



## AGENDA

### BOARD OF COMMISSIONERS GOAL-SETTING WORK SESSION

Tuesday, August 13, 2024, 9 AM

<b>How to Attend the Goal-setting Meeting</b>
<b>Zoom Video</b> <a href="#">Click for Zoom link</a>
<b>In-person:</b> Kalapuya Building, 4500 SW Research Way, Corvallis, Oregon

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting the Board of Commissioners Office at 541-766-6800 or 800-735-2900 TTY, by email [bocinfo@bentoncountyor.gov](mailto:bocinfo@bentoncountyor.gov), or on the County's website at <https://boc.bentoncountyor.gov/contact/>.

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

#### 1. Call to Order and Introductions

#### 2. Review and Approve Agenda

Chair may alter the agenda

#### 3. Approval of Goal-setting Meeting Minutes

3.1 Approval of the August 8, 2023 and October 10, 2023 Goal-setting Minutes

#### 4. Discussion Topics

4.1 40 minutes – 2025 Legislative Session Discussion – Rick Crager, Assistant County Administrator; Ryann Gleason, Zack Reeves, CFM Advocates

Board of Commissioners  
August 13, 2024 Goal-setting Agenda  
Page 2 of 2  
8/9/2024 8:44 AM

- 4.2 15 minutes – Benton County Facilities Update – Electric Vehicle Plan – Gary Stockhoff, Public Works
- 4.3 15 minutes – County Website Project Update – Adam Loerts, Information Technology
- 4.4 15 minutes – Proclamations and Events Review – Rachel McEneny, County Administrator; Cory Grogan, Public Information Officer
- 4.5 15 minutes – Discussion Regarding Requirements to Place Flag at the Front of the Kalapuya Building – Rachel McEneny, County Administrator
- 4.6 10 minutes – Additional Opportunity for County Commissioners to Engage on Draft Wildfire Hazard Plan – Xanthippe Augerot, Board of Commissioners

## 5. County Updates

- 5.1 15 minutes – County Administrator Updates: Rachel McEneny, County Administrator
- 5.2 30 minutes – Commissioner Updates: Benton County Commissioners

## 6. Announcements

## 7. Other

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

## 8. Executive Session

The Board will meet under ORS 192.660[2][d] – Labor Negotiations

**Item 3.1 August 8, 2023 Goal-setting Meeting Minutes**



Board of Commissioners

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## MEETING MINUTES

### BOARD OF COMMISSIONERS GOAL-SETTING WORK SESSION

August 8, 2023 – 9:00 AM

**PRESENT:** Pat Malone, Chair; Xanthippe Augerot, Vice Chair; Nancy Wyse, Commissioner; Suzanne Hoffman, Interim County Administrator

**STAFF:** Maura Kwiatkowski, Meeting Recorder; April Holland, Kailee Olson, Rebecca Taylor, Health Services; Cory Grogan, JonnaVe Stokes, Public Information/Communications; Sarah Siddiqui, Diversity, Equity, and Inclusion; Rick Crager, Shurisa Steed, Financial Services

**GUESTS:** Bernie Cummings; Alex Powers, Mid Valley Media

#### 1. Call to Order

Chair Malone called the meeting to order at 9:02 AM. Introductions were made. There were no announcements.

#### 2. Review and Approve Agenda

There were no changes to agenda.

#### 3. Meeting Minutes Approval

The June 13, 2023 Goal-setting Minutes and the June 27, 2023 minutes of the Joint Meeting with the Albany City Council were presented for approval.

**MOTION:** Augerot moved to approve the June 13, 2023 Goal-setting minutes and the June 27, 2023 minutes of the Joint Meeting with the Albany City Council. Wyse seconded the motion, **which was approved 3-0.**

## 4. Discussion Topics

### 4.1 Strategic Communications Update – Cory Grogan, Public Information Officer

Grogan presented an update and expressed a desire to also discuss the biennium report. Hoffman asked whether there is a mechanism to capture who is listening to the podcasts. Grogan indicated he would track those numbers for upcoming Podcast 4.

A survey will be released soon to collect feedback from the community regarding the Justice System Improvement Program bond measure not approved by voters.

The Historic Courthouse Advisory Committee (HCAC) messaging was delayed but will follow the Fair.

Grogan reviewed advertising and outreach for the upcoming Fair and wildfire awareness. Last year, the upgraded digital displays were popular with Fair attendees. Other current external communications and social media topics include road closures, podcasts, new county administrator, hazardous waste disposal, cooling centers, and water resources.

Grogan discussed county publications, plain language and web training, and October branding signage for the Kalapuya Building. The website project and webmaster recruitment are in progress.

Grogan also discussed the final draft biennium report. Augerot asked about the individual department descriptions; have the directors reviewed those? Grogan said no, but he will reach out to directors. Grogan encouraged the Board to review the report once more and provide final comments. Hoffman requested that additional contact numbers for Health Services be added to the report.

Crager asked whether the county prepares an annual report to provide more current information. Perhaps this is something to be considered in the future; it would not be as substantial as the biennium report. Augerot agreed there may be an opportunity for a brief annual report; Grogan concurred. Augerot suggested the ARPA (American Rescue Plan Act) grant process could be a component of an annual report. Crager suggested also including good work such as the homelessness work being done. Crager would like to see actual expenditures versus budgeted in an annual report.

### 4.2 Pledge of Allegiance at Board of Commissioners Meetings – Pat Malone, Chair

This issue was raised with Augerot by a constituent, who indicated she would bring the matter to the full Board. The pledge was recited in past Board meetings but dropped off during the COVID pandemic. Equity, Diversity, and Inclusion (EDI) Coordinator Sarah Siddiqui was tasked with obtaining additional information and perspectives.

Siddiqui noted one of the largest communities in the county is Spanish speaking, and many are migrant workers. The flag's meaning has changed as politics change, and Siddiqui does not believe it aligns with county EDI goals and asked the Board to consider the impacts of reciting the pledge.

Holland appreciated the Board's consideration of the impact of pledging allegiance to a flag and to a republic that does not have liberty and justice for all. Holland indicated she shared her comments as a military veteran and someone who loves her country.

Malone mentioned a neighbor had done research similar to that presented by Siddiqui. The pledge has a checkered history, and part of the Board's job is to be inclusive. The "under God" language was added in the 1950s during the fight against Communism. Perhaps there is another way to have a meaningful start to Board meetings such as an inspirational quote or a "today in history" moment.

Wyse indicated no concerns about reciting the pledge or not reciting it. The information presented seems primarily negative. Are there any positives? Siddiqui suggested there are pros for the dominant group of people. Research did not show any pros outside of nationalism; however, Siddiqui would be happy to do more in-depth research. There is nothing inherently wrong with the flag or the pledge; it is more about what it has come to symbolize for some people.

Augerot expressed discomfort with reciting the pledge.

#### **4.3 Grant Applications and Funding Requests, Discussion and Action – Rick Crager, Financial Services**

Four grants were presented to the Board; one each for the Cities of Adair Village, Monroe, and Philomath. The revenue source is the transit lodging tax, and grant focus has traditionally been on economic development efforts. The grant awards will require some additional follow-up and reporting by the recipients. Community Services Consortium Linn Benton Food Share applied for \$100,000 for the biennium; Crager recommends \$75,960. The \$75,960 amount was built into the current budget.

**MOTION:** Wyse motioned to approve the requested funding totaling \$105,960 through four separate grant applications, including \$10,000 each to the Cities of Philomath, Monroe, and Adair Village, totaling \$30,000 for economic development, and \$75,960 to the Community Services Consortium Linn Benton Food Share for purchase of emergency food and supplies to support residents of Benton County seeking resources. Augerot seconded the motion, **which was approved 3-0.**

#### **4.4 Coordinated Homeless Response Office: Update and Discussion of the House Bill 4123 Strategic Plan – April Holland, Rebecca Taylor; Health Services**

Holland introduced the topic. Taylor discussed the goals of the presentation, which were to provide an update on the strategic plan organization, an update on partner engagement and coordination, and a discussion regarding the Coordinated Homeless Response Office's (CHRO's) strategic alignment with the Commissioners' strategic priorities.

Augerot indicated the “at a glance” document was very helpful; she sees a need to operationalize on the back end. Taylor noted that each section of the strategic plan will include HOPE (Home, Opportunity, Planning, and Equity) policy recommendations and identify how the projects 1) move the recommendation forward, 2) meet the requirements of HB 4123, and 3) achieve the overarching community priorities. A significant amount of detail will be included in the workplans. Holland added that specific activities will be identified and incorporated into the internal workplan. One opportunity is the countywide list of all that has been accomplished regarding homelessness. Do the Commissioners want the Coordinated Homeless Response office to contact each department to identify their activities? Augerot indicated some of the information is captured in the budget process and does not want to create additional work for staff.

Taylor advised that as the strategic plan has been crafted, focus has been on external partners; we have not yet looked internally to define what this means for the county. The internal inventory could be a component of the strategic plan. Augerot believes it makes sense to identify internal resources and ensure we are all aligned. Taylor agreed the more perspectives at the table, the better our response.

Malone asked about HB 4123 funding; we have just begun Year 2 of the two-year funding. Taylor advised the community has done an outstanding job helping gather the information needed in a very short timeframe. Malone asked about funding after the end of HB 4123 two-year funding. Crager indicated there is no specific “use by” date on the state funding. The county calculated how far out staffing can be funded using the state funds and some ARPA funding and is hoping to generate other resources to pay for staff over time. We are positioned to fund current staff levels through the 2025-27 biennium. Malone was glad to see the movement toward long-term goals rather than short-term firefighting. Crager noted the difficulty of the work staff is doing; it is a difficult problem to solve. Many county departments are involved, and it will be important to bring the departments together for a coordinated response. Flexibility of resources is necessary to help solve the problems of homelessness. Holland expressed appreciation for the commitment of staff working on this issue and recognized Taylor for her leadership.

Taylor confirmed the assignment from the Board: prepare a cross-departmental inventory of homelessness-related activities completed to date and define how county departments will work together going forward.

Malone thanked Taylor and Holland for the update and the work they are doing.

Augerot indicated the county submitted a proposal for rapid rehousing. Taylor advised the community plans were submitted July 21. A shelter addendum was also submitted on that date on behalf of Unity Shelter. The county was notified some information in one part of the plan needs to be moved to another part of the plan. We also learned there is a great deal of flexibility. The funding agreements will reflect that communities need more time to determine where the funds will go to meet the defined metrics.

Malone indicated the legislature over time has been selecting themes. The most recent session focused on housing and homelessness. He expressed hope this theme and related initiatives will continue in future legislative sessions.

Augerot reported processes are being implemented to obtain information from across the state to use that information to leverage ongoing programs and change funding methods.

#### **4.5 County Administrator Updates – Suzanne Hoffman, Interim County Administrator**

- The remainder of the month will be focused on transitioning interim county administrator responsibilities to Crager and preparing for further transition to incoming County Administrator Rachel McEneny.
- A number of performance evaluations are in progress. For those not complete but due shortly after, Hoffman's notes can be added to Kerby's to assist Crager or McEneny with completion.
- The Health and Human Services (HHS) Director position description is complete. Hoffman expressed appreciation to Lane and Lincoln Counties for sharing helpful information. The position is with Human Resources Director Martineau to finalize and select an executive search firm.
- Community Health Centers (CHC) Executive Director (ED) Carla Jones resigned effective September 29. This lengthy notice will be helpful for transitioning. Jones accepted a position that allows her to remain connected to CHCs across the state. Robust transition documents are available to reply upon, and Hoffman will be talking with the CHC Board regarding appointment of an interim ED and the recruitment process for a new ED. It would be beneficial to have the HHS Director on board first. Holland has expressed a willingness to continue as Interim Health Director until the HHS Director position is filled.

#### **4.6 Commissioner Updates – Board of Commissioners**

##### Augerot

- Attended the National Association of Counties (NACo) conference, which was useful and productive. Most useful were the public safety and law enforcement meetings, since Augerot is a member of NACo's Justice and Public Safety Policy Steering Committee. There were also productive meetings on housing and homelessness.
- Attended the Oregon Community Foundation Board retreat in Corvallis last week.
- Visited Monroe and the new South Benton food pantry. The former church building will be a true community center. Gave a Benton County tour as the bus traveled down Highway 99.
- Contacted by Executive Director Elena Valdés Chavarría regarding the Corvallis Multicultural Center (CMC), which had to move somewhat abruptly from their 9<sup>th</sup> Street location to a campus building. CMC realized it needs new space and is interested in working with the county on options. Augerot suggested CMC reach out to the Benton County Foundation, since there are other nonprofit organizations also looking for space.
- Participated in Corvallis' Government Corner session at the library last Saturday, which was a very positive experience.



- Augerot enjoyed her shift at the Fair and looks forward to reviewing the attendance numbers; suggested the Board receive a Fair debrief from Douglas and Ott soon.
- September 8 is the Association of Oregon Counties (AOC) District 5 meeting in Eugene. Augerot will not attend due to previously scheduled travel. A leadership role in District 5 may be available if Wyse or Malone is interested.

Wyse

- Attended the Fair on several days.

Malone

- Attended the Corvallis Sustainability Coalition meeting on July 26. The event was well attended.
- Attended the August 1 Corvallis Chamber of Commerce meeting; the Chamber is reorganizing their legislative team.
- Attended the Fair.
- Attended the county's quarterly new employee orientation.
- Will attend the Council of Governments Barbeque at Philomath Park on August 17.
- The annual chili cookoff is September 10 at Philomath Rodeo Grounds.
- The AOC legislative retreat is scheduled for September 21 in Klamath Falls; Augerot will also attend. Given the number of commissioners from other counties not running for reelection, there will be leadership opportunities available at the Steering Committee level.
- Would like to develop a coordinated calendar of community events for Board members.

Chair Malone adjourned the meeting at 11:34 AM.

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Pat Malone, Chair

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Maura Kwiatkowski, Recorder

## **Item 3.1 October 10, 2023 Goal-setting Meeting Minutes**



Board of Commissioners

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## MINUTES

### BOARD OF COMMISSIONERS GOAL-SETTING MEETING

October 10, 2023, 9:00 AM

**Present:** Pat Malone, Chair; Xanthippe Augerot, Vice Chair; Nancy Wyse, Commissioner; Rachel McEneny, County Administrator; Vance M. Croney, County Counsel

**Elected Official:** Jef Van Arsdall, Sheriff

**Staff:** Tomi Douglas, Director of Natural Areas, Parks, and Events; Sarah Siddiqui, Diversity, Equity and Inclusion Coordinator; April Holland, Interim Director of Health Services; Rebecca Taylor, Health Services; Cory Grogan, Public Information Officer; Rick Crager, Chief Financial Officer; Amanda Makepeace, Recorder; Erika Milo, Board Staff

**Guests:** Arlene Merems, Resident

#### 1. Opening

- 1.1 Chair Malone called the meeting to order at 9:03 AM.
- 1.2 Introductions were made.
- 1.3 There were no announcements

#### 2. Review and Approve Agenda

The agenda was approved.

#### 3. Discussion Topics

- 3.1 **\*Discussion Regarding the Exotic Animal Ordinance** – Tomi Douglas; Natural Areas, Parks, and Events

Douglas requested Board direction on whether to keep, amend, or repeal the existing Exotic Animal Ordinance (EAO). The two main changes in the draft revision are: changing the animal names from Latin taxonomy to plain English and clarifying that the Future Farmers of America (FFA) and the 4-H Club would be exempted from the EAO so the Benton County (BC) Fairgrounds can host the groups' activities. Both the Fair Board (FB)

and Fair staff requested the EAO specify the BC Fair is exempt and assure the community there was no intent for the EAO to harm animals or wildlife.

Wyse had provided some edits via email (Exhibit 1) to Douglas and the Board, including removal of the third 'whereas' in the document.

Douglas commented that was a change requested by the work group, noting Augerot and Malone were also willing to strike the third 'whereas.' Douglas felt this change was a good concession to the FB, which found much of the language overly harsh and irrelevant.

Wyse concurred with the tone of the language. The next paragraph touches on the protection of the workers in public.

Wyse requested clarification of the pros and cons, noting if there were no wild animal acts at the Fair, the Board might not need to draw attention to the topic. Wyse wondered about unintended consequences.

Douglas said the draft includes clarification of the words 'Fair' and 'Fairgrounds'. The Fair includes 4-H and FFA events, which are community events, and should remain unchanged. The BC Fairgrounds is a different question, and the EAO means a traveling circus could not perform at the Fairgrounds. Fair staff felt comfortable with the Ordinance covering the Fair, but the code is so broad it might allow future events that fail to meet community practices, thus the exemption request.

Augerot noted the Fairgrounds Exhibit Hall had previously hosted exotic animals, which was the reason for the original EAO. Augerot had concerns over contracting with an exhibitor with a show that was lethal to the animals at the time and not aligned with the EAO. Augerot wondered if BC would still allow such shows.

Douglas replied as long as BC books the acts, no future acts harming animals would be booked. BC could codify in the administrative rules disallowing circuses as a second layer of protection. There is no language that allows community members to bring in an act not specifically approved by BC. Additionally, County Counsel, who reviews all FB contracts, is another layer of protection. Douglas will research and then tighten up the administrative rules around the Fairgrounds.

Wyse stated that without having specific written language, the Ordinance should not move forward. Operating the Fair with the knowledge not to book certain acts does not feel like the correct method; an ordinance would provide some protection against claims of discrimination. In future, if an individual would like to display an exotic animal at the BC Fair, the existing Ordinance exempts the exhibitor; technically, the Fair should allow the wild animal to be displayed.

Douglas replied that is not possible operationally, as BC proactively books acts.

Wyse commented that in future, when current County employees might no longer be present, people might ask why the County has this procedure which is not codified.

Douglas replied that she could not address the future, but believed prohibited activities could be controlled by putting clear language in the administrative operations rules.

Wyse noted the role of Commissioner is to consider both the current situation and the future.

Malone suggested a decision now was unnecessary. It would be helpful to have an outline policy for future reference that backs up the EAO and details how changes would

affect the BC Fair. Please include a clear definition of the Fair and its roles and responsibilities.

Augerot commented an outline policy would be helpful.

Wyse expressed discomfort with exempting the BC Fair, due to the possible implications. It is difficult to envision all possibilities rather than stating 'not exempted.'

Douglas replied 4-H and FFA comprise most of the Fair's activities; no prohibited animals should be involved.

Augerot noted discomfort regarding the 13 other entertainment venues associated with the BC Fair, as there has been confusion in the past about those activities. Augerot wanted the policy to be as clear as possible without Counsel having to interpret. A clarifying document which is understandable to everyone, including potential exhibitors, would be appreciated.

Malone stated the confusion lies with the original EAO, which came from Animal Defenders International.

Counsel observed Douglas had earlier suggested that developing a policy might assure the Board, the community, and vendors about what is permitted at the BC Fair. If the Board favored that approach, Counsel suggested that the policy require approval from the Board of Commissioners and the FB.

Augerot would be comfortable with the exemption language if a policy were in place.

Wyse expressed conditional support, stating a policy would involve a great deal of extra work. Wyse doubted the need for a policy. The Board has delayed this matter for a long time, and Wyse preferred to adopt a policy and move on.

Douglas noted a policy could be drafted quickly.

Wyse favored including the Rodeo in the policy draft, since the Rodeo and FFA do not use exotic animals. Wyse noted another community concern was having a large enough fine to deter exhibitors from violating the EAO.

Douglas researched fees for a similar ordinance, reasoning if exhibitors violated the ordinance, it would be for economic reasons. The consequences should be economically discouraging.

Wyse stated the meeting materials suggest a \$500-\$1,000 fine and asked Douglas if a higher amount would be more appropriate.

Croney confirmed the suggested fine amount aligned with BC's other fines.

Wyse suggested removing the word 'legitimate' on page three, Section 9.810, Subsection [2][b] of the EAO documentation. Wyse felt 'licensed academic research and education' better expresses the idea of legitimacy.

Douglas wanted to allow some leeway, such as for school groups with strong missions, even if those are not licensed at the Federal or State level. Douglas supported Wyse's removal of the word 'legitimate' as the word could be manipulated.

Croney requested confirmation that the Board wished to return rodeos as an exempted activity, but accept Wyse's other amendments to Section 9.810, Subsection [2][b].

Wyse clarified to exempt 4-H, rodeos, and FFA.

Croney confirmed returning rodeos to the list of exemptions but keeping the BC Fair off the list.

Wyse confirmed and asked whether rodeos are held in BC that are not part of the BC Fair.

Douglas requested that the rodeos associated with the BC Fair be exempted. Touring rodeos should be held to the rest of the EAO as those exhibitors might bring in random animals. Local rodeos are organized by the Rodeo Committee, whereas national, professional, and commercial rodeos do not have County affiliation.

County Counsel and Douglas will develop appropriate language to distinguish affiliation with larger organizations or with the County. Douglas would prefer a document clearly defining which affiliated rodeos are or are not acceptable.

Augerot noted the County does not want to give carte blanche to exhibitors who will not uphold the EAO.

Wyse asked Augerot and Malone about removing the third 'whereas'.

Augerot felt comfortable doing so.

Malone summarized that the main change in Wyse's edits was to remove the BC Fair wording or leave that open until the policy revision is finished.

Augerot preferred a clear ordinance without a second layer.

Counsel stated that everything Wyse presented, except for the Rodeo, which will have a clarifying adjective added, will be included in the proposed EAO. Counsel noted Wyse and Augerot did not wish to exempt the Fair from the proposed EAO, whereas Malone did wish to do so.

Malone's concern was the confusion between Latin and English terminology. Malone recalled the past stingray exhibit problem and stated there is some evidence that handling is not lethal to stingrays.

Augerot revised Malone's statement to 'not lethal in the short term' and noted that repeated handling over a period of days could harm stingrays due to contaminants or diseases. Augerot suggested consulting the aquaculture and exotic fish scientists at Oregon State University (OSU).

Malone mentioned reading a study indicating that handling did not harm stingrays. The past stingray exhibit was advertised, but no objections were made until the exhibit had arrived in BC.

Augerot noted using plain English in the revised EAO would clarify the matter. Processes need to be established at the Fair so staff can understand the EAO and share it with any potential exhibitor. The stingray exhibit demonstrated a lack of appropriate process.

Douglas confirmed new processes are now in place: exhibitors, especially those focusing on animals, are asked to acknowledge receiving and reading the EAO. The current EAO is difficult to enforce due to the Latin names and because staff may not be trained in animal taxonomy. Since the EAO passed, staff have put processes in place to communicate which exhibits are or are not acceptable. However, the County can still do more by outlining those parameters in policy documents.

Malone hoped that adversarial roles on this matter could be avoided in future. Malone was certain no individual wants to mistreat animals and wished to make that clear in the proposed EAO.

Douglas agreed that everyone present wishes to take care of animals.

Augerot stated no one is accusing FFA or 4-H of animal abuse; that was never the County's intent.

Douglas asked if this should be an amendment or a new Ordinance.

Counsel responded the amendment to the existing EAO will come via Ordinance; Counsel and Douglas will produce a revised Ordinance and a redline version to be presented at a Public Hearing.

Wyse clarified the Board's intent is not to repeal the old EAO until the new one is ready. Counsel confirmed. Douglas confirmed the current EAO is still in effect.

Augerot asked Counsel to confirm the following process: the Ordinance will be prepared; a Public Hearing will be held; the draft Ordinance will be published in the meeting packet so all community members can see it in advance and approach the Board; the Board will deliberate again; and the first reading will be made. If the Ordinance is not confirmed then, it would return for a second reading after a favorable vote. Augerot noted this process could take six weeks.

Counsel confirmed, but with a caution that changes made at the first Public Hearing could result in a continuation, causing delay. However, if the process goes smoothly, the changes would be in BC Code by January 1, 2024.

Douglas confirmed this timeline would provide time to resolve internal policy gaps; Natural Area, Parks, and Events (NAPE) will have refreshed certain policies by then. Specific exemptions around circuses will be added as well.

### **{Exhibit 1: Wyse Document Regarding Draft EAO Edits}**

#### **3.2 Equity, Diversity, and Inclusion Program Update – Sarah Siddiqui, Equity, Diversity, and Inclusion (EDI)**

Siddiqui presented on the current BC EDI program and noted a plan to provide quarterly updates. Siddiqui defined the words diversity, inclusion, and equity (see presentation).

Augerot asked whether the diversity definition refers specifically to gender or ability, and whether the definition should be broader.

Siddiqui said diversity also refers to diversity in abilities, language, socioeconomic status, or housing status, and other human categories.

Siddiqui explained the background of the EDI program, which was created in 2021, and shared BC demographics, including languages spoken, race and ethnicity, types of disabilities, ages of residents, and other identities.

Language services was a key need when Siddiqui took on the EDI role in December 2022; for instance, individuals who needed an interpreter were not attending their medical appointments. BC contracted with Linguava for interpretation and translation. After Linguava's pilot year with BC, staff identified gaps in service, resulting in a transition to Language Line Solutions for audio or video interpretation, Tri-County for in-person American Sign Language interpreters, and Professional Interpreters for in-person interpretation of additional languages. Language Line also created a manual which is now posted on the Benton Employee Engagement website (The BEE).

Augerot noted some BC staff are still translating documents and asked about the difference between internal and contract work.

Siddiqui confirmed BC staff provide interpretation and translation support. Human Resources has a process to measure an employee's ability to speak a language and likelihood of providing language service in their role; the employee receives a pay differential. In some situations where a translation service was unavailable, staff have provided translation services. However, Siddiqui encouraged use of contracted language services rather than staff whose position descriptions do not include translation.

Siddiqui discussed the countywide equity assessment slated for the end of 2023. BC has not yet reached an agreement with the Government Alliance on Race and Equity (GARE) because of due diligence to ensure the assessment meets County needs. GARE assessments use anonymous surveys to protect employee identity.

Siddiqui discussed EDI communications. Siddiqui uses plain language principles when providing EDI trainings to County staff. The Information Technology (IT) Department has supported incorporating an EDI lens into County website redevelopment. Siddiqui is working on the language access disclaimer in the website footer to enable visitors to use language options for appointments, service, and outreach materials.

Siddiqui discussed work on the Restroom Access Policy, which highlights access for individuals with a variety of needs.

Malone commented on the phrase 'language access disclaimer', noting for him, 'disclaimer' means restrictive 'fine print'. Malone felt what Siddiqui described was the opposite and asked for the phrase to be changed.

Siddiqui agreed to use a different phrase, then explained the Language Services Policy will support language access for BC's diverse community, protect BC and its residents, and provide consistency in meeting community needs.

Siddiqui discussed work on the Affirmative Action Plan and recruitment strategies in collaboration with Human Resources (HR) Assistant Director Erik Wolke. Siddiqui explained the Equity Committee partners with the Health in All Actions Committee. Siddiqui orients new employees on a quarterly basis, primarily regarding language services.

Siddiqui developed a draft framework for engagement with tribal nations, which will involve collaboration with Oregon Tribes. Land acknowledgments are the first step of continuous collaboration with Tribal Nations. BC has a land acknowledgement draft for use by any County department or committee.

Siddiqui held a Diversity Dialogue event on June 28, 2023 as part of Pride Month. County staff indicated feeling a sense of belonging and acknowledgment as a result of the dialogue. The County held a Hispanic-American Heritage Celebration on October 3, 2023, which prompted positive feedback from staff. Siddiqui and Grogan have developed an internal process to engage more community partners during Proclamation readings.

Siddiqui performed initial research on a contractor for Countywide training and development and is currently in contact with Courageous Conversations. Siddiqui discussed upcoming projects.

Malone confirmed the county website needs to be updated prior to the new version to be released in a few months.

Crager commented that equity work starts with sufficient quantities of training, willingness to understand, and intentional discussions.



Augerot felt Courageous Conversations was a productive training. Augerot would like trainings to be more accessible to staff. The Leadership Team has completed trainings but has yet to employ those tools.

Wyse asked if the County has an EDI mission statement and would like to see one on the new County website.

Siddiqui responded a mission statement is not yet a Countywide initiative, but agreed this is a timely opportunity to develop one.

Augerot concurred and encouraged considering how EDI fits into the plan overall.

### **3.3 Coordinated Homeless Response - Strategic Plan Adoption Update and Process Discussion – April Holland, Rebecca Taylor; Health Services**

Staff requested direction about elements of the homeless response system. It is important to understand the multiple Memoranda of Understanding (MOUs) with the City of Corvallis, BC, and Community Services Consortium (CSC) which were signed in September 2023, representing several years' effort.

Taylor is the project manager, grant writer, and researcher for Home, Opportunity, Planning, and Equity (HOPE). Augerot and HOPE program coordinator Julie Arena pursued House Bill (HB) 4123 to locate additional resources and a framework for the community's response to homelessness. Research led to community conversations about HB 4123 relative to previous community efforts, including the ten-year plan, the ten-year plan update, and policy recommendations.

Taylor explained how BC's five-year strategic plan captures the community work needed around homelessness, including the roles of the HOPE Board, the County, and the strategic plan. HB 5019 allotted funds for a planning template to coordinate investment efforts and resources and required an advisory board to adopt the strategic plan.

There needed to be some separation between the operations required by the municipalities and the community's public engagement piece. BC staff explored how the Advisory Board would function in the context of HB 4123; the Intergovernmental Council (IGC) was recommended as the body to adopt the strategic plan and align the operations of the MOU jurisdictions. HOPE Advisory Board Bylaws were revisited to clarify roles and responsibilities. The recommendation was to merge the responsibilities, representation, and components of the Executive Committee to effectively meet the needs of city and county partners, as well as communicate with the Board of Commissioners about amendments to the HOPE Bylaws.

Augerot said it makes sense to acknowledge the co-executive board as having an IGC now due to more municipal involvement, more community and external partners, and funding from different sources.

Holland wanted to hear more regarding adjustments needed to incorporate HB 4123 requirements into the membership of the executive committee and mentioned conversations with Crager about a structure similar to an IGC.

Crager pointed out making a true difference around homelessness often starts with government policy. If governments can together devise mutually agreed-upon strategies

and policies while removing service barriers, there is value when all jurisdictions agree on one strategy.

Augerot noted no IGC can make decisions for municipalities.

Holland shared that as this infrastructure grows, there is value to city and county managers convening in a Board Meeting or a different venue. Holland believed if the strategic plan were adopted by city managers and Board members, it would be a disservice to community members doing this work because they are the subject matter experts. Holland felt the HOPE Executive Committee should be re-centered in this HB 4123 adoption.

Taylor noted there are a few other HB 4123 communities with multiple counties. While forming the IGC, some communities had concerns about the format, not fully understanding the scope and responsibilities. HB 4123 requires a level of coordination with an elected official from each member government of the adopting Advisory Board. The purpose of the discussion is to understand what needs to be accomplished with the Executive Committee and not simply to appoint the Executive Committee as currently written in the HOPE Bylaws.

Wyse asked about another option, to update the existing Memorandum of Understanding (MOU) and Intergovernmental Agreement (IGA) and make some MOUs and IGAs on the side to designate the HOPE Executive Committee as the IGC. Wyse voiced this question should there ever arise a time the county might want to untangle the two; it would be easier to simply repeal them and create a different IGA, rather than re-doing the IGAs and MOUs a third time.

Taylor responded the current HOPE Bylaws define the roles and responsibilities of the HOPE Advisory Board, which are now being accomplished by staff and believes it is important to look at the HOPE Bylaws to ensure they acknowledge the existing operational infrastructure. Reducing the amount of bureaucracy would be preferable, but it is important to consider transparency for operations and community engagement.

Wyse wondered if these conversations have been held with Corvallis or the Community Services Consortium (CSC) yet.

Taylor explained the CSC has been alerted. Feedback was received from Corvallis specifically about the structure of their advisory boards; the guidance was the county must initiate the amendment. There is an Executive Committee meeting tomorrow, October 12, 2023, where discussion will occur with the HOPE Advisory Board.

Wyse said hypothetically, if the Board chose not to make any amendments, the process would return to the initial stage, then asked if any concerns were heard from staff.

Taylor responded staff have not raised concerns.

Augerot preferred spending less time on IGAs and structures, though there needs to be the right structure for true potential collaboration and participation for the smaller partners. Augerot could envision the coordinated regional office hosting a policy summit or a mini conference to include council members, small cities, Corvallis, and BC Commissioners to look closely at these issues.

Taylor appreciated Augerot's desire to establish the correct structure. One of the options contemplated was HOPE's role as a coordinated office. While amendment of MOUs and IGAs might be considered a waste of time, ambiguity will waste more time.

Malone asked for clarification of the current status and the differences between the HOPE Executive Committee and the Intergovernmental Council.

Taylor said the Executive Committee was informing the agenda development of the HOPE Advisory Board by choosing and focusing the scope of the HOPE Advisory Board. The HOPE Advisory Board, as required by HB 4123, was to guide the work of the Coordinated Homeless Response Office and various ways to align the operations of each member government. Because of the potential operational influence of the IGC or the Advisory Board, staff wanted a clear separation between the Executive Committee and the IGC. There is a level of engagement needed from the HOPE Advisory Board because of the expertise and the membership commitments, but if small changes to the HOPE Bylaws could make it so, the Executive Committee could fulfill the operational guidance component without creating another advisory board.

Augerot responded that makes sense.

Holland informed the Board of a return with a recommendation and amendments from HOPE to the October 24, 2023 Board Meeting.

Malone asked if HB 5019 awarded funding.

Taylor said HB 5019 is specifically around the declaration of emergency via Governor Tina Kotek's Executive Order about homelessness, which did not originally include the Rural Continuum of Care; the budget implementation of HB 5019 allocated money to those non-included communities. BC received funds for shelter activities and a rapid rehousing award currently under development with community partners to fund the rehousing of 31 individuals by June 2025.

Wyse noted the amount as \$1.2 million for rehousing and the cold weather shelter.

Taylor confirmed that amount.

### **3.4 Board Meeting Public Participation and Comment Procedures – Benton County Commissioners**

Malone described public comment at the beginning of Board Meetings where an individual presents information to the Board which becomes part of the minutes. Commissioners sometimes comment on the presentation or engage with the presenter, and other times do not comment. Clarity is needed regarding the expectation of the Board, whether the individual wishes to briefly present information or engage in debate or dialogue based on the information.

Augerot said prior to the COVID-19 pandemic, there was less Board engagement with public commenters because the hybrid online/in-person meeting environment did not exist. Public comments were rare, but the Board often engaged with commenters to provide clarification. Augerot also noted no previous time limitations for public comments.

Augerot preferred to reserve the right to ask questions to help public commenters. Often an Agenda item related to the comment occurs much later in the meeting, when the

individual does not have a role to provide input. Though a public comment may not be related to a specific agenda item, Augerot felt strongly about being able to address it. While it has been the Board Chair's prerogative to direct the meeting, it makes sense to discuss and agree on a procedure lasting beyond a one-year term.

Wyse also wanted to reserve the right to ask follow-up questions or respond to a public comment but did not want commenters to believe they were guaranteed a conversation in the moment, nor that they were granted unlimited time. Wyse believed staff appropriately looks for a solution or offers guidance after a public comment on a specific matter.

Counsel said informing individuals of a time limit creates a self-regulating presentation, but noted many public comments contain specific questions which might best be directed to another department's subject-matter experts.

McEneny noted a public comment limit of five minutes would encourage individuals to carefully construct comments to quickly get the resources or answers they seek. McEneny agreed with Wyse it could be helpful to be able to respond to comments, especially if clarification is needed.

Malone was in favor of a time limit and felt three minutes is reasonable and supports clarifying comments between the Board and public commenters. Malone appreciated Counsel's comment about expertise; Commissioners may not have more expertise than department heads.

Wyse commented individuals can connect with the Board by telephone or email. If the individual's message takes more than three minutes, the individual can bring a companion to the meeting who can lend their public comment time to the individual.

McEneny acknowledged the Board's need for a time clock.

Wyse suggested a model that can alert individuals to the time remaining to avoid the awkwardness of interrupting individuals asking them to finish their comment.

Malone agreed a clock would be a more efficient and helpful method.

### **3.5 County Administrator Updates – Rachel McEneny, County Administrator**

McEneny attended two receptions and met thoughtful, frank, and direct staff members who are mission-based and supportive of BC and its employees. For the remainder of October 2024, McEneny will meet with department directors on current projects, needs, and roles. McEneny is spending time with Commissioners to learn their priorities and backgrounds and looks forward to learning more about the organization.

### **3.6 Commissioner Updates – Benton County Commissioners**

Wyse noted receiving a telephone call from a resident with concerns about multiple submittals of a floodplain permit to Community Development (CD). The resident did not want to make a formal complaint but did want to begin a conversation.

McEneny asked if Wyse had received a response from CD Director Darren Nichols.

Wyse indicated Toby Lewis, CD, was in contact with the resident.

Malone met with Albany, Oregon Mayor Alex Johnson. It is important to build mutually supportive relationships. Malone shared the Board participated in a recent timber and agricultural tour, including Starker's Forest and Hull Oaks Lumber Company, which has the only steam-powered lumber mill in the country.

Malone met with Oregon Senator Sarah Gelsler Blouin on October 9, 2023. As Representative Dan Rayfield may run for an elected position, Gelsler Blouin will become even more important to BC as the local Senator.

Augerot attended several non-profit events in the community, including a fund-raising campaign for a land trust in BC that expanded outward into Linn, Polk, Marion, and Lane Counties. Augerot also attended celebrations for an Arts Center and the new Foundation for ABC House, a non-profit provider assisting abused children, which is based in Linn County and also serves BC. Augerot attended mandatory Legislative Equity Office training as Augerot is considered a lobbyist. Responding to a question from Malone, Augerot replied the training is due by the end of 2023.

Augerot reported on Association of Oregon Counties (AOC) meetings on October 9, 2023. The Legislative Committee is preparing for the upcoming legislative session. Augerot expected little new legislation but did expect modifications to current legislation. Reform of Measure 110 (decriminalizing street drugs) is a topic of great interest; currently, the civil penalty provides no incentive to enter treatment, drug court, or a diversion program. A cadre of AOC members wants to recriminalize possession, while some members want to bolster detoxification and treatment resources. If recriminalization occurs, there will not be enough funds to provide treatment. More than 50% of the voting members committee decided to discuss reforms. AOC will likely form a work group from the Health and Public Services Steering Committees.

Augerot shared the other controversial element discussed was the change to AOC Bylaws requiring candidates for Executive Office positions to provide 48-hour advance notice to membership. Some members do not want to require any kind of notice; AOC has not reached a consensus. The group did recommend taking this proposed Bylaw change to the membership in November 2023. Augerot asked fellow Board Members to attend the AOC annual meeting. The 2023 AOC Conference occurs on November 13-16, 2023.

Augerot will sit on the Willamette Criminal Justice Council's Justice Reinvestment review panel for proposals in the City of Salem on October 16, 2023.

Augerot will present to the Linn-Benton Housing Authority Board on October 17, 2023. Augerot and McEneny will participate in a ride-along with BC Dial-A-Bus. AOC asked Augerot to attend a Youth Behavioral Health Summit in the City of Eugene on November 2, 2023, organized by Representative Charlie Conrad's staff. The summit will focus on M110 reform through the lens of juvenile involvement with illicit drugs. Augerot hoped to meet with Matt Wetherell of Juvenile Services and Damien Sands of Behavioral Health regarding substance abuse disorders.

Wyse attended AOC's Natural Resources Steering Committee. The committee mainly discussed amending guiding principles and priorities. Wyse asked the Rules Advisory Committee regarding county representation and was told each county would be allotted up to three seats.

Augerot asked for which rule there will be representation.

Wyse responded for Senate Bill 80, the wildfire mapping bill.

Wyse attended a separate ABC Open House in Albany and felt the location was very impactful. ABC House staff discussed their endowment with a strategic goal of more predictable funding.

Wyse wondered about Augerot's liaison role with the Corvallis Chamber of Commerce; Augerot offered to switch roles at the next opportunity.

Malone attended the AOC legislative retreat in the City of Klamath Falls, which included a discussion of structure and budgets. AOC's involvement in tracking bills and setting priorities was discussed. The dues amount was discussed. Larger counties such as Washington pay up to \$200,000 per year, whereas another county may pay \$5,000 per year. Washington County was assessed a \$20,000 per year increase.

Augerot stated that amount is too much; it is time for a real discussion with most counties represented. The outcome was a compromise. BC is on a payment plan; some counties pay a great deal and do not feel represented.

#### 4. Other

Crager mentioned working with consultant Brenda Downum on a compilation of the Justice System Improvement Program Forum information and will update McEneny on October 11, 2023. A discussion is planned at the November 14, 2023 Goal-setting Meeting.

Chair Malone adjourned the meeting at 12:03 pm.

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Pat Malone, Chair

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Amanda Makepeace, Recorder

## Discussion Topics

# BOC Agenda Checklist Master

## Agenda Placement and Contacts

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**Suggested Agenda Date** 08/13/24

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Board of Commissioners

**Contact Name \*** Rick Crager

**Phone Extension \*** 5417666246

**Meeting Attendee Name \*** Rick Crager, Ryann Gleason, and Zack Reeves

## Agenda Item Details



**Item Title \*** 2025 Legislative Session Discussion

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 40 minutes

**Board/Committee Involvement \***  Yes  No



**Advertisement\***

Yes

No

# Issues and Fiscal Impact

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## Item Issues and Description

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**Identified Salient Issues \***

In preparation for the 2025 Legislative Session CFM Advocates, Ryann Gleason and Zack Reeves, will join the Commissioners to provide an update and have discussions related to the priorities the County may wish to pursue this coming session.

As part of the discussion, the following agenda will be followed: 1) CFM will provide a preview of the upcoming Legislative Session and present any policy issues and hot topics they believe will be at the forefront of the session; 2) Outreach Plan and Strategies - CFM would like to discuss strategies with the Commissioners given that Representative Rayfield will no longer be available as a resource; conversation will include strategy, key players, building good will, and various meeting ideas with legislative officials to garner support; 3) Open Discussion - Conversation opportunity with the Commissioners, and others, regarding priorities they have including the opportunity to start crafting the legislative agenda (ideas may include Measure 110 and the Behavioral Health Deflection program).

**Options \***

N/A

**Fiscal Impact \***

- Yes
- No

# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

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

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

### Values and Focus Areas

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

**Core Values\*** Select all that apply.

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

**Explain Core Values Selections\*** N/A

**Focus Areas and Vision\*** Select all that apply.

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

**Explain Focus Areas and Vision Selection\*** N/A

## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff**

N/A

**Recommendations \***

**Meeting Motions \***

I move to ...

N/A

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**




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

**Comments (optional)** Presentation will be emailed once CFM has finalized it.

If you have any questions, please call ext.6800

**Department  
Approver**

RICK CRAGER

<p>1. Dept Approval</p> <hr/> <p>Department Approval</p> <hr/> <p>Comments</p> <p>Signature </p>	<p>5.</p>
<p>2.</p> <hr/> <p>County Administrator Approval</p> <hr/> <p>Comments</p> <p>Signature </p>	
<p>3.</p> <hr/> <p>BOC Final Approval</p> <hr/> <p>Comments</p> <p>Signature </p>	
<p>4.</p>	

# BOC Agenda Checklist Master

## Agenda Placement and Contacts

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**Suggested Agenda Date** 08/13/24

View [Agenda Tracker](#)

**Suggested Placement \*** Work Session

**Department \*** Public Works

**Contact Name \*** Gary Stockoff

**Phone Extension \*** 6010

**Meeting Attendee Name \*** Gary Stockhoff

## Agenda Item Details



**Item Title \*** Benton County Facilities Update - Electric Vehicle Plan

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 15 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

Yes

No



## Issues and Fiscal Impact

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### Item Issues and Description

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**Identified Salient Issues\***

1) Location for electric vehicle (EV) charging stations; 2) Public versus Private Charging options; and 3) Fleet electrification strategy.

**Options\***

Discuss locations for EV charging stations and appropriate configurations for each location, review fleet electrification strategy.

**Fiscal Impact\***

- Yes
- No

**Fiscal Impact Description\***

To be determined

# 2040 Thriving Communities Initiative

Mandated Service? \*  Yes  No

## 2040 Thriving Communities Initiative

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

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

### Values and Focus Areas

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

#### Core Values \*

Select all that apply.

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

#### Explain Core Values Selections \*

Electric vehicles (EVs) are an important tool in the county's efforts to move away from fossil fuel vehicles. Providing charging stations at county facilities for the public and employees will help promote the use of EVs. Additionally, where possible, converting the county's fleet to EVs will help meet 2040 goals.

#### Focus Areas and Vision \*

Select all that apply.

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

#### Explain Focus Areas and Vision Selection \*

Electric vehicles are an important tool in the county's efforts to move away from fossil fuel vehicles. Providing charging stations at county facilities for the public and employees will help promote the use of EVs. Additionally, where possible, converting the county's fleet to EVs will help meet 2040 goals.

## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff**                      None  
**Recommendations\***

**Work Session**            I move to ...  
**Motions\***                      None

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**

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

EV Charging - Fleet Electrification - 13aug24\_goal setting.v2.pdf





6.23MB

**Comments (optional)**

If you have any questions, please call ext.6800

**Department  
Approver**

GARY STOCKHOFF

<p>1.</p> <p><u>Department Approval</u></p> <p>Comments</p> <p>Signature </p>	<p>5.</p>
<p>2.</p> <p><u>Counsel Approval</u></p> <p>Comments</p> <p>Signature </p>	
<p>3.</p> <p><u>County Administrator Approval</u></p> <p>Comments</p> <p>Signature </p>	
<p>4.</p> <p><u>BOC Final Approval</u></p> <p>Comments</p> <p>Signature </p>	



**Public Works**

Office: (541) 766-6821

Fax: (541) 766-6891

360 SW Avery Avenue.

Corvallis, OR 97333

co.benton.or.us

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**MEMORANDUM**

To: Board of County Commissioners  
From: Gary Stockhoff, Director of Public Works  
Date: 30 July 2024

**Re: Electric Vehicle (EV) Charging and Fleet Electrification Discussion**

As the use of EVs continue to evolve, it is important the County identifies next steps to utilize the new technologies as much as possible. The information contained herein is related to two specific steps the County can pursue. First, the strategic installation of EV charging stations at certain county facilities. Second, electrification of the existing county fleet.

**EV Charging Stations**

With regard to EV Charging Stations, please find attached 4 technical reports that were prepared in May 2023. The reports were prepared to determine approximate costs for installing charging stations at the Kalapuya, Health Services Building, Avery, and Sunset facilities. The reports were commissioned to assist staff in determining rough order of magnitude estimates for charging station installations. The information in the reports will help staff to strategically pursue grants or other funding opportunities to acquire and install the charging stations.

The charging station locations at each facility assumed a less-public facing strategy. In particular, the proposed locations at Kalapuya, Avery, and Sunset would need to be revisited. Although these would require moving the charging stations to more public facing locations – the costs in the technical reports are still a good base for estimating cost.

**Sunset** - The charging configuration shown at the Sunset facility will be utilized only by Benton Area Transit (BAT) vehicles. The BAT charging station at Sunset is currently being funded through a federal grant from Federal Transit Administration (FTA). These charging stations are being constructed in conjunction with the acquisition of 6 electric buses. Staff anticipates these EV stations will be deployed in late 2025 if approvals can be secured through the FTA in the next few months.

If a public facing installation is desired at Sunset, it would be necessary to have a follow-up assessment to determine the optimum location. The cost for a public facing installation at Sunset is expected to be in the same range as what is listed for the Kalapuya facility.

**Kalapuya** – The charging configuration shown at the Kalapuya building is currently shown at the south end of the facility. The intention was to have it available for staff and county electric vehicles. The proposal suggests that the location of this installation be shifted north to be more proximate to where the public parks when visiting Kalapuya. The estimated cost to move the charging stations from the south to further north is negligible.

**HSB** – The charging configuration shown at the HSB building would remain the same. Due to the limited parking opportunities at the HSB, the proposed location would serve the public as well as staff or county vehicles.

**Avery** – The charging configuration shown at the Avery Complex would need to move outside the security gate to ensure it is available to the public. More than likely, the location would be changed to the lot just north of the Day Room building. The estimated cost to move the charging stations outside the security gate is negligible.

**Other County Facilities** – At the time the technical reports were commissioned it was determined the 4 facilities listed above were the most viable candidates to host charging stations. However, that is not to say our other facilities cannot be evaluated in the future. The new **Courthouse/DA** building will have 3 charging stations installed as part of the project. Infrastructure to install one additional charging station in the secured parking area will be included with the initial project, but the station will not be installed. Additionally, the county has since acquired **4185 SW Research Way** for Children’s Behavioral Health. Although this site was not evaluated, it is assumed that a cost estimate similar to the Kalapuya building could be applied to the 4185 building.

**General Information/Additional Discussion Items –**

1. All charging stations will be “smart” stations. These charging stations are connected to the network. That enables users to pay for the electricity being used, AND the county to recoup the cost for providing the power. This option also addresses the concern of providing a benefit to county employees charging their vehicles for free.
2. There are numerous grant opportunities (federal and state) available for EV charging stations. The match amount associated with the grants can range from 0% to 50%, but a typical match amount is 20%. Presently there is not a dedicated source in the budget for EV charging match funds.
3. Currently there is a federal grant opportunity available through the Charging and Fueling Infrastructure (CFI) Program. The Community Program category of this grant would fund public facing charging facilities. It seems having public facing charging stations is a priority for most of the grants we encounter.
4. We can utilize basic EV chargers for the County’s fleet. These chargers would be located in secure areas and would not require a network connection.

5. Prioritizing the 4 locations described above will enable staff to strategically pursue grant EV charging opportunities. Of the 4 locations above, the most public facing facility would be the Kalapuya building. It is recommended that the Kalapuya building be assigned as the first priority for installation of EV charging stations. The next two locations could be interchangeable in their ranking depending on desired outcomes. The HSB has more public interface than the Sunset facility. However, it also has less parking available overall, which may further impact parking challenges at the HSB. Therefore, it is recommended that the Sunset facility be ranked #2, and the HSB as #3. Of the four sites evaluated, the Avery (Public Works) facility would be ranked #4. There is very little public interface at the Avery site, so installing an EV charger may not be warranted.
6. Cost estimates developed for the technical reports did NOT include any National Environmental Policy Act (NEPA) related costs. If federal funds are secured for the EV chargers and their installation, the County will be required to complete a NEPA survey/report. These can range from \$10,000 to \$50,000 or more depending on the cultural or environmental resources potentially associated with the site, and ground disturbances associated with the project. In the case of the charging stations proposed – it is unlikely we'll encounter the items that would push the costs to the upper end of the range.
7. Staff would request authorization to submit an application to the CFI Program mentioned in #3 above.

### **Fleet Electrification**

The County will include EVs as an option when vehicles are proposed for replacement. Fleet services is refining a long-term replacement schedule for all county vehicles, excluding the Sheriff Office vehicles. The vehicle replacement schedule will be coordinated with each biennium budget, and will identify potential EV candidates in the next replacement cycle.

There are certain vehicle categories and uses where EVs are not available or aren't a feasible option. These include vehicles such as larger road equipment, long range buses, and Sheriff Office pursuit vehicles. In these instances Fleet Services will still strive to secure the most fuel efficient option available. In some instances, hybrid options are available, which is a good alternative to a full EV.

As the fleet electrification process moves forward, there are some challenges that will need to be addressed. These include:

- Initial Cost and Availability
- Staff Training, or Contracting Maintenance Services
- BC Shop Upgrades
- Battery Replacement Costs

These challenges are not insurmountable, but it will require additional discussion (and funding) to ensure the success of a vehicle electrification effort. In the meantime, we will continue to expand the number of electric vehicles as much as possible.



# BOC Agenda Checklist Master

## Agenda Placement and Contacts

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**Suggested Agenda Date** 08/13/24

View [Agenda Tracker](#)

**Suggested Placement \*** Work Session

**Department \*** Information Technology

**Contact Name \*** Adam Loerts

**Phone Extension \*** 6889

**Meeting Attendee Name \*** Adam Loerts

## Agenda Item Details



**Item Title \*** County Website Update

**Item Involves \***

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

**Estimated Time \*** 15-20 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

Yes

No

## Issues and Fiscal Impact

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### Item Issues and Description

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**Identified Salient Issues\***

Update the Commissioners on the progress and status of the county website project.

**Options\***

No options, update only.

**Fiscal Impact\***

- Yes  
 No

# 2040 Thriving Communities Initiative

**Mandated Service? \***  Yes  No

## 2040 Thriving Communities Initiative

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

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

### Values and Focus Areas

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

**Core Values \***

Select all that apply.

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

**Explain Core Values Selections \***

The county website supports several core values by its nature of representing all departments and services.

**Focus Areas and Vision \***

Select all that apply.

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

**Explain Focus Areas and Vision Selection \***

The county website supports several focus areas and the county vision by its nature of representing all departments and services.

## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff** No recommendations, informational update.

**Recommendations\***

**Work Session** I move to ...

**Motions\*** No motions, informational update.

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**

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

Web Project Update - IT agenda - 8-13-24.pdf      136.77KB

**Comments (optional)**

If you have any questions, please call ext.6800

**Department  
Approver**

ADAM LOERTS

1.

### Department Approval

---

Comments

Signature

*Adam Leerts*

2.

### County Administrator Approval

---

Comments

Signature

*Rachel L McEneny*

3.

### BOC Final Approval

---

Comments

Signature

*Amanda Makepeace*

4.



## BOARD OF COMMISSIONERS – Goal-setting Meeting

Tuesday, August 13, 2024

### Information Technology (IT) Department – Web Project Update

Adam Loerts - Director of IT, John Larsen - Deputy Director of IT, Ryan Kidder – Web Administrator

#### Web Project Updates Since January Release

1. Review of web support and resources
  - What are the teams and committees?
  - What are the IT roles?
  - How are updates handled?
  - Web Style Guide Development & Training
2. Update on New Content and Improvements
  - Community Development content overhaul
  - Search improvements
  - Performance improvements
3. Update on New Functionality
  - Article Sorting
  - Project template
  - Timeline widget
  - Municode and Municode
4. Updates in progress
5. Brief Review of Priorities Moving Forward



**BOC Agenda Checklist Master**

**Agenda Placement and Contacts**

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**Suggested Agenda Date** 08/13/24

View [Agenda Tracker](#)

**Suggested Placement \*** Work Session

**Department \*** Board of Commissioners

**Contact Name \*** Maura J Kwiatkowski

**Phone Extension \*** 5417663531

**Meeting Attendee Name \*** Rachel McEneny, County Administrator;  
Cory Grogan, Public Information Officer

**Agenda Item Details**



**Item Title \*** Proclamations Review and Recognition Events

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 15 minutes

**Board/Committee Involvement \***  Yes  
 No

**Advertisement\***

- Yes  
 No

Item Issues and Description

**Identified Salient Issues \***

Proclamations are commonly used for holidays, commemorations, and special events; and Benton County adopts a number of proclamations annually. At the October 11, 2022 Goal-setting meeting, the Public Information Officer presented a new approach for the proclamations program, including an alternating years schedule for proclamations presented to the Board for adoption. The Board agreed with the new program approach.

Recently, the Board's Office has received requests for special events to celebrate specific proclamations. These events have typically been pre-Board meeting receptions for employees, community partners, and the community at large.

Staff is now requesting guidance from the Board of Commissioners regarding proclamations for which the Board would like to hold events. Board events would be coordinated by Board Office staff, and event expenses would be paid from the Board of Commissioners budget.

Staff also suggests the Board be open to department requests for additional proclamation-related events. These events would be coordinated by the requesting department's staff and paid for with funds from that department's budget.

**Options \***

Not applicable. No decision requested, general direction only.

**Fiscal Impact \***

- Yes
- No

**Fiscal Impact Description \***

The fiscal impact of proclamation-associated events varies depending on the type and size of the event. The cost of recent events ranges between \$300 and \$500 per event, and these costs have been charged to the Board of Commissioners budget.

# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

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

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

### Values and Focus Areas

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

**Core Values\*** Select all that apply.

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

**Explain Core Values Selections\*** Not applicable

**Focus Areas and Vision\*** Select all that apply.

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

**Explain Focus Areas and Vision Selection\*** Not applicable

## Recommendations and Motions

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### Item Recommendations and Motions

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<b>Staff Recommendations*</b>	Request for general direction only; staff will return with formal plan for Calendar Year 2025. (An alternating, two-year proclamations schedule is attached based on the materials presented to the Board at the October 11, 2022 Goal-setting meeting.)
<b>Work Session Motions*</b>	I move to ... Not applicable

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**Attachments**

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

Alternating Years Proclamation Schedule.pdf	131.71KB
221011 Proclamation Program Overview.pdf	173.31KB

**Comments (optional)** If you have any questions, please call

**Department Approver** ext.6800 RACHEL MCENENY

1.

### Department Approval

---

Comments

Signature

*Rachel L McEneny*

2.

### Counsel Approval

---

Comments

Signature

*Vance H. Cheney*

3.

### County Administrator Approval

---

Comments

Signature

*Rachel L McEneny*

4.

### BOC Final Approval

---

Comments

Signature

*Amarda Makepeace*



## ALTERNATING YEARS PROCLAMATION SCHEDULE

Odd Years	Even Years
Black History Month	Black History Month
<b>March</b> Women’s History Month	<b>March</b> Women’s History Month
<b>April</b> National Child Abuse & Neglect Prevention Month National Public Safety Telecommunicators Week	<b>April</b> National Crime Victims Week National Library Week Historic Preservation Month National County Government Month
<b>May</b> National Public Works Week Wildfire Awareness Month Mental Health Awareness Month	<b>May</b> Military Appreciation Month Asian American, Native Hawaiian, and Pacific Islander Heritage Month Older Americans Month
<b>June</b> LGBTQIA+ Pride Month	<b>June</b> LGBTQIA+ Pride Month
<b>July</b> Disability Pride Month	<b>July</b> Disability Pride Month
<b>August</b> None Currently	<b>August</b> None Currently
<b>September</b> Constitution Day National Preparedness Month	<b>September</b> Suicide Prevention Awareness Month
<b>October</b> Great Oregon ShakeOut Hispanic Heritage Month	<b>October</b> Hispanic Heritage Month Great Oregon ShakeOut
<b>November</b> American Indian and Alaskan Native Heritage Month Rural Health Day Veterans Day	<b>November</b> American Indian and Alaskan Native Heritage Month Veterans Day Rural Health Day





Office: (541) 766-6082  
Fax: (541) 766-6893  
P. O. Box 3020  
Corvallis, OR 97339  
co.benton.or.us

## **Benton County Proclamations Program Information for Board of Commissioners Meeting**

### **OVERVIEW**

A proclamation is an official declaration issued by a person of authority to make certain announcements known. Benton County has consistently recognized a number of Proclamations, and new Proclamation requests may be brought forward by County departments or divisions. Outside agencies or individuals may also request a proclamation and work with the appropriate department or division to have it brought forward to the Board of Commissioners (Board; BOC). Sometimes a request for a proclamation is made to the Board directly. A proclamation opens with a series of statements explaining the reasons for the proposed action.

There are currently too many proclamations each year to be able to focus on individual proclamations for strategic outreach. That said, every proclamation Benton County recognizes is important and it is difficult to not recognize important issues.

### **RECOMMENDATION**

Reduce the number of annual proclamations by staggering proclamations bi-annually (see calendar recommendation below). This will allow for strategic communication planning to highlight proclamations using a variety of communication channels. Additionally, officially adopt a proclamation template and the process information in this document.

### **OBJECTIVES**

- Establish consistent language and format to proclamations brought before the BOC.
- More intentional strategic communications outreach to highlight proclamations by reducing the number of proclamations each year.
- Continue to recognize the same number of proclamations by staggering them with a bi-annual approach.
- Develop a proclamation calendar for 2023-2024.
- An agenda checklist is required if it is a new proclamation or never read before (if a previous proclamation no agenda checklist is needed).

## PROCESS INFORMATION

### *PIO ensures proclamation is drafted four weeks prior to BoC reading*

- Two sets of eyes on draft before final version - PIO
- Send to admin staff in accordance with deadline for materials submission - PIO
- Admin staff assigns proclamation number - BOC ADMIN
- Admin staff add to BoC agenda and packet - BOC ADMIN
- PIO determines who reads the proclamation - PIO
- Proclamation is read at BoC - PIO arranges reader
- Upload to website - BOC ADMIN
- Upload to County Court Journal - BOC ADMIN

### *Formatting a Proclamation*

- Every effort is made to limit the length of a County proclamation to one page. This reduces wordiness as well as cutting the number of pages to be distributed to recipients of the proclamation.
- The sample document (see Appendix A) attached to this procedure shows the correct format for the heading, body, dates, and signatures of proclamations.
- Phrasing a Proclamation
- Month and year are always included in the heading
- Avoid use of “whereas” in the statements explaining the reasons for the proposed action.
- Instead of the traditional semicolons after each statement, use periods.
- The word “community member” is used in place of “citizen” or “resident” unless “citizen” is specifically meant.
- The “proclaimed” clauses, stating the actions to be taken, should be capable of standing on their own. For example, “Proclaimed that the above observance will take place” is inadequate, even if the situation was clearly explained above. Instead, say “Proclaimed that March 2005 is Women’s History Month in Benton County.”
- The non-gender specific word “Chair” is used in place of “Chairman” or “Chairwoman.”

## CONTENT CONSIDERATION

Content is created by the Public Information Officer (PIO), Equity, Diversity and Inclusion Program Manager, or the appropriate department subject matter experts. Review of the proclamation's content prior to putting it on the Board's agenda is critical. Some proclamations contain information that is relevant only to a specific year, such as "50th anniversary" or "this year's theme is..."

### **SIGNING**

Before the proclamation is signed by the commissioners, it should be proofread by at least one staff person other than the person who prepared the document. Proclamations should be signed as soon as possible after approval; some proclamations are time-sensitive. Encourage the commissioners to use a pen with black or dark blue ink that will reproduce well when the proclamation is copied for distribution. Proclamations may also be signed through DocuSign.

### **DISTRIBUTION**

Copies of signed proclamations are to be distributed the same week they are approved and signed.

- For Black History Month, Women's History Month, Asian Pacific American Heritage Month, Hispanic Heritage Month, LGBTQ+ Pride Month, and Native American Heritage Month:
  - ✓ Original signed proclamation stays in meeting packet folder
  - ✓ Signed proclamations are saved in the County Court Journal (CCJ)
- Other proclamations originating in BOC office:
  - ✓ Original signed proclamation stays in meeting packet folder
- Proclamations not originating in the BOC office:
  - ✓ Original signed proclamation stays in meeting packet folder
  - ✓ PDF copies are emailed to submitters
- PIO develops strategic distribution plan
  - ✓ Media
  - ✓ Stakeholder
  - ✓ Public

If there are any questions about the distribution of a signed proclamation, check with Benton County PIO.

### **READING OF PROCLAMATION**

- Benton County Commissioners will read no more than one proclamation per meeting.

- More than one proclamation per meeting may be read if requested and read by a Benton County subject matter expert or community stakeholder/partner.
- PIO is responsible for trying to find Benton County subject matter experts or community stakeholder/partner to read proclamations.
- Proclamation may be recognized but not read using the Consent Calendar.

**PROCLAMATION SCHEDULE**

<p><b>Feb 23</b> Black History Month (EDI Coordinator or BOC read)</p>	<p><b>Feb 24</b> Black History Month (EDI Coordinator or BOC read)</p>
<p><b>March 23</b> Women’s History Month (EDI Coordinator or BOC read)</p>	<p><b>March 24</b> Women’s History Month (EDI Coordinator or BOC read)_</p>
<p><b>April 23</b> Nat'l Child Abuse &amp; Neglect Prevention Month* (ABC House) National Public Safety Telecommunicators Week (BOC) National Pet Therapy Day (BOC)</p>	<p><b>April 24</b> Nat'l Crime Victims Week* (DA's ofc) Nat'l Library Week *(Library) Historic Preservation Month *(Comm Dev) Nat'l County Government Month *BOC</p>
<p><b>May 23</b> National Public Works Week* (PW) Wildfire Awareness Month (BCEM) Mental Health Awareness Month* (BCHD)</p>	<p><b>May 24</b> Military Appreciation Month* (COG) Asian Pacific American Heritage Month (EDI, BOC) Older Americans Month* (COG)</p>
<p><b>June 23</b> LGBTQ+ Pride Month (EDI, BOC)</p>	<p><b>June 24</b> LGBTQ+ Pride Month (BOC)</p>
<p><b>July 23</b> Americans with Disabilities Act* (COG)</p>	<p><b>July 24</b> Americans with Disabilities Act* (COG)</p>
<p><b>August 23</b></p>	<p><b>August 24</b></p>
<p><b>September 23</b> Constitution Day (BOC) National Preparedness Month (BCSO)</p>	<p><b>September 24</b> Suicide Awareness and Prevention* (COG) National Preparedness Month (BCSO)</p>
<p><b>October 23</b> Great Oregon ShakeOut (BCSO) Hispanic Heritage Month</p>	<p><b>October 24</b> Hispanic Heritage Month Great Oregon ShakeOut (BCEM)</p>

<b>November 23</b> American Indian and Alaskan Native Heritage Month (EDI, BOC) Rural Health Month (BCHD, BOC) Veterans Day (COG)	<b>November 24</b> American Indian and Alaskan Native Heritage Month (EDI, BOC) Veterans Day (COG) Rural Health Month (BCHD, BOC)
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## BOC Agenda Checklist Master

### Agenda Placement and Contacts

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**Suggested Agenda Date** 08/13/24

View [Agenda Tracker](#)

**Suggested Placement \*** Work Session

**Department \*** Board of Commissioners

**Contact Name \*** Maura Kwiatkowski

**Phone Extension \*** 5417663531

**Meeting Attendee Name \*** Rachel McEneny, County Administrator

### Agenda Item Details

**Item Title \*** Discussion Regarding Requirements to Place Flag at the Front of the Kalapuya Building

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 15 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

- Yes
- No

Item Issues and Description

**Identified Salient Issues \***

The image of a flag flying over a government building is common. Typically, government entities—including counties—will fly the national and state flags at their buildings. Benton County's Kalapuya Building does not currently have an exterior flagpole to display the national and state flags.

The United States Flag Code Chapter 1, §6, Time and occasions for display, indicates the national flag "...may be displayed 24 hours a day if properly illuminated during the hours of darkness."

Authorization is requested from the Board of Commissioners to install a flagpole and all-weather national and state flags, with illumination, at the Kalapuya Building. Illumination and all-weather flags eliminate the need for the flags to be lowered at sunset or in instances of inclement weather.

Pursuant to the Corvallis Land Development Code, "The flag structure shall not exceed 20 feet in height or a height 10 percent greater than the maximum height of the primary structure on the property, whichever is greater." The Kalapuya Building is approximately 32 feet, which would allow a flagpole up to 35 feet in height. Staff height recommendation is a 30-foot flagpole.

**Options \***

- 1. Approve installation of a flagpole and all-weather national and state flags, with illumination, at the Kalapuya Building.
- 2. Decline to approve installation of a flagpole and all-weather national and state flags, with illumination, at the Kalapuya Building.

**Fiscal Impact \***

- Yes
- No

**Fiscal Impact Description \***

Preliminary research indicates a cost not greater than \$5,000.



# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

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

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

### Values and Focus Areas

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

**Core Values\*** Select all that apply.

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

**Explain Core Values Selections\*** Not Applicable

**Focus Areas and Vision\*** Select all that apply.

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

**Explain Focus Areas and Vision Selection\*** Not Applicable

## Recommendations and Motions

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### Item Recommendations and Motions

---

**Staff Recommendations\*** Staff recommends approval of installation of a flagpole and national and state flags, with illumination, at the Kalapuya Building.

**Work Session Motions\*** I move to ...  
...approve installation of a flagpole and national and state flags, with illumination, at the Kalapuya Building.

## Meeting Motion

I move to approve installation of a flagpole and national and state flags, with illumination, at the Kalapuya Building.

## Attachments, Comments, and Submission

---

### Item Comments and Attachments

---

**Attachments**





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

**Comments (optional)**

If you have any questions, please call ext.6800

**Department  
Approver**

RACHEL MCENENY

<p>1. Dept Approval</p> <p><b>Department Approval</b></p> <hr/> <p>Comments</p> <p>Signature </p>	<p>5.</p>
<p>2.</p> <p><b>Counsel Approval</b></p> <hr/> <p>Comments</p> <p>Signature </p>	
<p>3.</p> <p><b>County Administrator Approval</b></p> <hr/> <p>Comments</p> <p>Signature </p>	
<p>4.</p> <p><b>BOC Final Approval</b></p> <hr/> <p>Comments</p> <p>Signature </p>	

# BOC Agenda Checklist Master

## Agenda Placement and Contacts

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**Suggested Agenda Date** 08/13/24

View [Agenda Tracker](#)

**Suggested Placement \*** Work Session

**Department \*** Board of Commissioners

**Contact Name \*** Maura J Kwiatkowski

**Phone Extension \*** 5417663531

**Meeting Attendee Name \*** Xanthippe Augerot, Board of Commissioners

## Agenda Item Details

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**Item Title \*** Additional Opportunity for County Commissioners to Engage on Draft Wildfire Hazard Plan

**Item Involves \***

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

**Estimated Time \*** 10 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement\***

Yes

No

## Issues and Fiscal Impact

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### Item Issues and Description

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**Identified Salient Issues \***

An additional opportunity for County Commissioners to engage with Oregon State University and the Oregon Department of Forestry regarding the Wildfire Hazard Map has been scheduled. The meeting will be held Monday, August 26, from 1 to 3 PM at the Association of Oregon Counties office in Salem. Statute allows for this meeting to occur both in person and virtually.

The draft Wildfire Hazard Map went live for public review and comment on July 18. The official draft map can be viewed online at <https://oregon-explorer.apps.geocortex.com/webviewer/?app=665fe61be984472da6906d7ebc9a190d&viewer=wildfire>

Senate Bill 80 Section 1(13)(b) states: county commissioners, upon request by the county commissioners, must have one additional opportunity, arranged and scheduled by the Association of Oregon Counties, with either in-person attendance or a hybrid of in-person and remote attendance, to discuss concerns about the map and potential changes to the map.

In order for changes to be made to the map, statute states it must be based off of: Vegetation, Weather, Climate, and/or Topography.

**Options \***

Discuss whether one or more Benton County Commissioners will attend the August 26 meeting.

**Fiscal Impact \***

- Yes
- No

# 2040 Thriving Communities Initiative

**Mandated Service?\***  Yes  No

## 2040 Thriving Communities Initiative

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

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

### Values and Focus Areas

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

**Core Values\*** Select all that apply.

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

**Explain Core Values Selections\*** Not applicable

**Focus Areas and Vision\*** Select all that apply.

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

**Explain Focus Areas and Vision Selection\*** Not applicable



## Recommendations and Motions

---

### Item Recommendations and Motions

---

**Staff**                      Not applicable  
**Recommendations\***

**Work Session**            I move to ...  
**Motions\***                      Not applicable

# Attachments, Comments, and Submission

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## Item Comments and Attachments

---

**Attachments**

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

2024 AUG DRAFT Oregon Fire Hazard Map  
Meeting.pdf




52.15KB

**Comments (optional)**

If you have any questions, please call ext.6800

**Department  
Approver**

AMANDA MAKEPEACE

<p>1. Dept Approval</p> <p><b>Department Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b> </p>	<p>5.</p>
<p>2. County Administrator Approval</p> <p><b>County Administrator Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b> </p>	
<p>3. BOC Final Approval</p> <p><b>BOC Final Approval</b></p> <hr/> <p><b>Comments</b></p> <p><b>Signature</b> </p>	
<p>4.</p>	

From: Branden Pursinger, Association of Oregon Counties  
Subject: Wildfire Map Meeting for Counties Set

Commissioners, Judges, and Chairs,

The additional opportunity for County Commissioners to engage with OSU and the Department of Forestry regarding the Wildfire Hazard Map has been scheduled.

The meeting has been scheduled for Monday, August 26 from 1:00pm - 3:00pm at the AOC office in Salem. Statute allows for this meeting to occur both in person and virtually. A calendar invite will be sent momentarily for the hold on your calendars.

The draft Wildfire Hazard Map went live for public review and comment on July 18. The official draft map can be seen by following this link: [Wildfire Risk Explorer](#).

Senate Bill 80 Section 1(13)(b) states: county commissioners, upon request by the county commissioners, must have one additional opportunity, arranged and scheduled by the Association of Oregon Counties, with either in-person attendance or a hybrid of in-person and remote attendance, to discuss concerns about the map and potential changes to the map.

In order for changes to be made to the map, statute states it must be based off of: Vegetation, Weather, Climate, and/or Topography.