



## BOARD OF COMMISSIONERS

### BOARD OF COUNTY COMMISSIONERS MEETING

1:00 PM, MONDAY, JULY 15, 2024

Allen Room - Deschutes Services Building - 1300 NW Wall Street – Bend

(541) 388-6570 | [www.deschutes.org](http://www.deschutes.org)

### AGENDA

**MEETING FORMAT:** In accordance with Oregon state law, this meeting is open to the public and can be accessed and attended in person or remotely, with the exception of any executive session.

Members of the public may view the meeting in real time via YouTube using this link: <http://bit.ly/3mmlnzy>. **To attend the meeting virtually via Zoom, see below.**

**Citizen Input:** The public may comment on any topic that is not on the current agenda. Alternatively, comments may be submitted on any topic at any time by emailing [citizeninput@deschutes.org](mailto:citizeninput@deschutes.org) or leaving a voice message at 541-385-1734.

When in-person comment from the public is allowed at the meeting, public comment will also be allowed via computer, phone or other virtual means.

**Zoom Meeting Information:** This meeting may be accessed via Zoom using a phone or computer.

- To join the meeting via Zoom from a computer, use this link: <http://bit.ly/3h3oqD>.
- To join by phone, call 253-215-8782 and enter webinar ID # 899 4635 9970 followed by the passcode 013510.
- If joining by a browser, use the raise hand icon to indicate you would like to provide public comment, if and when allowed. If using a phone, press \*9 to indicate you would like to speak and \*6 to unmute yourself when you are called on.
- When it is your turn to provide testimony, you will be promoted from an attendee to a panelist. You may experience a brief pause as your meeting status changes. Once you have joined as a panelist, you will be able to turn on your camera, if you would like to.



Deschutes County encourages persons with disabilities to participate in all programs and activities. This event/location is accessible to people with disabilities. If you need accommodations to make participation possible, call (541) 388-6572 or email [brenda.fritsvold@deschutes.org](mailto:brenda.fritsvold@deschutes.org).

**Time estimates:** The times listed on agenda items are estimates only. Generally, items will be heard in sequential order and items, including public hearings, may be heard before or after their listed times.

## CALL TO ORDER

**CITIZEN INPUT:** Citizen Input may be provided as comment on any topic that is not on the agenda.

**Note:** In addition to the option of providing in-person comments at the meeting, citizen input comments may be emailed to [citizeninput@deschutes.org](mailto:citizeninput@deschutes.org) or you may leave a brief voicemail at 541.385.1734..

## AGENDA ITEMS

1. **1:00 PM** General Administrative Policy No. GA-26 – Tax Foreclosed and Tax Deeded Property: Management and Disposition Policy

### **CONVENING AS THE GOVERNING BODY OF THE SUNRIVER SERVICE DISTRICT**

2. **1:15 PM** Sunriver Service District Legal Services Proposal

### **RECONVENING AS THE GOVERNING BODY OF DESCHUTES COUNTY**

3. **1:30 PM** 2024 Public Safety Campus Plan

## OTHER ITEMS

*These can be any items not included on the agenda that the Commissioners wish to discuss as part of the meeting, pursuant to ORS 192.640.*

## EXECUTIVE SESSION

*At any time during the meeting, an executive session could be called to address issues relating to ORS 192.660(2)(e), real property negotiations; ORS 192.660(2)(h), litigation; ORS 192.660(2)(d), labor negotiations; ORS 192.660(2)(b), personnel issues; or other executive session categories.*

*Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media.*

4. Executive Sessions under ORS 192.660 (2) (e) Real Property Negotiations and ORS 192.660 (2) (d) Labor Negotiations

## ADJOURN



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 15, 2024

SUBJECT: General Administrative Policy No. GA-26 – Tax Foreclosed and Tax Deeded Property: Management and Disposition Policy

RECOMMENDED MOTION:

Move approval of County Administrator signature of County General Administrative Policy No. GA-26.

BACKGROUND AND POLICY IMPLICATIONS:

The United States Supreme Court, in Tyler v. Hennepin County (2023) 598 U.S. 631 ("Tyler"), determined that the surplus value of tax foreclosed property (when the value of the property seized is greater than the tax debt) is protected by the Fifth Amendment's Takings Clause. Furthermore, in 2024, the Oregon State Legislature passed HB 4056, which, in part, required each county to establish a process by which surplus proceeds are determined, implement notification procedures for the surplus proceeds to interested parties, determine who has the right to surplus proceeds, and deposit surplus proceeds in an interest-bearing account until there is any distribution of surplus proceeds.

As a result of the Tyler case, County staff (Tax, Property Management and Legal) created a Real Property Surplus Funds Claim Application that is utilized when a claim demand is received (Attachment 1). Staff now seeks to further memorialize its processes for tax foreclosed and tax deeded properties with the creation and adoption of County General Administrative Policy No. GA-26. Policy No. GA-26 incorporates necessary changes resulting from the Tyler case and HB 4056, which includes (1) a departure from the prior distribution requirements outlined in ORS 275.275 in exchange for a payout of surplus funds upon review and approval of a Claim Application and (2) requiring the holding of any unclaimed funds in an interest-bearing account for two (2) years.

County staff has made additional suggested changes to its prior processes in light of the Tyler case. First, Policy No. GA-26 encourages the sale of all tax deeded properties at public auction, with limited exceptions. Prior to the Tyler decision, Property Management would select certain properties to place on its annual auction, which resulted in a number of tax deeded properties being sold years after acquisition or not being sold at all. Requiring the sale of most tax deeded properties that are acquired in the future will provide a prompt

and more accurate determination of surplus funds that may be owed to the prior property owners. In limited situations where Property Management decides not to sell a property, an appraisal will be obtained to determine the fair market value of the property to assist in determination of any surplus funds.

Policy No. GA-26 also recommends that at future auctions tax deeded properties will have an assigned minimum bid of the property costs and fees, as defined in the policy. If the property is not sold, the property can be sold by private sale in accordance with ORS 271.330 or maintained in the County's inventory.

Additionally, purchasers of tax deeded properties will now be required to pay the full purchase price within thirty (30) calendar days of the auction. The County will no longer carry contracts or purchase agreements for publicly auctioned properties, post auction sales, and other private sales unless otherwise directed by the Board.

Lastly, Policy No. GA-26 establishes a 90-day claim period for property owners to claim any surplus proceeds arising from future auctions. Failure to submit a Claim Application within the 90-day claim period will be deemed a waiver of any right to the possible proceeds.

**BUDGET IMPACTS:**

No budget impacts as a result of approving Policy No. GA-26, but there is a change to the prior distribution of sale proceeds of tax deeded proceeds due to the *Tyler* decision. Since *Tyler*, the distribution of sale proceeds per ORS 275.275 now requires that prior property owners be provided the opportunity to claim any surplus proceeds before distribution.

**ATTENDANCE:**

- Kimberly Riley, Sr. Assistant Legal Counsel
- Kristie Bollinger, Property Manager
- Robert Tintle, Chief Finance Officer



**Deschutes County Administrative Policy No. 26**

**Effective Date: \_\_\_\_\_, 2024**

**Tax Foreclosed and Tax Deeded Property: Management and Disposition Policy**

**I. PURPOSE**

The purpose of this policy is to establish procedures for managing and conveying parcels of tax foreclosed and tax deeded property to the general public, or to Local Municipalities, Governmental Bodies, or Qualifying Nonprofits as applicable, in a fair and equitable manner for the benefit of the taxing districts, the County, and the public good.

**II. DEFINITIONS**

As used in this policy, the following definitions apply:

**“Application”** is the Deschutes County Real Property Surplus Funds Claim Application (Attachment 1)

**“Board”** is the Deschutes County Board of Commissioners.

**“Claim Period”** is the ninety (90) day period by which a prior property owner has to submit an Application for Surplus Proceeds starting at either 1) the date the County decided to not sell the Tax Deeded Property, or 2) the date of the public auction at which the Tax Deeded Property was sold. Failure to submit an Application within this period shall be deemed a waiver of any right to Surplus Proceeds.

**“County”** means Deschutes County.

**“County Counsel”** means the Deschutes County Counsel, or his/her duly appointed representative.

**“Deeded Property”** means the land, and all buildings, structures, improvements, machinery, equipment or fixtures erected on, above, or under the land, to which the County has obtained title after the exhaustion of the redemption period pursuant to ORS 312.200.

**“Governmental Body”** means the State of Oregon, a political subdivision thereof, the United States of America, or an agency thereof.

**“Foreclosed Property”** means real property located in Deschutes County that is subject to a foreclosure judgment under ORS Chp. 312, but has yet to be deeded to the County pursuant to ORS 312.200.

**“Personal Property”** means tangible goods or items left upon Real Property, including, but not limited to, furniture, personal effects, movable tools and equipment, and manufactured dwellings that are considered separate from the Real Property under the County’s tax assessment roll. Personal Property does not include “motor vehicle” as set forth in ORS 801.590.

**“Property Costs and Fees”** means any/all taxes, interest, penalties, fees; taxes and interest that would have incurred on the property had it not been deeded to the County; a property management fee; other actual property maintenance and supervision expenses incurred by County, pursuant to ORS 275.275(1)(a)-(c); other costs incurred by the County to sell the property; any municipal corporation local improvement lien, plus interest and penalties as of the Sale Date, pursuant to ORS 275.275(3)(a)(A); and any administrative fees paid by purchaser pursuant to a land sale contract.

**“Property Management”** means the department and/or individual designated by the County Administrator as the manager of foreclosed and - deeded real property.

**“Real Property”** means a parcel of land and everything permanently attached to the land, plus the rights inherent in ownership of the real estate.

**“Record Owner”** means the person, corporation, or entity who held legal title to Real Property on the date it was conveyed to the County by Tax Deed as a result of tax foreclosure proceedings.

**“Redemption Period”** means the period that Real Property shall be held by the County for the period of 2-years from and after the date of foreclosure judgment pursuant to ORS 312.200, unless sooner redeemed.

**“Sheriff”** means the Deschutes County Sheriff, or his/her duly appointed representative.

**“Surplus Proceeds”** means net proceeds, if any, after deducting Property Costs and Fees.

**“Tax Deed”** means a legal document that is recorded on the real property title that transfers ownership of the property to the County only after property taxes, penalties and interest remain unpaid after the expiration of the redemption period as provided by ORS 312.

**“Tax Roll”** means the official record of Real Property subject to property tax within Deschutes County.

**III. MANAGING TAX-FORECLOSED PROPERTIES**

a. Redemption Period; Deeding Foreclosed Property to the County.

- A. Pursuant to ORS 312.120, all Foreclosed Property shall be held by the County for the redemption period after the date of the judgment of foreclosure, unless sooner redeemed.
- B. During the redemption period, the County Tax Office shall mail redemption notices pursuant to the time periods outlined in ORS 312.125 and 312.190. That notice shall include information regarding the possibility of Surplus Proceeds if the property is not redeemed and eventually conveyed to the County by Tax Deed , where to access a notification form regarding any future Surplus Proceeds , the time period for submitting an Application after the sale of the Deeded Property or the decision by the County to not sell the Deeded Property, and the waiver of one’s rights to Surplus Proceeds if an Application is not submitted within the requisite time period.

- C. Any person having a lawful interest in a Foreclosed Property shall be given the opportunity, as required by ORS 312.125, to redeem the Foreclosed Property up until the date it is officially conveyed to the County by Tax Deed.
  - D. Pursuant to ORS 312.200 upon expiration of redemption period, Property Management shall prepare, and upon approval by County Counsel, record a Tax Deed transferring ownership to the County for any Foreclosed Property not otherwise redeemed. Property Management shall suspend transferring ownership to the County for any Foreclosed Property that was not redeemed within the redemption period, if the Legislature suspends said operation.
  - E. The County's Tax Deed shall include a legal description of the Foreclosed Property. The legal description may be taken from prior deeds, title reports, or as prepared by a licensed surveyor if otherwise unavailable.
- b. Real Property Initial Evaluation; Insurance
- A. At the time the Real Property is conveyed to the County by Tax Deed, or as soon thereafter as time and resources allow, Property Management shall evaluate the Deeded Property for signs of occupancy, debris, security issues, hazardous conditions, or other abatement needs and inform the County Counsel of its findings.
  - B. Property Management shall notify Risk Management of acquired Deeded Property. Risk Management will evaluate the property and add to the County's property insurance policy, if appropriate.
  - C. Property Management shall determine within 180 days of recording the Tax Deed whether the Deeded Property should be sold at the next County public auction. It is the County's general policy that all Deeded Property, with limited exception, should be sold at public auction. Property Management in its discretion may determine whether Deeded Property should be sold at auction. Factors that may be considered by Property Management may include:
    1. whether the Deeded Property is a "buildable lot"
    2. whether the sale of the Deeded Property may cause neighbor disputes
    3. whether the Deeded Property should be conveyed to another agency as indicated on the recorded plat
    4. whether the Deeded Property should be considered to be conveyed to another agency that demonstrates the need to acquire said Deeded Property to further public interest
    5. whether the Deeded property should be conveyed to a home owners association or property owners association as indicated on the plat
    6. other reasons as identified

Property Management should weigh the potential costs of not selling the Deeded Property at public auction pursuant to the above-listed factors with the money that

may be owed by the County to compensate the prior property owners for Surplus Proceeds.

- D. Deeded Property that Property Management has determined will not be sold at public auction shall be appraised as of the date the deed is taken by the County. After receipt of the appraisal, Property Management shall determine whether Surplus Proceeds exist, and if so, Surplus Proceeds shall be distributed pursuant to Section V below.

**IV. DISPOSITION OF TAX-FORECLOSED PROPERTIES**

a. General Policy; Order of Priority for the Use, Donation, or Sale of Excess Real Property; Deeds and Purchase Sale Agreements.

- A. The County’s primary goal for Deeded Property is to have it reinstated to the Tax Roll or into public use.
- B. The County shall convey Deeded Property by Bargain and Sale deed and shall make no representation about the value, zoning, suitability for any purpose, building feasibility, environmental condition, wetland designation, forest zones, easements, city ordinances and regulations or any other matter. All Deeded Property shall be conveyed “AS IS”.
- C. The Board has established the following preferred order of priority for the use, donation, or sale of Deeded Property:
  - 1. Sale to the prior Recorded Owner if requested and qualified;
  - 2. Sale at public auction;
  - 3. Retention by the County as determined by Property Management pursuant to III(D).
- D. County Counsel shall review all deeds, purchase and sale agreements, and other transactional documents required for transferring ownership (or other rights) of Deeded Property. All such transactional documents must be approved by the Board or the Property Manager, if designated by the Board.

b. Sale to Former Owner. If the former Recorded Owner indicates an interest to reacquire Deeded Property, Property Management and County Counsel shall follow procedures in accordance with ORS Chapter 275.180 and as otherwise set forth in these procedures.

c. Sale at Public Auction.

- A. In accordance with ORS 275.110, Property Management shall prepare an order and the Board shall enter said order directing the Sheriff to sell at public auction any Deeded Property not otherwise held or sold as permitted in this policy. The order shall:
  - 1. List all properties to be sold;
  - 2. Establish the terms and conditions of the sale; and



3. Fix the minimum price for which each parcel may be sold.

- B. Properties are normally sold with the minimum bid set to recover the unpaid property taxes, interest, and penalties on the Deeded Property, including the taxes and interest that would have been charged had the County not taken ownership of the property, and any costs and expenses incurred by the County in the maintenance, supervision, and sale of the Deeded Property.
- C. Upon approval of the order, Property Management shall publish notice of the sale of the Real Property pursuant to ORS 275.120. In addition, a description of the Real Property to be auctioned shall be made available to the public on the Deschutes County website.
- D. With the assistance of Property Management, Real Property shall be auctioned by the Sheriff at a designated location and time in accordance with ORS 275.140.
- E. All public auctions shall adhere to the following requirements:

1. Registration.

- i. Individuals intending to bid or purchase Real Property must first register with the County.
  - a. Pre-registration opens up to the public approximately four (4) weeks prior to the auction and closes one (1) day prior to the auction.
  - b. On the day of auction, registration shall be opened to the public at least one (1) hour prior to the auction start time.
- ii. Bidders must be present at the auction. Property Management shall not allow absentee bidding.

2. Bidding.

- i. The County shall only accept oral bids during the auction. Any sealed bids received by the County shall be rejected.
- ii. Bids for less than the advertised minimum bid shall not be accepted.
- iii. Bidding shall start in increments of \$100.00, and may increase by \$500, \$1,000 or more based on bidder response.

3. Payment & Fees.

- i. Successful bidders are allowed to leave the auction site to obtain funds to pay the County an amount equal to or greater than 20% of the purchase price for the Real Property purchased (the "Deposit "). Buyers are required to return to the auction site by 2:00 p.m. Pacific Time.
- ii. Once Deposits are paid to the County by the winning bidder, Deposits will be deemed nonrefundable.

- iii. Full payment shall be made by the winning bidder within thirty (30) calendar days following the auction. The County shall not carry contracts or purchase agreements for publicly auctioned Real Property.
- iv. Payment shall be made in cash, money order, or by cashiers' check, made payable to "Deschutes County".

#### 4. Certificate of Sale and Receipt; Deed.

- i. The County shall issue a "Certificate of Sale and Receipt" to the winning bidder at the time payment is made in full. The "Certificate of Sale and Receipt" shall be signed by the successful bidder and shall include the amount of the sale and the name that is to be recorded on the deed.
- ii. Buyers are required to record the "Certificate of Sale and Receipt" on the property title. As a courtesy, the staff from the Deschutes County Clerk's Office may be available at the auction to record the document. If buyer pays in full at a later date and once the buyer receives the "Certificate of Sale and Receipt", the buyer will need to record the document by visiting the Deschutes County Clerk's Office. Recording the document is at the sole cost and expense of the buyer.
- iii. The County shall deed the Real Property to the winning bidder no later than thirty (30) days following payment in full.
  - a. Buyers may be required to sign additional agreements for specific properties. Specific requirements and other details may be found on the Deschutes County website approximately four (4) weeks prior and up to the date of auction.

- F. Real Properties offered but not sold at a public auction may be sold on a first-come-first-serve basis after the auction via private sale, sale pursuant to ORS 271.330, or maintained in County's inventory. Properties sold at private sale should initially be listed with a minimum bid price of 85% of the auction minimum bid, with the price being lowered until the property sells or the price reaches 15% of the auction minimum bid. Notwithstanding the foregoing, the minimum bid price of certain Real Properties may be lowered immediately to 15% of the auction minimum bid amount if it is determined to be in the best interests of the County (e.g., Real Properties with significant expenses or risk). The County shall not carry contracts or purchase agreements for Real Property sold post auction or other private sales, unless otherwise directed by the Board.

## V. DISPOSITION OF SURPLUS PROCEEDS

### a. Notice of Right to Claim Surplus Proceeds

General notice of the right to submit an Application for Surplus Proceeds upon a determination of the County that the Deeded Property will not be sold at public auction or when the Deeded Property is sold at public auction shall be provided as follows:

- A. As part of any notice to any person or entity entitled to redeem the Deeded Property pursuant to ORS 312.125. (e.g. Notification contained in 1-year redemption letters)
  - B. As part of the general notice of expiration of Redemption Period pursuant to ORS 312.190.
  - C. Included in the Sheriff's notice of sale pursuant to ORS 275.120, if the Deeded Property is determined to be sold at the public auction.
  - D. After a determination that the Deeded Property will not be sold at the public auction or after the public auction, notice shall be provided to the prior Record Owner regarding the possibility of Surplus Proceeds. The Notice shall also clearly state that the failure to submit an Application to the County within ninety (90) days ("the Claim Period") of the determination to not sell or the sale of the Deeded Property at public auction shall constitute a waiver of any right to the possible Surplus Proceeds.
- b. Surplus Proceeds from Sale of Deeded Property
- A. If the sale amount for any Deeded Property sold exceeds the amounts owed, as outlined in Section IV(c)(B), the Surplus Proceeds from the sale shall be distributed, following reimbursement of all amounts owed, in the following order:
    - 1. To County in the amount of Property Costs and Fees.
    - 2. To prior Record Owner who have submitted to Property Management a completed Application and W-9 within the Claim Period. Where there is a dispute among prior Record Owners, a court order or arbitration shall be required to define apportionment.
      - i. The burden of demonstrating entitlement to Surplus Proceeds shall be on the prior Record Owner.
      - ii. Where there is more than one prior Record Owner, an Application is required from each prior Record Owner.
      - iii. Upon distribution of proceeds to one or more prior Record Owners, any future claim for Surplus Proceeds shall be barred.
      - iv. Prior Record Owners who purchased the Deed Property from County shall not be entitled to Surplus Proceeds.
      - v. Applications shall be retained for seven (7) years from the date of receipt.
    - 3. Any remaining Surplus Proceeds shall be distributed pursuant to ORS 275.275.
  - B. Surplus Proceeds shall be held in an interest-bearing account until the amount and the distribution of the Surplus Proceeds have been determined.

- C. Applications for Surplus Proceeds shall be in a form substantially similar to Attachment 1, attached hereto.
  - D. Assignments of interests, deeds, or other documents executed or recorded after Real Property is conveyed to the County by Tax Deed, shall not affect the payment of Surplus Proceeds to the Record Owner as described herein.
  - E. In the event that no claim for the Surplus Proceeds is received by the County within ninety (90) days after the date of the sale, any claim shall be deemed waived at the expiration of the 90-day period. The County shall hold unclaimed funds in an interest-bearing account for an additional two (2) years and shall distribute the unclaimed funds pursuant to ORS 275.275 at the expiration of the two years.
  - F. In the event of a dispute between two or more claimants regarding Surplus Proceeds, or in other situations where Property Management deems it necessary, the County may interplead the Surplus Proceeds to Deschutes County Circuit Court in Oregon. Any additional costs incurred by the County for interpleading the funds shall be requested to be reimbursed by the Circuit Court from the Surplus Proceeds. See Oregon Rules of Civil Procedure 31.
- c. Surplus Proceeds Procedure when Deeded Property is Retained by the County
- A. If the County retains Deeded Property as permitted under Section III(b)(C), the County shall provide notice to the Record Owner of its intent to retain the Deeded Property.
  - B. The County shall send written notice to the Record Owner, if known, by either registered or certified mail to provide notice of the County's intent to retain or transfer the Deeded Property. The notice shall, at minimum, include the following information:
    - 1. A statement that the County intends to retain the Deeded Property.
    - 2. An accounting of:
      - i. The total amount of back-taxes owed, plus interest and penalties, including taxes and interest that would have been incurred had the property not been transferred to the County, for the Deeded Property;
      - ii. The total amount of expenses incurred by the County in the maintenance and supervision of the Deeded Property; and
      - iii. Any other fees that are lawfully owed on the Deeded Property.
    - 3. The market value of the Deeded Property per the appraisal obtained by Property Management; and,

- 4. The possibility of Surplus Proceeds and the requirement to submit an Application within the 90-day Claim Period to claim any Surplus Proceeds. Failure to submit an Application within the 90-day Claim Period shall constitute a waiver of any right to the possible Surplus Proceeds.

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Approved by the Deschutes County Board of Commissioners July XX, 2024.

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Nick Lelack  
County Administrator



## Deschutes County Real Property Surplus Funds Claim Application

Please complete all sections of this application accurately and provide all required documentation to support your claim for surplus funds.

### APPLICATION

1. Applications to claim surplus funds will be accepted from a legitimate claimant or the claimant's attorney. **Deschutes County Property Management Division (Division) will not accept applications from third parties, other than from attorneys licensed to practice law in Oregon.** The Division does not recognize applications from asset recovery firms or non-attorneys who purport to represent claimants. **A licensed attorney should submit a written, notarized statement from the claimant authorizing the attorney to act on the claimant's behalf.**
2. Incomplete or illegible applications will not be considered.
3. If there is more than one claimant for the property, a separate claim for surplus funds will need to be submitted for each claimant along with this application. Applications that fail to provide Claim Applications from all claimants will be deemed incomplete.
4. The following information is required from the claimant:
  - Full name
  - Current physical address (US Post Office boxes are not acceptable physical addresses. Applications without physical addresses will not be accepted.)
  - Current mailing address
  - Telephone number
  - Email address
  - Copy of State issued Driver's License, State issued ID or passport
  - Completed W-9 and County-required vendor forms (Every Claimant, or their Representative, who seeks payment from the County shall submit a W-9 and County-required vendor form.)
  - Percent ownership of the property at the time County took deed to the property.
5. In the event of a dispute between two or more claimants regarding surplus funds, or in other situations where the Division deems it necessary, the Division may interplead funds to Deschutes County Circuit Court in Oregon. See Oregon Rules of Civil Procedure 31.
6. Please provide supporting documentation stating why Claimant is entitled to surplus funds. Also include original supporting documents to verify your claim (e.g., deed, death certificate, court order). If you are claiming as an heir, provide a properly completed Affidavit pursuant to Probate laws and a notarized verification of proof of identity and the percentage of the claim you are owed. The Division will only release surplus proceeds to a legitimate claimant or claimant's attorney.
7. Upon submittal of the Claim Application and the required documentation from claimant(s) as outlined in this document, claims will be processed within 90 days after receipt by the Division. Deschutes County reserves the right to extend the 90-day period by notifying the claimant in writing to the mailing address in Section 2 below.

**THIS APPLICATION MUST BE NOTARIZED BY A NOTARY PUBLIC BEFORE SUBMITTING.**

**Section 1: Property Details**

Map and Tax Lot No.: \_\_\_\_\_

Tax Account No.: \_\_\_\_\_

Property Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Date County Redeemed Property: \_\_\_\_\_

Auction Date of Sale (if applicable): \_\_\_\_\_

**Section 2: Claimant Information**

By submitting this Claim Application, I claim surplus proceeds for the sale of the above referenced tax foreclosed property in the amount of \$\_\_\_\_\_ or \_\_\_\_\_% percent of available proceeds based upon my interest in the described property as a:

- Owner of Record
- Qualified Heir
- Assignee or Party of Interest
- Lien holder

Claimant's Full Name(s): \_\_\_\_\_

Claimant's Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Claimant's Mailing Address:  Check if same as physical address

Claimant's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Claimant's Phone Number: \_\_\_\_\_

Claimant's Email Address: \_\_\_\_\_

Driver License State and No.: \_\_\_\_\_

Provide Copy Front & Back of Driver's License, State ID or Passport. Expired photo identification will not be accepted.

**Section 2 cont'd:**

Were you the sole owner of the property listed above at the date the County took deed?

Yes  No

If not, please provide a Claim Application, or notarized statement, for all additional owners releasing their portion of the surplus funds and waiving rights to future claims. Statements must include copies of approved identification.

List All Names and/or Entities that Owned the Property when County Redeemed Property:

\_\_\_\_\_

**If a Claimant has authorized an attorney to make a claim on their behalf, the claimant must submit notarized documentation naming and authorizing the attorney to act on their behalf. If claimant is requesting a check be made payable to their attorney, please provide the following information:**

Attorney's Full Name: \_\_\_\_\_

Attorney's Bar Number: \_\_\_\_\_

Attorney's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Attorney's Phone Number: \_\_\_\_\_

Attorney's Email Address: \_\_\_\_\_

Make Check Payable to: \_\_\_\_\_



**Section 3: Documentation Checklist**

Please attach the following documents to support your claim:

Required for all claimants:

- ✓ Copies of Front & Back of Photo Identification – State issued driver’s license, state issued identification or US Passport.
- ✓ Proof of Claimants Interest in the Property - Attach copies or original documents to verify your claim.
  - Acceptable documentation includes:
    - Certified copy of recorded deed at time of claimant’s purchase
    - Assignments
    - Certified copy of promissory note
    - Executed probated will or Trust documents if applicable (Heir to Owner of Record)
    - Court Orders or Judgments Related to the Surplus Funds (if applicable).

Deschutes County reserves the right to ask for additional supporting documentation as needed to confirm statements made on this Claim Application.

**Section 4: Claim Statement**

Please provide a detailed statement explaining the basis of your claim and why you believe you are entitled to the surplus funds. Include any relevant facts, evidence, or legal arguments to support your claim. You may continue explanation on a separate page if needed.

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**Section 5: Release and Indemnification Agreement to be signed by each claimant – Notary Required.**

Personally appeared before me the undersigned deponent, who being duly sworn, says on oath as follows:

That the following property was owned by \_\_\_\_\_ at the time the foreclosure proceedings commenced in Deschutes County Circuit Court and until deed to the property was taken by Deschutes County, to wit: the tract or parcel of land located in Deschutes County, Oregon with the current address \_\_\_\_\_, and parcel number \_\_\_\_\_, as recorded in the records of the Clerk of Deschutes County, Oregon as being the same property that was redeemed by Deschutes County, Oregon.

I declare under penalty of perjury and/or mail fraud:

- a. The surplus funds are due to the undersigned and there are no other rightful claimants to the proceeds (no other owner of record at the time the County redeemed the property) or the undersigned has submitted applications or waivers from all persons with an ownership interest in the property at the time the County redeemed the property.
- b. The undersigned is requesting a check made payable to the party who held title on the date the County redeemed the property and to be sent to the address provided below or to their attorney as listed below.
- c. The undersigned will provide photo identification, proof of ownership and supporting documentation **as listed in Section 3 - Documentation Checklist.**
- d. Upon submittal of the Claim Application and all required documentation from claimant(s), claims will be processed within 90 days after receipt by the Division. Deschutes County reserves the right to extend the 90-day period by notifying the claimant in writing to the mailing address listed in Section 2. Any payment to claimant(s) will be issued within 30 days following the 90-day period and any extensions. The undersigned agrees to indemnify and hold harmless Deschutes County, its officers, elected officials, directors, employees, volunteers, agents, and affiliated entities from and against all claims, damages, liabilities, costs, and expenses, including but not limited to attorney fees, arising out of or relating to real property surplus funds and the distribution of these funds.
- e. The Claimant acknowledges that this indemnification constitutes a full and final settlement of all rights or claims that may exist or arise through the date of this agreement regarding the subject matter of indemnification. Deschutes County shall have no obligation to make further payments or satisfy any additional claims arising from the same event, condition, or circumstance.
- f. The Claimant waives any further rights to pursue any additional claims, suits, demands, or causes of action against Deschutes County, its successors, agents, or assigns, relating to real property surplus funds.

By completing and signing this Claim Application below, I certify that all information provided herein, including any additional prior owner attachments or other documents attached to the Claim Application, is true and accurate to the best of my knowledge. I understand that any false statements or omissions may result in the denial of my claim and/or mail fraud.

**PLEASE PRINT OR TYPE**

Claimant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**AND (If there is an attorney)**

Attorney's Name: \_\_\_\_\_

Signature of Attorney: \_\_\_\_\_

Date: \_\_\_\_\_

State of Oregon )

County of Deschutes )

On this \_\_\_\_\_ day of \_\_\_\_\_, before me, \_\_\_\_\_,

the undersigned Notary Public, personally appeared \_\_\_\_\_,

personally known to me, and acknowledged to me the execution of this instrument as the

\_\_\_\_\_ on behalf \_\_\_\_\_.

WITNESS my hand and official seal.

\_\_\_\_\_

Commission expires \_\_\_\_\_

**Section 6: Submission**

Please submit the completed Claim Application(s) and all required documentation to the following address:

**Deschutes County Property Management Division**

PO Box 6005  
Bend, OR 97708

Alternatively, you may email the completed Claim Application and attachments to Kristie Bollinger at [Kristie.Bollinger@deschutes.org](mailto:Kristie.Bollinger@deschutes.org)

Thank you for submitting your claim for surplus funds. We will review your submission and communicate any further steps or requirements.



BOARD OF COMMISSIONERS

AGENDA REQUEST & STAFF REPORT

MEETING DATE: July 15, 2024

SUBJECT: 2024 Public Safety Campus Plan

RECOMMENDED MOTION:

Move approval of Document No. 2024-389, adopting the 2024 Deschutes County Public Safety Campus Plan.

BACKGROUND AND POLICY IMPLICATIONS:

In 2022, Pinnacle Architecture and KMB architects were contracted by Deschutes County to develop a campus plan that anticipates future growth and establishes a clear vision for the services provided on the 28-acre campus located on the north side of Bend. The plan is structured to anticipate and meet needs for the near-term (0-5 years), mid-term (5-10 years), and long-term (11-20 years).

Early in the planning process, a steering committee comprised of senior leadership from six campus stakeholder groups was established along with core stakeholders from each office, department, and agency. Through an intentional and well-defined 2-year planning process, the stakeholders and steering committee members identified the key operational components and core services of each group on campus. The resulting plan reflects Deschutes County's current understanding of the demand for services at the Campus and envisions the ongoing enhancement of facilities and infrastructure to support the long-term delivery of core services while being flexible and able to accommodate change.

In early April of 2024, a draft of the 2024 Public Safety Campus Plan was sent to the Board of County Commissioners. On April 24, the project team presented the vision, goals, and objectives of the Plan for Board review and consideration.

The team returned to the Board for final approval and adoption of the plan on May 8. At that meeting, the Board directed the team to meet with City of Bend Community Development staff and gather more information related to the potential development of a managed residential facility on the campus. After meeting with the City, Facilities Department staff prepared the attached memo which was shared with the Commissioners.

**BUDGET IMPACTS:**

None at this time. Funding requests for individual projects identified in the plan will be presented to the Board through the typical budget process.

**ATTENDANCE:**

Eric Nielsen, Capital Improvement Manager  
Lee Randall, Facilities Director



**To:** Board of Commissioners

**Date:** June 28, 2024

**Re:** Transitional Housing Proposal Follow-Up

In May, Commissioners requested that staff explore the feasibility of siting a transitional housing program for justice-involved individuals, including those with illegal sexual behaviors who may have restrictive supervision conditions, on the Public Safety Campus. This memo provides information about staff's recent meeting with the City of Bend Planning Department and additional background on the Public Safety Campus planning process.

If the Board is interested in exploring the concept further, staff recommends that the Board meet to discuss:

1. **Community Outreach.** Outreach to the neighborhoods adjacent to the Public Safety Campus. Community outreach was not conducted during the recent planning process because no new campus uses were proposed. As a transitional housing program would be a new use, staff recommends the development and implementation of a community engagement process.
2. **Engage with Project Team.** Consultation with Public Safety Campus plan key stakeholders regarding the impact of a transitional housing program on the core services and future planning needs identified in the existing Public Safety Campus Plan.
3. **Funding.** Staff suggest that the Board discuss/identify potential funding sources to build and operate a potential program.
4. **Operational Responsibility.** The Community Justice Department currently does not operate a residential housing program and would require additional staff and funding to do so. The department is not currently aware of available private sector or non-profit partners who may be interested in operating such a program.

**2024 Planning Process Background**

In 2022, Pinnacle Architecture and KMB architects were selected to develop a Public Safety Campus Plan that anticipates future growth and establishes a clear vision for the services provided on the public safety campus. The plan addresses near, mid, and long-term needs of campus stakeholders.

A steering committee and stakeholder groups were established from a broad contingent of staff working in each office, department, and agency and who work on the campus. This group was instrumental in providing background information and insight into daily operations and best practices in their fields. Over the last two years, they have collaborated to identify and prioritize the key operational components and core services of each group on the campus: Community Justice, Sheriff's Office, Deschutes 9-1-1, Oregon State Police, and Deschutes County Behavioral Health.

As staff began work on the planning project, it was evident that the existing Public Safety Campus footprint will not be able to accommodate the projected future growth of all of the departments and offices that are currently located on the campus. Given this reality, during the planning process, the project team collaborated to identify and prioritize which core services should remain on campus. During this process, staff evaluated essential functions crucial to safety, security and effective operations, and engaged key stakeholders in the process. In the plan, pages 14-17 detail the critical components of each existing service and key adjacencies to other departments and offices.

Additional considerations also included the current level of investment in existing infrastructure dedicated to a particular function and how long the current infrastructure is expected to meet operational needs. For example, based on adjacency alone, 9-1-1 Dispatch, Oregon State Police and DCSO Search & Recue/Vehicle Maintenance were all considered Low or Moderate level services. However, when other factors are considered such as age and suitability of existing facilities, urgency of expansion needs, and potential re-use of space by other programs with significant needs, the Project Team and Stakeholders recommended that Search & Rescue and Emergency Management be relocated off-campus, and that 9-1-1 and Oregon State Police remain.

Based on this analysis, the Design Team, Steering Committee and Stakeholders did not recommend expanding existing residential programs (Recovery Center and Veteran's Village) or adding new residential programs such as transitional housing to the campus. Stakeholders recommended reserving the remaining available space on the campus for the core services that were prioritized collaboratively through the planning process.

The draft Public Safety Campus Plan is a living document that is intended to be revisited and consulted regularly. It establishes priorities and core services to guide future development on the campus with the goal of ensuring the highest and best use of the remaining available space.

**Potential Transitional Housing Proposal - Development Code Considerations**

In Spring 2024, commissioners expressed interest in exploring a potential managed transitional housing project on the southeast corner of the Public Safety Campus on an undeveloped portion of a tax lot that contains a staff and visitor parking on the north and is bordered by the undeveloped Service Road right-of-way on the west. Under the current draft version of the plan, that area is



designated for future Oregon State Police storage and parking to allow for the expansion of the shared 9-1-1 and OSP building. Both 9-1-1 and OSP have outgrown their current storage, and radio tower and vehicle maintenance facilities. The expanded parking and storage would allow for vehicle evidence from fatal crashes to be stored in a more discrete location rather than being intermixed with staff parking adjacent to the building.

Facilities Department staff met with City of Bend Planning, Engineering, Housing, and Fire & Rescue in early May to explore the feasibility of siting a transitional housing program in this location. It was determined that it is possible to site a managed residential facility in that location. The project could follow three different pathways depending on how the program is defined:

1. **Emergency Shelter Siting:** through House Bill 3395
2. **Shelter:** through Bend Development Code
3. **Multi-Unit Residential:** through Bend Development Code

The City Planning Division’s recommendation is for the County to first determine whether the proposed managed residential facility meets criteria for the Emergency Shelter Siting process. If the proposed facility does not meet those criteria, the facility would need to follow the City’s site plan review process for Shelter or Multi-Unit Residential uses in accordance with the Bend Development Code. Each potential pathway would have varied requirements for Land Use, Public Improvements in the Right-of-Way and On-Site Development Standards.

For *Emergency Shelter Siting*, considerations include:

- Land Use: an application would be required including a fully-designed program and conceptual design for development and would include a requirement that the population served be houseless. If accepted, the project would be exempted from a Type II site plan and some public improvements to Service Road but other public improvements would be required as noted below.
- Public Improvements: permits would be required for connection to water and sewer. City Engineering would require the water line be extended from the north through the existing, yet undeveloped Service Road right-of-way. Sewer would be available adjacent to the proposed location. Access to the property would require a driveway apron that meets City design standards and an approved emergency vehicle turnaround such as a “hammerhead” design which would require that Service Road be extended from the south, past the approved entrance to the proposed site to provide space for the turnaround.  
Site Development: development standards for the Mixed Employment (ME) zone would not apply, but Fire-Life safety requirements of the building code would apply including fire separation distances to adjacent structures.

For development as a *Shelter* under Bend Development Code, if the housing program did not meet the criteria for Emergency Shelter Siting, a full land use process would apply. Some considerations

include:

- Land Use: Type II Site Plan Review would be required.
- Public Improvements: permits would be required for connection to water and sewer. City Engineering would require water to be extended from the north, with sewer available adjacent to the proposed location. Code requires that the development have frontage or approved access to a public or private street. This may or may not require the full extension of service road, however, an emergency vehicle turnaround would be required if not fully extended. Requirements for Service Road would be determined through the land use process.
- Site Development: standards for the ME zone apply unless superseded by section 3.6.600 Shelters.

*Multi-Unit Residential* development as allowed in the ME zone would be the final development option.

- Land Use: Type II Site Plan Review would be required. All residential uses are limited in the ME zone and must be part of a mixed-use development with other non-residential uses, although stand-alone residential uses are allowed with approval of an Urban Dwelling Site application.
- Public Improvements: permits would be required for connection to water and sewer. Full extension and street improvement of Service Road would likely be required.
- Site Development: standards for the ME zone would apply.

As mentioned, prior to pursuing one of the development paths discussed above, the entity that will operate the house would typically be involved in the conceptual design and programming decisions. Then, once a particular development code pathway is determined, staff could provide more detailed early conceptual cost estimates.

A few of those considerations include:

- Population to be served: housed or un-housed.
- Related to House Bill 3395 and emergency siting, potential challenges as allowed under the bill.
- Facility ownership; County or transferred private entity. NOTE: subdividing the taxlot may trigger frontage road development requirements under Bend Development Code.
- Operational approach: County staff or private/non-profit operator.











March 22, 2024

# Deschutes County Public Safety Campus Plan

Final Report



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# PROJECT DIRECTORY

## Deschutes County Leadership

### Deschutes County Board of County Commissioners

Anthony DeBone, Chair  
Patti Adair, Vice-Chair  
Phil Chang, Commissioner

### Deschutes County Administration

Nick Lelack, Deschutes County Administrator  
Whitney Hale, Deputy Administrator  
Erik Kropp, Deputy Administrator

### Deschutes County Sheriff's Office

Sheriff L. Shane Nelson

### Deschutes County Facilities Department

Lee Randall, Director  
Eric Nielsen, Capital Improvement Manager

## Owners Representative

**Otak CPM**  
Henry Alaman, Project Manager

## Design Team

**Pinnacle Architecture (Architect of Record)**  
Peter Baer, Principal in Charge  
Emily Freed, Project Manager  
Victoria Tranca, Project Designer

**Emily Freed**  
Pinnacle Architecture, Project Manager  
EmilyF@parch.biz

**Gregory Cook**  
KMB architects, Design Lead  
GregoryCook@kmb-architects.com

**Sheri O'Brien**  
KMB architects, Design Lead  
SheriOBrien@kmb-architects.com



# Steering Committee

## Deschutes County Facilities Department

Lee Randall, Director  
Eric Nielsen, Capital Improvement Manager

## Deschutes County Sheriff's Office

Captain Michael Shults, Corrections Commander  
Jim Groves, Maintenance Supervisor  
Captain William Bailey, Patrol Division Commander  
Captain Paul Garrison, Division Commander  
Joe Brundage, Business Manager

## Deschutes County Community Justice

Deevy Holcomb, Director

## Deschutes County Behavioral Health and Crisis Services

Holly Harris, Director  
Janice Garceau, Past Director  
Christopher Weiler, Officer  
Adam Goggins, Manager

## Deschutes County 9-1-1

Sara Crosswhite, Director

## Deschutes County Property Management

Kristie Bollinger, Manager

## Oregon State Police

Gentry Richardson, Business Operations Supervisor



# Deschutes County Stakeholders

## Deschutes County Facilities Department

Josh Clawson, Past Facilities Project Coordinator  
Brian Hayward, Maintenance Specialist II

## Deschutes County Sheriff's Office (Station 9: Adult Jail)

Lieutenant Mike Gill, Corrections Administrative Lieutenant  
Lieutenant Joshua McGowan, Corrections Jail Programs  
Lieutenant John Jernigan, Corrections  
Sergeant Daniel Marsh, Corrections  
Sergeant Christopher Gibson, Corrections / Courts Transport  
Eden Aldrich, FNP, Corrections Medical Director

## Deschutes County Sheriff's Office (Station 10: Administrative & Supporting Services)

Lieutenant Zachary Neemann, IT & Digital Forensics  
Lieutenant Bryan Husband, Patrol  
Lieutenant Ty Rupert, Detectives  
Deputy Joshua Barker, Patrol  
Elsa Lilienthal, Records Supervisor  
Pete Martin, Automotive Supervisor & Fleet Manager  
Adam Lowrie, Fleet Technician  
Sergeant Nathan Garibay, Emergency Services Manager  
Lieutenant Mike Biondi, Search & Rescue Coordinator  
Deana Tucker, Evidence Technician  
Jennifer Hill, Civil Technician  
Thomas Lilienthal, Detective Sergeant, Digital Forensics  
Jennifer Mannix, Human Resources Specialist  
Rachel McKim, Office Assistant  
Sergeant Zachary Steward, Training Manager

## Deschutes County Community Justice

Trevor Stephens, Business Manager, Operations & Innovations  
Sonya Littledeer-Evans, Deputy Director, Juvenile  
Robert Gilman, Detention Manager  
Tanner Wark, Deputy Director, Adult Parole & Probation

## Deschutes County Behavioral Health

Kim Bohme, Administrative Analyst  
Jill Kaufmann, Supervisor, Stabilization Center

## Deschutes County 9-1-1

Chris Perry, Operations Manager  
Jonathan Spring, Tech Systems Manager  
Megan Craig, Training Manager

## Oregon State Police

Lieutenant Chris Seber, Patrol Commander  
Lieutenant Roberto Robles, East Region CID  
Brian Medlock, Forensic Division Director



# Other Community Stakeholders



### City of Bend

Aaron Henson, Senior Planner  
Chris Henningsen, Principal Engineer

### Oregon Department of Transportation (ODOT)

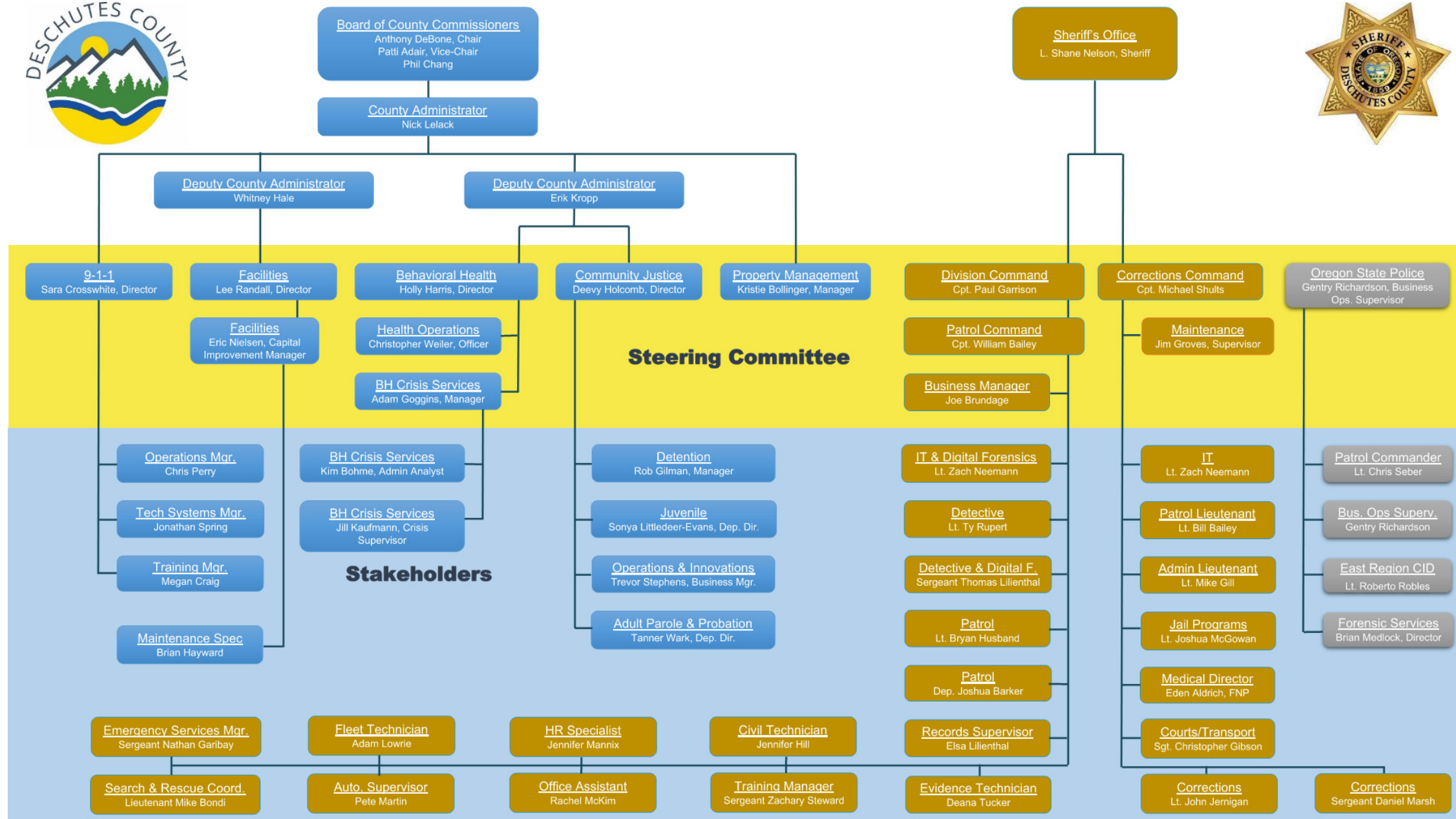
Omar Ahmed, Region 4 Tech Center Manager  
Miranda Wells, Resident Engineer  
Richard Williams, Project Manager

### Swalley Irrigation District

Jer Camarata, general Manager & Board Secretary  
Karl Conklin, Operations Manager



# Deschutes County Public Safety Campus Organization Chart



# ACKNOWLEDGMENTS



**Pinnacle Architecture and KMB architects** are grateful to the members of the Deschutes County Pubic Safety Campus Steering Committee who participated in this campus development plan process and provided guidance, feedback, and direction. We are appreciative to all who gave time to walk us through their spaces and process, explain the challenges they experience, and met with us multiple times over the course of several months to discuss the current and future needs of their departments and the services they provide to the community.

This collaborative effort allowed our team to develop an understanding of each department's operational and spatial needs, and how departments work together on the campus. This understanding facilitated development of the programs and campus development plan concepts contained in this report.

The team would also like to acknowledge the previous studies that Deschutes County has completed; these studies provided valuable background information and helped focus our investigation and complete this campus development plan.



# Background

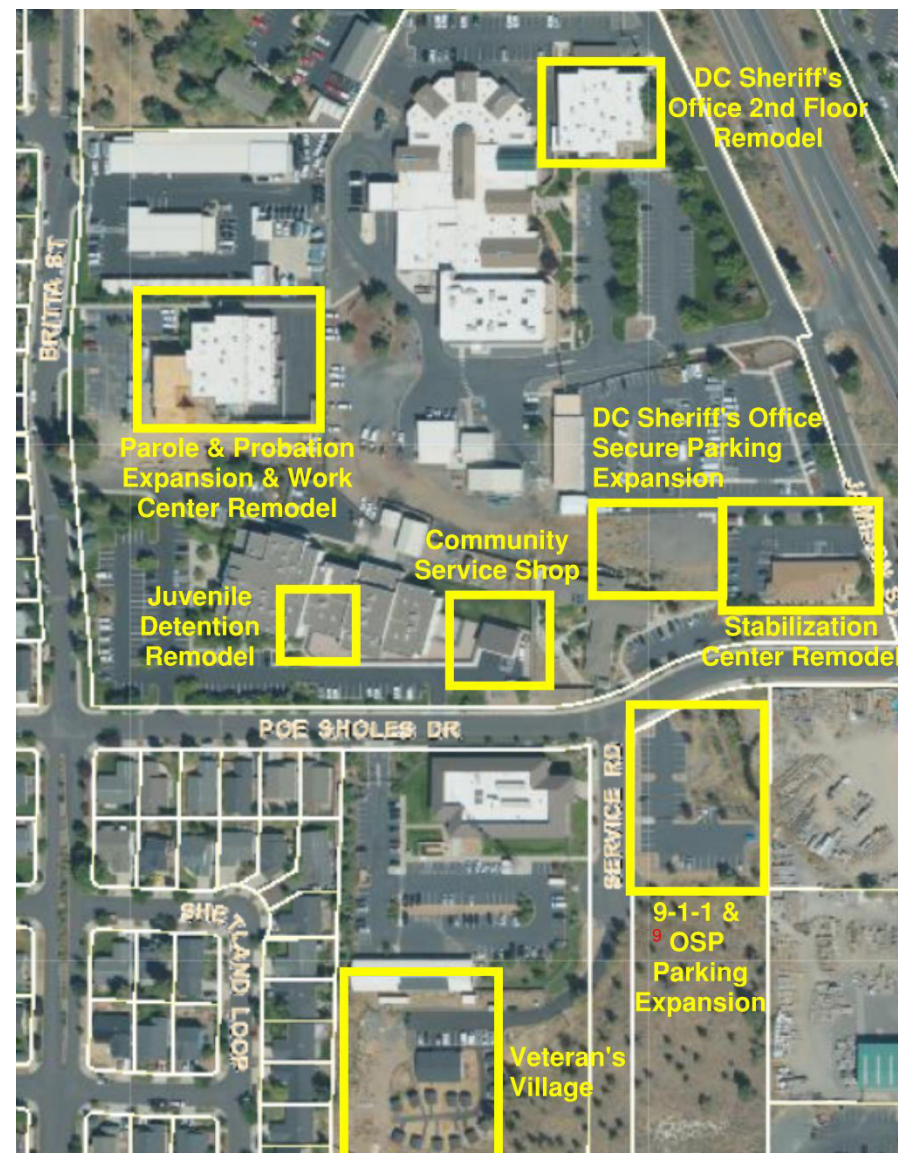
Several projects have been completed on the public safety campus since the development of the 2018 campus plan:

- Additional parking was added near the 9-1-1 & Oregon State Police facility.
- Existing Parole & Probation Programs building was remodeled to accommodate the Stabilization Center
- Community Service Shop was constructed.
- Veteran's Village opened on the south end of the campus.
- Parole & Probation was remodeled and expanded.
- Work Center was remodeled to include a fitness room.
- Unused juvenile detention space was remodeled for detention administration offices and meeting space.
- Additional secure parking has been provided for DCSO.

In 2018, Deschutes County completed a near-term campus plan to meet the immediate and near-term needs of the programs on the existing site. Because of the constrained nature of the site, it was determined that a long-term campus plan should be developed to ensure that incremental development on the site would not impede the long-term vision for County operations.

Prior to engaging with the Steering Committee, the Deschutes County Leadership & Project Management Team identified project goals and objectives to initiate the campus planning process:

- Design solutions must protect the safety of the public, individuals in-custody, and Sheriff's Office Security Personnel
- Design must be flexible, efficient, and durable
- Design solutions will consider life cycle costs, i.e., initial costs of proposed materials and systems will be balance against the cost of repair, maintenance, and replacement.
- Design solutions will consider and develop a campus vernacular.



# Deschutes County Goals & Objectives



**Protect the community through planning, preparedness, and delivery of coordinated services.**

- Provide safe and secure communities through coordinated public safety and crisis management services.
- Reduce crime and recidivism and support victim restoration and wellbeing through equitable engagement, prevention, reparation of harm, intervention, supervision and enforcement.
- Collaborate with partners to prepare for and respond to emergencies, natural hazards and disasters.

**Enhance and protect the health and well-being of communities and their residents.**

- Support and advance the health and safety of all Deschutes County's residents.
- Promote well-being through behavioral health and community support programs.
- Help sustain natural resources and air and water quality in balance with other community needs.
- Continue to support pandemic response and community recovery, examining lessons learned to ensure we are prepared for future events.

**Provide solution-oriented service that is cost-effective and efficient.**

- Ensure quality service delivery through the use of innovative technology and systems.
- Support and promote Deschutes County Customer Service "Every Time" standards.
- Continue to enhance community participation and proactively welcome residents to engage with County programs, services and policy deliberations.
- Preserve, expand and enhance capital assets, to ensure sufficient space for operational needs.
- Maintain strong fiscal practices to support short and long-term county needs.
- Provide collaborative internal support for County operations with a focus on recruitment and retention initiatives.

**Promote policies and actions that sustain and stimulate economic resilience and a strong regional workforce.**

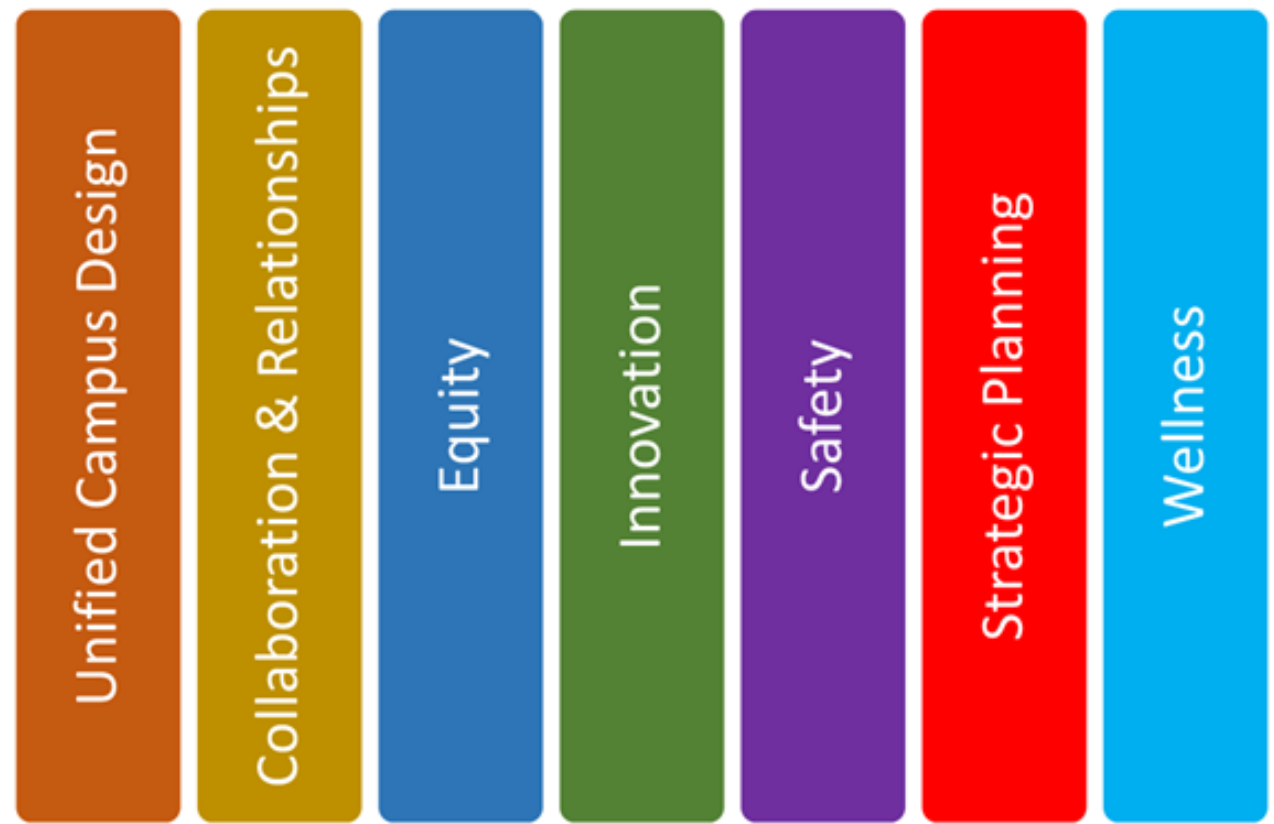
- Update County land use plans and policies to promote livability, economic opportunity, disaster preparedness, and a healthy environment.
- Maintain a safe, efficient and economically sustainable transportation system.
- Manage County assets and enhance partnerships that grow and sustain businesses, tourism, and recreation.

**Support actions to increase housing production and achieve stability.**

- Expand opportunities for residential development on appropriate County-owned properties.
- Support actions to increase housing supply.
- Collaborate with partner organizations to provide an adequate supply of short-term and permanent housing and services to address housing insecurity.

# Campus Plan Guiding Principles

## Delivery of Core Services



**UNIFIED CAMPUS:** Develop a unified campus that reflects the culture and values of Deschutes County and creates non-institutional designs that support restoration, healing and an integrated approach to services. The campus should be flexible and prepare Deschutes County for the future. Create a welcoming campus that is planned for current services and future growth. Provide flexibility that allows the campus to adapt to changes over time. Increase pathways and connectedness across campus. Increase access to amenities and improve wayfinding across campus.

**COLLABORATION AND RELATIONSHIPS:** Enhance collaboration and stronger relationship between individual campus functions, community service partners, and the surrounding community. The campus should seek to be accessible and transparent to the community.

**EQUITY:** Go beyond design strategies and become operationalized. Everyone in the community must have a voice, and those impacted by services provided on the campus should have a meaningful voice in the planning process. The process and design should reach beyond a discussion only of diversity, equity and inclusion and identify tangible methods to provide increased DE&I.

**INNOVATION:** Promote creative thinking and be bold in planning for the future campus to provide for appropriate services and programs for our clients and increase staff recruitment and retention. Leverage technology to improve operations and the services we provide.

**SAFETY:** Maintain and enhance safety for the public, staff, and detainees. Include design features that are welcoming, trauma-informed, and people-centered.

**STRATEGIC PLANNING:** Strategize to make the best use of resources and integrate flexibility into the solution. Include champions in the community and in County executive leadership in the process from the start. Remain bold, and do not let the fear of conflict allow the process to lose momentum.

**WELLNESS:** The campus plan must integrate and prioritize spaces for staff wellness and incorporate spaces in the design that are organic, welcoming, and life-affirming for our clients.

# Campus Development Priorities

## Shared Building Needs

### High Priorities

- Training and Meeting Space
- Staff Wellness

### Medium Priorities

- Staff Dining / Food Service
- Child Care

### Low Priorities

- Central Facility Maintenance Building

## Shared Site Needs

### High Priorities

- Open Space (Low Maintenance)
- Secure Parking
- Pedestrian Circulation / Program Connectivity
- Consolidated Vehicular Access

### Medium Priorities

- Separated Vehicular Circulation

### Low Priorities

- Separated Pedestrian Circulation

## Site Improvements

### High Priorities

- Improved Wayfinding & Signage

### Medium Priorities

- Campus Security (Duress Signals, Lighting)
- Comprehensive Infrastructure (Technology & Operations)

### Low Priorities

- Shared Camera System

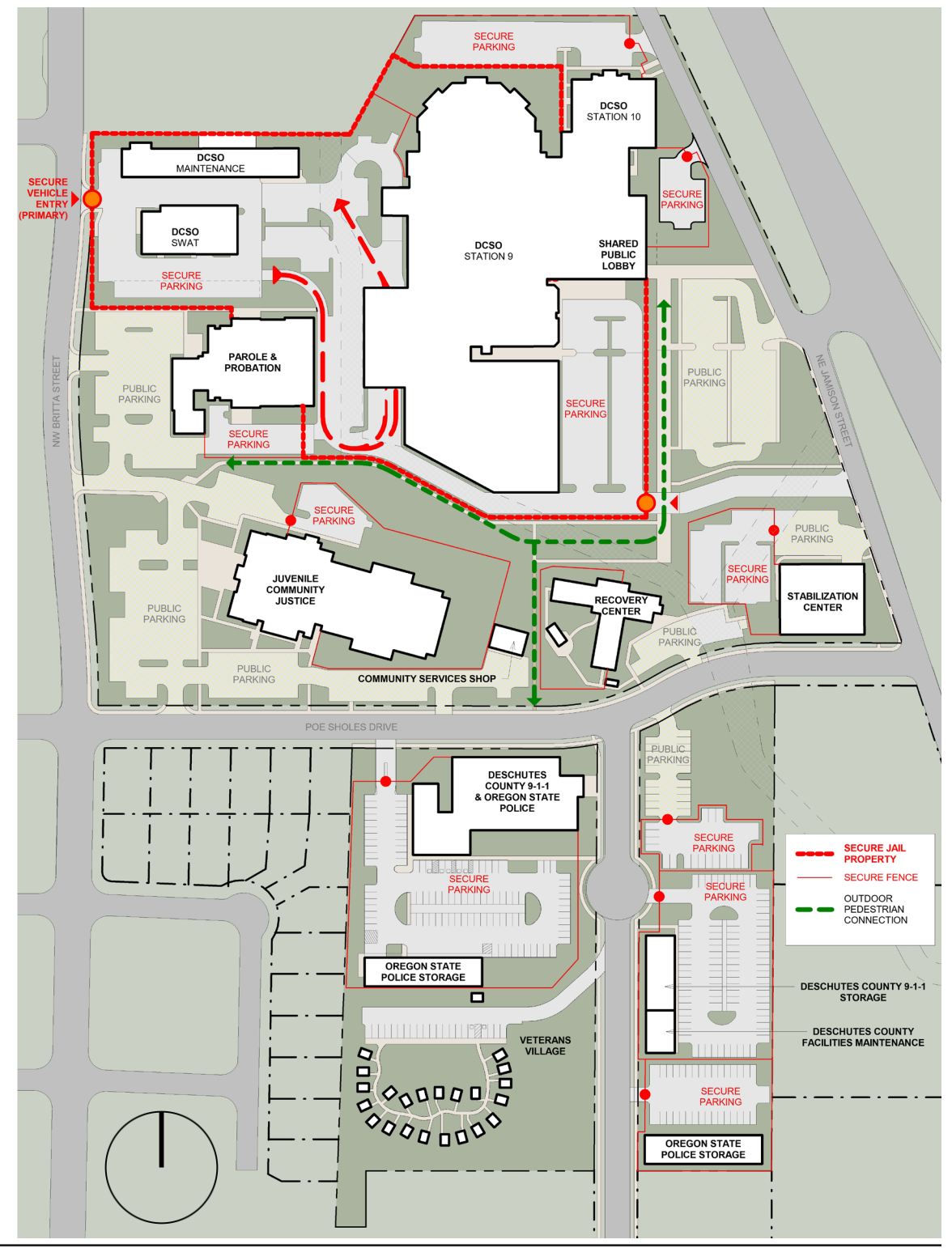
# Long-Term Campus Plan Vision

The Public Safety Campus is bounded on all sides and therefore unable to grow outward without potentially disconnecting core services on the site. Long-term growth of core services on the site will require the future relocation of functions that are essential to the county, but do not require direct proximity to the campus. To satisfy the campus development priorities of the County, DCSO vehicle maintenance and Search and Rescue (SAR) functions will be expanded elsewhere, allowing for significant future expansion of both DCSO Stations 9 and 10. The relocation of those functions allows circulation into and through the site to be reorganized and simplified, improving wayfinding and safety.

To create a safe and welcoming environment for visitors, public access to Stations 9 and 10 will be consolidated and accessed from a single public parking lot off of NE Jamison Street.

Other core services on the site, including Parole & Probation, Juvenile Community Justice, Recovery Center, Stabilization, Deschutes County 9-1-1, Oregon State Police, and Veteran's Village are all able to expand in place as needed. Additional secure parking and storage for Deschutes County 9-1-1 and Oregon State Police will be accommodated on the undeveloped parcel of land at the southeast corner of the site alongside a service road connecting Poe Sholes Dr. to Halfway Rd. to the south. Importantly, the connections between all services will be enhanced through improved pedestrian and vehicular circulation throughout the campus.

To create more open space in the heart of the campus, SWAT & DCSO Facility Maintenance operations will need to be relocated, but that can be done on the existing adjacent undeveloped parcel..





## Near-Term Development Priorities (0-5 Years)

### Sheriff's Office Adult Jail (Station 9)

#### Visitation & Arraignment

The most urgent need for the Adult Jail was for expanded and renovated visitation and arraignment space.

Visitation is used for both personal and professional visits, and there are currently only 3 professional visiting spaces. Professionals, including attorneys, are often left waiting in the lobby for a room to become available.

The old non-contact visiting area has become obsolete, and can be re-purposed for a better use. Non-contact visitation is currently provided to visitors via iPad from the Work Center. When the area in the Work Center becomes unavailable, visitation will need to be provided at the jail.

Video arraignment is currently done using holding cells and a mental health evaluation room. Pro se dependents are in need of video court rooms with additional technology.

### Sheriff's Office Administration & Support (Station 10)

#### On-Site Evidence Storage

The space provided at Station 10 does not currently provide adequate room or appropriate conditions for the secure storage of evidence. The near-term projection for growth will require more than twice the area currently used. Additionally, it is critical that evidence is stored in a safe and secure environment, which includes improvements to HVAC and fire protection systems, safety measures, and adequate locker storage for law enforcement officers to transfer possession of items to the storage area.

#### Concealed Handgun License Processing

CHL identification and processing happens in the public lobby next to the evidence storage space. Due to changes in Oregon state laws related to licensure, it is expected that the CHL space will need to expand to accommodate more visitors.

#### Administration

Additional space is required in the DCSO administrative office to meet current and projected needs. While some additional administrative space can be provided at DCSO substations, critical adjacencies at the PSC require specific functions to be collocated.

### Site Improvements

#### Improved Wayfinding

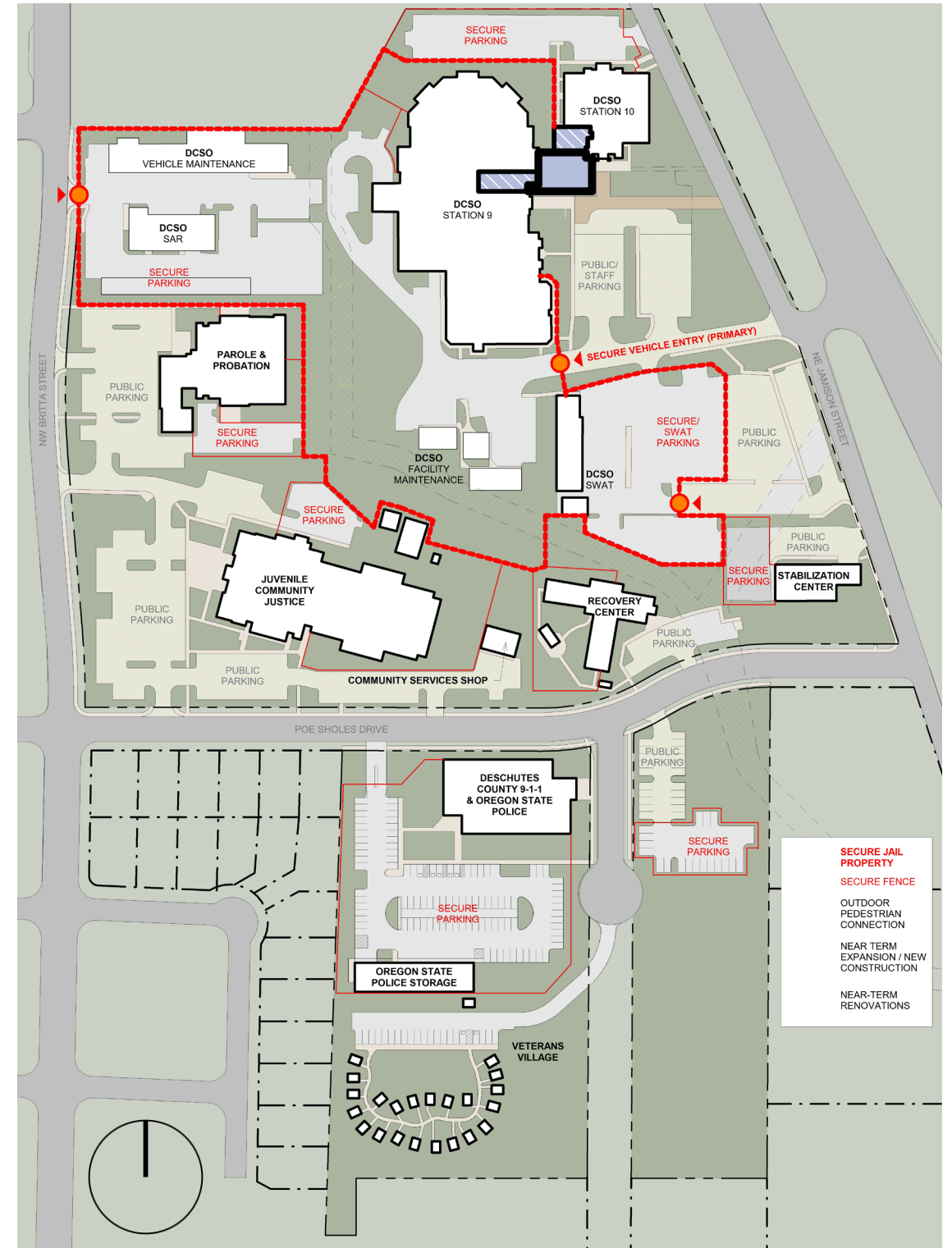
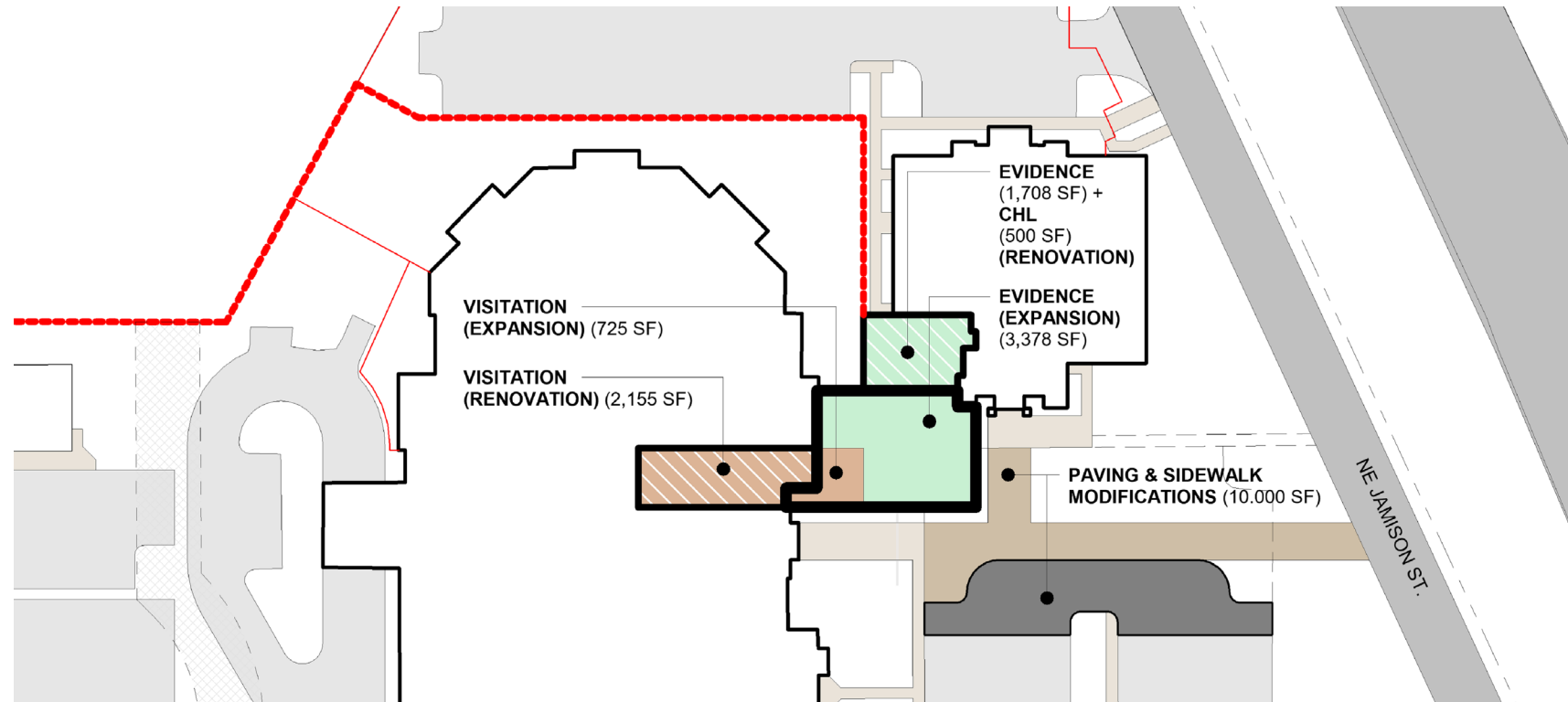
Wayfinding on the campus is confusing for visitors and can lead to unsafe conditions for staff. Providing clear signage and utilizing design elements that direct visitors to their point of entry is essential for public safety.

The desire to create a welcoming environment for visitors is deeply important to the public safety mission of the campus.

# Near-Term Campus Plan (0-5 Years)

Near-term development on the public safety campus will be limited to the area currently in between DCSO Station 9 and Station 10, and will include a connecting two-story expansion between the existing buildings.

Vehicular access to the site will remain unchanged in the near-term. The shared public / staff parking lot that currently serves Stations 9 and 10 will require modification to allow for the building expansion. The changes to the parking lot provide Deschutes County with an opportunity to reconsider the pedestrian connection to Jamison Street, and create a new identity for the Sheriff's Office.



## Mid-Term & Long-Term Development Priorities (6-20 Years)

### Sheriff's Office Adult Jail (Station 9)

#### Orientation & Mental Health Housing

The current jail lacks adequate space for housing inmates with mental health issues. The inclusion of therapeutic spaces that are trauma-informed aligns with the County's goals for public safety and wellness by preparing those in custody for successful treatment when they return to the community.

Orientation housing is an essential component of a jail facility in that it allows staff to better observe and understand inmates as they arrive to the facility. Through direct observation staff can be alerted to issues related to inmate and staff safety that need to be addressed.

#### Intake, Transfer & Release

Intake, transfer and release (ITR) functions for the jail are critical to operations and currently occupy a shared, undersized space in the facility. ITR is an active area and is directly connected to the vehicle sally port and the main corridor to the jail.

The proximity of inmates that are coming off of the street with those that are being transferred to other facilities or released to the community requires comprehensive security and separation of movement that can not be accommodated in the current facility.

#### Food Service & Laundry

The food service and laundry spaces in the jail were not expanded when additional housing was added in 2014, leaving them undersized for the current jail population.

#### Inmate Programs

Inmate programs are an effective way to improve safety in the jail and prepare inmates to successfully return to the community. Inmate program spaces include classrooms and covered outdoor areas for recreation. Classrooms should be designed to safely allow volunteers from the community to lead programs in the jail.

#### Work Center and Alternative Sentencing

The work center allows inmates to work under supervision in the community during the day while being housed in the jail at night. Currently, work center inmates are housed in the adjacent Parole & Probation building, which is not directly connected to the jail and creates redundancy with regards to security and the delivery of food. Attaching the work center to the jail improves safety and staff efficiency.

#### Administration & Lobby

The administrative spaces within the jail are undersized for the projected future staffing level and will need to be expanded.

As the administrative space is expanded, the connection to the public lobby will need to be moved, allowing for the creation of a safe, welcoming entry for visitors to the staff.

## Mid-Term & Long-Term Development Priorities (6-20 Years)

### Sheriff's Office Administration & Support (Station 10)

#### Vehicle Maintenance

Vehicle maintenance is not a core service for the public safety campus and requires significant expansion long-term. An alternative location will need to be identified for future expansion.

#### Search and Rescue | Emergency Management

Search and rescue (SAR) is not a core service for the public safety campus and requires significant expansion long-term. An alternative location will need to be identified for future expansion.

#### SWAT

While SWAT is not a core service of the public safety campus, it requires proximity to both Stations 9 and 10 and will need to expand on site. A facility assessment deemed the current SWAT building to be in poor condition.

#### IT

As other functions expand on site, IT services will continue to grow to meet the greater need.

#### Digital Forensics

Digital forensics has grown exponentially in recent years and will continue to grow long-term. Some specialized spaces and services will need to be provided in the long term.

#### Reception, Records, & Civil

The reception function for DCSO in Station 10, which provides access to the Records & Civil divisions, requires expansion. The creation of a new shared lobby for Station 9 and Station 10 long term provides an opportunity to create a safe and welcoming environment for visitors and will improve efficiency for DCSO staff.

#### Detectives & Patrol

Office space for detectives and patrol will need to be expanded to meet future needs. The proximity of detectives and patrol to on-site evidence storage and digital forensics is critical.

#### Shared Resources & Training

Support spaces for staff, including locker rooms, restrooms, conference rooms, and training spaces will be required to support the long-term growth of the public safety campus. Wherever possible, spaces should be designed to be multi-functional and should allow access from both Stations 9 and 10.

The CORE3 training facility will not alleviate the need for training space at the Public Safety Campus. Training and certification programs require specific spaces designed and dedicated to PSC services, and the proximity of PSC staff to the training space is critical.

# Mid-Term & Long-Term Development Priorities (6-20 Years)

## Campus Improvements

### Stabilization Center Addition and Parking Expansion

To meet future demands the Stabilization Center will require an expansion and light remodel in its current location, including additional public and secure staff parking.

### Juvenile Center Lobby Remodel

The Juvenile Center lobby should be re-imagined as a welcoming, supportive space. The building is currently underutilized and there could be opportunities to locate additional services if needed.

### On-site Pedestrian Circulation & Open Space

The creation of open space and the simplification of pedestrian circulation should be a primary driver of future design decisions for the campus. The Campus Plan envisions a pedestrian pathway through the heart of the campus that allows staff and visitors to move safely and benefit from the outdoors. Separation of pathways for inmate release, visitors and staff should be incorporated. Pedestrian circulation should included proper illumination and clear sight lines.

### Training & Wellness Center

Shared training & wellness & support space for the agencies on the campus will provide significant benefits to staff. Demand of training space on this campus is high due to requirements for certifications related to public safety, custody, and treatment.

### Deschutes County 9-1-1 & Oregon State Police Interior Remodels

OSP requires additional work stations and huddle space, additional storage bays, and small tenant improvements to improve security and functionality. 9-1-1 was designed to expand in its current footprint and will likely require an expansion in the future.

### County Maintenance Facility & Parking

County maintenance will require space on the campus, outside of the secure perimeter of the jail.

### Recovery Center Remodel or Relocation

The Campus Plan did not provide a recommendation as to the future of the Recovery Center.



# Mid-Term Campus Plan (6-10 Years)

Mid-term development on the Public Safety Campus reflects the priorities developed by the steering committee and user groups, and is comprised of several significant expansion and renovation projects on the site.

**Station 9** expansion will provide new Intake, Transfer & Release (ITR) space with a larger vehicle sallyport, orientation housing and housing designed for mental health treatment. Food service and laundry will expand into the former ITR space and will utilize the former vehicle sallyport for a dock and loading area. The medical clinic will expand into adjacent vacated housing units, and additional medical beds will be provided adjacent to the clinic. DCSO Vehicle Maintenance will be relocated off-site, allowing DCSO Facility Maintenance to move into the vacated space.

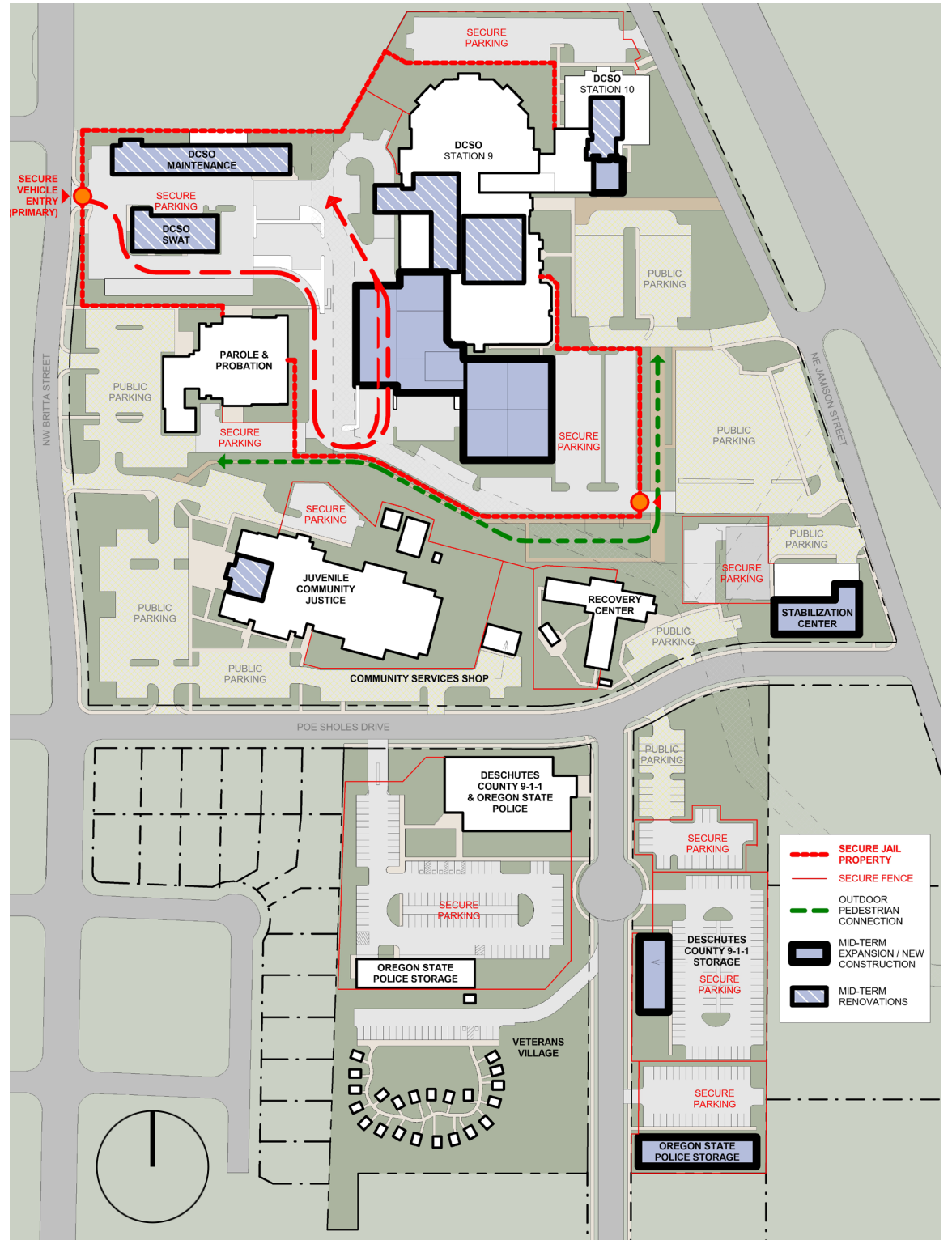
**Station 10** will further expand to provide additional space for Reception & Records, Civil, Concealed Handgun Licenses, Administration, Patrol, Detectives, and Digital Forensics. Search and Rescue will be relocated off-site, and the SWAT building will be demolished to allow for new DCSO secure parking, and SWAT functions will be relocated to the former Search and Rescue space.

**Juvenile Community Justice** will update the public lobby and public-facing functions to provide a safe, welcoming, and accessible space for visitors.

**Stabilization Center** will expand and lightly renovate existing space to provide necessary accommodations for existing and projected future needs.

**Deschutes County 9-1-1 and Oregon State Police** will occupy expanded secure parking and storage facilities on the undeveloped parcel of land across the extended service road.

Secure vehicle access to the adult jail will be moved to Britta Street, and the reconfiguration of secure parking around the adult jail will allow for the development of a pedestrian connection through the site.



# Long-Term Campus Plan (11-20 Years)

Long-term development on the Public Safety Campus reflects the priorities developed by the steering committee and user groups, and is comprised of several significant expansion and renovation projects on the site. Deschutes County Facility Maintenance will be provided a dedicated space away from the core functions of the campus to further expand central open space.

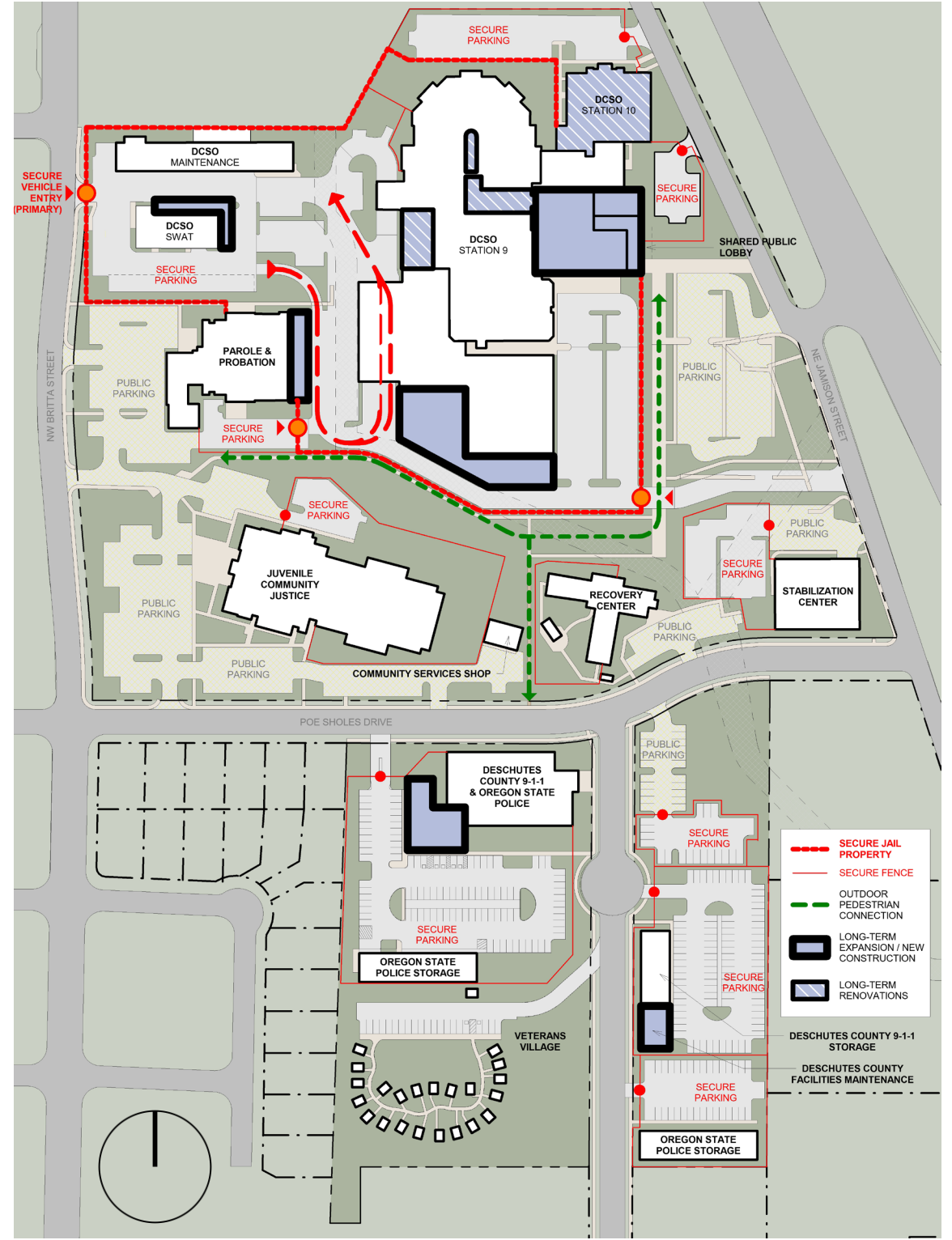
**Station 9** expansion includes new Work Center and Work Release Housing, connecting those functions to security operations in the Adult Jail. Jail Administration will be expanded in new construction and connect to a new shared lobby with Station 10. The former staff support spaces will be renovated to provide inmate programs and services.

**Station 10** will further expand administrative functions and connect to a new shared lobby with Station 9. Existing spaces for Patrol, Detectives, Digital Forensics, and Training will be renovated.

**Deschutes County 9-1-1** and **Oregon State Police** will expand in an addition to their current building.

**Deschutes County Facilities** will move into a new storage facility.

The long-term plan for the public safety campus completes an open pedestrian connection linking all of the functions on the campus.



# CAMPUS DEVELOPMENT NEEDS

## Definition of Core Services

The Design Team, in collaboration with the Steering Committee, facilitated several workshops to identify the core services provided on the Public Safety Campus as a decision-making tool during the planning process. This involved identifying essential functions crucial for ensuring safety, security, and effective operations on the campus to best serve Deschutes County now and in the future.

By systematically evaluating community needs, engaging key stakeholders, and enhancing comprehensive services, this campus plan seeks to efficiently and effectively address the safety and security concerns of Deschutes County.

Core Services for the Public Safety Campus have been identified as Critical, Moderate, and Low Level.



## Critical

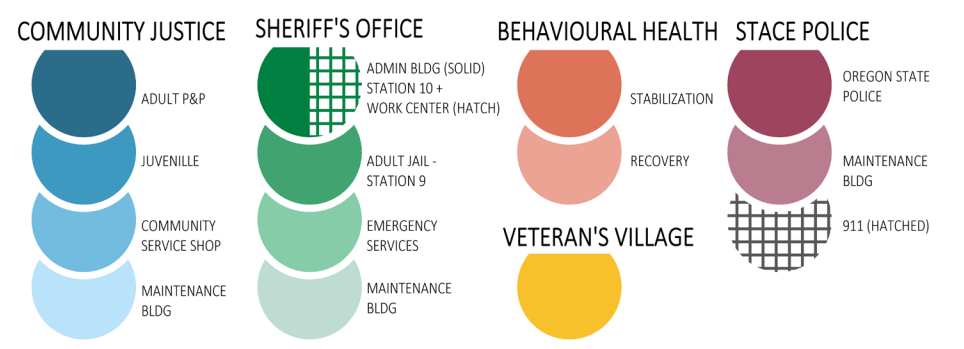
Essential services related to public safety that must remain on campus to continue effectively.

## Moderate

Services that benefit from adjacencies or previous County investment on the campus, but are not essential.

## Low

Services that provide minimal benefit to functions on the campus, or that may better serve the community in an alternate location.





## CURRENT CAMPUS SERVICES

### Behavioral Health:

- Stabilization Center- Provides children and adults who are in need of short-term, mental health crisis assessment and stabilization, that do not require the medical capabilities of an acute care hospital or longer-term residential care. Provides crisis walk-in appointments & adult respite services,
- Supporting Services- Forensic Diversion Programs, civil commitment peer support, mobile crisis assessment team, co-responder program, case management.
- Recovery Center- Provides a stable living environment for people who are transitioning from the state hospital or other secure facilities to a community-based program as a primary component of their mental health treatment.

### Community Justice:

- Adult Parole & Probation- Provides supervision and treatment resources for adult offenders.

- Juvenile- Provides supervision and treatment resources to at-risk and delinquent youth and families; includes detention, behavioral health services, supervision and skill development.
- Community Service workshop on campus to support the community service program for youth and adult offenders
- Partners with other Departments- DC Sheriff's Office Command Unit, Redmond & Bend Police, Fish & Wildlife, Forensics

### Deschutes County 9-1-1:

- Provides consolidated public safety dispatching for police, fire, and medical assistance in Deschutes County
- Provides standards-based lifesaving public emergency care.

### Oregon State Police:

- Main Operations- Patrol, Regional Forensics Lab, Vehicle Maintenance
- Special Services Provided- Back parking lot/SWAT Training, Community Training, Reconstruction Folks on Training

- Partners with other Departments- DC Sheriff's Office Command Unit, Redmond & Bend Police, Fish & Wildlife, Forensics
- Client Services- Provides registration for sex offenders and performs VIN inspections

### Sheriff's Office

- Civil Division- processes, serves and enforces court orders.
- Detective Division- investigates serious crimes against persons and property
- Records Division- takes incoming calls or provides in-person service, handles information for staff and community regarding police reports or police records, and maintains and distributes copies of records to authorized persons/agencies.
- Special Services- provides search and rescue, marine patrol, forest patrol, off highway vehicle patrol, emergency management.

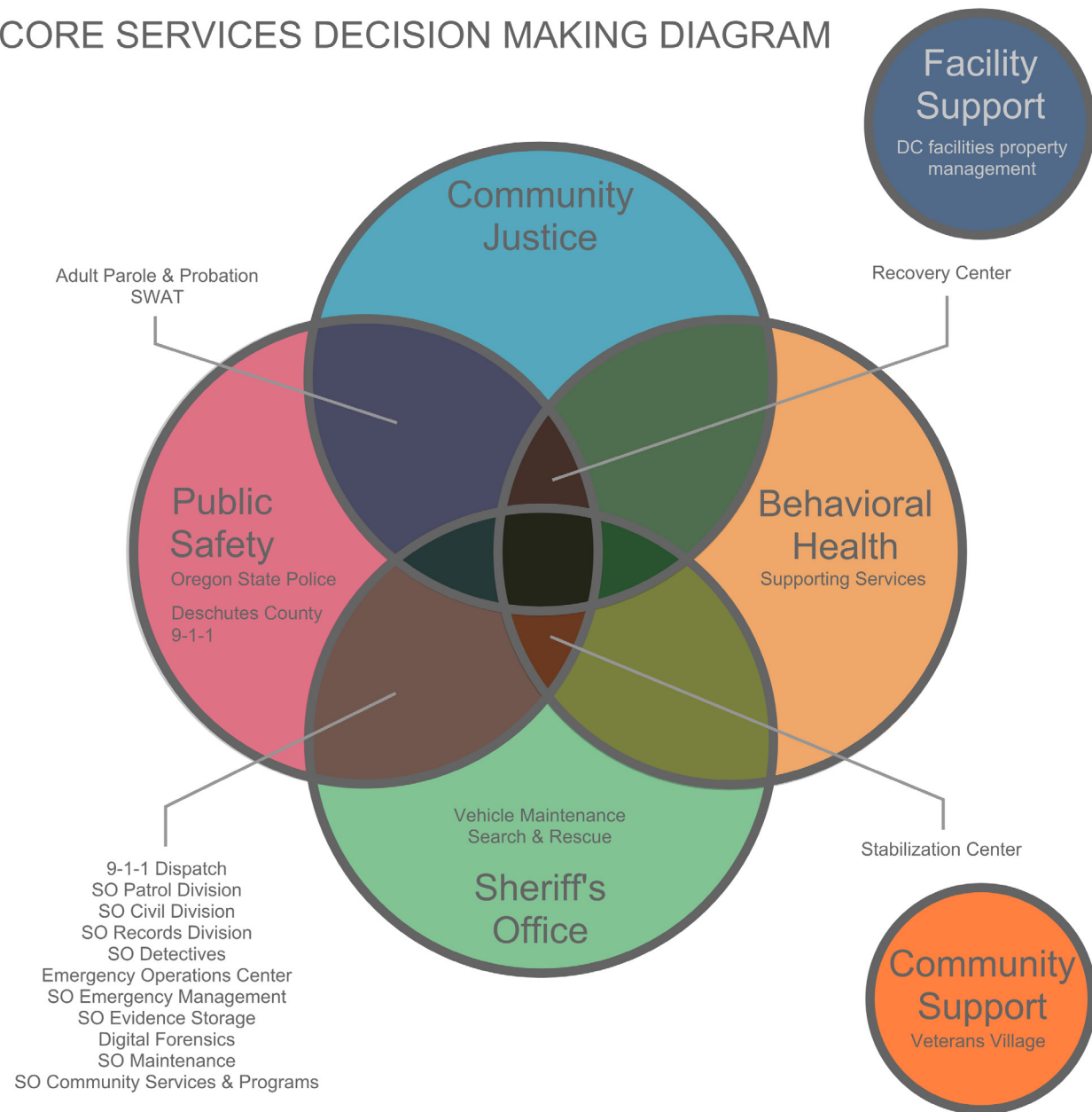
- Patrol Division- patrols and responding to calls for service, both emergency and non-emergency.
- Other Services- Concealed Handgun Licenses, Crime Prevention, Safety, Community Programs
- Corrections Division- Adult jail with the capacity of 452 beds with programs designed to help inmates make positive changes in their behavior
- Vehicle Maintenance- For patrol vehicles (non-public facing)

### Veterans Village:

- Transitional Housing- 22 tiny homes on campus
- Community Services- behavioral and physical health, social service programs, employment training and skill building, and housing placement

# CORE SERVICES DECISION-MAKING DIAGRAM

CORE SERVICES DECISION MAKING DIAGRAM



### Critical Level Services:

- Adult Jail (Station 9) including Building Maintenance and Work Center
- Sheriff's Office Administration (Station 10)
- SWAT and Mobile Field Force
- Adult Parole & Probation
- Juvenile Detention
- Stabilization Center
- Facility Support

### Moderate Level Services:

- Deschutes County Recovery Center
- 9-1-1

### Low Level Services:

- Oregon State Police
- Vehicle Maintenance
- Search & Rescue and Emergency Management
- Veterans Village

# CRITICAL ADJACENCIES

**Adult Jail (Station 9) ..... Stabilization Center**

- Shared Medical Services
- First Responder Law Enforcement Is available when needed
- Inmates released often go directly to Stabilization Center

**SWAT & Adult Jail (Station 9) ..... Sheriffs Office Admin (Station 10)**

- Provides Emergency response to jail, proximity is important
- Service personnel come from both corrections and patrol

**Sheriff's Office Maintenance ..... Adult Jail (Station 9)/Sheriffs Office Admin (Station 10)**

**Community Justice (Adult Parole & Probation/Juvenile Detention) ..... Adult Jail (Station 9)**

- Inmates released often go directly to Parole & Probation
- Arrests from Adult Parole & Probation are taken directly to Adult Jail (Station 9)
- Food Service to Juvenile Detention is provided by Adult Jail (Station 9)
- Juvenile Detention and Adult Parole & Probation share staffing, vehicles, and the community service shop



# CAMPUS DEVELOPMENT CHALLENGES

## Public Facing vs. Secure Programs

Public and private/secure spaces are often adjacent, which is disorienting for visitors and increases potential risk for staff.

### Public Facing Programs

- Stabilization Center
- Sheriff's Office (Station 10)
- Adult Jail (Station 9)
- Adult Parole & Probation
- Juvenile Services

### Semi-Public Facing Programs

- Oregon State Police

### Non-Public Facing Programs

- Recovery Center
- 9-1-1
- Maintenance & Storage Facilities
- Veterans Village

## Maintenance & Storage Facilities

Maintenance & storage facilities occupy the heart of the campus, constricting flow (public entries overlap with sheriff and law enforcement), interrupting critical adjacencies and greatly reducing the opportunity for campus connections.

### Wayfinding & Signage

Wayfinding doesn't clearly direct the public to their destination.

- Staff are constantly removed from their duties to give clients/visitors directions.
- Longer paths of travel with poor wayfinding adds to the trauma inflicted on the clients' receiving services who are traveling by foot or bike.

### Food Service:

Lunch hour traffic prohibits employees from leaving campus, and sworn officers are prohibited from leaving campus while on duty.

## Access to & from Site

Intersections at Hwy 20 and Empire are congested and dangerous, and do not allow staff to easily travel to and from site, especially for a limited lunch or dinner break.

### Pedestrian & Vehicular Circulation

Staff share pathways and a secure drive aisle with public and clients receiving services.

- Facility maintenance crews are required to pass through secure barriers
- There are no secure direct pathways through the core of the site for direct access between buildings and/or parking areas, creating unsafe conditions and inefficient flows for staff.

### Green Space & Walking Paths

Green spaces are desired for all and dedicated/secure walking paths are desired for employees.

## Wellness Facilities

Employees need safe and dedicated rooms to decompress indoors. Most staff respite areas have been converted to client service or administration space. A workout facility on campus was completed for Sheriff's Office sworn employees, and non-sworn employees have requested a fitness facility.

### Meeting Space

Most departments have outgrown their administration areas and are in need of meeting room space that can accommodate up to 50 people in a classroom arrangement.

### Training Space for Tactical & Self Defense:

Tactical / self-defense training is required for all campus sworn officers and most non-sworn employees, and is offered to public volunteers and community partners as well. Several departments report needing additional large meeting rooms for training that has direct exterior or lobby access.

## AGENCY NEEDS

### Adult Parole & Probation

- Construction completed for expansion intended to meet long-term needs
- If work center moves to jail proper, 1st floor space is underutilized and may be used for training and wellness functions

### Deschutes County 9-1-1

- No current space expansion needs
- Small tenant improvements to improve functionality
- Mildly underutilized space today, but accommodates for future expansion needs
- Has the room to grow, but will need to re-purpose wasted space when the time comes and provide separation between kitchen and quiet spaces
- Additional secure parking & onsite storage bays

### Juvenile Services

- Small tenant improvements to improve circulation and welcoming environment
- Underutilized space today in both first floor secure detention areas and second floor office/administration space
- Improved signage in lobbies for client wayfinding
- Provide accessible (replace elevator) and open stair access to the 2nd floor.
- Re-purpose large unused lobbies into inviting, family friendly waiting areas for all clients

### Oregon State Police

- Additional work stations and huddle space needed
- Additional secure parking & onsite storage bays needed
- Small tenant improvements to improve security and functionality
- Emergency generator backup for forensics lab and lobby signage.
- Improve lighting, site lines and relationship of front workstations to intercoms/ windows
- Reconfigure customer service window and employee workstations for direct line of communication
- Additional admin workspace for forensics and Patrol Division. Reconfigure layout to maximize space for permanent workstations.
- Ballistic resistant glazing and wall panels at vulnerable Forensic Lab
- Access control at public restroom

### Stabilization Center

- Small tenant improvements to improve minor functionality
- Identified increased need of 100% additional space (doubling of existing space)
- Secure parking
- Emergency generator backup for 24-hour critical care facility to be completed 2024
- Replacement of shower
- Double the number of recliners to 10, shelter area for client dogs, additional intake/counseling/calming room
- At least double the number of workstations currently provided today, not accounting for future growth
- Larger kitchen to serve 50-70 employees who use the facility between the three shifts.

## DEPARTMENTAL NEEDS

### Adult Jail (Station 9)

- Identified space need increase of 70% additional space
- Expand medical, kitchen, in-person visitation & booking to accommodate south housing expansion; also wants to plan for a work release program
- Direct supervision housing units for female and male inmates

### Sheriff's Office Administration (Station 10)

- Identified space need increase of 70% additional space
- More space for Search and Rescue for emergency services, operations and equipment
- Office & meeting space for forensic, patrol, detectives & 1st floor administration unit
- Safety
- More secure and covered parking for staff & improved parking lot efficiencies

### Vehicle Maintenance

- Identified space need increase of 200% additional space

### Campus Training Facility

- Identified space need increase of 520% additional space

### Search and Rescue

- Identified space need increase of 170% additional space

### Special Operations (SWAT and MFF)

- Identified space need increase of 150% additional space

### Recovery Center

- Unknown needs
- 10 years remaining on lease

### Community Service Shop

- Unknown needs

### Veterans Village

- Unknown needs
- 10 years remaining on lease

# SPACE NEEDS

## Establishing Near-Term (0-5 Years), Mid-Term (6-10 Years), and Long-Term (11-20 Years) Space Needs

Facility programming and planning is a process that involves comprehensive analysis, strategic decision-making, and design considerations to meet the functional needs and objectives of the intended users. Detailed analysis of functional requirements based on current and future projects was developed, which included spatial needs, workflow analysis, technical requirements, operational processes, and the relationships between different spaces.

The Design Team collaborated with stakeholders from Deschutes County Sheriff's Office Station 9 and Station 10 on a detailed assessment of future needs. Future needs for other campus functions were not reviewed in detail, and require additional study. Station 9 and Station 10 needs will be prioritized further to provide direction for near-term projects.

**Net Square Feet (NSF):** the usable or assignable square footage within a room or area (inside wall-to-wall dimensions).

**Department Gross Square feet (DGSF):** the actual footprint of a specific department or functional area. This includes the net square footage of all rooms/areas within the department plus the space occupied by intradepartmental circulation and the walls and partitions within the department.

**Building Gross Square Feet (BGSF):** the overall footprint of a floor or building, respectively, including shared public corridors and atriums, elevators, stairs, the space occupied by the building's exterior wall, and major mechanical spaces.

# STATION 9 SPACE NEEDS

DEPARTMENT	EXISTING		Near Term			Mid Term					
	NSF	BGSF	NSF	DGSF	GSF	NSF	DGSF	GSF	NSF	DGSF	GSF
<b>INCUSTODY HOUSING</b>											
DORMITORY HOUSING Northern Dorms - Original Bldg. Even Numbered Rooms	5,332		5,275	6,330	7,596	5,435	6,522	7,826	5,435	6,522	7,826
CELLED HOUSING Northern Housing - Original Building Odd Numbered Rooms	7,105		7,105	9,592	11,510	7,105	9,592	11,510	7,105	9,592	11,510
DORMITORY HOUSING - Central Dorms - Original Bldg.	1,311		1,311	1,770	2,124	-	-	-	-	-	-
MENTAL HEALTH & ORIENTATION HOUSING - Possibility to convert central housing area in original building with additional space need.	-		2,695	3,638	4,366	10,780	14,553	17,464	10,780	14,553	17,464
CELLED HOUSING Southern Housing - Double beds??? 2014 Addition	10,687		10,687	14,427	17,313	10,687	14,427	17,313	10,687	14,427	17,313
<b>INCUSTODY HOUSING Subtotal</b>	<b>24,435</b>		<b>27,073</b>	<b>35,757</b>	<b>42,909</b>	<b>34,007</b>	<b>45,094</b>	<b>54,113</b>	<b>34,007</b>	<b>45,094</b>	<b>54,113</b>
<b>WORK CENTER AND WORK RELEASE</b>											
WORK CENTER HOUSING - DORMITORY (M)	3,705		-	-	-	2,350	3,173	3,807	2,350	3,173	3,807
WORK CENTER HOUSING - DORMITORY (F)	-		-	-	-	555	749	899	1,075	1,451	1,742
WORK RELEASE HOUSING - DORMITORY (M)	-		-	-	-	695	938	1,126	695	938	1,126
WORK RELEASE HOUSING - DORMITORY (F)	-		-	-	-	415	560	672	415	560	672
WORK CENTER & RELEASE HOUSING SUPPORT	2,299		2,299	3,104	3,724	3,528	4,763	5,715	3,500	4,725	5,670
OUTDOOR RECREATION	6,500		6,500	7,150	8,580	800	880	1,056	800	880	1,056
WORK CREW EQUIP.STORAGE	240		400	400	480	400	400	480	400	400	480
<b>WORK CENTER AND WORK RELEASE Subtotal</b>	<b>12,744</b>		<b>9,199</b>	<b>10,654</b>	<b>12,784</b>	<b>8,743</b>	<b>11,463</b>	<b>13,756</b>	<b>9,235</b>	<b>12,127</b>	<b>14,553</b>
<b>INMATE PROGRAMS</b>											
PROGRAMS	436		2,515	3,395	4,074	2,515	3,395	4,074	2,515	3,395	4,074
OUTDOOR RECREATION	3,519		4,859	5,345	6,414	5,659	6,225	7,470	7,639	8,403	10,083
<b>INMATE PROGRAMS Subtotal</b>	<b>3,955</b>		<b>7,374</b>	<b>8,740</b>	<b>10,488</b>	<b>8,174</b>	<b>9,620</b>	<b>11,544</b>	<b>10,154</b>	<b>11,798</b>	<b>14,158</b>





# STATION 9 SPACE NEEDS

DEPARTMENT	EXISTING		Near Term			Mid Term					
	NSF	BGSF	NSF	DGSF	GSF	NSF	DGSF	GSF	NSF	DGSF	GSF
<b>JAIL ADMINISTRATION</b>											
RECEPTION: PUBLIC SIDE	1,203		1,572	2,122	2,547	1,572	2,122	2,547	1,572	2,122	2,547
JAIL ADMINISTRATION OFFICES @ RECEPTION: NONSECURE	961		2,492	3,364	4,037	2,492	3,364	4,037	2,796	3,775	4,530
JAIL ADMINISTRATION OFFICES: SECURE	436		1,080	1,458	1,750	1,080	1,458	1,750	1,200	1,620	1,944
JAIL ADMINISTRATION SUPPORT SPACE: NON-SECURE	2,674		3,710	5,009	6,010	4,322	5,835	7,002	4,406	5,948	7,138
<b>JAIL ADMINISTRATION Subtotal</b>	<b>5,274</b>		<b>8,854</b>	<b>11,953</b>	<b>14,343</b>	<b>9,466</b>	<b>12,779</b>	<b>15,335</b>	<b>9,974</b>	<b>13,465</b>	<b>16,158</b>
<b>VISITATION AND ARRAIGNMENT</b>											
VISITATION AND ARRAIGNMENT	1,002		1,605	2,167	2,600	1,605	2,167	2,600	1,605	2,167	2,600
<b>VISITATION AND ARRAIGNMENT Subtotal</b>	<b>1,002</b>		<b>1,605</b>	<b>2,167</b>	<b>2,600</b>	<b>1,605</b>	<b>2,167</b>	<b>2,600</b>	<b>1,605</b>	<b>2,167</b>	<b>2,600</b>
<b>JAIL OPERATIONS</b>											
CENTRAL CONTROL	818		1,444	1,949	2,339	1,440	1,944	2,333	1,440	1,944	2,333
TRAINING	-		-	-	-	-	-	-	-	-	-
<b>JAIL OPERATIONS Subtotal</b>	<b>818</b>		<b>1,444</b>	<b>1,949</b>	<b>2,339</b>	<b>1,440</b>	<b>1,944</b>	<b>2,333</b>	<b>1,440</b>	<b>1,944</b>	<b>2,333</b>
<b>HEALTH SERVICES</b>											
MEDICAL CLINIC	1,074		2,841	3,977	4,773	2,905	4,067	4,880	3,033	4,246	5,095
MEDICAL HOUSING	712		1,475	2,065	2,478	1,470	2,058	2,470	1,470	2,058	2,470
<b>HEALTH SERVICES Subtotal</b>	<b>1,786</b>		<b>4,316</b>	<b>6,042</b>	<b>7,251</b>	<b>4,375</b>	<b>6,125</b>	<b>7,350</b>	<b>4,503</b>	<b>6,304</b>	<b>7,565</b>
<b>INTAKE AND RELEASE</b>											
PRE-INTAKE	2,341		9,308	9,766	11,719	9,308	9,766	11,719	9,308	9,766	11,719
INTAKE AND BOOKING	10,113		2,720	3,672	4,406	2,720	3,672	4,406	2,720	3,672	4,406
PROPERTY AND CHANGING	708		1,340	1,809	2,171	1,340	1,809	2,171	1,340	1,809	2,171
RELEASE AND TRANSPORT	768		1,240	1,674	2,009	1,288	1,739	2,087	1,336	1,804	2,164
<b>INTAKE AND RELEASE Subtotal</b>	<b>13,930</b>		<b>14,608</b>	<b>16,921</b>	<b>20,305</b>	<b>14,656</b>	<b>16,986</b>	<b>20,383</b>	<b>14,704</b>	<b>17,050</b>	<b>20,460</b>
<b>SERVICES AND SUPPORT</b>											
JAIL WAREHOUSE/MAINTENANCE	5,785		5,785	7,810	9,372	8,470	11,435	13,721	8,470	11,435	13,721
LAUNDRY	502		1,260	1,449	1,739	1,260	1,449	1,739	1,260	1,449	1,739
FOOD SERVICE	2,099		4,635	5,330	6,396	4,635	5,330	6,396	4,635	5,330	6,396
COMMISSARY	275		480	552	662	480	552	662	480	552	662
UTILITIES   BUILDING SUPPORT	2,273		2,566	3,464	4,157	2,566	3,464	4,157	2,566	3,464	4,157
<b>SERVICES AND SUPPORT Subtotal</b>	<b>10,934</b>		<b>14,726</b>	<b>18,605</b>	<b>22,326</b>	<b>17,411</b>	<b>22,230</b>	<b>26,676</b>	<b>17,411</b>	<b>22,230</b>	<b>26,676</b>
<b>TOTAL</b>	<b>74,878</b>	<b>71,488</b>	<b>89,199</b>	<b>112,788</b>	<b>135,346</b>	<b>99,877</b>	<b>128,408</b>	<b>154,089</b>	<b>103,033</b>	<b>132,180</b>	<b>158,616</b>



# STATION 10 SPACE NEEDS

DEPARTMENT	EXISTING		Near Term		Mid Term		Long Term	
	NSF	GSF	DGSF	GSF	DGSF	GSF	DGSF	GSF
<b>ADMINISTRATION</b>								
ADMINISTRATION	2,738	3,286	3,699	4,439	8,663	10,396	9,677	11,612
<b>ADMINISTRATION Subtotal</b>	<b>2,738</b>	<b>3,286</b>	<b>3,699</b>	<b>4,439</b>	<b>8,663</b>	<b>10,396</b>	<b>9,677</b>	<b>11,612</b>
<b>RECEPTION, RECORDS, and CIVIL</b>								
RECEPTION   RECORDS	2,454	3,436	2,075	2,490	2,367	2,841	2,556	3,067
CIVIL	244	342	733	880	796	955	879	1,055
<b>RECEPTION, RECORDS, and CIVIL Subtotal</b>	<b>2,698</b>	<b>3,777</b>	<b>2,808</b>	<b>3,370</b>	<b>3,163</b>	<b>3,795</b>	<b>3,435</b>	<b>4,122</b>
<b>CONCEALED HANDGUN LICENSE (CHL) and ONSITE EVIDENCE</b>								
CONCEALED HANDGUN LICENSE (CHL)	265	371	556	668	738	886	920	1,104
EVIDENCE STORAGE ONSITE	1,465	2,051	4,410	5,292	5,424	6,508	6,271	7,525
<b>CONCEALED HANDGUN LICENSE (CHL) and ONSITE EVIDENCE Subtotal</b>	<b>1,730</b>	<b>2,422</b>	<b>4,966</b>	<b>5,959</b>	<b>6,162</b>	<b>7,394</b>	<b>7,192</b>	<b>8,630</b>
<b>EVIDENCE STORAGE OFFSITE</b>								
EVIDENCE STORAGE OFFSITE	1,880	2,632	11,131	13,357	14,911	17,893	16,711	20,053
<b>EVIDENCE STORAGE OFFSITE Subtotal</b>	<b>1,880</b>	<b>2,632</b>	<b>11,131</b>	<b>13,357</b>	<b>14,911</b>	<b>17,893</b>	<b>16,711</b>	<b>20,053</b>
<b>DIGITAL FORENSICS AND IT</b>								
DIGITAL FORENSICS	1,420	1,988	2,699	3,239	3,536	4,243	3,978	4,774
IT	385	539	1,144	1,373	1,326	1,591	1,456	1,747
<b>DIGITAL FORENSICS AND IT Subtotal</b>	<b>1,805</b>	<b>2,527</b>	<b>3,843</b>	<b>4,611</b>	<b>4,862</b>	<b>5,834</b>	<b>5,434</b>	<b>6,521</b>
<b>DETECTIVES</b>								
DETECTIVES	2,523	3,532	2,876	3,451	3,463	4,156	3,869	4,643
<b>DETECTIVES Subtotal</b>	<b>2,523</b>	<b>3,532</b>	<b>2,876</b>	<b>3,451</b>	<b>3,463</b>	<b>4,156</b>	<b>3,869</b>	<b>4,643</b>



# STATION 10 SPACE NEEDS

DEPARTMENT	EXISTING		Near Term		Mid Term		Long Term	
	NSF	GSF	DGSF	GSF	DGSF	GSF	DGSF	GSF
<b>PATROL</b>								
PATROL	1,573	2,202	2,925	3,510	3,202	3,842	3,375	4,050
<b>PATROL Subtotal</b>	<b>1,573</b>	<b>2,202</b>	<b>2,925</b>	<b>3,510</b>	<b>3,202</b>	<b>3,842</b>	<b>3,375</b>	<b>4,050</b>
<b>SHARED RESOURCES AND COMMUNITY PARTNERS</b>								
COMMUNITY PARTNERS	177	248	767	920	819	983	1,014	1,217
STAFF SUPPORT/SHARED RESOURCES	2,750	3,850	4,225	5,070	4,381	5,257	4,537	5,444
BUILDING SUPPORT	5,003	7,004	1,493	1,792	1,493	1,792	1,493	1,792
<b>SHARED RESOURCES AND COMMUNITY PARTNERS Subtotal</b>	<b>7,930</b>	<b>11,102</b>	<b>6,485</b>	<b>7,782</b>	<b>6,693</b>	<b>8,032</b>	<b>7,044</b>	<b>8,453</b>
<b>TRAINING</b>								
TRAINING	2,241	3,137	11,687	14,024	11,687	14,024	11,687	14,024
<b>TRAINING Subtotal</b>	<b>2,241</b>	<b>3,137</b>	<b>11,687</b>	<b>14,024</b>	<b>11,687</b>	<b>14,024</b>	<b>11,687</b>	<b>14,024</b>
<b>VEHICLE MAINTENANCE</b>								
VEHICLE MAINTENANCE	10,955	15,337	18,970	22,764	23,855	28,626	27,062	32,475
<b>VEHICLE MAINTENANCE Subtotal</b>	<b>10,955</b>	<b>15,337</b>	<b>18,970</b>	<b>22,764</b>	<b>23,855</b>	<b>28,626</b>	<b>27,062</b>	<b>32,475</b>
<b>SEARCH AND RESCUE EMERGENCY MANAGEMENT</b>								
SEARCH AND RESCUE and EMERGENCY MANAGEMENT SERVICES	6,590	9,226	12,742	15,290	14,490	17,388	14,798	17,758
<b>SEARCH AND RESCUE EMERGENCY MANAGEMENT Subtotal</b>	<b>6,590</b>	<b>9,226</b>	<b>12,742</b>	<b>15,290</b>	<b>14,490</b>	<b>17,388</b>	<b>14,798</b>	<b>17,758</b>
<b>SPECIAL OPERATIONS TEAM (SOT) - SWAT &amp; MFF</b>								
SOT   Special Operations Team SWAT and MFF	4,440	6,216	6,937	8,324	7,102	8,523	7,613	9,136
<b>SPECIAL OPERATIONS TEAM (SOT) - SWAT &amp; MFF Subtotal</b>	<b>4,440</b>	<b>6,216</b>	<b>6,937</b>	<b>8,324</b>	<b>7,102</b>	<b>8,523</b>	<b>7,613</b>	<b>9,136</b>
<b>TOTAL</b>		<b>65,397</b>		<b>106,881</b>		<b>129,904</b>		<b>141,476</b>



# SITE ANALYSIS

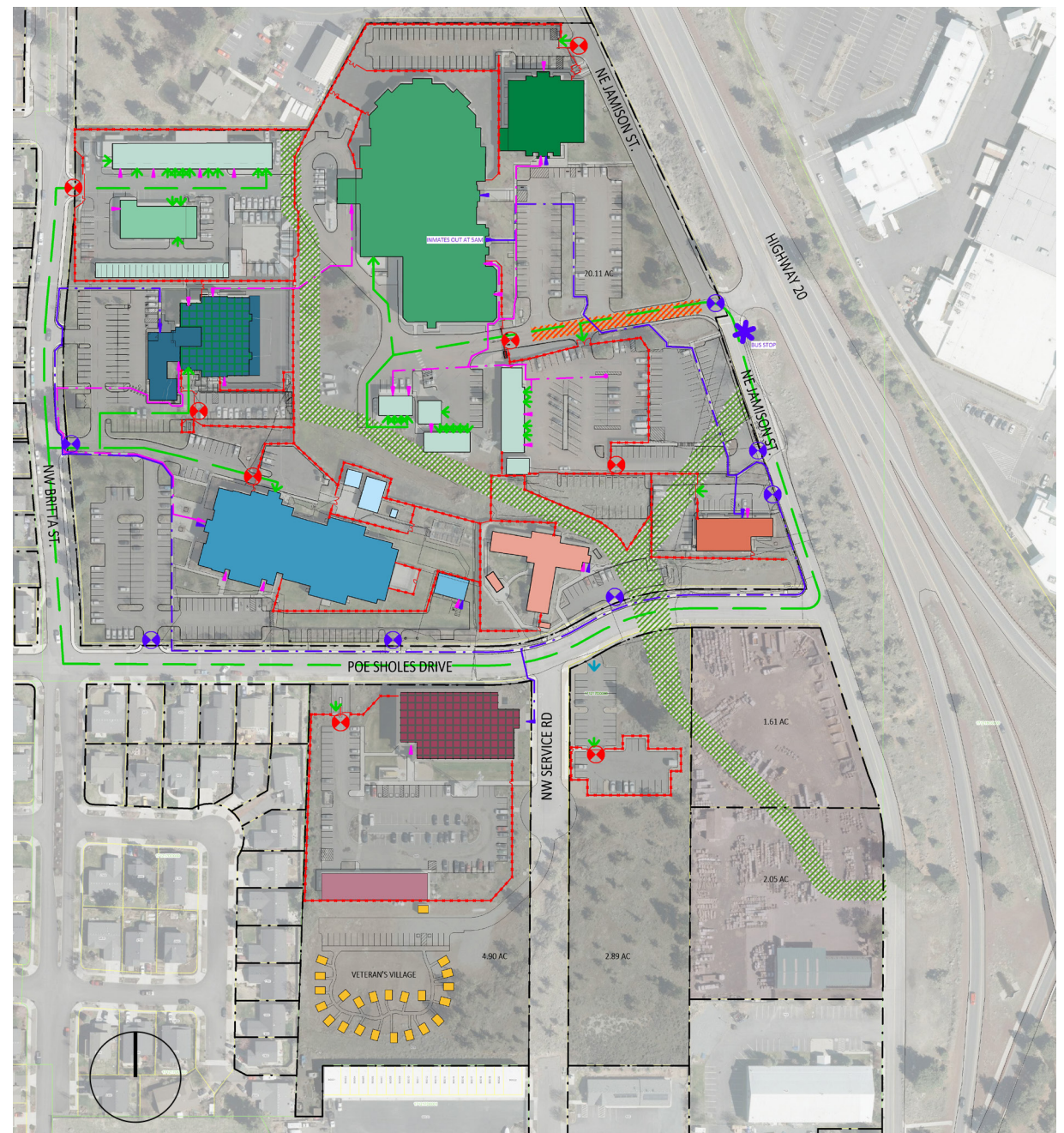
The Public Safety Campus comprises several County functions on approximately 28 acres north of downtown Bend. The campus is bounded by NE Jamison Street and Highway 20 on the east and NW Britta Street on the west, and is bisected by Poe Sholes Drive.

The campus is surrounded by residential developments on the west and south, as well as some commercial property closer to Highway 20. Bend Fire Department has a station and training facility directly north of the campus.

Swalley Irrigation District has an easement that impacts a significant portion of the center of the site.



# EXISTING SITE ANALYSIS

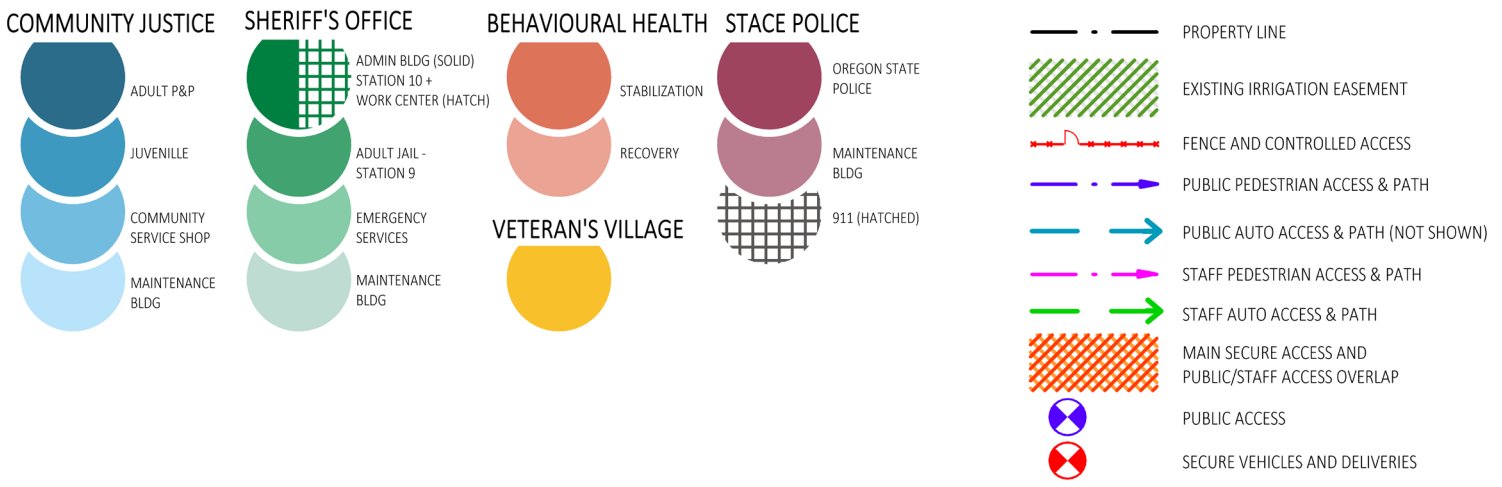


## Challenges & Opportunities

The campus has been partitioned and compartmentalized in such a manner that connections between agencies and services have become increasingly difficult. The Swalley Irrigation District easement has been an additional barrier to development and of interior connections on the site.

In an effort to enhance connectivity, future development on the site should seek to simplify access to the site for public and staff, creating clear zoning for secure operations.

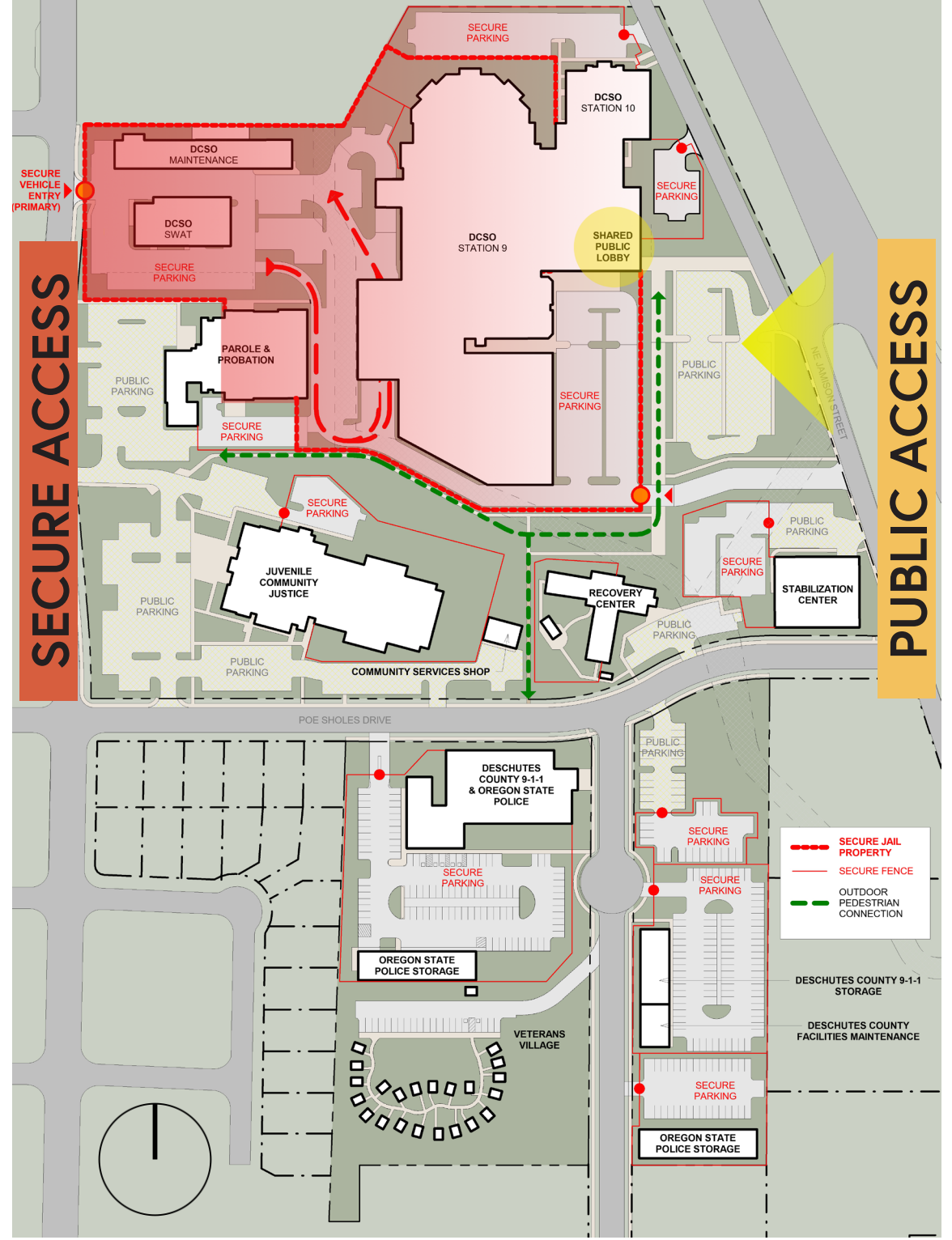
The campus plan envisions the easement not as an impediment but as an opportunity to create an outdoor connection between facilities that promotes collaboration and supports staff and visitor well-being.



Section 4: SITE ANALYSIS  
Deschutes County Public Safety Campus Projects

# LONG-TERM SITE PLANNING

The long-term vision for the Public Safety Campus creates separate zones for public and secure site access. This is intended to clarify wayfinding on the campus and improve safety for both staff and visitors. A new shared lobby for Station 9 and Station 10 is envisioned to provide a dignified public image for the campus, representing the importance of the core services provided to Deschutes County by the agencies located here.





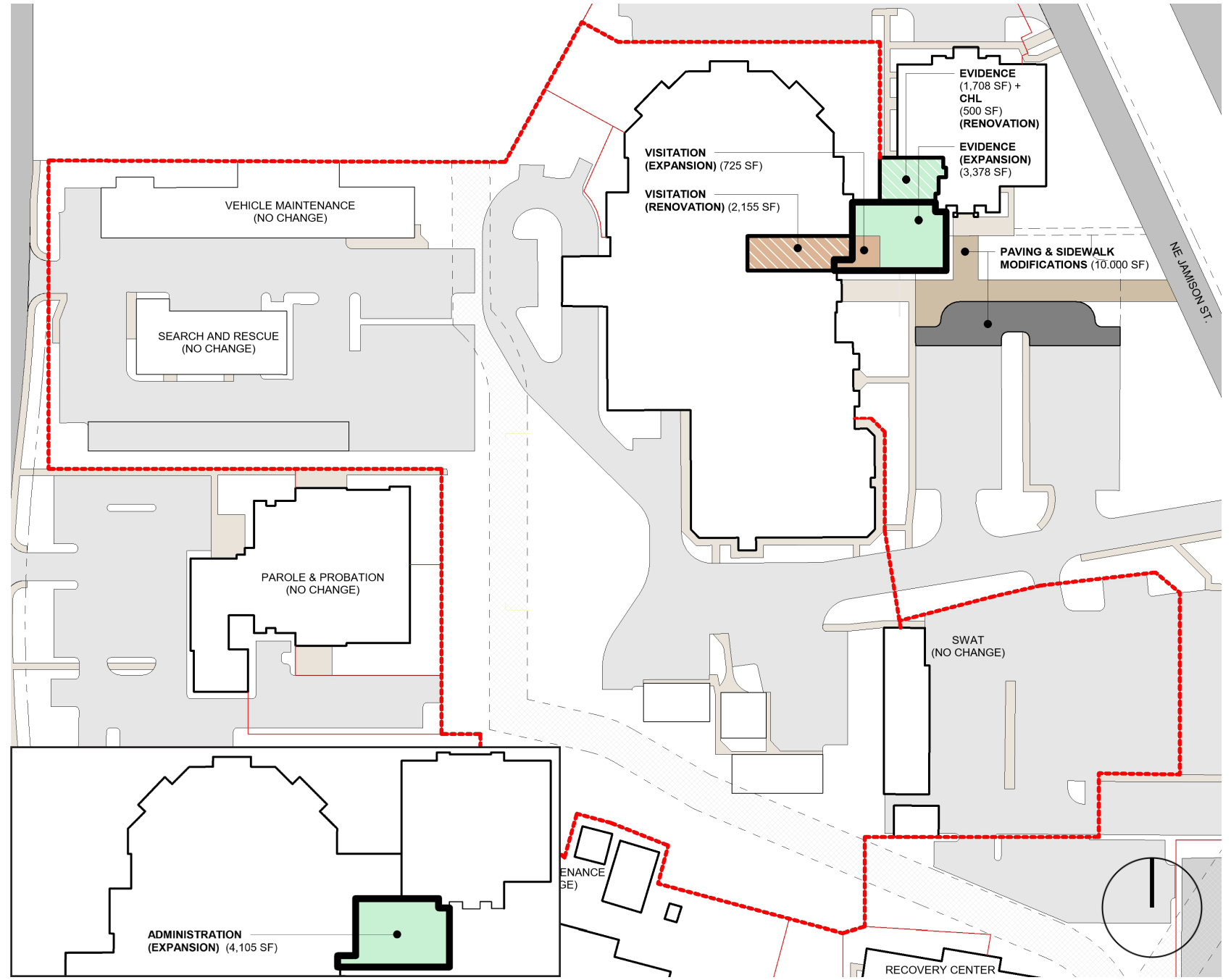
## Near-Term Priorities (0-5 Years)

### SHERIFF'S OFFICE ADULT JAIL (STATION 9)

	AREA (SF)	COST/SF	TOTAL (\$)
<b>Visitation &amp; Arraignment</b>			
New Construction	725	\$ 1,303	\$ 944,675
Heavy Renovation	2,155	\$ 1,264	\$ 2,723,920
<b>Site Modifications</b>			
Paving & Sidewalk	10,000	\$ 46	\$ 460,000
<b>STATION 9 NEAR TERM SUBTOTAL</b>		\$	<b>4,128,595</b>

### SHERIFF'S OFFICE ADMINISTRATION & SUPPORT SERVICES (STATION 10)

	AREA (SF)	COST/SF	TOTAL (\$)
<b>Evidence Storage</b>			
New Construction	3,378	\$ 975	\$ 3,293,550
Heavy Renovation	1,708	\$ 1,264	\$ 2,158,912
<b>CHL Expansion</b>			
Heavy Renovation	500	\$ 997	\$ 498,500
<b>Administration</b>			
New Construction	4,105	\$ 893	\$ 3,664,410
<b>STATION 10 NEAR TERM SUBTOTAL</b>		\$	<b>9,615,372</b>

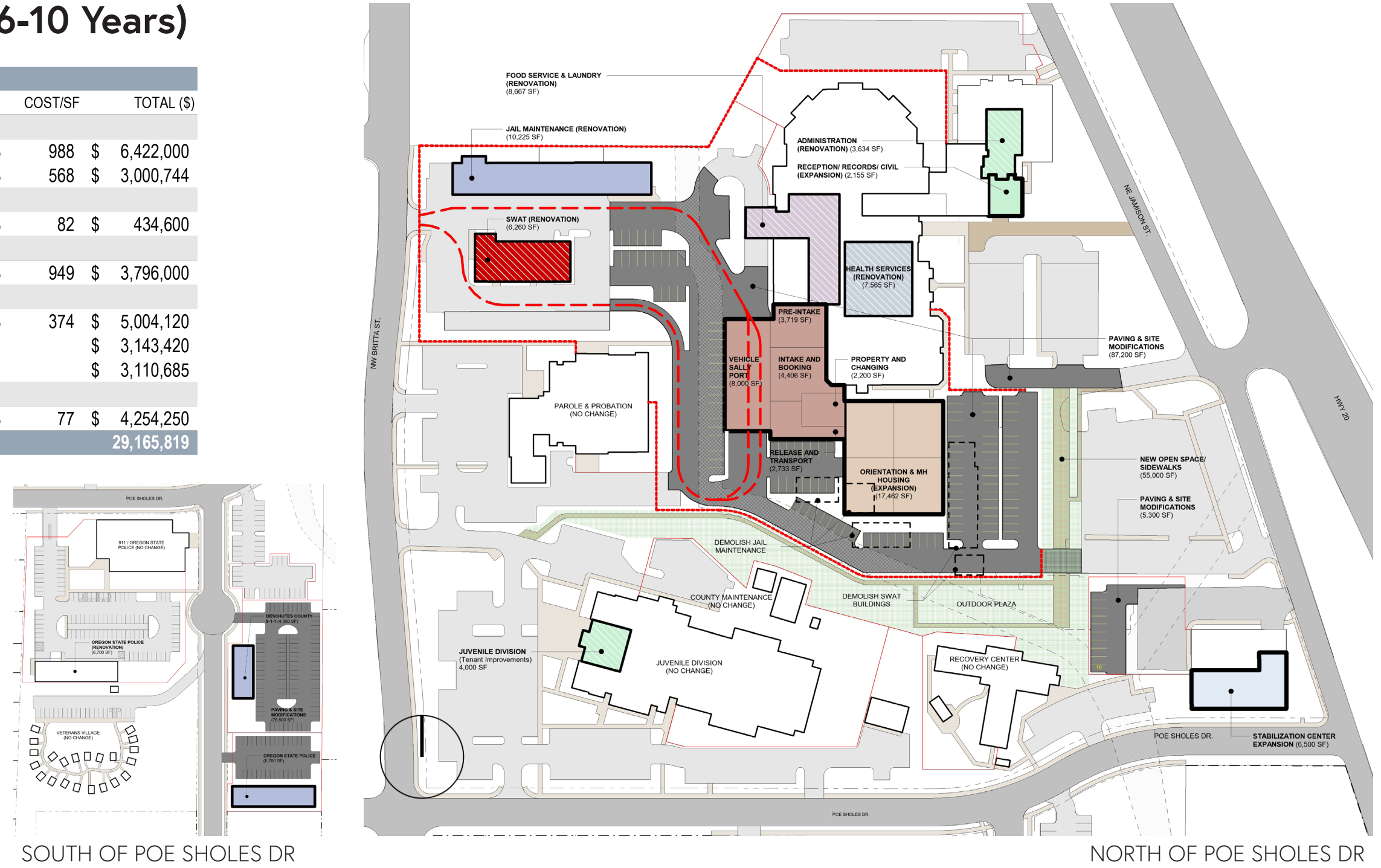


SECOND FLOOR PLAN



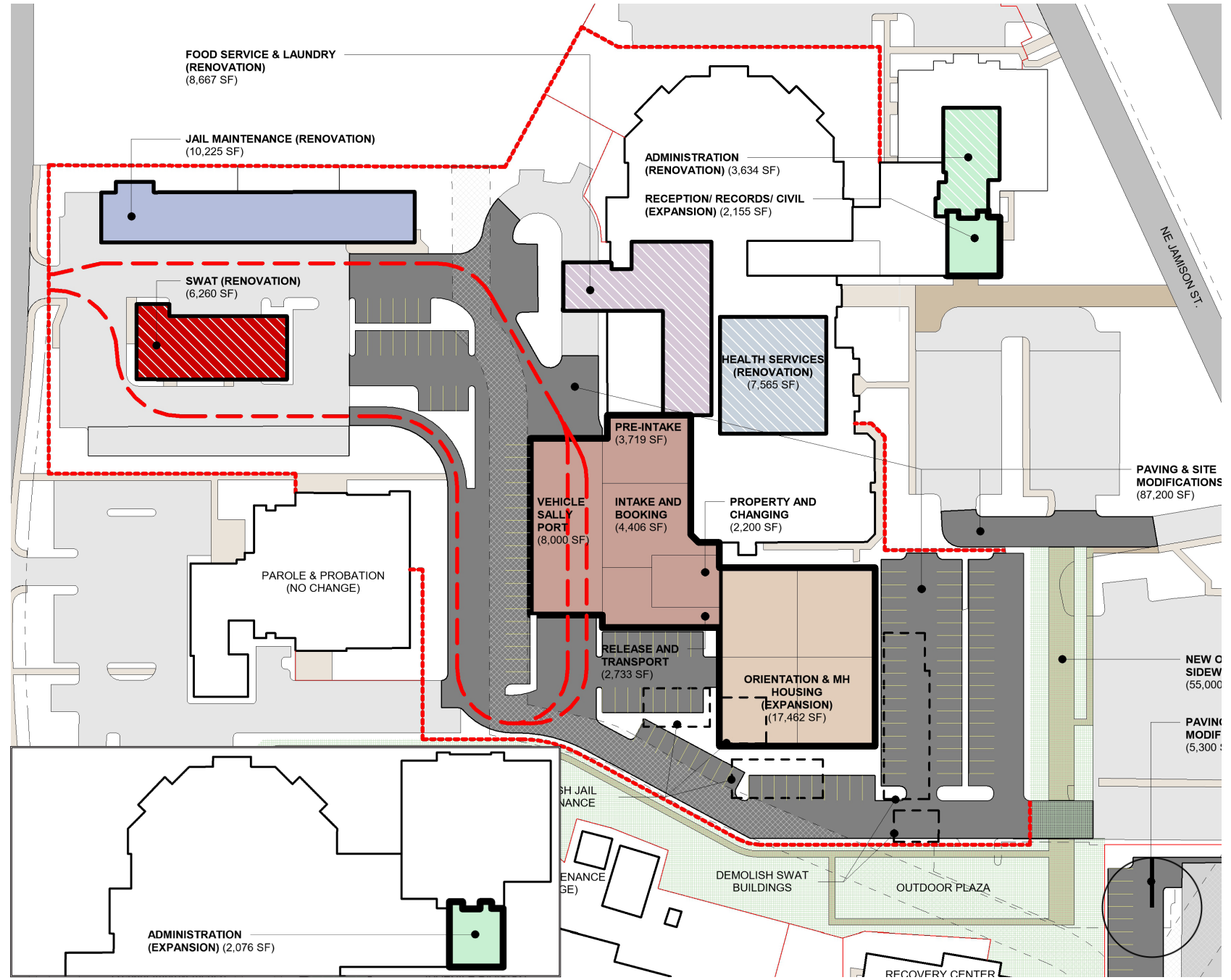
## Mid-Term Priorities (6-10 Years)

CAMPUS IMPROVEMENTS			
	AREA (SF)	COST/SF	TOTAL (\$)
<b>Stabilization Center Expansion</b>			
New Construction	6,500	\$ 988	\$ 6,422,000
Heavy Renovation	5,283	\$ 568	\$ 3,000,744
<b>Stabilization Center Secure Parking</b>			
Site Modifications (Uncovered)	5,300	\$ 82	\$ 434,600
<b>Juvenile Division T1</b>			
Heavy Renovation	4,000	\$ 949	\$ 3,796,000
<b>Deschutes County 9-1-1 and Oregon State Police</b>			
New Construction	13,380	\$ 374	\$ 5,004,120
Secure Parking			\$ 3,143,420
NW Service Road			\$ 3,110,685
<b>Outdoor / Landscape Modifications</b>			
Site Modifications	55,250	\$ 77	\$ 4,254,250
<b>CAMPUS MID TERM SUBTOTAL</b>		<b>\$</b>	<b>\$ 29,165,819</b>



## Mid-Term Priorities (6-10 Years)

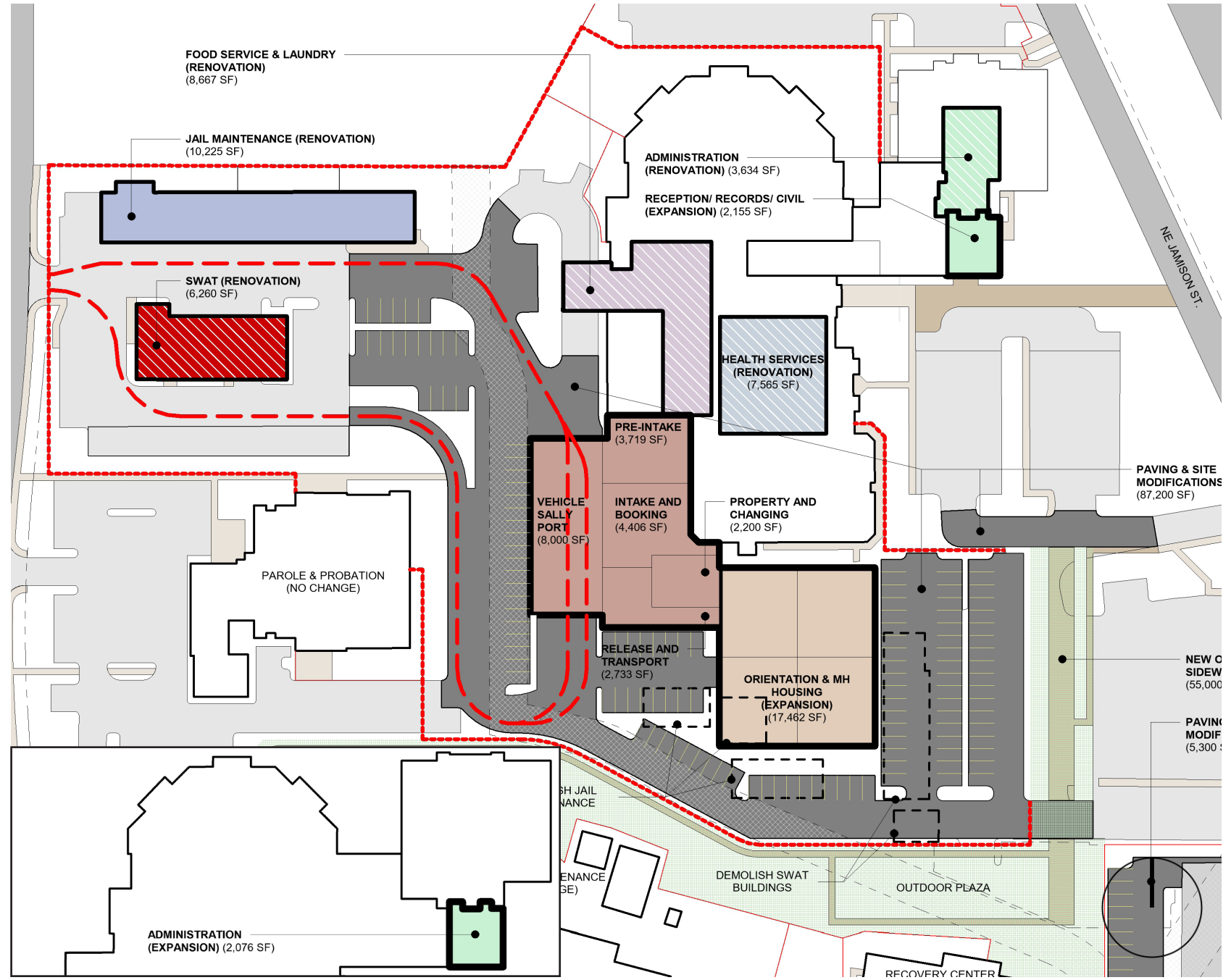
SHERIFF'S OFFICE ADMINISTRATION & SUPPORT SERVICES (STATION 10)			
	AREA (SF)	COST/SF	TOTAL (\$)
<b>Relocate SWAT</b>			
Demolish	5,535	\$ 55	\$ 304,425
Light Renovation	6,260	\$ 632	\$ 3,956,320
<b>Vehicle Maintenance Off-Site</b>			
New Construction	28,626	\$ 759	\$ 21,727,134
<b>VM Fueling Station Off-Site</b>			
New Construction, Covered Only	3,000	\$ 755	\$ 2,265,000
<b>Reception / Records / Civil</b>			
New Construction	2,155	\$ 1,098	\$ 2,366,190
<b>Administration</b>			
New Construction	2,076	\$ 988	\$ 2,051,088
Light Renovation	3,634	\$ 632	\$ 2,296,688
<b>Search &amp; Rescue Off-Site</b>			
New Construction	17,388	\$ 1,142	\$ 19,857,096
<b>Search &amp; Rescue Covered Parking Off-Site</b>			
New Construction	10,600	\$ 558	\$ 5,914,800
<b>Search &amp; Rescue Uncovered Parking Off-Site</b>			
New Paving	23,800	\$ 55	\$ 1,309,000
<b>Existing Station 10</b>			
Light Refresh	117,337	\$ 55	\$ 6,453,535
<b>STATION 10 MID TERM SUBTOTAL</b>		\$	<b>68,501,276</b>



SECOND FLOOR PLAN

## Mid-Term Priorities (6-10 Years)

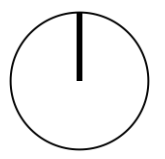
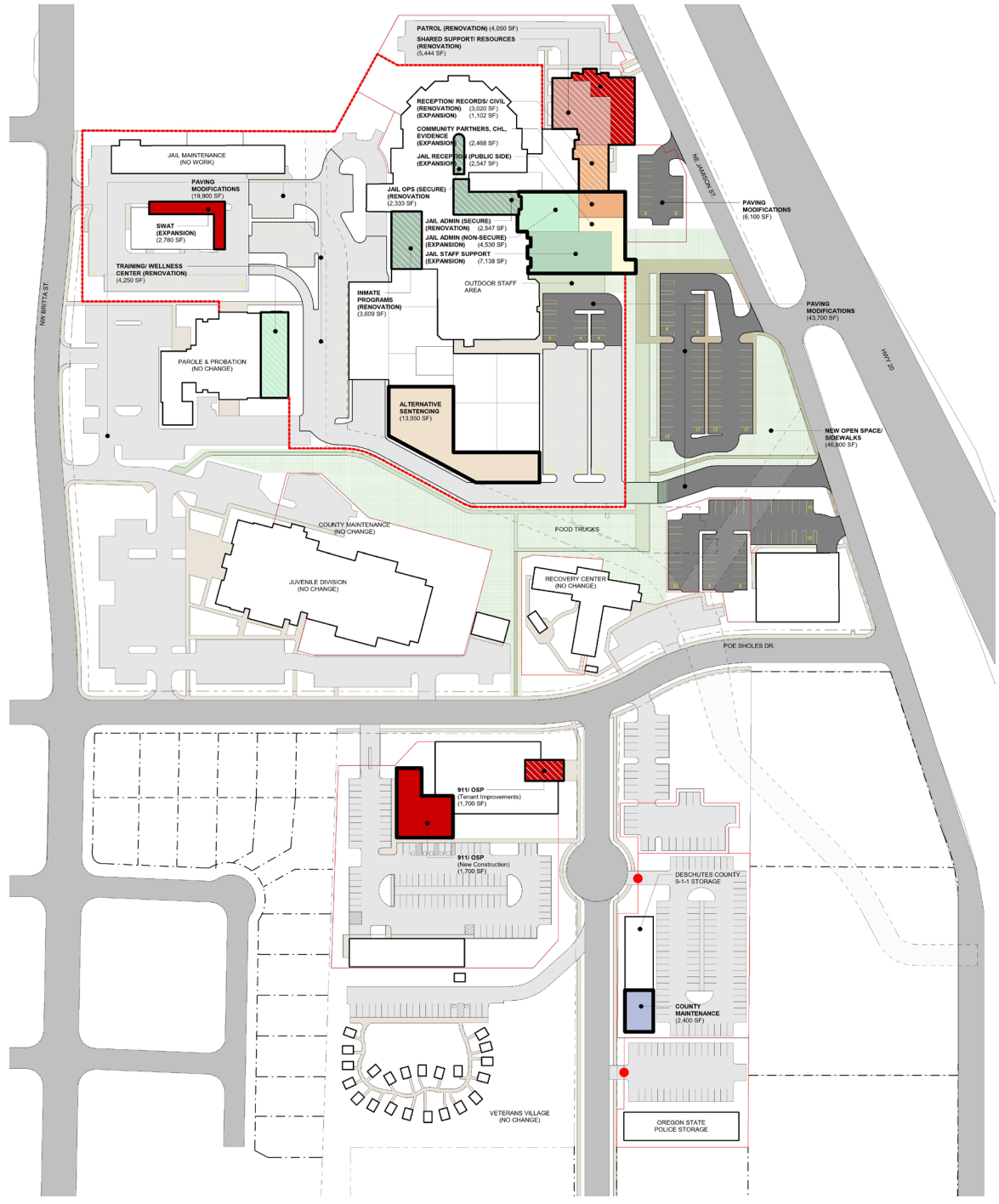
SHERIFF'S OFFICE ADULT JAIL (STATION 9)			
	AREA (SF)	COST/SF	TOTAL (\$)
<b>Relocate Jail Maintenance</b>			
Demolish	7,810	\$ 55	\$ 429,550
Light Renovation	10,225	\$ 404	\$ 4,130,900
<b>Intake / Release</b>			
New Construction	13,058	\$ 1,584	\$ 20,683,872
<b>Vehicle Sallyport</b>			
New Construction	8,000	\$ 878	\$ 7,024,000
<b>Health Services</b>			
Heavy Renovation	7,565	\$ 1,268	\$ 9,592,420
<b>Food Service &amp; Laundry</b>			
Heavy Renovation	8,667	\$ 1,319	\$ 11,431,773
<b>Mental Health &amp; Orientation Housing</b>			
New Construction	17,462	\$ 1,584	\$ 27,659,808
<b>Site Modifications</b>			
Paving & Sidewalk	87,200	\$ 55	\$ 4,796,000
<b>Existing Station 9</b>			
Light Refresh	151,055	\$ 55	\$ 8,308,025
<b>STATION 9 MID TERM SUBTOTAL</b>		<b>\$</b>	<b>\$ 94,056,348</b>



SECOND FLOOR PLAN

# Long-Term Priorities (11-20 Years)

CAMPUS IMPROVEMENTS			
	AREA (SF)	COST/SF	TOTAL (\$)
<b>Stabilization Center Parking (Uncovered)</b>			
Site Modifications	15,500	\$ 82	\$ 1,271,000
<b>County Maintenance Buildings</b>			
Site Modifications (Uncovered)	2,400	\$ 1,127	\$ 2,704,800
<b>County Maintenance Parking</b>			
New Paving	3,000	\$ 82	\$ 246,000
<b>Training &amp; Wellness Center</b>			
Heavy Renovation	4,205	\$ 1,565	\$ 6,580,825
<b>Deschutes County 9-1-1 &amp; Oregon State Police</b>			
Light Renovation	1,700	\$ 937	\$ 1,592,900
<b>Recovery Center</b>			
Heavy Renovation	7,900	\$ 1,467	\$ 11,589,300
<b>Recovery Center Parking (Uncovered)</b>			
New Paving	6,500	\$ 82	\$ 533,000
<b>Deschutes County 9-1-1 and Oregon State Police</b>			
New Construction	12,522	\$ 2,525	\$ 31,618,050
<b>Outdoor / Landscape Modifications</b>			
Site Modifications	46,750	\$ 115	\$ 5,376,250
<b>CAMPUS LONG TERM SUBTOTAL</b>		<b>\$</b>	<b>\$ 61,512,125</b>

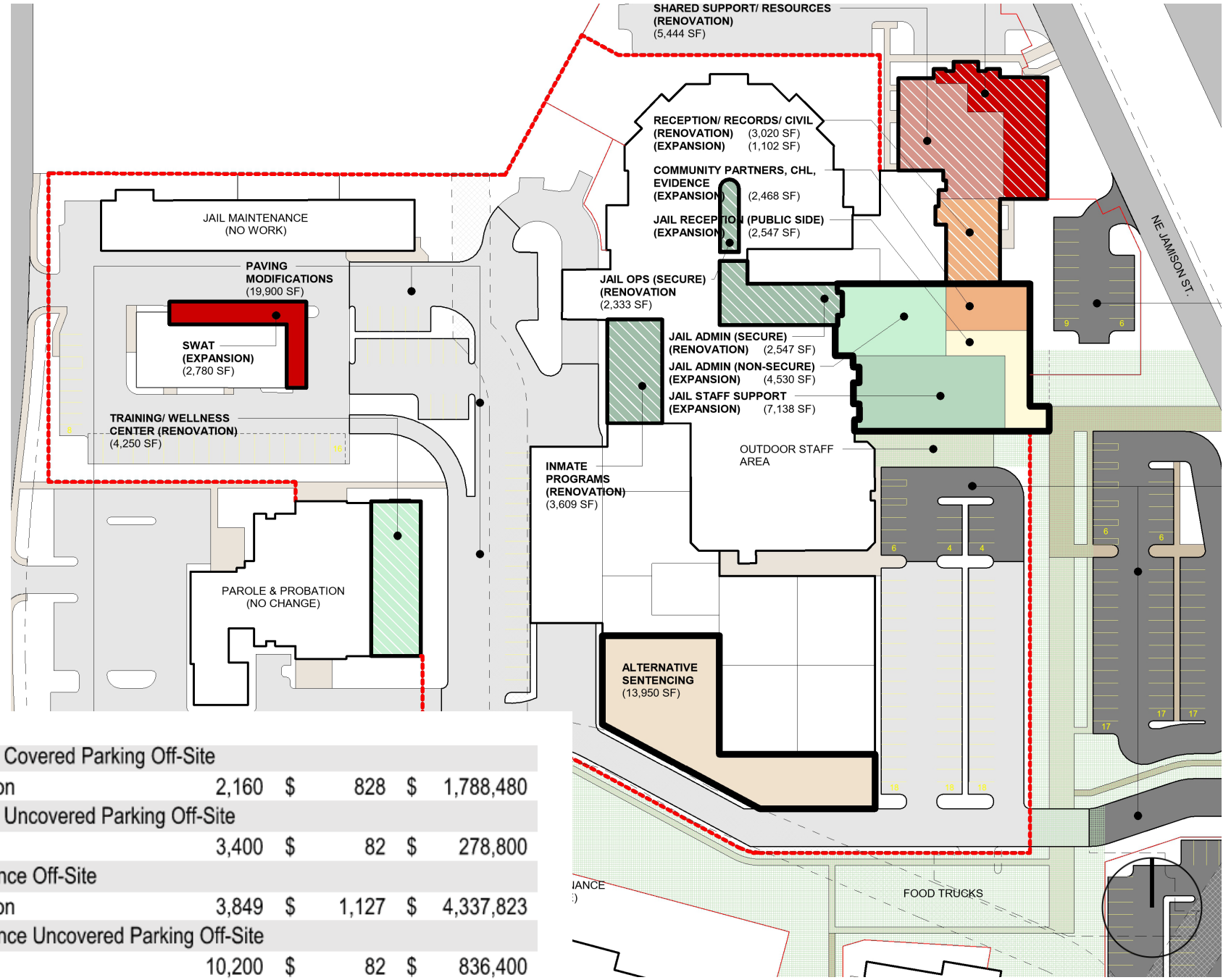


## Long-Term Priorities (11-20 Years)

### SHERIFF'S OFFICE ADMINISTRATION & SUPPORT SERVICES (STATION 10)

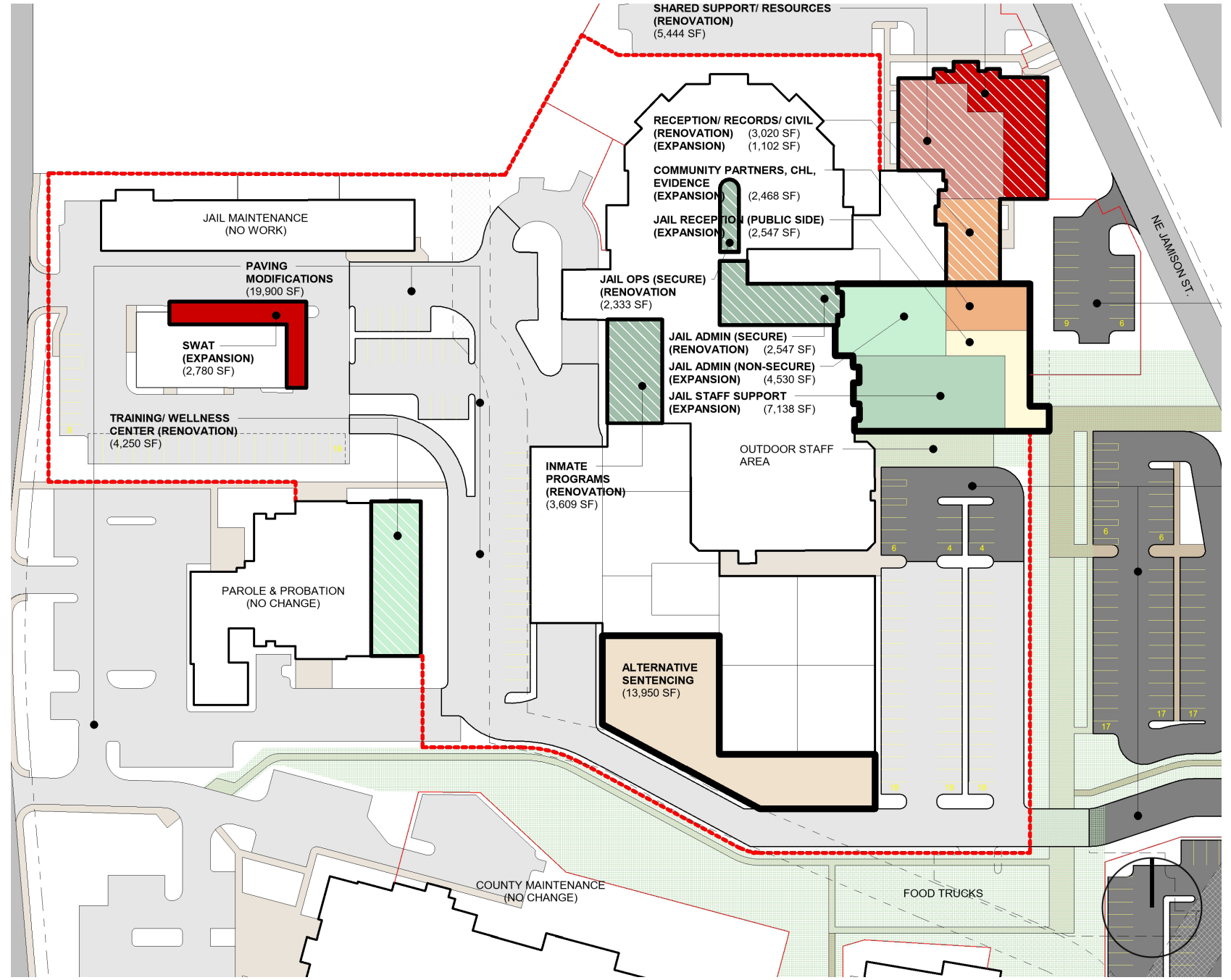
	AREA (SF)	COST/SF	TOTAL (\$)
<b>Patrol</b>			
Light Renovation	4,747	\$ 937	\$ 4,447,939
<b>Shared Support / Resources</b>			
Heavy Renovation	6,334	\$ 1,565	\$ 9,912,710
<b>Reception / Records / Civil</b>			
New Construction	2,155	\$ 1,098	\$ 2,366,190
Heavy Renovation	3,020	\$ 1,690	\$ 5,103,800
<b>Community Partners, CHL &amp; Evidence</b>			
New Construction	2,469	\$ 1,760	\$ 4,345,440
<b>Detectives</b>			
Light Renovation	4,648	\$ 937	\$ 4,355,176
<b>Administration</b>			
Light Renovation	9,979	\$ 937	\$ 9,350,323
<b>Digital Forensics &amp; IT</b>			
New Construction	6,521	\$ 1,760	\$ 11,476,960
<b>Training</b>			
New Construction	9,774	\$ 1,760	\$ 17,202,240
<b>Evidence Storage Off-Site</b>			
New Construction	20,053	\$ 1,760	\$ 35,293,280
<b>SWAT</b>			
New Construction	2,876	\$ 937	\$ 2,694,812
<b>Existing Station 10</b>			
Light Refresh	60,130	\$ 163	\$ 9,801,190
<b>Secure Parking (Uncovered)</b>			
Site Modifications	6,109	\$ 80	\$ 488,720
<b>Search &amp; Rescue Off-Site</b>			
New Construction	370	\$ 1,695	\$ 627,150

<b>Search &amp; Rescue Covered Parking Off-Site</b>			
New Construction	2,160	\$ 828	\$ 1,788,480
<b>Search &amp; Rescue Uncovered Parking Off-Site</b>			
New Paving	3,400	\$ 82	\$ 278,800
<b>Vehicle Maintenance Off-Site</b>			
New Construction	3,849	\$ 1,127	\$ 4,337,823
<b>Vehicle Maintenance Uncovered Parking Off-Site</b>			
New Paving	10,200	\$ 82	\$ 836,400
<b>STATION 10 LONG TERM SUBTOTAL</b>		\$	<b>124,707,433</b>



## Long-Term Priorities (11-20 Years)

SHERIFF'S OFFICE ADULT JAIL (STATION 9)			
	AREA (SF)	COST/SF	TOTAL (\$)
<b>Inmate Programs</b>			
Heavy Renovation	3,609	\$ 2,282	\$ 8,235,738
<b>Jail Administration (Secure)</b>			
Heavy Renovation	2,547	\$ 2,282	\$ 5,812,254
<b>Jail Operations</b>			
Heavy Renovation	2,333	\$ 2,282	\$ 5,323,906
<b>Jail Administration (Non-Secure)</b>			
New Construction	4,503	\$ 1,760	\$ 7,925,280
<b>Jail Reception</b>			
New Construction	2,547	\$ 1,760	\$ 4,482,720
<b>Staff Support (Non-Secure)</b>			
New Construction	7,138	\$ 1,760	\$ 12,562,880
<b>Alternative Sentencing</b>			
New Construction	13,951	\$ 1,760	\$ 24,553,760
<b>Site Modifications</b>			
Paving Modifications	63,538	\$ 82	\$ 5,210,116
<b>Existing Station 9</b>			
Light Refresh	121,834	\$ 163	\$ 19,858,942
<b>STATION 9 LONG TERM SUBTOTAL</b>		\$	<b>93,965,596</b>



# COST ESTIMATE

Conceptual estimates were done for the purpose of prioritizing campus needs and potential projects. Potential project costs include numerous assumptions and variables that will likely change over time. These estimates are to be taken as a best guess estimate figures that lie within a possible range. No detailed design studies have been conducted. The program areas and construction types estimated are reasonable assumptions based on group discussions with Deschutes County. Therefore these estimate figures are only to be used for high level decision making and next steps planning. They are not to be used for capital funding requests. More study is needed.

## **BASIS OF COST ESTIMATE**

**Pricing is based on the following general conditions of construction:**

- The general contract procurement method will be CM/GC
- Pricing assumes a minimum of (3) bidders in all trades
- There will not be small business set aside requirements
- Key subcontractors will be brought on as trade partners
- The contractor will be required to pay prevailing wages

**Exclusions:**

- Oregon BOLI fees
- Allowance for Percent for Art
- Adjustments for workforce training/PLA/MWESB
- Ground improvements or special foundations
- Hazardous material handling, disposal and abatement except as identified
- Compression of schedule, premium or shift work, and restrictions on the contractor's working hours
- Assessments, taxes, finance, legal and development charges
- Land and easement acquisition
- Environmental impact mitigation



NEAR TERM (5-YEAR) PROJECTS (2028-2032)						
Department	Construction Type	Quantity	Unit	Rate	Total	Additional Notes
<b>DC Sheriff's Office: Adult Jail (Station 9)</b>						
A1	Construction Costs					
	Visitation & Arraignment					
	New Construction	725	sf	\$1,303.00	\$944,675	Secure / Detention
	Heavy Renovation	2,155	sf	\$1,264.00	\$2,723,920	Secure / Detention
	Site Modifications					
	Paving Modifications	10,000	sf	\$46.00	\$460,000	Measured extent of paving, sidewalks, and landscape modifications. Does not include total area of disturbance.
	<b>Total Construction Costs</b>	<b>12,880</b>	<b>sf</b>		<b>\$4,128,595</b>	
<b>DC Sheriff's Office: Admin Building &amp; Support Services (Station 10)</b>						
A2	Construction Costs					
	Evidence Storage					
	New Construction	3,378	sf	\$975.00	\$3,293,550	Secure / Law Enforcement
	Heavy Renovation	1,708	sf	\$936.00	\$1,598,688	Secure / Law Enforcement
	Concealed Handgun License (CHL)					
	Heavy Renovation	500	sf	\$997.00	\$498,500	50% Secure Law Enforcement / 50% Admin
	Administration					
	New Construction	4,105	sf	\$892.67	\$3,664,425	Admin Offices
	<b>Total Construction Costs</b>	<b>9,691</b>	<b>sf</b>		<b>\$9,055,163</b>	
B	Construction Cost Contingency					
	Estimating Contingency	0%	of A1 & A2 Total		\$0	Estimate reflects contingency
	Owner Construction Contingency	10%	of A1 & A2 Total		\$1,318,376	
	Escalation (add 5% for each year after 2032)	0%	of A1 & A2 Total		\$0	Estimate reflects 5% per year to midpoint of each phase (44% factored for near-term), compound rates
	<b>Total Construction Cost Contingency</b>				<b>\$1,318,376</b>	
C	Soft Costs					
	A&E Fees, Permits, Inspections, Owner's Insurance	25%	of A1 & A2 Total		\$3,295,939	
D	Interior Costs					
	Furniture, Fixtures & Equipment	\$30	per sq ft A1 + A2 Total		\$677,130	
E	Total Project Costs					
	Total Construction Costs		A1+A2		\$13,183,758	
	Total Construction Cost Contingency		B		\$1,318,376	
	Total Soft Costs		C		\$3,295,939	
	Total Interior Costs		D		\$677,130	
	<b>Total Near-Term Project Costs</b>				<b>\$18,475,203</b>	





<b>MID TERM (10-YEAR) PROJECTS (2033-2037)</b>						
Department	Construction Type	Quantity	Unit	Rate	Total	Additional Notes
<b>DC Sheriff's Office: Adult Jail (Station 9)</b>						
A1	<b>Construction Costs</b>					
<b>Relocate Jail Maintenance</b>						
	Demolish	7,810	sf	\$55.00	\$429,550	Demolition of existing facilities
	Light Renovation	10,225	sf	\$404.00	\$4,130,900	Warehouse / Utility Space
<b>Intake / Release</b>						
	New Construction	13,058	sf	\$1,584.00	\$20,683,872	Secure / Detention
<b>Vehicle Sallyport</b>						
	New Construction	8,000	sf	\$878.00	\$7,024,000	25% Secure / Detention & 75% Enclosed Exterior Space
<b>Health Services</b>						
	Heavy Renovation	7,565	sf	\$1,268.00	\$9,592,420	Secure / Detention
<b>Food Service &amp; Laundry</b>						
	Heavy Renovation	8,667	sf	\$1,319.00	\$11,431,773	Secure / Detention
<b>Mental Health &amp; Orientation Housing</b>						
	New Construction	17,462	sf	\$1,584.00	\$27,659,808	Secure / Detention
<b>Site Modifications</b>						
	Paving Modifications	87,200	sf	\$55.00	\$4,796,000	Measured extent of paving, sidewalks, and landscape modifications. Does not include total area of disturbance.
<b>Existing Station 9</b>						
	Light Refresh	151,055	sf	\$55.00	\$8,308,025	Paint & minor repairs of areas not included in near-term work
<b>Total Construction Costs</b>		<b>311,042</b>	<b>sf</b>		<b>\$94,056,348</b>	



DC Sheriff's Office: Admin Building & Support Services (Station 10)						
A2 Construction Costs						
<b>Relocate SWAT</b>						
	Demolition	5,535	sf	\$55.00	\$304,425	Demolition of existing facilities
	Light Renovation	6,260	sf	\$632.00	\$3,956,320	Secure Law Enforcement
<b>Vehicle Maintenance, Off-Site</b>						
	New Construction	28,626	sf	\$759.00	\$21,727,134	Warehouse / Utility Space. New development of future off-site location. Includes excavation of relatively flat site, utility infrastructure, street improvements, paving, landscaping, secure fencing with (1) vehicle gate. Assume future offsite location doesn't require demolition of existing facilities. Doesn't include acquisition costs.
<b>Vehicle Maintenance Fueling Station, Off-Site</b>						
	New Construction, Covered Only	3,000	sf	\$755.00	\$2,265,000	
<b>Reception / Records / Civil</b>						
	New Construction	2,155	sf	\$1,098.00	\$2,366,190	Admin Offices
<b>Administration</b>						
	New Construction	2,076	sf	\$988.00	\$2,051,088	Admin Offices
	Light Renovation	3,634	sf	\$632.00	\$2,296,688	Admin Offices
<b>Search &amp; Rescue, Off-Site</b>						
	New Construction	17,388	sf	\$1,142.00	\$19,857,096	Warehouse / Utility / Admin space. New development of future off-site location adjacent to vehicle maintenance. Doesn't include acquisition costs.
<b>Search &amp; Rescue Covered Parking, Off-Site</b>						
	New Construction	10,600	sf	\$558.00	\$5,914,800	
<b>Search &amp; Rescue Uncovered Parking, Off-Site</b>						
	New Paving	23,800	sf	\$55.00	\$1,309,000	
<b>Existing Station 10</b>						
	Light Refresh	117,337	sf	\$55.00	\$6,453,535	Paint & minor repairs of areas not included in near-term work
<b>Total Construction Costs</b>		<b>220,411</b>	<b>sf</b>		<b>\$68,501,276</b>	



Campus Improvements						
<b>A3 Construction Costs</b>						
Stabilization Center Expansion						
	New Construction	6,500	sf	\$988.00	\$6,422,000	Admin Offices, expansion of current location
	Light Renovation	5,283	sf	\$568.00	\$3,000,744	Remodel to accommodate addition
Stabilization Center Secure Uncovered Parking						
	Site Modifications	5,300	sf	\$82.00	\$434,600	Measured extent of paving, sidewalks, and landscape modifications. Does not include total area of disturbance.
Juvenile Division TI						
	Heavy Renovation	4,000	sf	\$949.00	\$3,796,000	Remodel of existing lobby/waiting & public vertical circulation.
Outdoor / Landscape Modifications						
	Site Modifications	55,250	sf	\$77.00	\$4,254,250	Measured extent of sidewalks and landscape modifications. Includes single plaza with additional landscaping. Does not include total area of disturbance.
911 Storage & Secure Parking						
	New Construction	6,690	sf	\$374.00	\$2,502,060	PEMB building w/ freeze protection
	Secure Parking	30,520	sf	\$67.00	\$2,061,232	Includes 777 LF of 8' H chain link fencing, (1) vehicular gate, (1) man gate, utility infrastructure and excavation
Oregon State Police Storage & Secure Parking						
	New Construction	6,690	sf	\$374.00	\$2,502,060	PEMB building w/ freeze protection
	Secure Parking	13,638	sf	\$79.00	\$1,082,188	Includes 512 LF of 8' H chain link fencing, (1) vehicular gate, (1) man gate, utility infrastructure and excavation
NW Service Road						
	Road Extension	435	lf	\$7,151.00	\$3,110,685	Assumes 36' wide road with ROW improvements
<b>Total Construction Costs</b>		<b>134,306</b>	<b>sf</b>		<b>\$29,165,819</b>	
<b>B Construction Cost Contingency</b>						
	Estimating Contingency	0%	of A1, A2 & A3 Total		\$0	Estimate reflects contingency
	Owner Construction Contingency	10%	of A1, A2 & A3 Total		\$19,172,344	
	Escalation (add 5% for each year after 2032)	0%	of A1, A2 & A3 Total		\$0	Estimate reflects 5% per year to midpoint of each phase (84% factored for near-term), compound rates
<b>Total Construction Cost Contingency</b>					<b>\$19,172,344</b>	
<b>C Soft Costs</b>						
	A&E Fees, Permits, Inspections, Owner's Insurance	25%	of A1, A2 & A3 Total		<b>\$47,930,861</b>	
<b>D Interior Costs</b>						
	Furniture, Fixtures & Equipment	\$30	per sq ft A1 + A2 + A3 Total		<b>\$19,972,770</b>	
<b>E Total Project Costs</b>						
	Total Construction Costs		A1+A2+A3		\$191,723,443	
	Total Construction Cost Contingency		B		\$19,172,344	
	Total Soft Costs		C		\$47,930,861	
	Total Interior Costs		D		\$19,972,770	
<b>Total Mid-Term Project Costs</b>					<b>\$278,799,418</b>	



LONG TERM (20-YEAR) PROJECTS (2043-2047)						
Department	Construction Type	Quantity	Unit	Rate	Total	Additional Notes
DC Sheriff's Office: Adult Jail (Station 9)						
A1 Construction Costs						
Inmate Programs						
	Heavy Renovation	3,609	sf	\$2,282.00	\$8,235,738	Secure / Detention
Jail Administration, Secure						
	Heavy Renovation	2,547	sf	\$2,282.00	\$5,812,254	Secure / Detention
Jail Operations						
	Heavy Renovation	2,333	sf	\$2,282.00	\$5,323,906	Secure / Detention
Jail Administration, Non-Secure						
	New Construction	4,503	sf	\$1,760.00	\$7,925,280	Non-Secure / Detention
Jail Reception						
	New Construction	2,547	sf	\$1,760.00	\$4,482,720	Non-Secure / Detention
Staff Support Space, Non-Secure						
	New Construction	7,138	sf	\$1,760.00	\$12,562,880	Non-Secure / Detention
Alternative Sentencing						
	New Construction	13,951	sf	\$1,760.00	\$24,553,760	Secure / Detention
Site Modifications						
	Paving Modifications	63,538	sf	\$82.00	\$5,210,116	Measured extent of paving, sidewalks, and landscape modifications. Does not include total area of disturbance. Includes 2 new secure vehicle gates and ~500' of secure fencing.
Existing Station 9						
	Light Refresh	121,834	sf	\$163.00	\$19,858,942	Paint & minor repairs of areas not included in mid-term work
<b>Total Construction Costs</b>		<b>222,000</b>	<b>sf</b>		<b>\$93,965,596</b>	



DC Sheriff's Office: Admin Building & Support Services (Station 10)						
A2	Construction Costs					
<b>Patrol</b>						
	Light Renovation	4,747	sf	\$937.00	\$4,447,939	Secure Law Enforcement
<b>Shared Support / Resources</b>						
	Heavy Renovation	6,334	sf	\$1,565.00	\$9,912,710	Admin Offices
<b>Reception / Records / Civil</b>						
	New Construction	1,102	sf	\$1,760.00	\$1,939,520	Admin Offices
	Heavy Renovation	3,020	sf	\$1,690.00	\$5,103,800	Admin Offices
<b>Community Partners, CHL &amp; Evidence</b>						
	New Construction	2,469	sf	\$1,760.00	\$4,345,440	Secure Law Enforcement
<b>Detectives</b>						
	Light Renovation	4,648	sf	\$937.00	\$4,355,176	Secure Law Enforcement
<b>Administration</b>						
	Light Renovation	9,979	sf	\$937.00	\$9,350,323	Admin Offices
<b>Digital Forensics &amp; IT</b>						
	New Construction	6,521	sf	\$1,760.00	\$11,476,960	Secure Law Enforcement
<b>Training</b>						
	New Construction	9,774	sf	\$1,760.00	\$17,202,240	Admin Offices
<b>Evidence Storage, Off-Site</b>						
	New Construction	20,053	sf	\$1,760.00	\$35,293,280	Secure Law Enforcement
<b>SWAT</b>						
	New Construction	2,876	sf	\$1,760.00	\$5,061,760	Secure Law Enforcement
<b>Existing Station 10</b>						
	Light Refresh	60,130	sf	\$163.00	\$9,801,190	Paint & minor repairs of areas not included in mid-term work
<b>Secure Parking Uncovered</b>						
	Site Modifications	6,109	sf	\$80.00	\$488,720	On-site secure parking expansion
<b>Search &amp; Rescue, Off-Site</b>						
	New Construction	370	sf	\$1,695.00	\$627,150	50% Secure Law Enforcement & 50% Admin Offices, expansion of mid-term improvements
<b>Search &amp; Rescue Covered Parking, Off-Site</b>						
	New Construction	2,160	sf	\$828.00	\$1,788,480	Expansion of building from mid-term
<b>Search &amp; Rescue Uncovered Parking, Off-Site</b>						
	New Paving	3,400	sf	\$82.00	\$278,800	Expansion of parking from mid-term
<b>Vehicle Maintenance, Off-Site</b>						
	New Construction	3,849	sf	\$1,127.00	\$4,337,823	Expansion of building from mid-term
<b>Vehicle Maintenance Uncovered Parking, Off-Site</b>						
	New Paving	10,200	sf	\$82.00	\$836,400	Expansion of parking from mid-term
<b>Total Construction Costs</b>		<b>157,741</b>	<b>sf</b>		<b>\$126,647,711</b>	



Campus Improvements						
<b>A3</b>	<b>Construction Costs</b>					
	<b>Stabilization Center Parking Uncovered</b>					
	Site Modifications	15,500	sf	\$82.00	\$1,271,000	Expansion of parking from mid-term
	<b>County Maintenance Buildings</b>					
	New Construction	2,400	sf	\$1,127.00	\$2,704,800	Warehouse / Utility space. Includes only site county facility storage buildings, excludes central county maintenance facility.
	<b>County Maintenance Parking</b>					
	New Paving	3,000	sf	\$82.00	\$246,000	on-site dedicated parking for maintenance
	<b>Training &amp; Wellness Center</b>					
	Heavy Renovation	4,205	sf	\$1,565.00	\$6,580,825	Conversion of former work crew space to new use for entire campus
	<b>911 &amp; Oregon State Police TI</b>					
	Light Renovation	1,700	sf	\$937.00	\$1,592,900	Secure Law Enforcement.
	<b>Recovery Center Remodel</b>					
	Heavy Renovation	7,900	sf	\$1,467.00	\$11,589,300	Remodel for aged building improvements
	<b>Outdoor / Landscape Modifications</b>					
	Site Modifications	46,750	sf	\$115.00	\$5,376,250	Measured extent of sidewalks and landscape modifications. Includes single plaza with additional landscaping. Does not include total area of disturbance.
	<b>911 &amp; Oregon State Police Addition</b>					
	New Construction	12,522	sf	\$2,524.00	\$31,605,528	2-story addition
	<b>Total Construction Costs</b>	<b>93,977</b>	<b>sf</b>		<b>\$60,966,603</b>	
<b>B</b>	<b>Construction Cost Contingency</b>					
	Estimating Contingency	0%	of A1, A2 & A3 Total		\$0	Estimate reflects contingency
	Owner Construction Contingency	10%	of A1, A2 & A3 Total		\$28,157,991	
	Escalation (add 5% for each year after 2032)	0%	of A1, A2 & A3 Total		\$0	Estimate reflects 5% per year to midpoint of each phase (200% factored for near-term), compound rates
	<b>Total Construction Cost Contingency</b>				<b>\$28,157,991</b>	
<b>C</b>	<b>Soft Costs</b>					
	A&E Fees, Permits, Inspections, Owner's Insurance	25%	of A1, A2 & A3 Total		<b>\$70,394,978</b>	
<b>D</b>	<b>Interior Costs</b>					
	Furniture, Fixtures & Equipment	\$30	per sq ft A1 + A2 + A3 Total		<b>\$14,211,540</b>	
<b>E</b>	<b>Total Project Costs</b>					
	Total Construction Costs		A1+A2+A3		\$281,579,910	
	Total Construction Cost Contingency		B		\$28,157,991	
	Total Soft Costs		C		\$70,394,978	
	Total Interior Costs		D		\$14,211,540	
	<b>Total Long-Term Project Costs</b>				<b>\$394,344,419</b>	

