



## BOARD OF COMMISSIONERS

1300 NW Wall Street, Bend, Oregon  
(541) 388-6570

FOR RECORDING STAMP ONLY

# BOCC MEETING MINUTES

9:00 AM

**WEDNESDAY March 6, 2024**

Barnes Sawyer Rooms  
Live Streamed Video

Present were Commissioners Patti Adair, Tony DeBone and Phil Chang. Also present were County Administrator Nick Lelack; Assistant Legal Counsel Kim Riley; and Executive Assistant Brenda Fritsvold.

This meeting was audio and video recorded and can be accessed at the Deschutes County Meeting Portal webpage [www.deschutes.org/meetings](http://www.deschutes.org/meetings).

**CALL TO ORDER:** Chair Adair called the meeting to order at 9:00 a.m.

### PLEDGE OF ALLEGIANCE

### CITIZEN INPUT:

- Ron Boozell referred to the start of the Covid pandemic four years ago in 2020 and encouraged preparations for the next one.
- Ryan Rudnick reiterated his proposal that the housing for male justice-involved persons on Wilson Avenue be relocated to the public safety campus, saying this would be a mutually beneficial solution and not prioritize parolees over the safety of residents in the Larkspur neighborhood.

Noting it would take time to develop a new facility in proximity to the jail, and funds would have to be secured, Commissioner Chang asked where these services should be provided in the meantime.

- Dorinne Tye spoke to the update of the Transportation System Plan, asking if the highway will have to be moved to accommodate a new roundabout. She urged monitoring pollution and studying the impacts of lead exposure on children, which can lead to cognitive and mental health problems, as well as assessing negative impacts such as heart attacks in adults who live close to airports.

**CONSENT AGENDA: Before the Board was Consideration of the Consent Agenda.**

1. Approval of an Intergovernmental Cooperative Purchasing Agreement with Douglas County, Washington
2. Approval of Order No. 2024-010, designating the Road Department Director as the County representative for the purposes of signing the Safe Streets and Roads for All (SS4A) grant agreement and associated documents
3. Consideration of Board Signature on letter thanking Leah Gage for service on the Deschutes County Behavioral Health Advisory Board
4. Approval of February 23, 2024 BOCC Legislative Update minutes
5. Approval of minutes of the BOCC February 7, 2024 meeting

CHANG: Move approval of the Consent Agenda as presented

DEBONE: Second

VOTE: CHANG: Yes

DEBONE: Yes

ADAIR: Chair votes yes. Motion Carried

**ACTION ITEMS:**

**6. First Reading of Ordinance No. 2023-017: Transportation System Plan Update 2020-2040**

Tarik Rawlings, Senior Transportation Planner, presented Ordinance No. 2023-017 for first reading. This ordinance would repeal and replace the Deschutes County Transportation System Plan (TSP) with the updated version for 2020-2040 which has been in development since 2021.

Commissioner DeBone acknowledged comments received with respect to the proposed Sisters to Black Butte Ranch trail. Saying this is a divisive issue, he noted this project would not be implemented by the County. He supported

including it in the TSP with a generic reference to “community connections,” spoke to opportunities for multi-modal transportation, and reiterated that this trail would not be built by the County.

Commissioner Chang said the Sisters City Council, which represents all 3,000 residents of Sisters. supports the proposed multi-use path to Black Butte. Noting that the priority levels were removed from these projects and no specific alignments were referenced, he said what remains is a statement which reflects the hopes of many community members that paved pathways will someday connect certain areas.

Commissioner Adair said she does not support the Sisters to Black Butte paved pathway, nor does she support including this project in the TSP.

DEBONE: Move approval of first reading of Ordinance No. 2023-017

CHANG: Second

VOTE: CHANG: Yes

DEBONE: Yes

ADAIR: Chair votes yes. Motion carried

Chair Adair read the title of the ordinance into the record.

Rawlings said second reading of the ordinance will occur on March 20<sup>th</sup>.

**7. Allocation of ARPA funds for ARPA administration expenses and for eligible costs in the District Attorney’s Office and for the Victim’s Assistance program**

Dan Emerson, Budget and Financial Planning Manager, reviewed past actions taken by the Board to determine allocations for all remaining ARPA funds as well as any which might be returned by outside organizations. Staff recommends that the Board officially obligate the remaining and returned ARPA funds, as follows: \$162,000 for ARPA administration personnel salary and benefits, and \$480,182 for District Attorney’s Office & Victim’s Assistance eligible programmatic costs. Emerson said if approved, this action would zero out the full obligated balance within the ARPA fund.

DEBONE: Move approval of ARPA allocations of \$162,000 for ARPA administration and \$480,182 for District Attorney’s Office/Victim’s Assistance eligible costs

CHANG: Second

VOTE:           CHANG:       Yes  
                  DEBONE:      Yes  
                  ADAIR:        Chair votes yes. Motion Carried

**8. Update to County Finance Policy No. F-7 Bank Accounts and Cash Handling Policy**

Robert Tintle, Chief Financial Officer, explained the proposal to consolidate four existing policies concerning bank accounts and the handling of cash into one policy. Tintle noted that the procedures for performing all applicable duties exist separate from the policy as those are much more detailed and change over time in response to updated technology and to incorporate efficiencies and other best practices.

Tintle said one amendment to the draft Bank Accounts and Cash Handling policy contained in the Board's meeting packet is to revise the statement in Section B (Applicability) to read "This policy applies to all County departments and offices."

Regarding the recommendation that the approval of new bank accounts be transferred from the Board to the County Treasurer, Chief Financial Officer, and County Administrator, Commissioner Adair preferred that the Board retain oversight of this function. Commissioner DeBone supported continuing to require Board authorization of any new bank accounts. He also wanted the Board to receive an annual review of all bank accounts and their status.

Commissioner Chang was comfortable with allowing administrative opening of new bank accounts and was not concerned with the Board retaining oversight and approval of this function.

DEBONE:       Move approval of County Administrator signature of revised County Administrative Policy No. F-7, Bank Accounts and Cash Handling Policy as amended to require Board approval to open new bank accounts and as further amended to remove the language referencing "County Service Districts" under section B (Applicability), and further authorize that policies F-8, F-9 and F-11 be rescinded

CHANG:        Second

VOTE:           CHANG:       Yes  
                  DEBONE:      Yes  
                  ADAIR:        Chair votes yes. Motion Carried

**9. U.S. Environmental Protection Agency / Community Change Grants / Potential Opportunity for Funding**

Peter Gutowsky, Community Development Director, said that Deschutes County, in collaboration with other entities, could be a competitive applicant for an EPA Community Change grant. More specifically, Gutowsky said that a Census tract in southern Deschutes County appears to meet the criteria for a demonstration project of transitioning from septic systems to sanitary sewer. Another possibility is to seek a grant that could be used to increase defensible space of private properties by reducing fuels.

Gutowsky said no grant match would be required. He listed possible benefits, including economic development and environmental protection. He proposed returning to the Board in three to five weeks with tangible, discrete project proposals for one or two grants, with the aim of submitting applications by the end of May or in early June at the latest. If awarded, grant projects would have to be implemented within a three-year period.

In response to Commissioner DeBone, Gutowsky said these grants target unincorporated disadvantaged communities, which are defined through the US Census. One such community has been identified in southern Deschutes County.

Responding to Commissioner Chang, Gutowsky said if the Board directs proceeding, the County would first apply for a technical assistance grant to aid it in applying for a Community Change grant. Gutowsky added that Deschutes County has experience in receiving and administering federal funds, which is a requirement of the larger grant.

Commissioner Chang advised reaching out to Congressional staff to help with information-gathering with the aim of enhancing the County's chances of securing a Community Change grant.

**10. Grant opportunity to explore developing a campground on County-owned property at Fort Thompson Lane**

Jen Patterson, Strategic Initiatives Manager, reviewed efforts to explore the feasibility of private or public RV parks and campgrounds along with support amenities and infrastructure in three areas, including County-owned land at Fort Thompson Lane. Patterson presented information on the State's County Opportunity Grant program, which is administered by the Oregon Parks and Recreation Department to fund qualified projects for Oregon counties. She shared a list of eligible projects, which include the development of new campgrounds and/or support facilities. The total amount anticipated to be

available to all counties in 2025 is between \$800,000 and \$1.1 million; if it applied for and was awarded a grant, the County would need to provide a 50% match.

Discussion ensued as to whether the Fort Thompson Lane property would be eligible for a grant, since it is outside the Urban Growth Boundary (UGB). Commissioner DeBone supported getting clarity on this first, after which the County could consider pursuing a rezone, if needed.

Commissioner Chang said after the report commissioned by the County to determine the feasibility of utilizing various sites for campgrounds was published, the consultants provided additional information regarding how a new park masterplan could be integrated into the County's Comprehensive Plan and thereby render the current zoning of the Fort Thompson Lane property a non-issue.

Commenting that the expanded area of the Fort Thompson Lane property at about 500 acres is larger than Tumalo State Park, Commissioner Chang spoke to the possibility that the County could partner with the Bend Park & Recreation District to develop trails, campgrounds, playfields and other amenities.

Patterson said applications are due on October 1<sup>st</sup>. She confirmed that an application could be submitted for grant funding to develop a park masterplan.

In response to Commissioner Chang, Patterson said options for the required 50% match might include a land donation or an in-kind match such as staff time.

The Board was in consensus to move forward on determining the eligibility of the County for a State County Opportunity grant as discussed.

## **11. Application for Central Oregon Health Council Behavioral Health Surplus Funds**

Janice Garceau, Director of Health Services, described the grant opportunity for the older adults program and respite services at the Stabilization Center.

Commissioner Chang appreciated that the County provides these critical services to older persons and those seeking respite at the Stabilization Center.

CHANG: Move to authorize the application for Central Oregon Health Council Behavioral Health Surplus Funds to serve older adults as well as persons receiving respite at the Stabilization Center

DEBONE: Second

VOTE:           CHANG:       Yes  
                  DEBONE:     Yes  
                  ADAIR:       Chair votes yes. Motion Carried

**OTHER ITEMS:**

- Jen Patterson, Strategic Initiatives Manager, reported an email received from Rooted Homes asking if the County wants to be one of the employer partners of its Workforce Housing Program in connection with the Simpson affordable workforce housing being built in southwest Bend. This program gives preference to employees of partnering employers who donate \$10,000 for each home sponsored in the project's housing lottery. The donated amount is applied towards the sale at closing.

Following discussion, the Board was in consensus to not participate in this opportunity at this time.

- Patterson shared an inquiry from Congresswoman Chavez-Deremer asking if Deschutes County wishes to propose any projects for possible receipt of Congressionally directed funding.

Commissioner Chang said when he was in Washington, D.C. last month, he had expressed support for a few funding requests submitted by other entities or organizations.

The Board was in consensus that the County will not submit a request for Congressionally directed funds at the current time.

- Commissioner Chang reported on: yesterday's Public Health Advisory Board meeting where the topic of fees for environmental health inspections was discussed; a recent meeting of the Local Health Safety Coordinating Council where M110 funding and how deflection will work was discussed; a meeting to discuss expanding burn acreage for prescribed fire and smoke events for the upcoming season; a meeting of the rule-making advisory committee for the State which is developing wildfire maps; and his participation in a talk before the League of Women Voters with the director of the North Unit Irrigation District.
- Commissioner Adair noted challenging road conditions yesterday and reported on a meeting regarding safe parking programs in Bend, saying this information will be shared with non-participating churches in the hope of expanding this program.

**EXECUTIVE SESSION:** None

**ADJOURN:**

Being no further items to come before the Board, the meeting was adjourned at 10:44 am.

DATED this 3<sup>rd</sup> day of April 2024 for the Deschutes County Board of Commissioners.

  
PATTI ADAIR, CHAIR

ATTEST:

  
RECORDING SECRETARY

  
ANTHONY DEBONE, VICE CHAIR

  
PHIL CHANG, COMMISSIONER