shift the JSIP communications position from limited duration to regular full-time employee. Malone seconded the motion, which **passed 3-0.**

VI. Other

***6.1 Ratify Letter of Appreciation to an Anonymous Donor via the BCF for the Oak Creek Route.**

{Exhibit 1: Oak Creek Letter of Appreciation}

MOTION: Augerot moved that the Board ratify their signatures on the letter of thanks to the donor that came through the Benton Community Foundation for the Oak Creek Evacuation Route. Malone seconded the motion, which **passed 3-0.**

Chair Wyse recessed the meeting at 10:54 a.m. and reconvened at 10:58 a.m.

VII. Executive Session Under ORS 192.660(2)(e)—Real Estate Transactions

Chair Wyse entered Executive Session at 11:02 a.m.

Chair Wyse exited Executive Session at 11:32 a.m. and immediately reconvened the regular Board Meeting.

VIII. Adjournment

Chair Wyse adjourned the meeting at 11:32 a.m.



Nancy Wyse, Chair



Erika Milo, Recorder

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



Board of Commissioners

Office: (541) 766-6800

Fax: (541) 766-6893

4500 SW Research Way
Corvallis, OR 97333

co.benton.or.us

February 18, 2022

Oak Creek Project Donor
c/o Chris Quaka, President/CEO
Benton Community Foundation
660 NW Harrison Boulevard
Corvallis, Oregon 97330

Dear Friend:

On behalf of Benton County and our entire community, thank you for your generous donation that will help complete the Oak Creek Fire Evacuation Route project. Your \$100,000 contribution, along with funding from the State of Oregon, Benton County, and other potential contributors, is an excellent example of how public/private partnerships leverage resources to benefit our community.

You may be aware that since 2018, Oak Creek Valley residents have been working to implement a plan to respond to wildfires; and the community completed their Evacuation Route Plan in December 2020. Benton County had also identified the need for additional emergency egress for the Oak Creek Valley in our Community Wildfire Preparedness Plans.

Now that this important project is funded, Benton County anticipates construction of the emergency evacuation route will begin this summer and be complete by the end of 2022. The County would be happy to provide you with regular project updates via the Benton Community Foundation if you would like to receive this information.

Thank you, again, for your generous contribution to the Oak Creek Fire Evacuation Route. The completion of this project will enhance the safety of the residents of Oak Creek Valley, and we greatly appreciate your partnership in bringing it to fruition.

Sincerely,
BENTON COUNTY BOARD OF COMMISSIONERS

A handwritten signature in blue ink, appearing to read "Nancy Wyse".

Nancy Wyse, Chair

A handwritten signature in blue ink, appearing to read "Pat Malone".

Pat Malone, Vice Chair

A handwritten signature in blue ink, appearing to read "Xan Augerot".

Xan Augerot, Member

BOC/mjk

c: Joseph Kerby, County Administrator
Gary Stockhoff, Public Works Director

Corvallis Benton County EDO

LET'S DO THE NUMBERS Q1-Q2

98 business touches quarter 1 and 2

Accomplishments

- Restart of Advisory Board meetings
 - Climate Action Advisory Board
 - Economic Development Coalition
 - Imagine Corvallis Network
- 1.A.3 – Downtown Focus
 - Quarterly updated to City Council.
 - DCA not pursuing an EID – has decided to close
- 1.A.4 – COVID Programs
 - BROW Program - Draft and review possible long-term policy. City Council to discuss in spring following the parking study results
- 1.C.1 – Food Hub
 - Meetings with 13 stakeholders in the food world
 - Waiting on approval and release of funds by DAS
- 1.C.5 Gap Analysis and Asset Mapping
 - Meetings with partners and some firms to understand scope possible next steps.
 - Presentation by Courtney Griezler from Springfield on their analysis
 - Potential ARPA funding – may delay timing
- 2.A.1 – ED Tools (Urban Renewal)
 - Working to develop an affordable housing policy for SouthTown District)
- 3.A.1 – Annexation of Airport Industrial Park
 - Jerry holding early exploration meetings and working to understand next steps.
 - Transferred the AIP lease process to EDO

Of Note:

- Pulling Benton County Partners together to discuss a joint application for County ARPA funding to support Benton County Businesses
- Exploring applicants to fill Heather's position
- Economic Vitality Partnership met December 8 – next meeting 4/20

[illegible]



Engagement Report: 2021 Quarter 4

Linn - Benton Venture Catalyst -- Nate Conroy

In Quarter 4 of 2021 emphasis was placed on being present in partner communities to connect with city leaders and deliver highly actionable support to entrepreneurs. Networking with community partners is a high priority. In Quarter 1 of 2022 we will see the completion of the MVP film, hiring of an Entrepreneur-in-Residence, an up-tick in support events for entrepreneurs and another round of the popular RAINmaker Accelerator.

Priority Activity	Location	Name	Organization	Outcome
Collaborate with community partners	Sweet Home	George Medellin	SBDC	Discussed potential opportunities for collaboration
	Albany	Marissa Schwartz	SBDC	Discussion of possible opportunities for collaboration
	Lebanon	Yvette Meyer	Northwest apparel and graphics, Lebanon downtown business association	Connection involved with the Downtown Business Association
	Lebanon	Michael Couch	Financial Legacy Management Company	Discussion of possible opportunities for collaboration
	Albany	Seth Sherry	City of Albany	Collaboration connected to Albany entrepreneurs
	Sweet Home	Megan Dazey	Sweet Home Public Library	Planning for hosting events
	Lebanon	Gamael Nassar	City of Lebanon	Networking
	Philomath	Gabriela Orellana	SBDC	Connected at Philomath Chamber of Commerce Luncheon. Discussion of collaborations to serve Spanish speaking entrepreneurs.
	Philomath	Lisa Watkins	Philomath Chamber of Commerce	Discussion of possible opportunities for collaboration
	Albany	Melissa Murphy	Business Oregon	Discussion of funding availability for entrepreneurs
	Sweet Home	Ray Towry	City of Sweet Home	Discussion of strategies to serve entrepreneurs

Priority Activity	Location	Name	Organizer(s)	Outcome	Date
Implement community events driven by entrepreneur requests (Total = 52)	Albany In-Person	Commission Meeting	Linn County Board of Commissioners	Nate presented; networked with local media	9/21/2021
	Virtual Zoom	STEM Ecosystem Development	Mid-Valley STEM & CTE Hub	Total Attendance: 40; Networking, Coalition Building, Nate participated	10/1/2021
	Lebanon In-Person	Business Ribbon-Cutting	Lebanon Chamber of Commerce	Total Attendance: 30; Networking, Business Meetup, Nate attended with Alysia from City of Lebanon	10/1/2021
	Sweet Home In-Person	Startup Happy Hour	RAIN -- Nate	Total Attendance: 1; Networking, Held at park to encourage participation by parents and those concerned about Covid safety	10/1/2021
	Sweet Home In-Person	Harvest Festival	City of Sweet Home	Total Attendance: 300; Community Business Fair, Business Expo, Nate hosted a booth at the event and networked with participating entrepreneurs	10/2/2021
	Lebanon In-Person	Applegate Landing facility tour	Crossroads Communities	Total Attendance: 14; Facility Tour, Facility Identification, Led to desire to host and collaborate on future programing	10/3/2021
	Philomath In-Person	Youth entrepreneurship mindset training	Maxtivity Art and Creative Space	Total Attendance: 12; Educational	10/4/2021
	Virtual Zoom	Co-Working	RAIN	Total Attendance: 2; Co-working, Entrepreneur Support	10/6/2021
	Virtual Zoom	RAINmaker Fall 2021 - Session 2	RAIN	Total Attendance: 81; Accelerator , Education , Raj Vable and Caroline Cummings	10/6/2021
	Brownsville Zoom	Co-Working	RAIN	Total Attendance: 2; Co-working, Entrepreneur Support, Tour of Kirk's Ferry also occurred	10/8/2021
	Virtual Zoom	RAINmaker Fall 2021 - Mentor Hour Week 2	RAIN	Total Attendance: 10; Accelerator, Education	10/8/2021
	Harrisburg In-Person	Startup Happy Hour	RAIN	Total Attendance: 2; Networking, Business Meetup, Hosted at Casa Torrerros Family Mexican Restaurant with eye towards DEI	10/11/2021
	Harrisburg In-Person	City council meeting	City of Harrisburg	Total Attendance: 12; city council meeting, Nate gave public testimony introducing himself to the council and the community	10/12/2021
	Sweet Home In-Person	Coffee with Colleagues	Sweet Home Chamber of Commerce	Total Attendance: 32; Networking, Business Meetup, Introduction of Nate to the SWCC and local businesses	10/13/2021
	Lebanon In-Person	Greeters	Lebanon Chamber of Commerce	Total Attendance: 45; Networking, Business Meetup, Nate introduced himself to business leaders	10/13/2021
	Virtual Zoom	RAINmaker Fall 2021 - Session 3	RAIN	Total Attendance: 97; Accelerator, Education	10/13/2021
	Monroe In-Person	Business Association of Monroe	Business Association of Monroe	Total Attendance: 6; Educational, Business Meetup, Invitation for Nate to attend by Mayor Sheets	10/15/2021
	Virtual Zoom	Co-Working	RAIN	Total Attendance: 2; Co-working, Entrepreneur Support,	10/15/2021
	Virtual Zoom	RAINmaker Fall 2021 - Mentor Hour Week 3	RAIN	Total Attendance: 20; Accelerator, Education	10/15/2021

Philomath In-Person	MVP Filming	RAIN	Total Attendance: 4; Media production, Media production, Filmed interview of Softstar Shoes	10/16/2021
Philomath In-Person	MVP Filming	RAIN	Total Attendance: 4; Media production, Media production, Filmed interview of Timber Towne Coffee Company	10/16/2021
Benton County In-Person	Tour - Rogue Eastgate	RAIN	Total Attendance: 3; Facility Tour, Facility Identification, Tour of unique space for manufacturing startups	10/16/2021
Halsey, Brownsville Zoom and in-person	Co-working	RAIN	Total Attendance: 3; Co-working, Entrepreneurial Support	10/20/2021
Monroe zoom	Community Engagement Committee	City of Monroe	Total Attendance: 4; community meeting, economic development, discussion of upcoming events	10/20/2021
Virtual Zoom	RAINmaker Fall 2021 - Session 4	RAIN	Total Attendance: Accelerator, Education	10/20/2021
Virtual Zoom	RAINmaker Fall 2021 - Mentor Hour Week 2 part 2	RAIN	Total Attendance: 20; Accelerator, Education	10/21/2021
Lebanon In-Person	Business After Dark	Lebanon Chamber of Commerce	Total Attendance: 60; Networking, Networking, Held outdoors	10/21/2021
Monroe Zoom	Business Association of Monroe	Business Association of Monroe	Total Attendance: 10; Community Meeting, Business Development, Interest to have RAIN run additional workshops	10/21/2021
Halsey In-Person	MVP Filming	RAIN	Total Attendance: 4; Media production, Media production, Coordinated filming of business and community partner in Halsey	10/22/2021
Virtual Zoom	RAINmaker Fall 2021 - Mentor Hour Week 4	RAIN	Total Attendance: ; Accelerator, Education	10/22/2021
Philomath In-Person	Startup Happy Hour	RAIN	Total Attendance: 1; Networking, Networking, Dirt Road Brewing	10/25/2021
Virtual Zoom	Entrepreneur Co-Working (office hours)	RAIN	Total Attendance: 4; Co-working, Entrepreneur Support	10/29/2021
Brownsville Kirk's Ferry	Spooky Business	RAIN	Total Attendance: 6; Networking, Networking	10/29/2021
Lebanon In-Person MBVA Building	Annual Leadership Economic Development gathering	Lebanon Chamber of Commerce	Total Attendance: 15; seminar, networking, Nate gave a full presentation	11/4/2021
Junction City Elks Lodge	Tri-County Chamber of Commerce Breakfast	Tri-County Chamber of Commerce	Total Attendance: 20; Networking, networking, Nate introduced himself	11/10/2021
Virtual Zoom	Webinar: Wetland Mitigation and Economic Development	Cascades West Regional COG	Total Attendance: 10; Education, Nate participated as an attendee	11/19/2021
Halsey Julie's tavern	Entrepreneur Happy Hour	RAIN	Total Attendance: 2	11/20/2021
Brownsville Community Hall	City council meeting	City of Brownsville	Total Attendance: 13; reporting, Nate provided an introduction and brief report to City council	11/20/2021

Sweet Home Serrano's Taqueria	Entrepreneur Happy Hour	RAIN	Total Attendance: 5; Networking	11/30/2021
Monroe City Hall	Economic Development Committee	City of Monroe	Total Attendance: 10; Meeting, Nate participated, Monroe Mayor and multiple City Councilors attended	12/2/2021
Lebanon Cafe Moo	RAINmaker Watch Party	RAIN	Total Attendance: 3; Networking	12/8/2021
Lebanon Library	Entrepreneur Co-working	RAIN	Total Attendance: 1; Assistance	12/8/2021
Lebanon Ixtapas	Entrepreneur Happy Hour	RAIN	Total Attendance: 1; Networking	12/8/2021
Corvallis Zoom	Benton County Economic Dev. Leadership Panel and Luncheon	Benton County	Total Attendance: 24; Networking, Nate participated as a panelist	12/9/2021
Philomath Ixtapas	Entrepreneur Happy Hour	RAIN	Total Attendance: 3; Networking	12/13/2021
Philomath City Hall	City Council meeting	City of Philomath	Total Attendance: 12; Networking, Nate presented	12/13/2021
Sweet Home Trash to Treasure	Coffee with Colleagues (SWCC)	Sweet Home Chamber of Commerce	Total Attendance: 17; Networking, Nate presented	12/14/2021
Sweet Home Sugar Vibes	Entrepreneur Co-working	RAIN	Total Attendance: 4	12/14/2021
Sweet Home Library	Entrepreneur Co-working	RAIN	Total Attendance: 1	12/14/2021
Sweet Home City Hall	City Council meeting	City of Sweet Home	Total Attendance: 20; Networking, Nate presented	12/14/2021
Philomath Timber Towne Coffee	RAINmaker Watch Party	RAIN	Total Attendance: 1; Networking	12/15/2021
Philomath Peace Lutheran Church	Lucheon	Philomath Chamber of Commerce	Total Attendance: 30; Networking, Nate introduced himself and sat at the table with the SBDC	12/16/2021

Priority Activity	Location	Name	Organization	Outcome
Identify and provided service to local entrepreneurs, including existing small businesses (Total = 55)	Lebanon	Gabriela Villegas	Gabyprofessional cleaning services	RAINmaker Accelerator
	Corvallis	Estefania Arellana	Arabic Best Class	RAINmaker Accelerator
	Philomath	Susan Brand	Apologue Perfumes	RAINmaker Accelerator
	Corvallis	Kate Kozminski	Deep End Analytics	RAINmaker Accelerator
	Philomath	Catherine Biscoe	N/A	RAINmaker Accelerator
	Philomath	Sarah Sorenson	Guiding Light Expeditions	RAINmaker Accelerator
	Corvallis	Daniel Shafer	Beauty Leaf Incorporated	RAINmaker Accelerator
	Corvallis	Mino Fuller	Mino Fuller, Practitioner of Ortho-Bionomy	RAINmaker Accelerator
	Corvallis	Samantha Kalita	WxH Inc.	RAINmaker Accelerator
	Lebanon	Camelia Moss	Camelias candles	RAINmaker Accelerator
	Shedd	Benjamin Wall	N/A	RAINmaker Accelerator
	Tangent	Celiflora Hernández	Your helper llc	RAINmaker Accelerator
	Lebanon	Cindy Sekiguchi	A Cup of Devotion	RAINmaker Accelerator
	Lebanon	Fiona Gledhill	Hippie Helper	RAINmaker Accelerator
	Lebanon	Kelly Reetz	Kate Harnedy Photography	RAINmaker Accelerator
	Albany	Sara Frazer	Camelias Candles	RAINmaker Accelerator; connection to workforce opportunities
	Corvallis	Ian Wilson	Wilson Consulting Partners	RAINmaker Accelerator
	Corvallis	Michelle Onaka	TBD - Maybe Intentional Money Life	RAINmaker Accelerator
	Lebanon	Tiffany Cordoza	Cordoza Nail Supply	Advising; Connected to OSU Advantage Accelerator and Prototyping Cener

Monroe	Salvador Rubio	Rubio Forestry	Advising; marketing strategy development; connection to mentors; accelerator signup
Adair Village	Kasey Cleary	Firelight Fables	Connected to discuss publicising entrepreneur support events in Adair Village; her teaching of Instagram strategy
Monroe	Sandra Beckwith		Connected to BAM
Monroe	Lisa Lindner	Firn Botanical Fragrance	Advising; connection to RAINmaker Accelerator
Albany	Jason Christensen	Sleep Trailer, LLC	Connected with Salem and Albany entrepreneur support staff; assisted to find pilot opportunities
Lebanon	Tim Mueller, Dave Lawler	Hideaway Distillery	Interviewed for "Entrepreneurs Among Us"
Brownsville	Greg Hopla	Kirk's Ferry	Connected to potential manufacturing tenant
Brownsville	Armando De la Cruz	Armando's Mexican restaurant	Coaching, connection with mentors; MVP video interview
Sweet Home	Jamie Calderwood	A Goddess Gifts	Introduction
Lebanon	Laura Hull	Tastefully Simple Treasured Ice	Introduction
Lebanon	Lynne Neuman	Alpha Delta Kappa (Rada Cutlery)	Introduction
Sweet Home	Gigi Bliss	Crazy Goat Girl	Coaching; assistance selling online; Partnering on youth entrepreneurship program; promoting craft fair in Sweet Home
Philomath	Michael Mallory	--	Coaching: entrepreneur moving from out of state to Philomath; Connections: food-agriculture entrepreneurs; City of Philomath
Sweet Home	Carolyn Morton	Carolyn's Creation	Introduction
Brownsville	Sherri Lemhouse	Brownsville Community Library	Planning for hosting events
Albany	Marrissa Ayala Maddox	JAM Handmade	Participant in Startup Bootcamp (SBDC partnership)
Lebanon	Cindy Kerby	Gateway Imprints, Inc	Networking
Brownsville	Tucker Karo	TK Handmade Leather	Connections, marketing, featured in MVP video
Corvallis	Kate Kozminski	Deep End Analytics	Business advising: incorporation, value proposition; connection to mentor in similar consulting role; RAINmaker Accelerator: recruited, participated
Albany	Sandra Easdale		Initial conversation regarding loan opportunities through Oregon Cascades West Council of Government

Sweet Home	Shasta Krake	Premiere Property Group	Ecosystem development: identified partner -- Met at Chamber Event.
Halsey	Larissa Gangle	City of Halsey	Collaborated
Lebanon	Leigh Matthews Bock	Lebanon	Ecosystem development: identified partner -- Linn Benton Collaborative Main Contact
Halsey	Jerry Lachenbruch	City of Halsey	Recruited and facilitated MVP video participation
Harrisburg	Randall Klemm		Ecosystem development: Identified investor -- Met at City Council Meeting
Monroe	Jeanni Cuthbertson	Jeanni's Flowers	Coaching; graphic design assistance
Albany	Isaiah Heiken		Coaching
Lebanon	Andrew Imhof		Notified of move to Florida
Sweet Home	Robert Crawford	Crawford Creations	Entrepreneur identification: via Sweet Home Chamber
Lebanon	Corey McElDowney	Slabtown	Interested in RAINmaker Accelerator
Brownsville	Jerry Springer	Opportunities for Truckers	Coaching: Value proposition design, investment pitch; Connections: mentors; Education: attended multiple RAIN events
Albany	Kevan Evans	Big Water	Coaching
Lebanon	Cindy Sekiguchi	A Cup of Devotion	RAINmaker participant
Monroe	Rayna Waltz	Sip & Taste	Connection to renovation incentives; connection to interior designer; investor presentation coaching;
Albany	Toraj Khavari	Self	RAINmaker Accelerator
Philomath	Cody Smart	Uncommon Cabinetry	Facilitated filming in MVP video; attended Entrepreneur Happy Hour

Priority Activity	Location	Name	Organization	Outcome	Date
Advance Mid-Valley Partners video project	Philomath	Cody Smart	Uncommon Cabinetry	Facilitated the participation and filming of the business	
	Sweet Home	Michelle Daniels	Tipsy Gypsy Tap Trailer	Facilitated the participation and filming of the business	
	Brownsville	Eduardo De La Cruz	Armando's Restaurant	Facilitated the participation and filming of the business	
	Sweet Home	Wes Starr	Radiator Supply House	Facilitated the participation and filming of the business	

Priority Activity	Outcome
Strengthen RAIN's technological capacity to	Revise entrepreneur Asset Map to be more user friendly, comprehensive, and inclusive of differing entrepreneur learning styles
	Moved RAIN to a customer relationship management software (CRM) that allows RAIN to more effectively track and communicate with clients

Activity In Communities



MVP Filming -- Halsey



Outreach at Harvest Festival -- Sweet Home



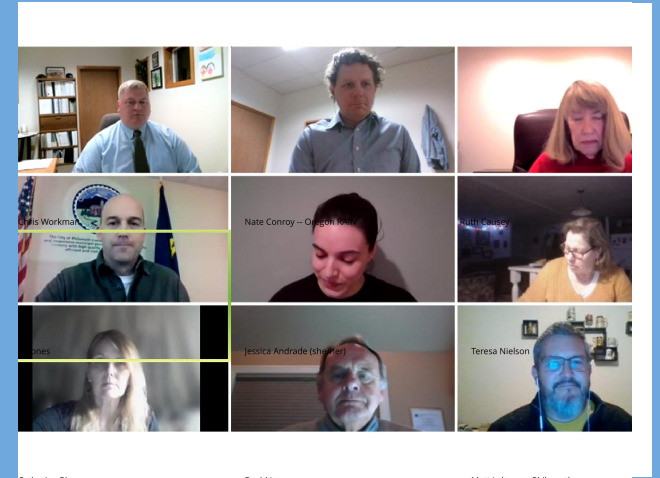
Entrepreneur Happy Hour Meetup -- Harrisburg



Entrepreneur Co-working -- Monroe



Entrepreneur Co-Working -- Lebanon



City Council Presentation -- Philomath

Activity In Communities



City Council Presentation -- Brownsville



Entrepreneur Co-Working -- Philomath



Business Networking -- Lebanon



Entrepreneur Co-working -- Adair Village



Entrepreneur Co-Working -- Sweet Home



Entrepreneur Co-Working -- Halsey



**Small Business Development Center & the Corvallis
Partnership Report for Quarter 2 2021**

The Linn-Benton Community College Small Business Development Center (SBDC) would like to thank you for your continued partnership. The support that the Corvallis Economic Development Office provides the SBDC makes possible the continued service to local small businesses. Helping to make business owners dreams a reality, while also contributing to the growth of the local economy and community.

Client Advising Results

	Customer Count (Distinct)	Session Count	Contact and Prep Hours Sum	Started Business Count	Jobs Created Sum	Jobs Retained Sum	Capital Formation Sum	Sales Increase Amount \$ Sum
Grand Total	28	54	74	0	0			
City								
Corvallis/ Benton County	16	26	30.5	0	0			

Training Activities

Class	Registrations	Corvallis/B enton Attendees
Going Into Business - Oct 12	18	6
Going Into Business - Nov 9	3	2
Going Into Business - Dec 15	7	3
Understanding Your Commercial Lease	5	1
	33	12

Success Stories

Jaya Conser Lapham

Business name: Jaya's Baby - Birth and the Healing Arts

Licensed since the 1990s, Jaya Conser Lapham is a massage therapist and doula, providing in office and at home service. Jaya's annual income has never exceeded \$20,000, as she conducted her business in a part-time and informal manner. Her primary clientele came from referrals of the Community Doula Program for OHP patients who needed services in Mandarin Chinese.

The pandemic shifted Jaya's business and she found herself in need of help to obtain clients. Jaya enrolled in SBM One in 2021 and was able to use GrowthWheel to set goals and achieve them. She registered the name of her business officially, obtained her Federal Employer Identification Number and opened a business bank account. These concrete steps further clarified her financial situation and allowed her to consistently show profit in her monthly and weekly incomes beyond her goals.

Individual coaching was also a driver to create this positive change in her business. She also made the concrete step of renting office space where she will create a co-working space and hire other massage therapists and doulas. Her business focus has changed from serving one person to serving the wellness of the entire family unit.

Jaya may need financing in future, but has truly expanded her concept of how the business, Jaya's Baby, can grow and sustain focus on customer needs while also providing meaningful employment opportunities for massage therapists and doulas.

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 02/22/22

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Public Works

Contact Name * Gary Stockhoff

Phone Extension * 6010

Meeting Attendee Name * Gary Stockhoff and Michael Ahr & Holly Crosson from BSWCD

Agenda Item Details



Item Title * Benton Soil & Water Annual Report for 2021

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

Special Report Options *

- ☒ Oral
- ☒ Written

Board/Committee Involvement *

- ☐ Yes
- ☒ No

Advertisement*
☐ Yes
☒ No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

The Benton Soil and Water Conservation District (BSWCD) and Benton County Public Works (BCPW) have a common interest in the conservation of Benton County's natural resources. The IGA between BSWCD and BCPW promotes this work cooperatively and efficiently in a cost effective manner on a county wide basis. They achieved this through collaboration on shared areas of work; leveraging resources to accomplish projects; offering each other technical assistance; and sharing information and opportunities for conservation work. Areas of work include, but are not limited to:

- Groundwater quantity and quality
- Threats from invasive species
- Riparian & wetland protection and restoration
- Soil erosion
- Water conservation and improving water quality
- Wildlife habitat improvements, including fish passage

BSWCD and BCPW have a long-standing partnership to address natural resource issues in Benton County. For 59 years, BSWCD has developed and maintained programs for technical assistance and education and outreach on natural resource issues for Benton County residents. In the past, BSWCD and BCPW partnered on the Benton Fish Passage Improvement Program (BFPIP) that has contributed to the improvement of fish passage in Benton County. Recently, the shift has been towards management, identification and assistance with noxious weeds, threatened and endangered plants, and stormwater. In normal years, the Road Department Vegetation Program receives education from a BSWCD representative during monthly "Weed of the Month" meetings where they would share with the crew what weeds are in season and what they should be looking for. In 2021, this communication was facilitated via a monthly email from BSWCD to BCPW that was shared with the crew.

Per the IGA with BSWCD, the annual report has been prepared and is attached.

Options *

n/a

Fiscal Impact *

- ☒ Yes
☐ No

Fiscal Impact Description *

Per the IGA, the Road fund allocates to BSWCD \$5,000 annually for these services.

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 *

BSWCD partners with BCPW to provide much needed and up-to-date weed information and education to the Road Division crew to make our community livable and use the resources available to us.

Focus Areas and Vision *

Select all that apply.

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

Explain Focus Areas and Vision Selection *

The partnership with BSWCD provides up-to-date weed information and education to the Road Division crew to make our community safe by providing resources for noxious weed abatement.

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations * Staff recommends acceptance of the report. Staff is very pleased with the partnership and the monthly communication with their assigned staff to the county.

Meeting Motions * I move to ...
I move to accept the 2021 Annual Report from Benton Soil & Water Conservation District.

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.

2021 Annual Report.pdf

1.91MB

Comments (optional)

If you have any questions, please call ext.6800

Department

GARY STOCKHOFF

Approver

Department Approval

Comments

Signature



Gary Stockhoff

BOC Initial Approval

Approvals Required ☐ Counsel

☒ Finance

☐ HR

Finance Approver RICHARD CRAGER

**County
Administrator
Approver** JOE KERBY

Comments

Finance Approval

Comments

Signature

Rick Crager

County Administrator Approval

Comments

Signature

Chapin Kelly

BOC Final Approval

Comments

Signature

Teresa Foley



Annual Report 2021

Benton Soil and Water Conservation District and Benton County Public Works IGA

IGA Requirements

Reporting: Give an annual presentation to the Board of Commissioners after submittal of the annual report on work completed that supports the Inter-Governmental Agreement.

Road Crew Program: Conduct a Weed Spotters Program for Road Crew and other appropriate Benton County Public Works (BCPW) staff once every other month. Focus will be on Early Detection and Rapid Response species.

SMA Weed Pull: Coordinate volunteer training and supervision (a minimum of four events per biennium) for weed removal in Special Management Areas.

Sharing Plant Information: Provide support for native and invasive species identification, control and/or enhancement efforts of County staff.

Reporting

This annual report summarizes the accomplishments of the BSWCD staff in fulfillment of the IGA requirements. BSWCD staff will give a presentation to the Board of Commissioners about our IGA FY 2021 accomplishments in spring 2022.

Road Crew Program

In 2021, we delivered 3 presentations to the BCPW road crew to increase their familiarity with invasive species management. We focused on broader topics this year and will get more specific on certain species next year. In 2021, we covered:

- Weed concerns and prioritization
- Invasive shrubs with a focus on scotch-broom
- Invasive trees with a highlight on spurge laurel

SMA Weed Pull—5/28/2021

On May 28, 2021, Michael Ahr (BSWCD) and Jennifer Ward (BCPW) attempted a meadow knapweed volunteer pull at the SMA on West Hills Rd and 19th Street near Lupine Meadows. Participation was light, but the group did a great job of digging much of the knapweed. The debris was hauled away to Coffin Butte for disposal.

We are reducing the amount of this noxious weed and are helping exhaust the knapweed seed bank. This is a great way to remove an invasive species near high quality endangered butterfly habitat. The partnership plans to complete 2 similar events in 2022.



A student from Oregon State University digging meadow knapweed near West Hills Road. To avoid the risk of re-sprouting, the weeds were bagged and hauled to the landfill.



Annual Report 2021

Benton Soil and Water Conservation District and Benton County Public Works IGA

Sharing Plant Information

Benton SWCD staff assisted the Roads crew with a farm owner site visit and recommendations on invasive weed treatments in a “no spray” zone.

Resource conservationists discuss invasive weed management on nearly every site visit related to habitat, Oregon white oak restoration, and forestry.

The BSWCD website contains information on invasive species (search for “weed profiles”). This is a useful resource for the community.



Roadside meadow knapweed concerns on Luckiamute Road

Additional, Related Efforts

BSWCD coordinates the Benton County Cooperative Weed Management Area (BC CWMA) and the Willamette Mainstem Cooperative (WMC). BC CWMA and WMC activities often help BSWCD meet the requirements of the BSWCD-BCPW IGA. Here are a few examples.

1. **Hosted 2 ivy removal events at Tadena Landing in North Albany.** BSWCD collaborated with the OSU Geography 300 class to get 12 student volunteers onsite to cut ivy off of trees along the Willamette.
2. **Administered 2 Oregon State Weed Board Grants.** One grant project focused on control of aquatic invasive weeds on the Willamette River between Peoria and Albany while the other grant raised awareness and provided treatment of oblong spurge.
3. **Invasive weed reporting.** Benton SWCD shares location information of several invasive weed species with the Oregon Department of Agriculture. We also respond to dozens of online invasive weed reports from the public, often with recommendations for control.



OSU students cutting invasive ivy at Tadena Landing in North Albany

Transitions

In November 2020, our Invasive Species and Willamette Mainstem Cooperative coordinator, Laura Brown, departed for a new position in Washington. In April 2021 we welcomed Michael Ahr as our Natural Resource Conservation Program Manager, and he will oversee the same programs.



Michael Ahr and Tamra Dickinson surveying the Willamette River for yellow floating heart and Ludwigia

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 02/22/22

View [Agenda Tracker](#)

Suggested Placement * Work Session

Department * Community Development

Contact Name * Daniel Redick

Phone Extension * 6014

Meeting Attendee Name * Daniel Redick, Greg Verret

Agenda Item Details



Item Title * Sustainable Materials Management Grant Initiative

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

**Name of
Board/Committee**

Solid Waste Advisory Council

Advertisement *

☐ Yes

☒ No

Issues and Fiscal Impact

Item Issues and Description	
Issues	Identified Salient Issues * Staff is seeking Board feedback about a proposed Sustainable Materials Management Grant Initiative. This grant initiative is proposed to be funded by the amount of \$20,000, to support individuals, groups, and organizations in Benton County to implement sustainable materials management, waste prevention, reuse, and recycling projects that will benefit the community members of Benton County. Applications are to be reviewed by the Solid Waste Advisory Council (SWAC) for feedback, and final decisions on grant recipients will be made by staff using the specific criteria in the attached document. Solid Waste Program staff are receiving guidance from Finance staff to develop the grant initiative.
	The solid waste program formerly operated a grant initiative until 2007, which was funded through the landfill host surcharge, and supported a variety of waste and recycling projects in the community.
Options *	1) Support the grant initiative as proposed. 2) Suggest modifications to the grant initiative. 3) Do not support the grant initiative and provide further guidance to staff.
	☒ Yes ☐ No
Fiscal Impact *	
	The grant initiative would use \$20,000 of available funds in the Benton County Community Development's Solid Waste Program biennial budget, allocated for waste prevention initiatives.

2040 Thriving Communities Initiative

Mandated Service? * ☐ Yes ☒ No

2040 Thriving Communities Initiative

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

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

Values and Focus Areas

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

Core Values *

Select all that apply.

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

Explain Core Values Selections *

The grant initiative would support a High Quality Environment and Access, by supporting community projects dedicated towards reducing the environmental impacts associated with waste materials.

Focus Areas and Vision *

Select all that apply.

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

Explain Focus Areas and Vision Selection *

The grant initiative would support the Environment and Natural Resources Focus Area and Vision by encouraging responsible and sustainable use of our natural resources through the entire life cycle of the material.

Recommendations and Motions

Item Recommendations and Motions

Staff	Staff recommends to support the proposed Sustainable Materials Management
Recommendations *	grant initiative.

Work Session	I move to ...
Motions *	N/A

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.

DRAFT SMM Grant Initiative Request for
Applications.pdf

105.75KB

Comments (optional)

If you have any questions, please call ext.6800

**Department
Approver**

GREG VERRET

Department Approval

Comments

Signature

Frag Delina

BOC Initial Approval

Approvals Required ☒ Counsel ☒ Finance ☐ HR

Counsel Approver VANCE CRONEY
Finance Approver RICHARD CRAGER
County Administrator JOE KERBY
Approver
Comments

Counsel Approval

Comments

Signature



Vance H. Choney

Finance Approval

Comments

Signature

Rick Crager

County Administrator Approval

Comments

Signature

A handwritten signature in black ink, reading "Chappi Kelly", is centered within a light gray rectangular box. The signature is written in a cursive, flowing style.

BOC Final Approval

Comments

Signature

Teresa Foley

REQUEST FOR APPLICATIONS

February 8, 2022

To: Benton County Individuals, Groups, and Organizations Interested in Sustainable Materials Management, Solid Waste Prevention, Reuse, and Recycling Projects
From: Benton County Community Development Department, Solid Waste Program

RE: Sustainable Materials Management Grant Funding for Sustainable Materials Management, Waste Prevention, Reuse, and Recycling Projects in Benton County

Who may apply: Benton County Community Development Department's Solid Waste Program is requesting applications from individuals, groups, and organizations in Benton County to implement Sustainable Materials Management Grant funded sustainable materials management, waste prevention, reuse, and recycling projects that will benefit the community members of Benton County.

Eligible projects: To qualify for funding, proposed projects should be limited to the following categories:

1. Sustainable materials management projects or programs in Benton County that will reduce the environmental impacts associated with the full lifecycle of materials.
2. Waste prevention, reuse, and recovery (recycling) projects or programs in Benton County that will reduce the amount of waste being generated and disposed in Coffin Butte Landfill.
3. Waste prevention, reuse, and recycling promotion and education programs in Benton County.
4. Programs that will reduce generation and/or disposal of household hazardous waste in Benton County.

Funds available: This year, a total of approximately \$10,000 is available from Benton County. The source of the funding is Benton County Community Development's Solid Waste Program biennial budget. Award amounts will be based upon the number of successful respondents and may range as high as \$5,000. Grant funding for successful applicants may be reduced from the requested amounts depending on the number of applicants and the strength of the proposals.

Funding guidelines: Funding will be restricted to projects that will primarily benefit the community members of Benton County. Grant funds may not be used for indirect costs. Personnel costs should be kept to a minimum and limited to those activities that are directly related to the project.

How to apply: Interested individuals, groups, and organizations are required to submit an application according to the attached instructions. Applications must be submitted no later than 5:00 PM on March 31, 2022 to Daniel Redick, Solid Waste and Water Quality Program Coordinator, via email at Daniel.Redick@co.benton.or.us.

Evaluation of applications. Applications will be evaluated on the follow six criteria:

1. Measurable: The ability of the program to be evaluated for its effectiveness with measurable outcomes. (1 to 5 points)
2. Efficient: The extent that the grant money will go directly to the stated purpose of the project. (1 to 10 points)
3. Effective: The project's effectiveness in sustainable materials management, waste prevention, reuse, or recycling in Benton County. (1 to 10 points)
4. Sustainable: The extent that the project will be sustainable or have long-term impacts after this source of funding will no longer be available. (1 to 5 points)

Selection process: Applications will be reviewed and discussed at the April 27th, 2022 SWAC meeting. Applicants may be asked to be present at the meeting to answer questions and make a short presentation. Final selection will be made by staff by May 11th, 2022.

Project evaluation: All funding recipients will be required to develop an evaluation plan, with measurable outcomes, of their program or activity as part of their work plan. Respondents must be willing to perform the data collection involved to conduct the evaluation and to report to the Community Development Department the outcomes of the program or activity on a regular basis. Reporting requirements and schedules will be developed individually with each funding recipient.

Contracting requirements: Funds will be awarded through a contract or memorandum of agreement incorporating the work plan outcomes. Individuals, groups, or organizations entering into a contract with Benton County must be willing to name Benton County as additional insured on their liability insurance. Individuals in organizations that have no legal standings and are unable to enter into a contractual relationship must become official Benton County volunteers.

Funding availability: Funds will be available for expenditure by May 31 or upon full execution of the contract or memorandum of agreement. Payment of award funds will be made on a reimbursement basis with a portion of the funds available for start-up costs upon approval of a project line item budget that includes start-up costs.

Submission deadline: All submissions should be made to Daniel Redick (Daniel.Redick@co.benton.or.us) via email no later than 5:00 PM on March 31, 2022.

Applications received after the due date will not be accepted. It is highly recommended that applicants confirm receipt of their applications prior to the deadline. Benton County is not responsible for the failure of electronically delivered applications.

Timeline of important dates:

February 28, 2022: Application materials available.

March 31: Applications due at Benton County Community Development no later than 5:00 PM.

April 27: Benton County Solid Waste Advisory Council meeting. Qualified applications reviewed and discussed. Applicants may be requested to make a short presentation and answer questions regarding their proposed project.

May 11: Staff selection of funding recipients and award amounts made.

By May 31: Contracts or memorandums of understanding fully executed. Funds available for expenditure.

June 30, 2023 All projects completed and final reports submitted. Earlier completion dates may be required for some projects.

For additional information or questions, please contact Daniel Redick, 541-766-6819, Daniel.Redick@co.benton.or.us.

Benton County Sustainable Materials Management Grant Initiative

Application Instructions

Submission and Due Date. Please submit applications to Daniel Redick (Daniel.Redick@co.benton.or.us) via email no later than 5:00 PM, March 31, 2022. It is highly recommended that applicants confirm receipt of their applications prior to the deadline. Benton County is not responsible for the failure of electronically delivered applications.

All applications must include the following three elements:

Please keep your responses down to a total of six pages or less.

1. Cover sheet. Include the following minimum items. Letterhead is preferred but not required.

- (A) A brief description of your group or organization. Include the organization or group's name, address, phone number, status as a legal entity (for contracting purposes), website, and mission statement if there is one.
- (B) Primary contact name plus one to two alternate contact persons (if available). Include phone number, mailing address, and e-mail addresses.
- (C) Provide a written statement acknowledging your willingness to implement an evaluation plan and to collect the data necessary to report the outcomes of the program or activity.
- (D) Either a statement of organization's ability and willingness to name Benton County as additional insured on organization's liability insurance or a statement of the organization's staff willingness to become official Benton County volunteers if awarded grant.

2. Work Plan. See attached requirements and example work plan.

3. Budget. See the attached example budget. Indirect expenses cannot be charged to the grant. Please show indirect and matching or other donated items in the budget even if grant funding will not be utilized for that item. Grant funds requested for personnel costs should be kept to a minimum. Depending on the nature of the proposed project, requests for excessive personnel costs in the grant application may lower the final score of the application.