



AGENDA

BOARD OF COMMISSIONERS MEETING

Tuesday, August 20, 2024, 9 AM

How to Participate in the Board of Commissioners Meeting
Zoom Video Click for Zoom link Click for YouTube LiveStream link
In-person: 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, 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. Special Report

3.1 20 minutes – Affordable and Supportive Housing Projects Update – Brigetta Olson, Corvallis Housing and Neighborhood Services Manager

4. Comments from the Public

Time restrictions may be imposed on public comment, dependent on the business before the Board of Commissioners. Individual comment may be limited to three minutes.

5. Work Session

- 5.1 30 minutes – Regional Community Health Improvement Plan – Sara Hartstein, Amy Young; Health Services
- 5.2 30 minutes – Sustainable Materials Management Plan Task Force Update – Sean McGuire, Sustainability; Bailey Payne, Community Development
- 5.3 30 minutes – Update on the National Flood Insurance Program and Endangered Species Act Compliance – Toby Lewis, Community Development

6. Consent Calendar

- 6.1 Application for New Outlet, Primary Location for a Winery for Willamette Cider Works, dba Waldbusser Cider Works
- 6.2 Approval of the June 4, 2024 Board Meeting Minutes
- 6.3 Approval of the June 18, 2024 Board Meeting Minutes

7. New Business

- 7.1 20 minutes – External Fleet Program – 2023-25 Budget Note Report – Gary Stockhoff, Public Works
- 7.2 5 minutes – Grant Approval for Electric Vehicle Charging Stations – Gary Stockhoff, Public Works

8. 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.”

9. Announcements

10. Executive Session ORS 192.660 (2)(d)

The Board will convene into Executive Session under ORS **192.660 (2)(d)** regarding labor negotiations.

SPECIAL REPORT

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/20/24

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Board of Commissioners

Contact Name * Maura Kwiatkowski

Phone Extension * 3531

Meeting Attendee Name * Brigetta Olson, Corvallis Housing and Neighborhood Services Manager

Agenda Item Details



Item Title * Affordable and Supportive Housing Projects 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 * 20 minutes

Special Report Options * Oral Written

**Board/Committee
Involvement*** Yes
 No

Advertisement* Yes
 No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

Corvallis City Manager Mark Shepard will provide the Board of Commissioners an update on four projects that will produce 400 units of affordable and supportive housing within the City of Corvallis.

Options *

Not Applicable

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 *

Affordable housing benefits communities:
 Create more opportunities for economic growth
 Communities receive more social services that benefit everyone
 Less cost to taxpayers
 Supporting the next generation
 More money spent in local communities
 Fewer evictions
 Healthier population means a healthier economy
 More affordable housing creates more job opportunities
 Improved government infrastructure
 Better opportunities for investing in the future

<https://commonbond.org/community-benefits-of-affordable-housing/>

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

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Explain Focus Areas and Vision Selection *

Affordable housing benefits communities:
Create more opportunities for economic growth
Communities receive more social services that benefit everyone
Less cost to taxpayers
Supporting the next generation
More money spent in local communities
Fewer evictions
Healthier population means a healthier economy
More affordable housing creates more job opportunities
Improved government infrastructure
Better opportunities for investing in the future

<https://commonbond.org/community-benefits-of-affordable-housing/>

Recommendations and Motions

Item Recommendations and Motions

Staff Not Applicable

Recommendations*

Meeting Motions* I move to ...

Not Applicable

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.

240729 Media-Affordable Housing Projects-
Corvallis.pdf

1.76MB

Comments (optional)

If you have any questions, please call ext.6800

**Department
Approver**

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.

Department Approval

Comments

Signature

Maura Kwiatkowski

Affordable Housing Updates

Brigetta Olson, Housing & Neighborhoods Division
Manager

August 20, 2024



National vs. Local Trends

Mortgage rates were recently at 20 year highs (Federal Reserve)

84 million Millennials were delayed but are now moving into peak housing years.

74 million Baby Boomers are often choosing to age in place.

Only 30 million of the Silent Generation remain.

The Pew Charitable Trust's Black/White Homeownership gap is wider than it was in 1960 (30% vs. 27%)

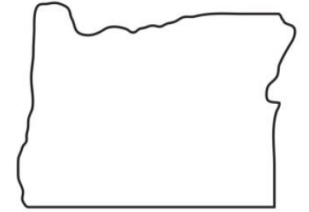
Investor home ownership has risen from 10% in 2010 to 20% now (Redfin)

Nationally the typical home value has risen 43% since 2020. (Zillow)

There was a big imbalance...housing prices were going up at an unsustainably fast level. For the longer term, what we need is supply and demand to get better aligned so housing prices go up at a reasonable level, at a reasonable pace and people can afford houses again.

– Jerome Powell, Federal Reserve Chair

Oregon

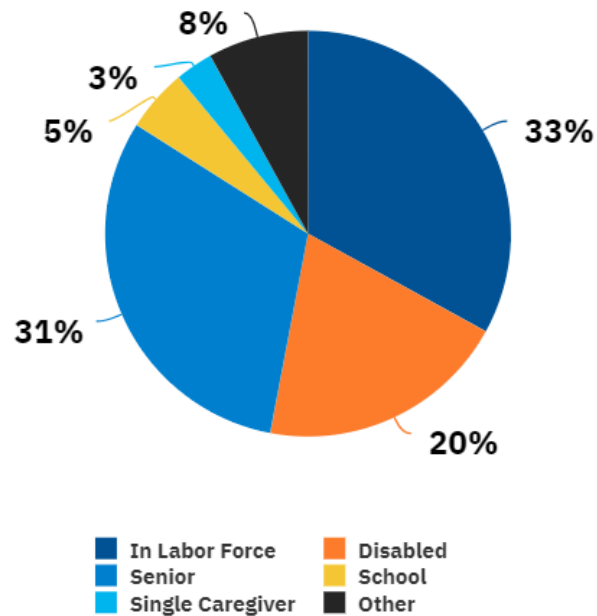


- Oregon underbuilt over 140,000 housing units, **and more than half need to be affordable.**
- State needs to produce 443,566 homes over the next 20 years to keep pace with demand.
- Approximately 36,000 homes needed annually for next ten years.
- Past six years, the # of people experiencing houselessness has increased by 63% (Exec Order 23-02)

(Source: Exec Order 23-04)

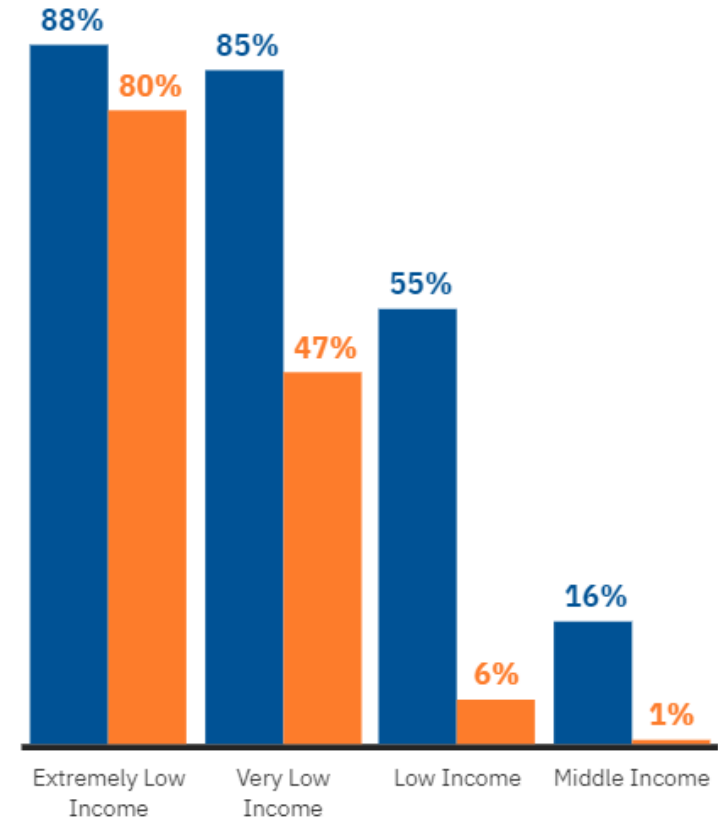
Oregon

EXTREMELY LOW INCOME RENTER HOUSEHOLDS



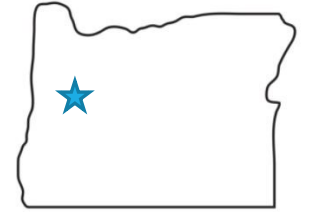
HOUSING COST BURDEN BY INCOME GROUP

■ Cost Burdened ■ Severely Cost Burdened



Note: Renter households spending more than 30% of their income on housing costs and utilities are cost burdened;

Corvallis



- Corvallis is **Oregon's #1 rent burdened community** (in 2022).

Rent burdened - spending more than 30% of income on housing

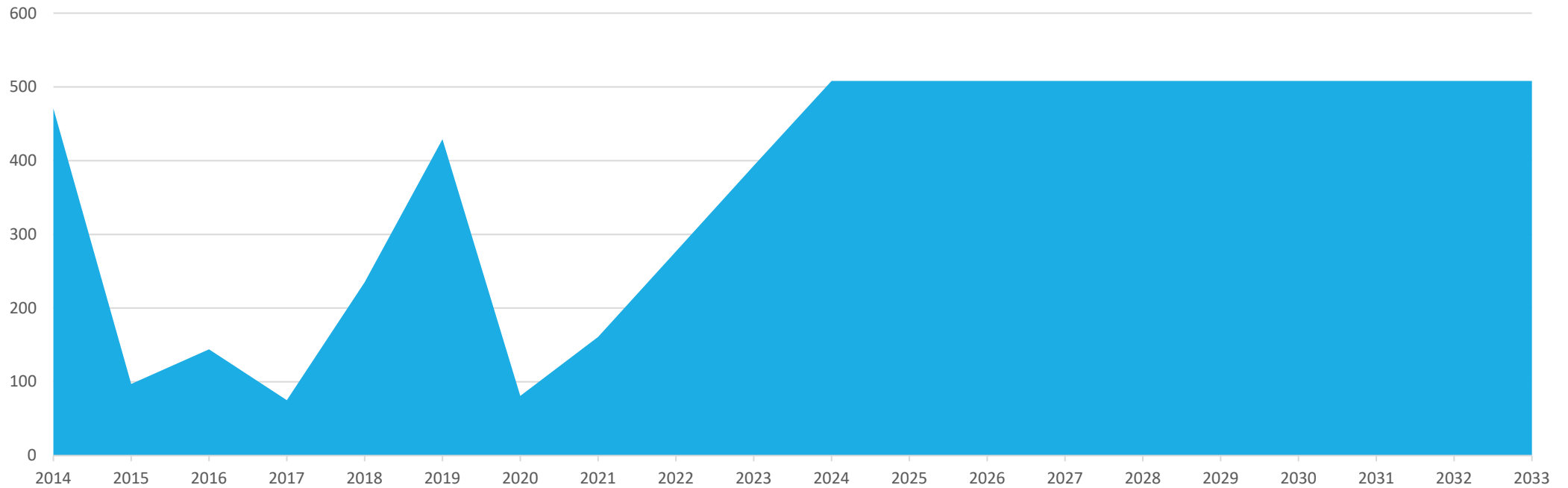
- Approx. **39% of renting households are severely rent burdened.**

Severely rent burdened – 50% of income on housing

•

Housing Production Executive Order 23-04

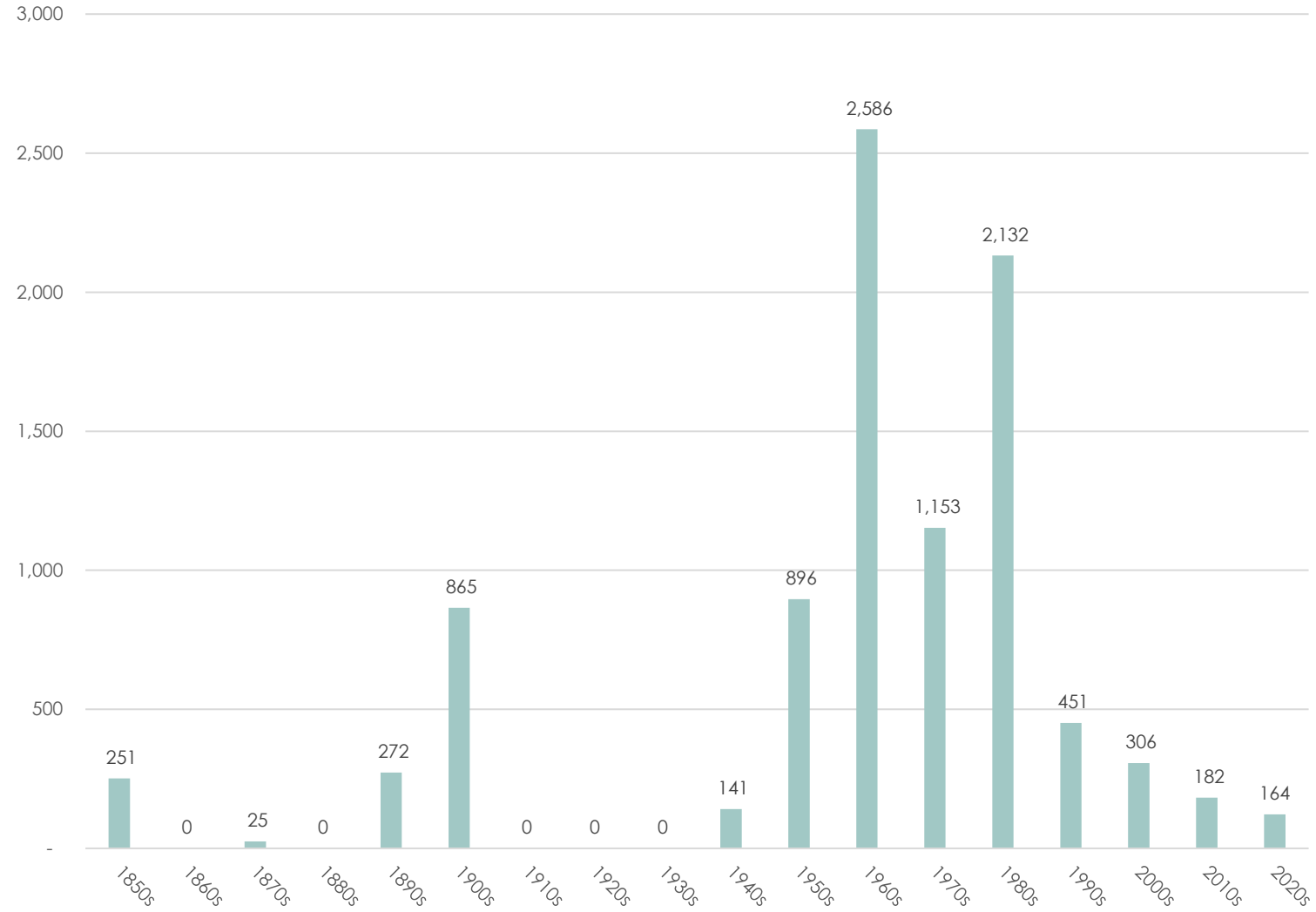
Executive Order 23-04
Housing Production for Corvallis



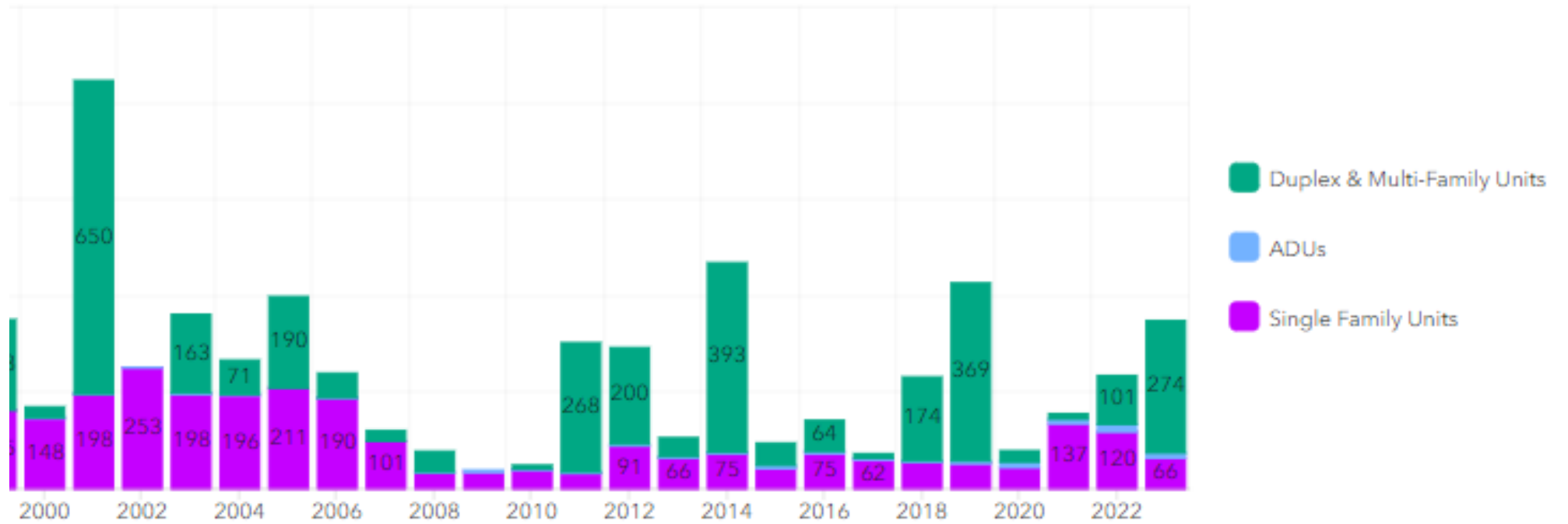
Meanwhile in Corvallis...



Acres Annexed (1850-2022)



New Residential Units (2000-2023)



Recently Completed

Reduced Land Development Code regulations by over 300 pages since 2018

Completed Middle Housing LDC amendment and Completed Mixed Use Districts

Created Coordinated Homelessness Response Office with Benton County and Community Services Consortium.

Completed new annexation standards including new streamlined annexation process for smaller lots

Eliminated off-street parking requirements city-wide

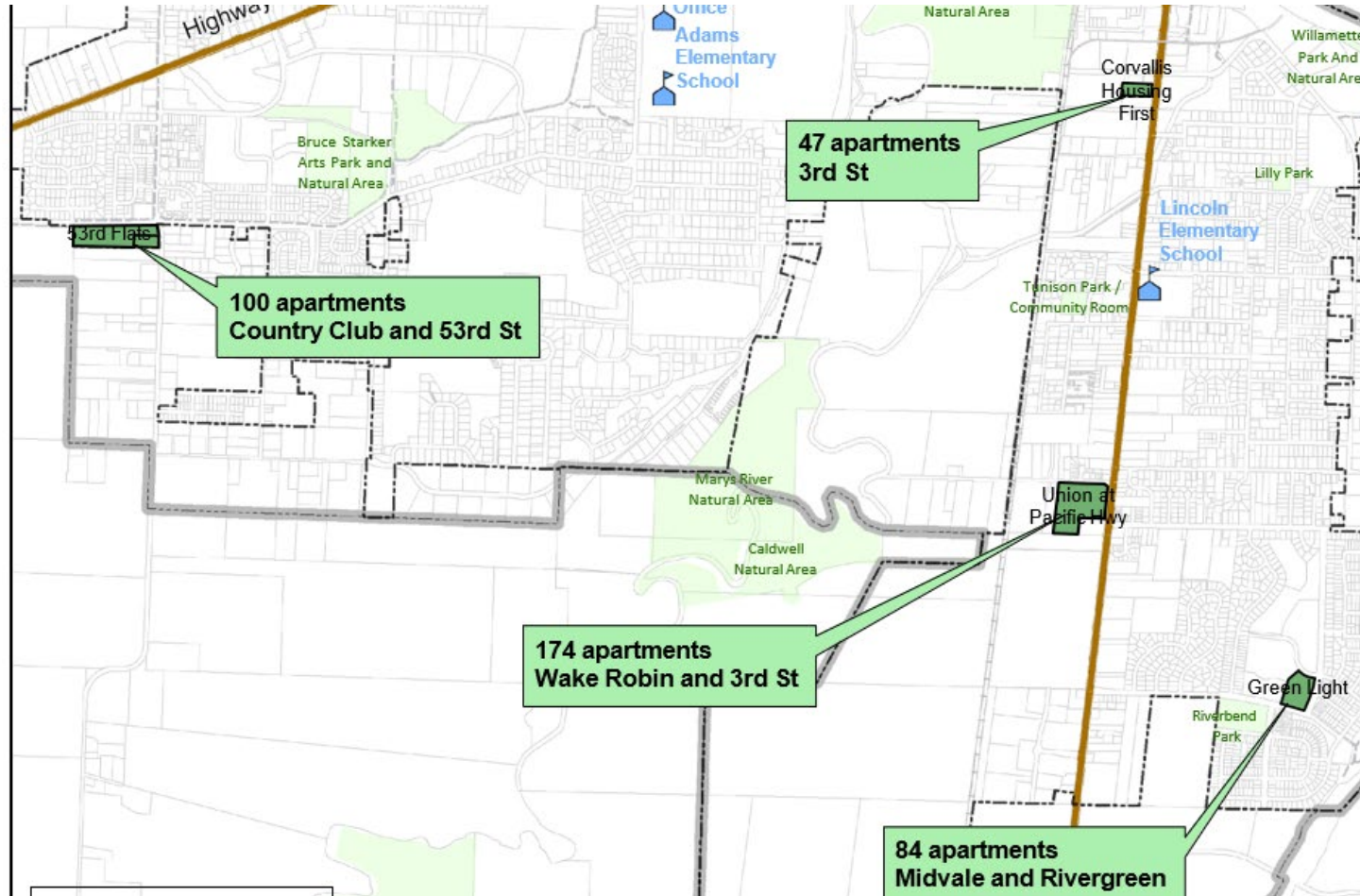
Completed state legislation on banning non-family occupancy limits.

Created new property tax exemption program for affordable housing– Low Income Rental Housing Property Tax Exemption – LIRPTE

Created new property tax exemption program for mixed use housing– Multi-Unit Property Tax Exemption

Some Good News

New Affordable Housing in Corvallis



Sources of funding for affordable housing in Corvallis

Rivergreen Apartments		
Midvale and Rivergreen, Corvallis		
Green Light/Home First LLC		
84 affordable rentals (combined financing)-		
at below 60% Area Median Income (AMI)		
1 bedroom-15, 2 bedroom 24, 3 bedroom- 45		
Permanent Loan	\$	9,177,557
City of Corvallis -CET	\$	550,000
Federal LIHTC 4%	\$	6,069,820
LIFT	\$	11,143,000
Deferred Development Fee	\$	1,337,842
Total Sources	\$	28,278,219

Union at Pacific Highway, LP		
Wake Robin and 3rd Street, Corvallis		
Annex Group- At or below 60% Area Median Income (AMI)		
174 affordable rentals-		
1 bedroom -84, 2 bedroom-66, 3 bedroom 24		
Primary Debt	\$	24,180,743
City of Corvallis -CET	\$	500,000
Oregon Soft Funds	\$	6,000,000
Deferred Developer	\$	3,389,672
Federal LIHTC 4%	\$	15,513,783
Interim Income	\$	901,246
GP Equity	\$	100
Total Sources	\$	50,485,544

Corvallis Housing First		
1480 SW 3rd St, Corvallis		
3rd Street Commons		
47 units of Permanent Supportive Housing (PSH)-		
All 1 bedroom units at or below 30% AMI		
Federal appropriation	\$	3,000,000
State of Oregon - direct appr	\$	5,000,000
City of Corvallis -CET	\$	45,000
Total Secured	\$	8,045,000
Pending		
Oregon Housing Community Services -PSH		
City of Corvallis -HOME-ARP		
Total Estimated cost	\$	22,000,000

Commonwealth		
53rd and County Club, Corvallis		
53 Flats		
100 affordable rentals-		
5 – 2 bedrooms at or below 30% AMI		
5 – 3 bedrooms at or below 30% AMI		
18- 2 bedrooms at or below 50%AMI		
18 – 3 bedrooms at or below 50% AMI		
37– 2 bedrooms at or below 60% AMI		
17- 3 bedrooms at or below 60 % AMI		
Federal LIHTC 4%	\$	9,373,691
LIFT- State	\$	10,275,000
First Mortgage	\$	10,055,000
Deferred fee	\$	2,589,291
Other -OMEP	\$	154,000
Total Sources	\$	32,446,982

Home Matters to everyone



CITY	Corvallis	Albany	Bend	Eugene	Lebanon	Lincoln City
Units Funded in 2020	161	N/A	240	119	109	N/A
Number of Projects	2	N/A	1	3	1	N/A
Funding Sources	LIFT, LIHTC 4%, GHAP	N/A	LIHTC 4%	LIFT, LIHTC 4%/9%, PSH, GHAP	LIFT, LIHTC 4%	N/A
Units Funded in 2021	N/A	N/A	202	12	N/A	107
Number of Projects	N/A	N/A	1	1	N/A	1
Funding Sources	N/A	N/A	LIHTC 4%	HDGP, HTF, LIHTC 9%	N/A	LIFT, LIHTC 4%
Units Funded in 2022	234	N/A	33	102	N/A	250
Number of Projects	2	N/A	1	1	N/A	2
Funding Sources	GHAP, LIHTC 4%	N/A	PSH	GHAP	N/A	GHAP, LIHTC 4% and 9%
Units Funded in 2023	70	30	59	137	116	N/A
Number of Projects	2	1	1	2	1	N/A
Funding Sources	LIFT, PSH	VGHAP,	LIFT, LIHTC 4%	LIFT, LIHTC 4%, PSH	LIHTC 4%	N/A
Total Units	465	30	534	370	225	357
2022 Population	57,601	57,199	100,922	175,626	19,122	10,067
Units/1,000 population	8.07	0.52	5.29	2.11	11.77	35.46

Corvallis Developments

2020	53rd Flats	100 Units
	Twin Oaks MHP	61 Units
2021	N/A	N/A
2022	Rivergreen Apts	60 Units
	Union at Pacific Hwy	174 Units
2023	Third St. Commons	46 Units
	Rivergreen Apts II	24 Units

The Housing Toolbox

New Tools in the Toolbox

Regulatory

No parking requirements

New Mixed Use Zones with added height (Downtown up to 123')

Inclusive low density residential zones (up to 4 units + an ADU on single family lots)

Manufactured homes on equal status with on-site built

Cottage clusters

RS-12 and RS-20 can be converted to new mixed use zones

Zoning bonuses for affordable housing

Automatic removal of residential Planned Development

Simplified annexations without public vote

Areas zoned for high density housing

No owner occupied requirement for ADUs

Financial

Construction Excise Tax (CET)

Increased state and federal funding

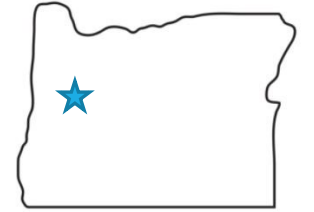
LIRPTE – Low Income Rental Housing Property Tax Exemption

MUPTE – Multi-Unit Property Tax Exemption (Mixed Use)

Development agreements

Urban Renewal

Housing Dashboard




<https://www.corvallisoregon.gov/cd/page/housing-data>

Q&A

Brigetta Olson, Division Manager
Housing & Neighborhood Services

 Brigetta.Olson@corvallisoregon.gov

 541-766-6555

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HIGH SCHOOL JOURNALISM INSTITUTE

Affordable housing boom surges \$133M into Oregon college town

Updated: Jul. 29, 2024, 4:28 p.m. | Published: Jul. 29, 2024, 6:00 a.m.



The Union at Pacific Highway, an affordable housing complex in Corvallis, is set to finish construction by fall 2024. High School Journalism Institute

By **Chloe Lierheimer and Chase McMullen** | High School Journalism Institute

An Oregon college town has transformed into a construction hotspot.

More than 400 units of affordable and supportive housing are on the way in Corvallis — the most ever built at one time in the city’s history, officials say.

After years of what city leaders say were restrictive policies and anti-growth attitudes, the low-income building boom is designed to combat high rents in Corvallis, which is consistently ranked the most rent-burdened city in Oregon, according to state figures. Thirty-seven percent of residents are defined as severely rent-burdened, which means they spend more than 50% of their income on rent.

Paul Bilotta, Corvallis’ community development director, said Oregon State University’s 24,000 undergraduates snatch up apartments near campus and are willing to pay higher rents, exacerbating the housing crisis and leaving little room for low-income families.

“We have employers across the city that are screaming for workers,” said Bilotta. “If you look at the top rent-burdened cities in the state, they are all college communities.”

To help counter the issue, city councilors worked to rezone major parcels of land for high-density uses in 2018 and implemented an affordable housing construction excise tax in 2016, which locally funds the projects.

Three private developers and one local nonprofit are now at work on four projects worth a combined \$133 million, with the primary funding coming from state grants, federal tax credits and loans.



Corvallis Housing First project manager Dan Easdale shows off plans for a Corvallis supportive housing development, Third Street Commons. High School Journalism Institute

Third Street Commons, overseen by the nonprofit Corvallis Housing First, is a planned three-story apartment building offering permanent supportive housing at the site of the former Budget Inn Motel in Southtown off Oregon 99W.

During a tour of the site ahead of a planned demolition next month, Program Director Dan Easdale said the replacement building will use trauma-informed design, with apartments set back away from the street for a sense of security, and no interior hallways, which could seem inhospitable due to a lack of windows.

Easdale said the motel previously served as a temporary shelter with tenants making “a good little community” through shared meals and conversations. The new project, however, will also provide long-term supportive services like counseling and legal help.

“You can live there forever, and we’re going to provide some ongoing support, potentially for the rest of your life if you need,” Easdale said.

Further along Oregon 99, excavators dug at a mound of earth, preparing for the completion of private developer Annex Group’s 174-unit Union at Pacific Highway. This building provides rentals considered affordable to those making only 60% of the area

median income. Amenities include a gym, playground and dog wash.

“We take this piece of dirt from the farmland and take it all the way through construction,” said Greg Moynahan, a construction manager at Annex.

The Union has moved in 28 residents so far and plans on welcoming more in early August as the rest of the buildings are finished, Moynahan said.

53rd Flats, another affordable housing development, is complete and already moving residents in. The final complex, Rivergreen Apartments, should wrap up by the end of 2024.

Bilotta said voter-approved annexation, which allowed citizens to approve or veto land being placed within city limits, once hindered development, as voters wanted to keep Corvallis a small town and vetoed some of the proposals. State lawmakers banned voter-approved annexation policies in 2016; Corvallis challenged the ban but lost on appeal in 2020.

According to city officials, the city of Corvallis will be working on a partnership with Benton County — which provides mental health, alcohol and drug services — for future transitional housing development.

“It’s a good start,” said Bilotta, “but there’s still plenty more to do.”

--Chloe Lierheimer, Grant High School

--Chase McMullen, Yamhill-Carlton High School

This story was produced by student reporters as part of the High School Journalism Institute, an annual collaboration among The Oregonian/OregonLive, Oregon State University and other Oregon media organizations. For more information or to support the program, go to oregonlive.com/hsji.



When complete, The Union on Pacific Highway in Corvallis will offer 174 affordable apartments. High School Journalism Institute

By the numbers:

More than 400 units of affordable housing are under construction in Corvallis. Here's where.

Rivergreen Apartments:

- **Cost:** \$28 million
- **Units:** 84
- **Address:** 3350 S.E. Midvale Drive

Third Street Commons:

- **Cost:** \$22 million
- **Units:** 47
- **Address:** 1480 S.W. 3rd St.

Union at Pacific Highway:

- **Cost:** \$50.5 million
- **Unit:** 174

- **Address:** 2910 S.W. 3rd St. **Page 37 of 144**

53rd Flats:

- **Cost:** \$32.5 million
- **Units:** 100
- **Address:** 5320 S.W. Country Club Drive

MORE FROM THE HIGH SCHOOL JOURNALISM INSTITUTE

Don't miss these 10 news stories from the High School Journalism Institute

It's training cats and dogs: Study finds working with pets boosts kids' activity levels

Corvallis Community Band presents concert aimed at tackling mental health struggles

'We're behind them': Corvallis supports sister city in Ukraine

Oregon State University at the Olympics: Setting standards and breaking records

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WORK SESSION

Item 5.1 Regional Community Health Improvement Plan

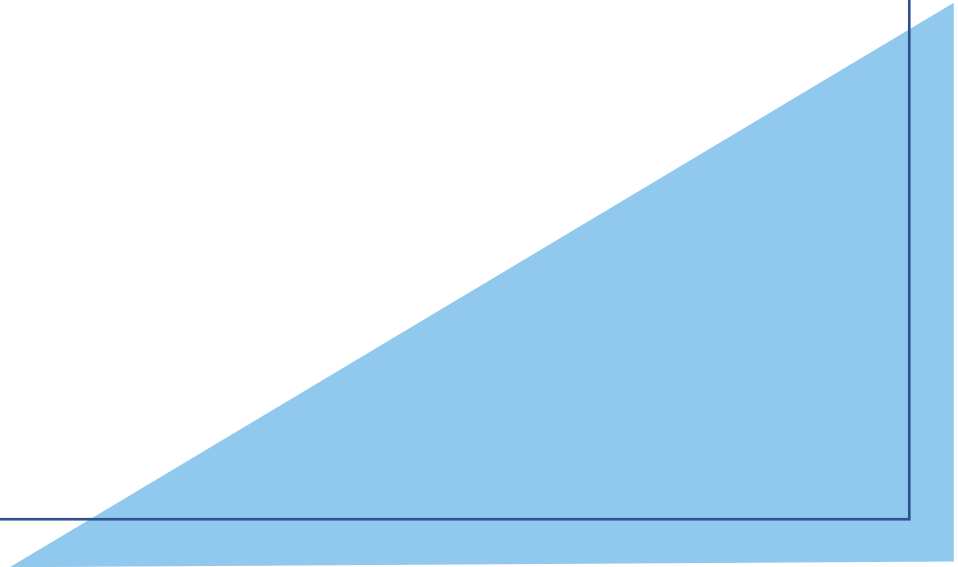


Partnership for Community Health

Linn, Benton & Lincoln Counties

Update: Regional Community Health Improvement Plan

Benton County Board of Commissioners Meeting
August 20, 2024



Contents

Project updates

CHIP goals and strategies

Implementation action planning

Evaluation and quality
improvement



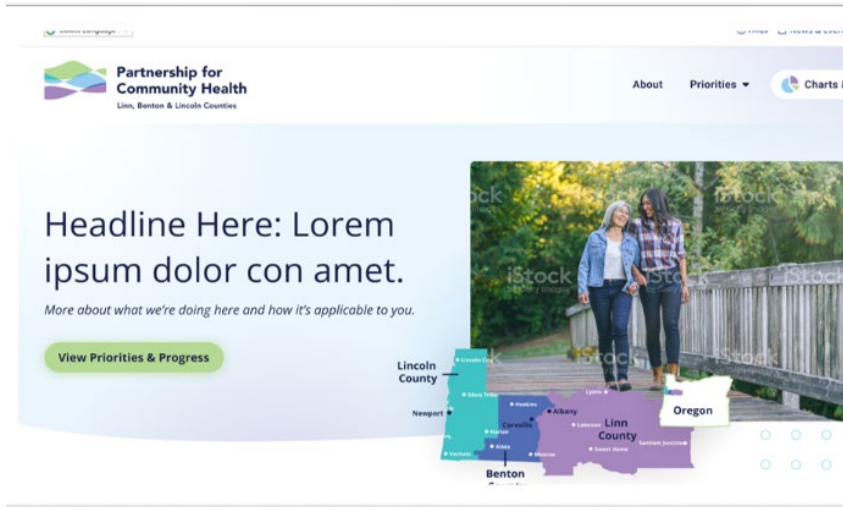
Regional CHIP Project Updates

The Partnership for Community Health is fully staffed!

- Amy Young, Project Manager
- Kate Marsi, Epidemiologist (.5 FTE on PCH)

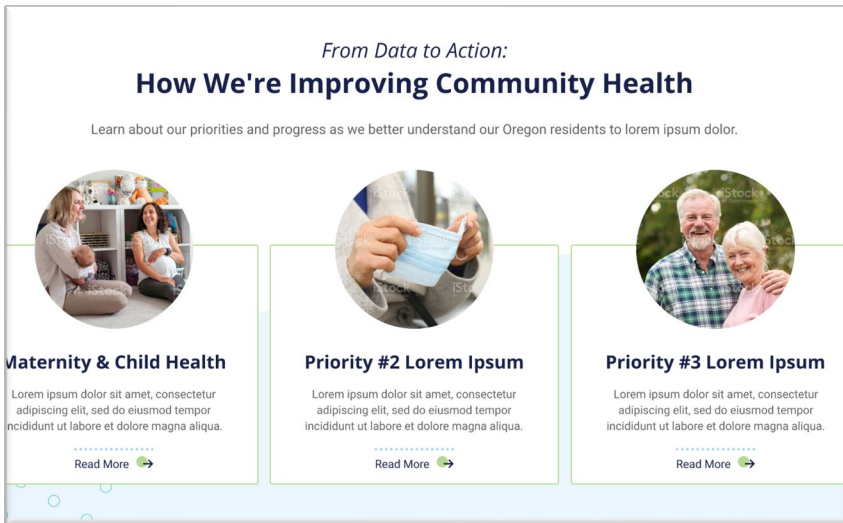
High-priority initiatives

- Development of operating budget and cost-sharing agreements
- CHA/CHIP cycle timeline incorporating all partners' milestones
- Coordination of agencies working on common strategies
- Establishing progress measures and goals for community change



PCH Website

- Website planned to host CHA/CHIP reports, data dashboards, and community impact narratives
- Development on pause until CHIP was drafted
- Preliminary design and user interface has been designed
- Content from CHIP report will be adapted as website content
- Phase 1 of site launch planned for Fall 2024
- Phase 2 of website launch will include Dashboards



CHIP Components

The regional CHIP currently includes:

- **Goals:** Long-term outcomes that set the direction for addressing priority issues
- **Strategies:** Activities performed to reach the goal
- **Progress Measures/Indicators:** Data points that provide information about the status of health outcomes or things that impact health

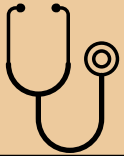
Moving into implementation, the regional CHIP will include:

- **SMARTIE components for the goals and strategies:** Specific, Measurable, Achievable, Realistic, Timely, Inclusive, and Equitable
- **The integration of health equity** in implementation activities and evaluation measures

Priority Areas



Access to Affordable Housing



Access to Quality Care



Behavioral Health




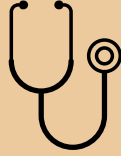


Inclusion, Diversity, Anti-Racism, and Equity (IDARE)

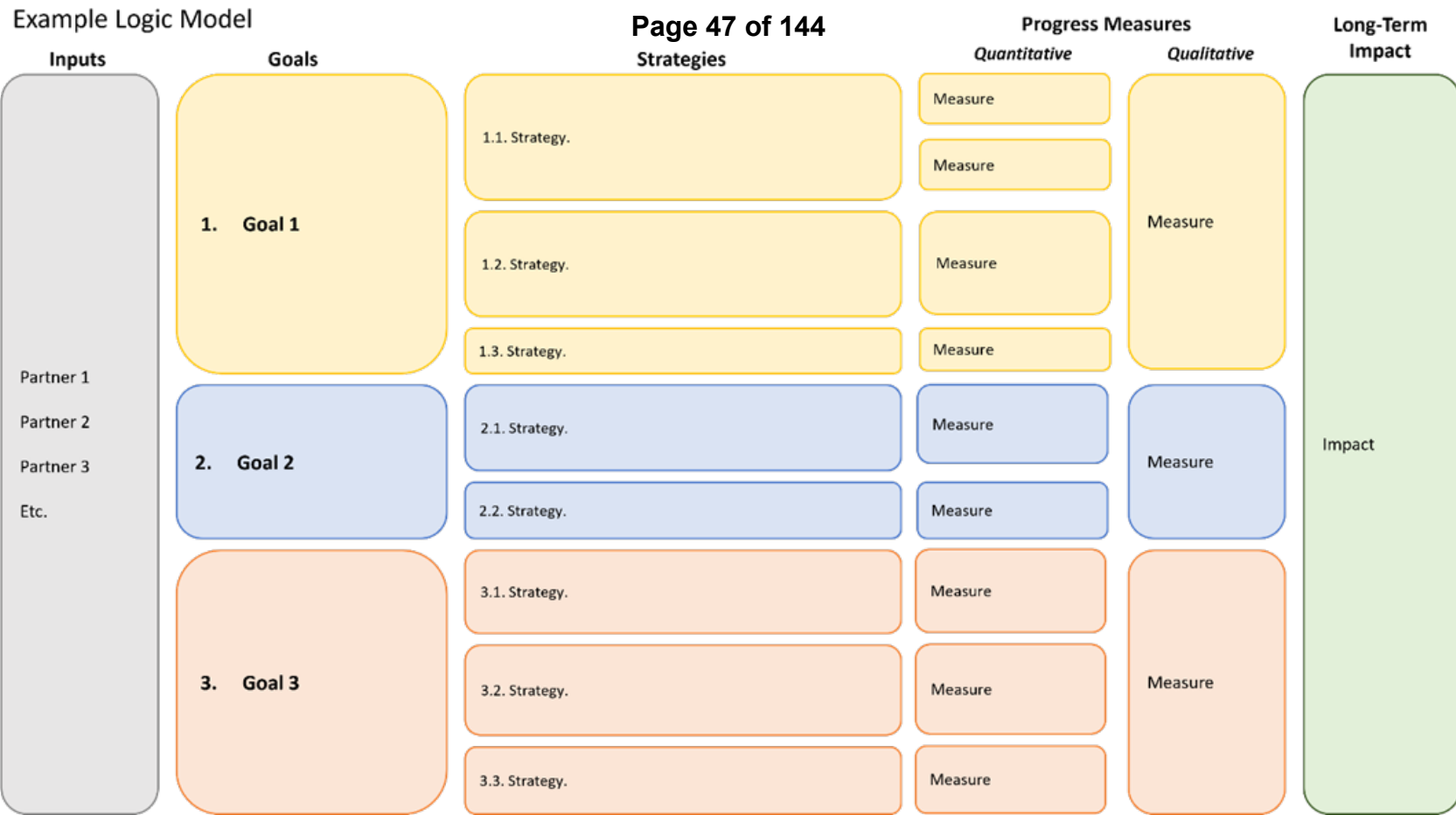


**Partnership for
Community Health**

Linn, Benton & Lincoln Counties

CHIP Strategy Areas

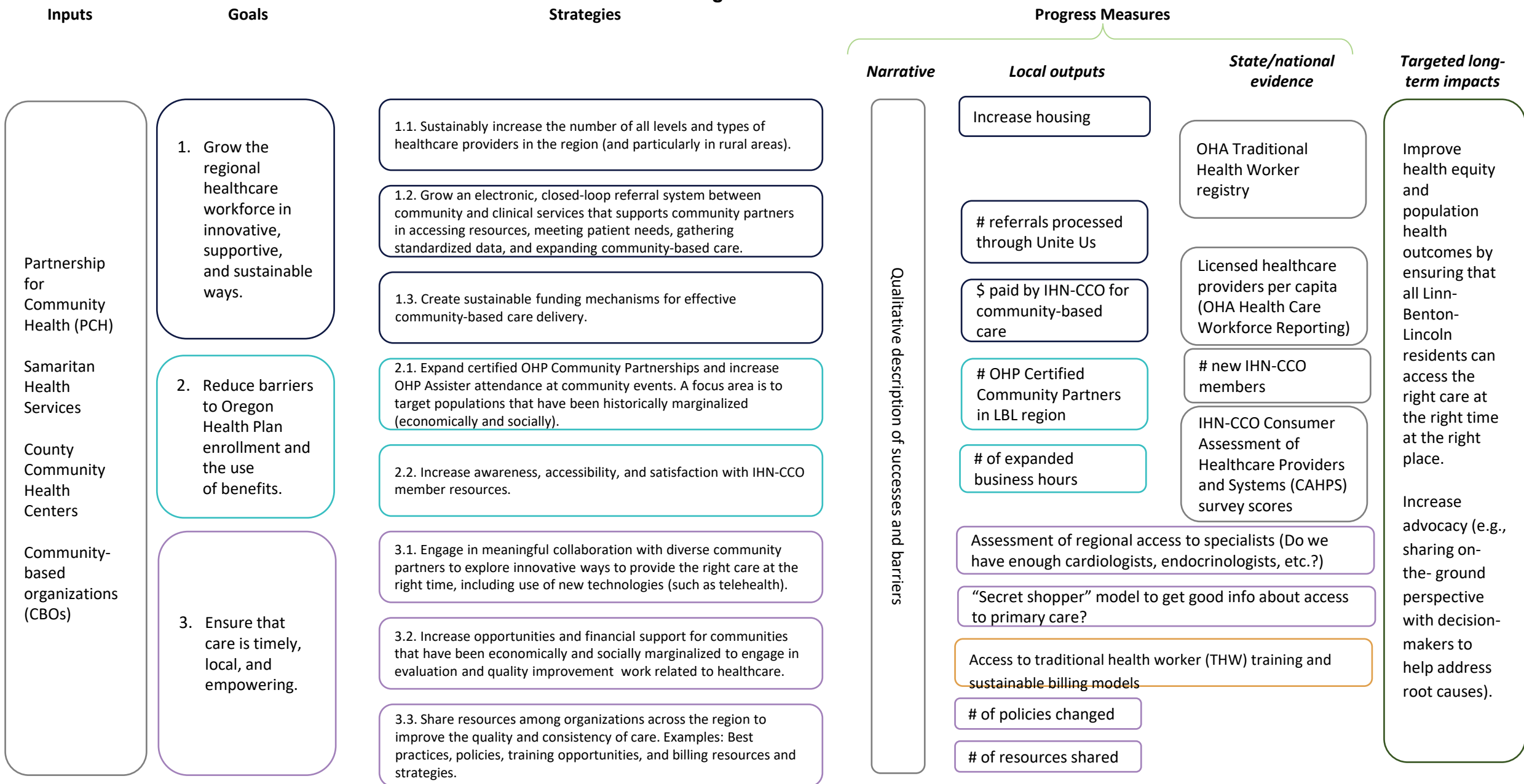
 Housing	 Access to Quality Care	 Behavioral Health	 IDARE
<ol style="list-style-type: none"> 1. Expand housing units 2. Expand supportive services 3. Improve housing data 	<ol style="list-style-type: none"> 1. Grow and sustain workforce 2. Increase OHP access and use 3. Timely, local, and empowering care 	<ol style="list-style-type: none"> 1. Build community resilience 2. Grow a healthy workforce 3. Improve care coordination 	<ol style="list-style-type: none"> 1. Improve equity and well-being 2. Increase education and accountability 3. Improve data quality

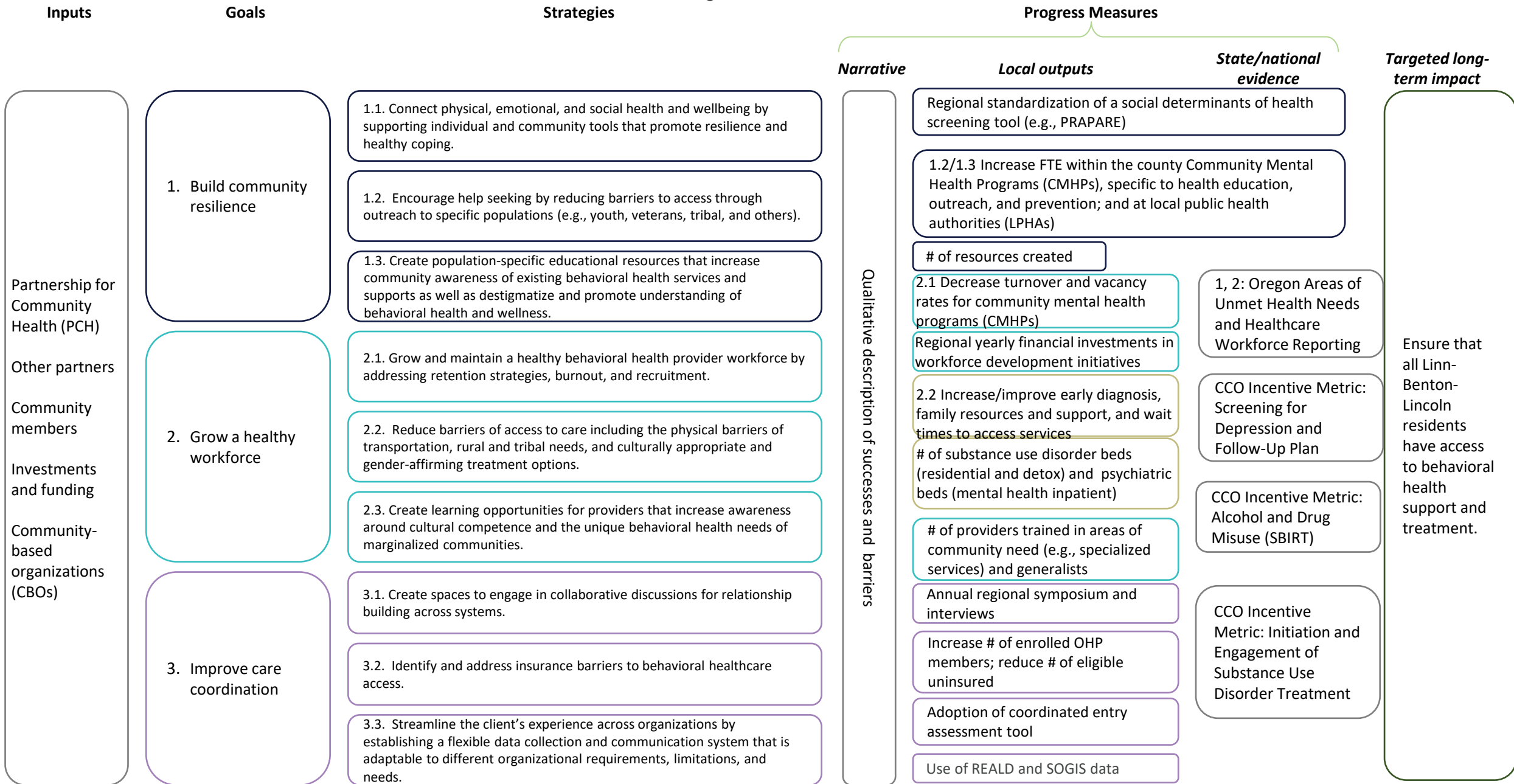


Logic Models for Goals and Strategies

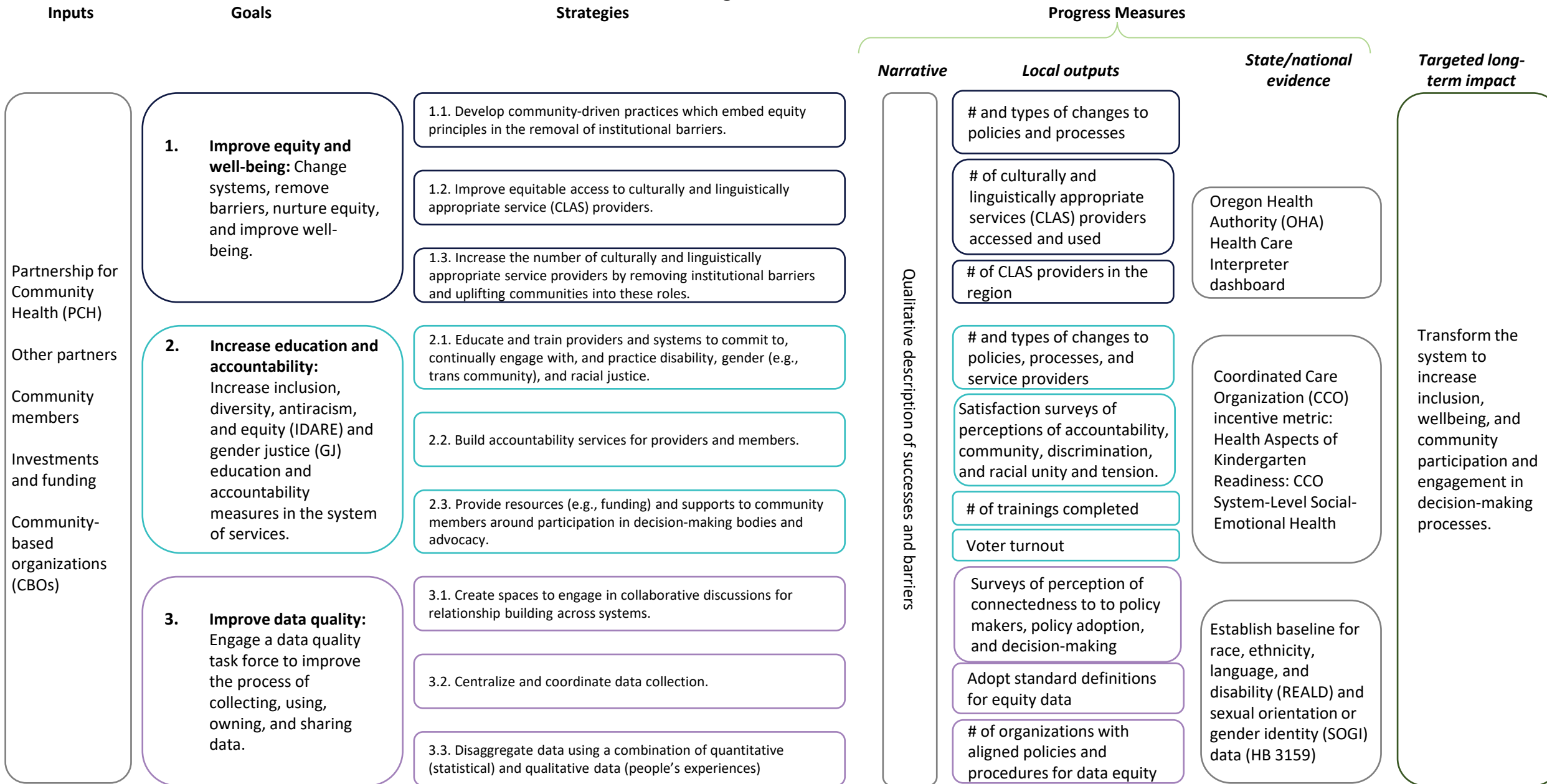
Drafts as of August 6

Inputs	Goals	Strategies	Progress Measures	Targeted long-term impact
<p>Partnership for Community Health (PCH)</p> <p>Other partners</p> <p>Community members</p> <p>Investments and funding</p> <p>1115 Waiver</p> <p>Community-based organizations (CBOs)</p>	<ol style="list-style-type: none"> 1. Expand the availability of brick-and-mortar shelter, transitional, and/or permanent housing units by developing, acquiring, or securing properties across the LBL region. 2. Expand and sustainably fund supportive services that match up with shelter, transitional, and/or permanent housing. 3. Improve data across the spectrum of shelter and housing providers to help create future progress measures and inform planning. 	<ol style="list-style-type: none"> 1.1. Increase access to existing units through landlord engagement and relationship building. 1.2. Build brick-and-mortar units to expand housing availability. 1.3. Create or expand accessible emergency shelter options that reflect community and cultural needs and address systemic barriers to shelter. 2.1. Partner with IHN-CCO to fund supportive services positions that are culturally and linguistically appropriate. 2.2. Partner with existing workforce at housing and shelter locations. 2.3. Identify and apply for sustainable grant opportunities at state, federal, and private levels to strengthen shelter, transitional, and/or permanent housing support services. 3.1. Work toward tri-county continuum of care/withdrawal from the Rural Oregon Continuum of Care (ROCC) in 2025. 3.2. Research, expand, and adopt a culturally specific, situationally reflective, multi-tiered coordinated entry assessment tool that includes REALD/SOGI. 3.3. Improve Continuum of Care's information technology system to improve data collection that meets the need of shelter providers and is more culturally specific and situationally reflective. 3.4. Align data management and sharing policies and training across organizations within the tri-county region. 	<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Narrative</p> <p>Stories of communities not captured in data, e.g., Two-Spirit, lesbian, gay, bisexual, transgender, queer, and other sexual identities (2SLGBTQ+).</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Qualitative description of successes and barriers.</p> </div> <div style="width: 65%;"> <p>Local outputs</p> <ul style="list-style-type: none"> 1.1, 1.2: # rehoused; CCO # with 115 waivers; # safe sober housing units (e.g., Oxford House) # shelter beds added (HB 5019 reporting); # rehoused Annual Point-In-Time homeless counts Affordable housing data other than Oregon Housing & Community Services (OHCS) # organizations with supportive services # grants submitted; \$ awarded Creation of LBL COC Adoption of coordinated entry assessment tool Creation of LBL COC School District McKinney Vento data; United Way ALICE data </div> <div style="width: 30%;"> <p>State/national evidence</p> <ul style="list-style-type: none"> # of housing units in Linn-Benton-Lincoln region </div> </div>	<p>Ensure that all Linn-Benton-Lincoln residents have safe, stable, affordable housing with a focus on priority populations that have been historically marginalized.</p>





Inclusion, Diversity, Anti-Racism, and Equity (IDARE)



Implementation: Action Planning next steps

Already done

- Prioritize Issues for the CHIP
- Develop a logic model for each goal

In progress

- Develop shared goals and measures
- Write the CHIP
- Assign roles and responsibilities for implementation

Next steps

- **Develop an action plan**
- **Develop SMARTIE objectives**
- Monitor and evaluate the CHIP

SMARTIE Objectives

Specific	Reflects an important aspect of what your organization seeks to accomplish (programmatic or capacity-building priorities)	What goal are you trying to realize?
Measurable	Includes standards by which reasonable people can agree on whether the goal has been met (by numbers or defined qualities)	How much? How often? How many?
Achievable	Is challenging enough that achievement would mean significant progress—a “stretch” for the Organization	Will we be able to accomplish this?
Relevant	Is related to achieving the overall goal	Is it relevant to the priority issue and the vision?
Timebound	Includes a clear deadline	When will it happen? What is a realistic timeframe?
Inclusive	Brings traditionally marginalized people— particularly those most impacted—into processes, activities, and decision + policymaking in a meaningful way	How will you include underrepresented voices and share power?
Equitable	Seeks to address systemic injustice, inequity, or oppression	How does it seek to address systemic injustices, inequality, or oppression?

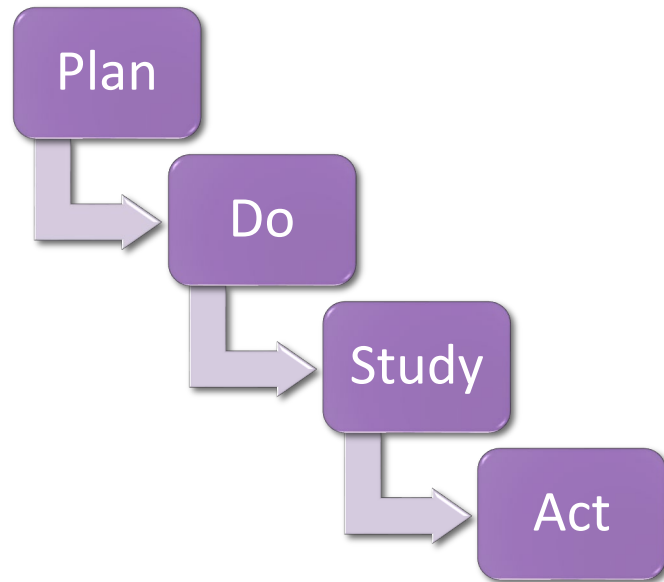
90–180 Day Implementation Worksheet

Strategic Priority Area: <i>List the name of the priority issue that this work is addressing.</i> 		Goal Statement: <i>Write a goal statement explaining the strategic advantage of moving in this direction. How will this work move us toward our vision?</i> 	
Accomplishment: <i>List the specific desired accomplishment in past tense, as if it had already happened—for example, created an inventory of existing resources.</i>		Start Date:	
		End Date:	
Implementation Steps (How):	When:	Who:	
<i>List the steps to complete the accomplishment. Start each step with a verb that captures the action. Make it as concrete as possible.</i>	<i>Identify the completion date of each step.</i>	<i>Identify who will complete the step.</i>	
1.			
2.			
3.			
4.			
5.			
6.			
Team Members: <i>List the names of all the team members.</i>	Collaborators/Partners: <i>Potential collaborators who can contribute resources or assist with implementation</i>	Special Considerations: <i>List any special considerations such as:</i> <ul style="list-style-type: none"> • Resources needed • Seasonal time considerations • Staff/people time required 	

PHASE III: Continuously Improve the Community

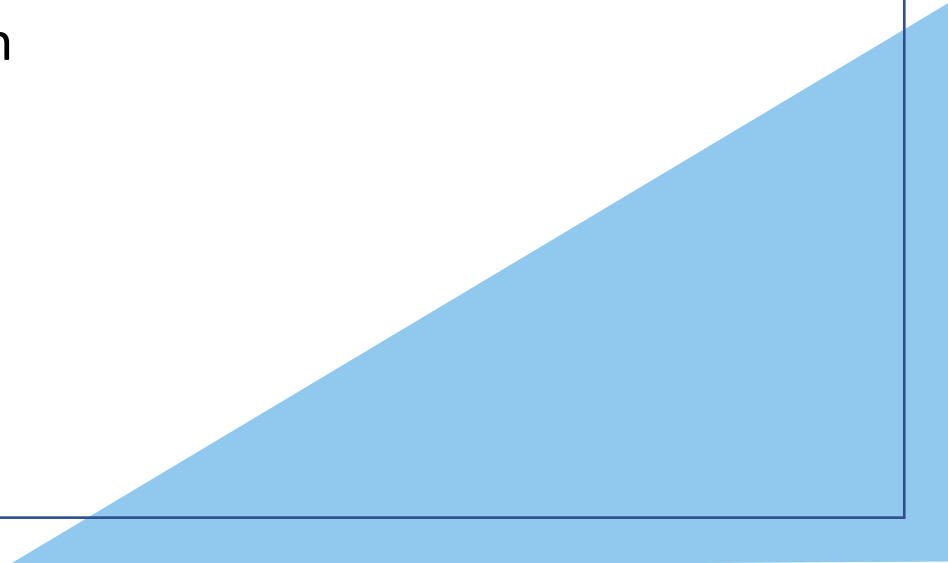
Performance Measures <i>How will we know we are making a difference?</i>		
Short-Term Indicators	Source	Frequency
Long-Term Indicators	Source	Frequency

Evaluation and Quality Improvement

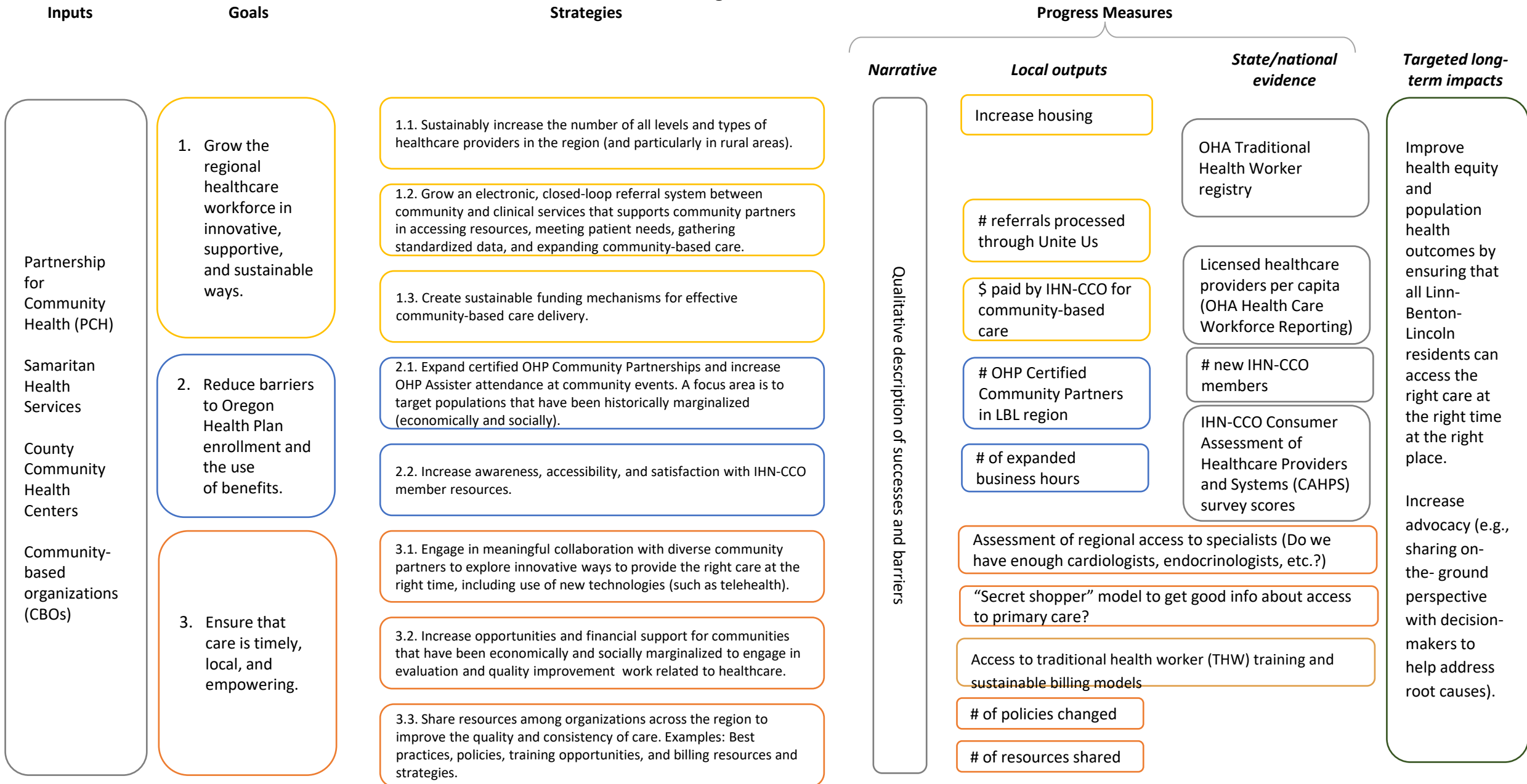


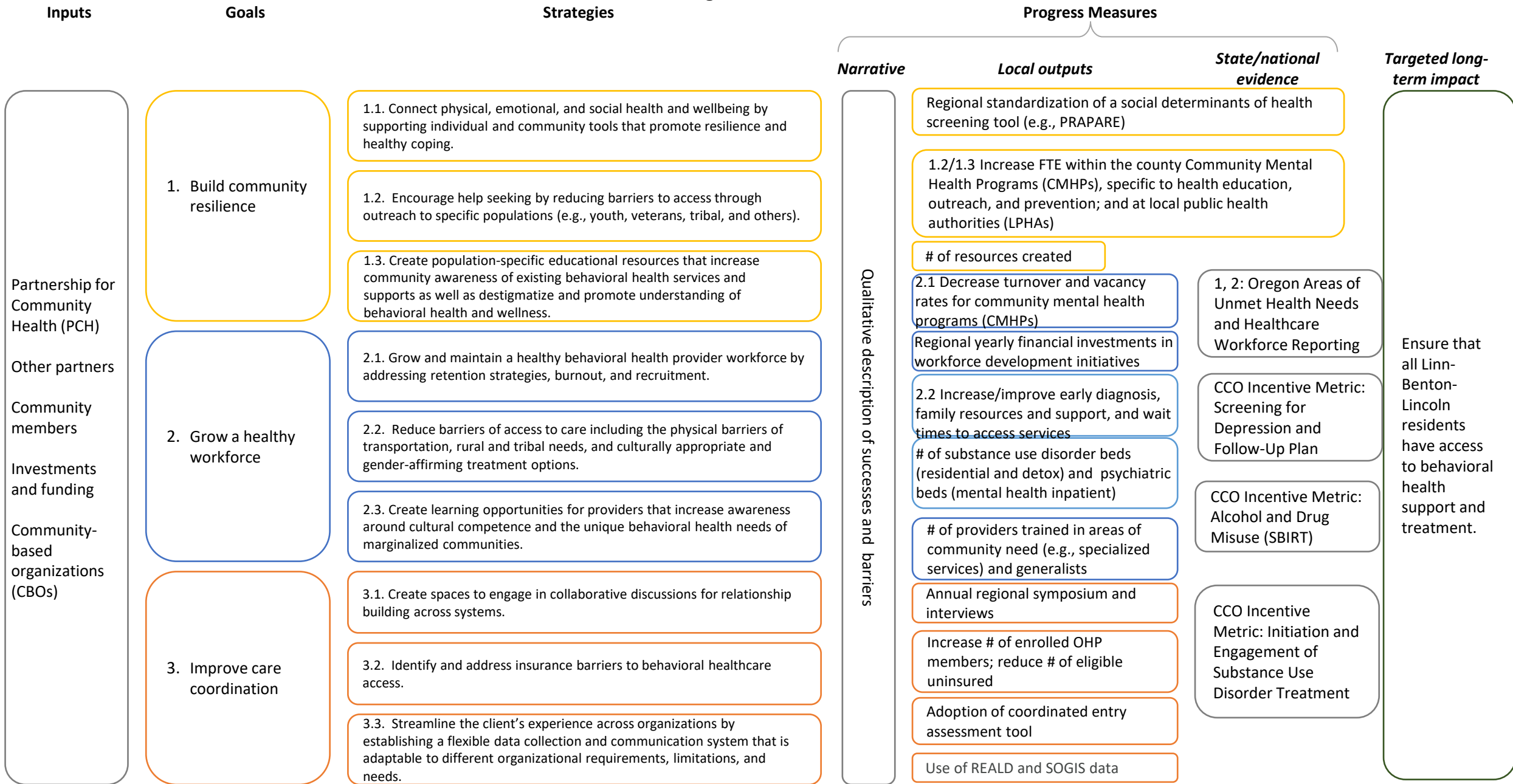
- Health Equity assessment of process
- Regular check-ins from project coordination team on strategy process
- Annual progress reports and update to meet regulatory requirements
- Continuous monitoring of data for project impact and equity
- Plan to accommodate emerging health issues
- Adaptation of strategies as indicated

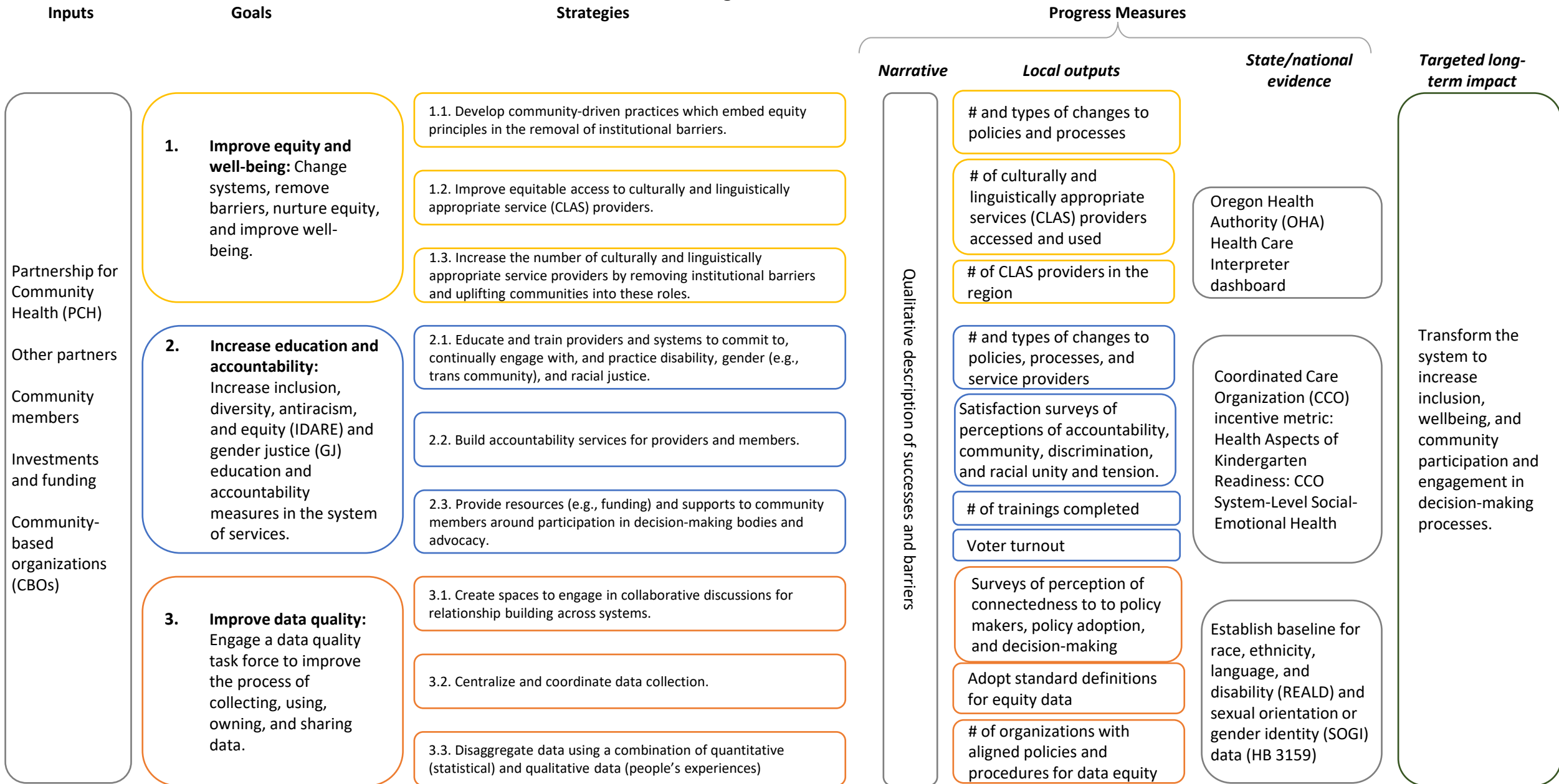
To ask questions or provide content, contact:

- Amy Young, PCH Project Manager
ayoung@co.lincoln.or.us
 - Kate Marsi, PCH Epidemiologist
kate.marsi@bentoncountyor.gov
 - Sara Harstein, Interim Deputy Director of Public Health
sara.harstein@bentoncountyor.gov
- 
- A blue triangular graphic is located in the bottom right corner of the slide, pointing upwards and to the left.

Inputs	Goals	Strategies	Progress Measures	Targeted long-term impact			
			Narrative	Local outputs	State/national evidence		
<p>Partnership for Community Health (PCH)</p> <p>Other partners</p> <p>Community members</p> <p>Investments and funding</p> <p>1115 Waiver</p> <p>Community-based organizations (CBOs)</p>	<p>1. Expand the availability of brick-and-mortar shelter, transitional, and/or permanent housing units by developing, acquiring, or securing properties across the LBL region.</p>	<p>1.1. Increase access to existing units through landlord engagement and relationship building.</p> <p>1.2. Build brick-and-mortar units to expand housing availability.</p> <p>1.3. Create or expand accessible emergency shelter options that reflect community and cultural needs and address systemic barriers to shelter.</p>	<p>Stories of communities not captured in data, e.g., Two-Spirit, lesbian, gay, bisexual, transgender, queer, and other sexual identities (2SLGBTQ+).</p> <p>Qualitative description of successes and barriers.</p>	<p>1.1, 1.2: # rehoused; CCO # with 115 waivers; # safe sober housing units (e.g., Oxford House)</p> <p># shelter beds added (HB 5019 reporting); # rehoused</p> <p>Annual Point-In-Time homeless counts</p>	<p># of housing units in Linn-Benton-Lincoln region</p>	<p>Ensure that all Linn-Benton-Lincoln residents have safe, stable, affordable housing with a focus on priority populations that have been historically marginalized.</p>	
	<p>2. Expand and sustainably fund supportive services that match up with shelter, transitional, and/or permanent housing.</p>	<p>2.1. Partner with IHN-CCO to fund supportive services positions that are culturally and linguistically appropriate.</p> <p>2.2. Partner with existing workforce at housing and shelter locations.</p> <p>2.3. Identify and apply for sustainable grant opportunities at state, federal, and private levels to strengthen shelter, transitional, and/or permanent housing support services.</p>		<p>Affordable housing data other than Oregon Housing & Community Services (OHCS)</p> <p># organizations with supportive services</p> <p># grants submitted; \$ awarded</p>			
	<p>3. Improve data across the spectrum of shelter and housing providers to help create future progress measures and inform planning.</p>	<p>3.1. Work toward tri-county continuum of care/withdrawal from the Rural Oregon Continuum of Care (ROCC) in 2025.</p> <p>3.2. Research, expand, and adopt a culturally specific, situationally reflective, multi-tiered coordinated entry assessment tool that includes REALD/SOGI.</p> <p>3.3. Improve Continuum of Care's information technology system to improve data collection that meets the need of shelter providers and is more culturally specific and situationally reflective.</p> <p>3.4. Align data management and sharing policies and training across organizations within the tri-county region.</p>		<p>Creation of LBL COC</p> <p>Adoption of coordinated entry assessment tool</p> <p>Creation of LBL COC</p> <p>School District McKinney Vento data; United Way ALICE data</p>			







BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/20/24

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Board of Commissioners

Contact Name * Sean McGuire

Phone Extension * 541-223-1048

Meeting Attendee Name * Sean McGuire, Board of Commissioners
Office; Bailey Payne, Community Development

Agenda Item Details



Item Title * Sustainable Materials Management Plan Task Force 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 * 30 minutes

Board/Committee Involvement * Yes
 No

Advertisement*

Yes

No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

Staff is currently communicating with western and central Oregon counties to capture various perspectives on the state of regional waste management. Benton County is also reaching out to experts, innovators, and State officials to identify collaborative opportunities to focus on and positively address upstream materials management. The intent is to bring together a table of regional partners with a long-range vision of sustainable materials management.

Staff will provide an update of recent activities and provide a long-range timetable of proposed events, potential fiscal expenditures, and action items leading to the fall Kick-Off Meeting. As conversations and actions are ongoing daily, staff will provide up-to-date handout materials as an addendum prior to the presentation.

Options *

N/A

Fiscal Impact *

- Yes
- No

Fiscal Impact Description *

One item to be discussed is a proposed spending plan for the allocated SMMP budget between now and the end of the 2023-25 biennium.

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 SMMP will positively affect the major tenets of 2040, including equity, livability, economic opportunities, and environmental integrity.

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 SMMP will positively affect the major tenets of 2040, including equity, livability, economic opportunities, and environmental integrity.

Recommendations and Motions

Item Recommendations and Motions

Staff N/A
Recommendations*

Meeting Motions* I move to ...
N/A

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

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



Comments (optional)


If you have any questions, please call ext.6800

Department

AMANDA MAKEPEACE

Approver

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

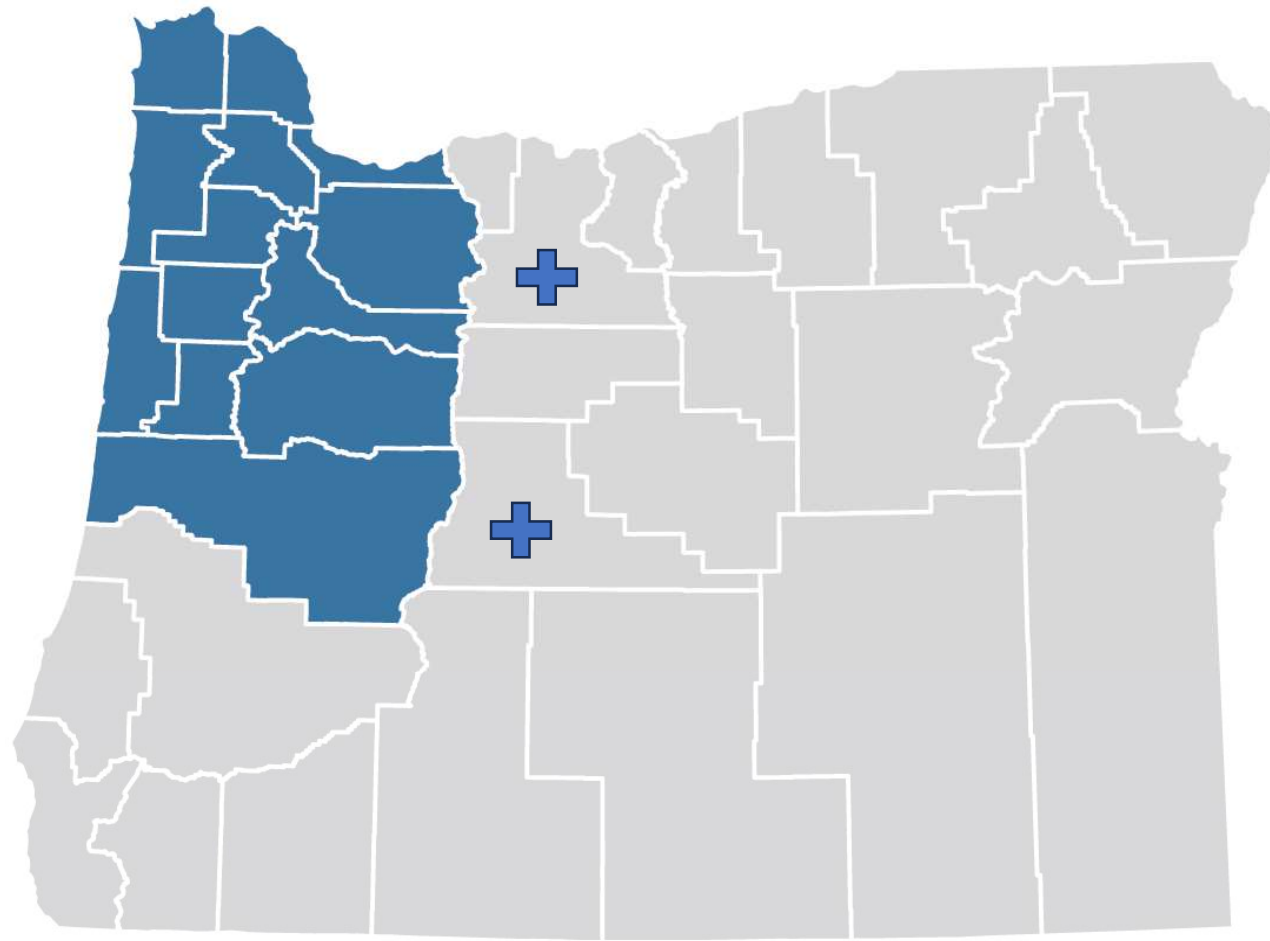
Topic	July 3	July 23	August 14	September 4	October 4	Kickoff
Board of Commissioners (BOC) Briefings	<ul style="list-style-type: none"> ✓ Updated BOC on status & next steps moving forward ✓ Clarified & confirmed BOC's involvement & updates 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> <input type="checkbox"/> Review & vet potential Kickoff agenda, topics, speakers, logistics, etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Review & confirm Kickoff agenda, speakers, logistics, etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Review & Finalize Meeting Logistics 	
Membership	<ul style="list-style-type: none"> ✓ Reexamined Membership List ✓ Staff Reconnected with Western Counties' Solid Waste Staff (see page 2) 	<ul style="list-style-type: none"> ✓ Continued Reconnecting with Western Counties' Solid Waste Staff ✓ Broadened conversations based on interviews with Counties' staff 	<ul style="list-style-type: none"> ✓ County Interviews Completed* <input type="checkbox"/> Engage conversations with broader partners: Elected officials, OR Dept. of Environmental Quality (DEQ), US Environmental Protection Agency (EPA), etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Develop feedback document of all conversations to identify common ground, pressure points, challenges, potential solutions, etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Prepare All Members for Kickoff 	
Kickoff Meeting Logistics	<ul style="list-style-type: none"> ✓ Sent announcement Kickoff is pushed back to autumn 2024 ✓ Explained staff will be reaching out to all Members 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> <input type="checkbox"/> Vet potential Date & Location with BOC, Members, etc. <input type="checkbox"/> Confirm Date & Location 	<ul style="list-style-type: none"> <input type="checkbox"/> Complete draft agenda, speakers, etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Finalize Agenda & Speakers <input type="checkbox"/> Finalize Speeches, PowerPoints, Materials, etc. 	<p>Oct. 21</p> 
Resource Recycling Systems (RRS)	<ul style="list-style-type: none"> ✓ Contract Completed ✓ Main task is to develop a map of current, planned, & proposed waste management facilities ✓ Second is analysis of benefits & consequences of regional materials management 	<ul style="list-style-type: none"> ✓ Reviewed Intent of Regional Solid Waste Map ✓ Reviewed Intent of Benefits & Consequences of Regional Materials Management 	<ul style="list-style-type: none"> ✓ Held Kickoff Meeting with RRS Staff to Discuss Scope of Work, Expectations, & Timelines ✓ Received Status on Map ✓ Received Status of Benefits & Consequences of Regional Waste Management 	<ul style="list-style-type: none"> <input type="checkbox"/> Status on Map <input type="checkbox"/> Status of Benefits & Consequences of Materials Management 	<ul style="list-style-type: none"> <input type="checkbox"/> Map 90% Complete <input type="checkbox"/> Draft of Benefits & Consequences of Materials Management <input type="checkbox"/> Both deliverables will be points of discussion at Kickoff 	
Tasks	<ul style="list-style-type: none"> ✓ Developed SMMP Project Plan & Timeline 	<ul style="list-style-type: none"> <input type="checkbox"/> Develop Context, Purpose, Rationale, & Elevator Speech for BOC & Staff 	<ul style="list-style-type: none"> <input type="checkbox"/> Schedule Talks with DEQ & Other State officials; Meet in Salem 	<ul style="list-style-type: none"> <input type="checkbox"/> Meet with State Officials & Regional Partners 	<ul style="list-style-type: none"> <input type="checkbox"/> Finalize Kickoff Logistics 	

Current Status

- Met with 12 Counties + Metro; City of Portland Scheduled for August 15; Multnomah & Washington Counties to be Explained
- Scheduling for Lane & Linn Counties' Solid Waste Staff
- Scheduling Meetings with Elected Officials, Including Marion County
- Meetings Scheduled with Regional Innovators
- Held Kickoff Meeting with RRS' Full Staff
- Contacted Department of Environmental Quality (DEQ)

Next Steps

- Complete Interviews with Counties' Solid Waste Staff
- Interview Regional Elected Officials & Innovators
- Develop Factsheet/s & Outreach Materials, Including Map Update
- Schedule Formal Meetings with DEQ & Other State Administrative Officials
- Explore Meetings with State Elected Officials and/or Legislative Staff
- Explore Request for Proposal for Meeting Facilitator



Sustainable Materials Management Plan (SMMP) Region

Benton, Clackamas, Clatsop, Columbia, Lane, Lincoln, Linn, Marion, Multnomah, Polk, Tillamook, Washington, and Yamhill Counties

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/20/24

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Community Development

Contact Name * Toby Lewis

Phone Extension * 6296

Meeting Attendee Name * Toby Lewis

Agenda Item Details



Item Title * Update on National Flood Insurance Program and Endangered Species Act Compliance

Item Involves *

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

Estimated Time * 20 minutes

Board/Committee Involvement *
 Yes
 No

Advertisement*

Yes

No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

Update on review of draft documents provided by the Federal Emergency Management Agency (FEMA) consistent with a court mandated Biological Opinion for integrating the National Flood Insurance Program (NFIP) and the federal Endangered Species Act (ESA).

FEMA released two pre-decisional draft documents for Cooperating Agency (CA) review and comment. The draft documents identify:

* Guidance for communities pursuing a "Customized Community Plan" to demonstrate compliance with the court mandated Biological Opinion for Oregon

* Mitigation ratios (to be used with model ordinance adoption) for development in the special flood hazard area

An update on the status of FEMA's recent announcement of Pre-Implementation Compliance Measures will also be provided.

Options *

1. This item does not require Board action;

or

2. Direct staff to pursue any other option the Board deems appropriate.

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](#).

Mandated Service Description* If this agenda checklist describes a mandated service or other function, please describe here.

Upon completion of FEMA's National Environmental Policy Act (NEPA) review process, FEMA and the Oregon Department of Land Conservation and Development (DLCD) will require County documentation of ensuring that authorized development in the floodplain is consistent with Endangered Species Act regulations.

FEMA expects to begin a phased approach to working with communities.

* The first phase is currently expected to be implementation and reporting on interim development standards (beginning December 2024 - January 2025)

* The second phase will be implementation of final development standards after the final plan and supporting documentation are approved (beginning 2026 - 2027).

Communities with existing adopted regulations that comply with the final requirements will be able to complete a documentation checklist as verification.

Communities that have adopted non-compliant regulations, or have not yet adopted regulations, will be required to adopt compliant regulations in order to continue participating in the National Flood Insurance Program.

Additional options will be available for communities that have adopted higher regulatory standards or that choose to document community-specific conditions that differ from FEMA's model ordinance standards.

Values and Focus Areas

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

Core Values* Select all that apply.

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

Explain Core Values Selections* Implementation of development standards that ensure protection of endangered species habitat in flood hazard areas helps ensure environmental health, which protects and benefits aquatic species, improves vegetation, and land health and encourages healthy interactions between humans and the environment.

**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 ***

Improved riparian and floodplain habitat functionality provides environmental and natural resource benefits and maintains natural areas for outdoor recreation and enjoyment.

Minimization of structural development within mapped flood hazard areas also leads to improved community safety and improved emergency preparedness.

Recommendations and Motions

Item Recommendations and Motions

Staff

Recommendations *

1. Proceed with preparation and submittal of Cooperating Agency comments on FEMA draft documents regarding guidance for customized community plans and standard mitigation ratios; and

2. Continued consideration of options related to FEMA's recent pre-implementation compliance measures.

Meeting Motions *

I move to ...

This item does not require Board action.

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.

1_FEMA Pre-Implementation Compliance Measures Letter_Benton County.pdf	147.86KB
2_FEMA Pre-Implementation Compliance Measures Overview.pdf	228.45KB

Comments (optional)

ATTACHED: Pre-implementation Compliance Measures (PICM) topic:

- A. FEMA notification letter to Benton County
- B. FEMA's Pre-implementation Compliance Measures Overview sheet

PENDING: Cooperating Agency Comments topic:

A memorandum with additional information regarding FEMA's draft documents for cooperating agency review will appear on an Addendum prior to the meeting.





General information and updates about the integration of the National Flood Insurance Program and the Endangered Species Act in Oregon is available on FEMA's website:

<https://www.fema.gov/about/organization/region-10/oregon/nfip-esa-integration>

If you have any questions, please call ext.6800

**Department
Approver**

AMANDA MAKEPEACE

<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>Counsel Approval</p> <hr/> <p>Comments</p> <p>Signature </p>	
<p>3.</p> <hr/> <p>County Administrator Approval</p> <hr/> <p>Comments</p> <p>Signature </p>	
<p>4.</p> <hr/> <p>BOC Final Approval</p> <hr/> <p>Comments</p> <p>Signature </p>	

**FEMA**

July 15, 2024

Xanthippe Augerot
4500 SW Research Way
P.O. Box 3020 (Mailing)
Corvallis, Oregon 97339

Dear Xanthippe Augerot:

The purpose of this letter is to announce the start of the United States Department of Homeland Security's Federal Emergency Management Agency's (FEMA) Pre-Implementation Compliance Measures (PICM) for National Flood Insurance Program (NFIP) participating communities in Oregon. The intent of PICM is to ensure the continued existence of threatened or endangered species in compliance with the Endangered Species Act (ESA). These measures include coordination with communities to provide appropriate technical assistance, help identify available resources, deliver trainings, and facilitate workshops to ensure on-going community participation in the NFIP. These pre-implementation compliance measures will assist communities in preparing for the Final NFIP-ESA Implementation Plan by helping them develop short and long-term solutions to ensure their on-going participation in the NFIP.

FEMA is currently conducting a National Environmental Policy Act (NEPA) evaluation of impacts associated with the Oregon NFIP-ESA Implementation Plan. FEMA developed this plan, in part, due to a Biological Opinion in 2016 from National Marine Fisheries Services. The Biological Opinion recommended specific measures for FEMA to take to avoid jeopardizing endangered species, including interim compliance measures. The release of the Final Implementation Plan (Plan) is anticipated by 2026, following the Record of Decision in the Environmental Impact Statement (EIS) process, then FEMA will fully implement the Plan in 2027.

FEMA has heard concerns from several communities regarding challenges they are facing to meet the expectations of this Plan. To provide communities with the support needed to incorporate ESA considerations to their permitting of development in the floodplain, FEMA will inform, educate, and support our Oregon NFIP participating communities through the PICM before the Final Implementation Plan is released.

NFIP participating communities in Oregon must select one of the PICM pathways which include the following: (1) adopt a model ordinance that considers impacts to species and their habitat and requires mitigation to a no net loss standard; (2) choose to require a habitat assessment and mitigation plan for development on a permit-by-permit basis; or (3) putting in place a prohibition on floodplain development in the Special Flood Hazard Area (SFHA). Communities must pick a PICM pathway by December 1, 2024. If a community fails to inform FEMA of its selection, they will default to the permit-by-permit PICM pathway. Communities will be required to report their floodplain development activities to FEMA beginning in January of 2025. Failure to report may result in a

Augerot
July 15 2024
Page 2

compliance visit.

As a part of the PICM, FEMA will implement a delay in the processing of two types of Letters of Map Changes in the Oregon NFIP-ESA Implementation Plan area, specifically Letters of Map Changes associated with the placement of fill in the floodplain: Conditional Letter of Map Revision Based on Fill (CLOMR-F) and Letter of Map Revision Based on Fill (LOMR-F) requests. This action was specifically requested by NMFS in their 2016 Biological Opinion and serves to remove any perceived programmatic incentive of using fill in the floodplain. This delay in processing will begin on August 1, 2024, and will be in place until the Final Implementation Plan is released.

Your community's ongoing participation in the NFIP is critical, as it provides access to flood insurance for property owners, renters, and businesses. In Benton County there are currently 169 of NFIP policies in force representing \$42145000 in coverage for your community.

FEMA will be conducting informational virtual webinars this summer to provide an overview and status update for the Oregon NFIP-ESA integration, introduce the Pre-Implementation Compliance Measures, and provide an opportunity for Oregon NFIP floodplain managers to ask questions of FEMA staff. In the fall, FEMA will hold workshops to provide in-depth opportunities for local technical staff to work with FEMA technical staff, to understand and discuss issues relating to the PICM.

The webinars will be held virtually over Zoom. The information at each webinar is the same so your jurisdiction only needs to attend one. You can register for a webinar using the links below.

- Wednesday, July 31 at 3-5pm PT: <https://kearnswest.zoom.us/meeting/register/tZEkc-murjstGdPJiFioethjRk-id8N-k0hj>
- Tuesday, August 13 at 9:30-11:30am PT: <https://kearnswest.zoom.us/meeting/register/tZAod-isrTsqGN0KqckRLPPeaZuu4rv96lcR>
- Thursday, August 15 at 2-4pm PT: https://kearnswest.zoom.us/meeting/register/tZlqcOGpqDojHtTXaa946aI9dMpCTcJIH_zt
- Wednesday, August 21 at 12:30-2:30pm PT: <https://kearnswest.zoom.us/meeting/register/tZYqcuGsrD8rH9DZO22vG0v9KrNzVeUZA9gY>

FEMA will also develop a questionnaire to allow communities to identify how they currently incorporate or plan to incorporate ESA considerations, both in the short-term and long-term. To assist communities in making this determination, FEMA will be offering guidance on the potential pathways that help ensure current compliance. Communities will also be asked to help identify what technical assistance and training would be most beneficial. Feedback from this questionnaire will drive FEMA's engagement and outreach.

Upon completion of the Environmental Impact Statement review and determination, the Final Implementation Plan will be distributed along with several guidance documents and a series of Frequently Asked Questions. FEMA will also be starting NFIP Compliance Audits, in which we will be reviewing permits issued by communities for development in the floodplain and will expect the community to be able to demonstrate what actions are being taken to address ESA considerations.

If you have any questions, please contact us through our project email address fema-r10-mit-

Augerot
July 15 2024
Page 3

PICM@fema.dhs.gov. Thank you for your community's on-going efforts to reduce flood risk in your community and for your support as we worked toward these milestones.

Sincerely,

A handwritten signature in blue ink, appearing to read "Willie G. Nunn", with a horizontal flourish extending to the right.

Willie G. Nunn
Regional Administrator
FEMA Region 10

cc: TobyLewis, Benton County
John Graves, Floodplain Management and Insurance Branch Chief
Deanna Wright, Oregon State National Flood Insurance Program Coordinator

Enclosure: Pre-Implementation Compliance Measures Fact Sheet

Oregon National Flood Insurance Program Endangered Species Act Integration

Pre-Implementation Compliance Measures Overview

Beginning this summer, FEMA will assist communities with coming changes to the National Flood Insurance Program (NFIP) in Oregon.

Why are the changes needed?

As the result of a Biological Opinion issued by the National Marine Fisheries Service, communities are required to demonstrate how floodplain development is compliant with the Endangered Species Act in Special Flood Hazard Areas. Changes are needed to protect the habitat of several species of fish and the Southern Resident killer whales to comply with the Endangered Species Act (ESA). FEMA outlined these changes in the [draft Oregon NFIP-ESA Implementation Plan](#).

Current status

FEMA is evaluating proposed changes to the NFIP outlined in the Implementation Plan through an environmental impact statement (EIS), in compliance with the National Environmental Policy Act (NEPA).



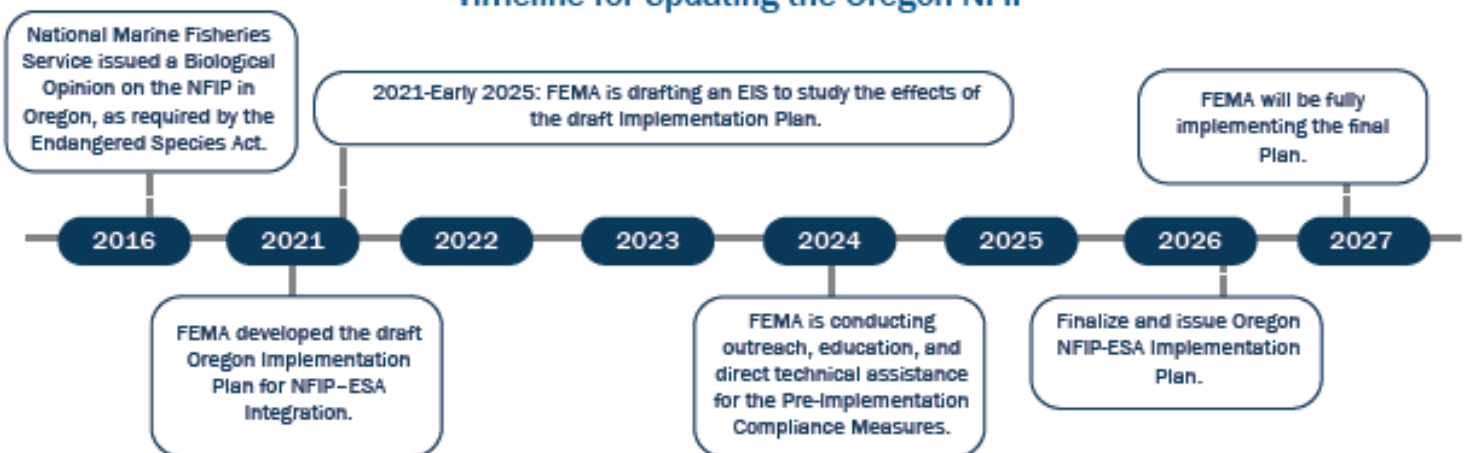
The National Flood Insurance Program serves to protect lives and property, while reducing costs to taxpayers due to flooding loss.

What is “no net loss”?

Any development action resulting in negative impacts to one or more key floodplain functions that are then mitigated or avoided to offset said impacts.

The Final Implementation Plan is anticipated by 2026 following the Record of Decision in the EIS process, then FEMA will fully implement the plan in 2027. Until then, communities need to begin taking action to protect habitat and achieve “no net loss.” FEMA is offering several resources for communities to learn more and implement interim measures, called Pre-Implementation Compliance Measures (PICMs).

Timeline for Updating the Oregon NFIP



What can communities do to comply with these changes?

Oregon communities participating in the NFIP can take short-term measures to comply with ESA requirements, known as PICMs. FEMA developed these measures in response to concerns from communities about the time and resources needed to meet requirements and ensure their future good standing in the NFIP. By implementing these measures now, communities will be better prepared for compliance audits, which will begin when the Final Implementation Plan is in place.

Communities can select one of the following three PICMs:

- Prohibit all new development in the floodplain.
- Incorporate the ESA into local floodplain ordinances.
- Require permit applicants to develop a Floodplain Habitat Assessment documenting that their proposed development in the Special Flood Hazard Area will achieve “no net loss.”

Communities must report to FEMA on their implementation of interim measures.

In addition to the above measures, as of August 1, 2024, FEMA is temporarily suspending processing applications for Letters of Map Revision based on Fill (LOMR-Fs) and Conditional Letters of Map Revision based on Fill (CLOMR-Fs) in NFIP communities to avoid potentially negative effects on ESA-listed species.

FEMA is here to support your community.

FEMA is offering several resources to assist communities in preparing for the Oregon NFIP-ESA Implementation Plan.

- **Informational Webinars (Summer 2024):** Learn about what FEMA is doing to revise the Implementation Plan and receive an introduction to the PICMs.
- **Questionnaire (Summer 2024):** Share what floodplain management measures your community is currently implementing to comply with the ESA, which PICMs you’re most interested in, and what support you need. Your feedback will help us plan the fall workshops and identify needs for technical assistance.
- **Workshops (Fall 2024):** Get an in-depth look at PICMs and talk through questions and concerns with FEMA staff.
- **Technical Assistance (Begins in Fall 2024):** Get support from FEMA to begin implementing PICMs.

Learn more and participate

Visit www.fema.gov/about/organization/region-10/oregon/nfip-esa-integration to read the latest information about NFIP-ESA Integration in Oregon.

You can also contact us at FEMA-R10-MIT-PICM@fema.dhs.gov

CONSENT CALENDAR

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/20/24

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Sheriff's Office

Contact Name * Dawn Dale

Phone Extension * 6884

Meeting Attendee Name * Dawn Dale

Agenda Item Details 

Item Title * Application for New Outlet, Primary Location for a Winery for Willamette Cider Works dba Waldbusser Cider Works.

- 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 Consent Calendar-Oregon Liquor and Cannabis Commission Application

Estimated Time * 5 minutes

Board/Committee Involvement * Yes No

Advertisement*

- Yes
 No

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Item Issues and Description

Identified Salient Issues *

- George Waldbusser has applied for a New Outlet, Primary Location, Winery for Willamette Cider Works, LLC dba Waldbusser Cider Works
- The location of the winery is 4473 SE 3rd St., Corvallis, OR 97333.
- Approved by Inga Williams, Community Development for proper zoning and by Robert Turkish, Environment Health with the following restrictions.

1. Any processing waste for a cidery or winery would be handled by DEQ under a 1400-A permit. A current DEQ Annual Operation and Maintenance Report Form was received on 2/1/24 and was certified by A&B Septic Service dated 12/31/23.

2. Benton County Environmental Health's only restriction is that processing waste from the cidery or winery is not discharged into the residential septic system serving the house and that no outside employees, vendors, or customers use the residential septic system.

3. It's unlikely that Benton County Environmental Health would allow for an increase in flow (e.g., outside employees, processing waste, commercial dishwashing, etc.) to the residential septic system due to a high winer water table and poorly drained soils on the property.

Mr. Waldbusser has attested to currently using a receiver tank that is completely isolated from the residential system. It pumps into an IBC tote that can be used for storage and application on the property per the on site disposal. That waste will be applied to the property and ag areas per the 1400A permit restrictions with records on the required water quality parameters, and records on amounts and timing of applications.

- As of February 1, 2023 OAR 845-005-0312(2)(a) requires applicants for an annual license or request for change to license must first get the recommendation from the local government included on the Liquor License Application before submitting it to OLCC.

- ORS 471.166 requires the applicant for a license to acquire a written recommendation from the governing body of the county. The OLCC may take that written recommendation into consideration before granting or refusing a license.

The local government may take one of three actions on an application within 45 days of receipt:

1. File a favorable recommendation with the OLCC regarding this application.
2. Request OLCC to grant additional time to study the application prior to making a recommendation.
3. File an unfavorable recommendation with the OLCC along with a statement of the grounds for the unfavorable recommendation.

Note: Applicant has passed all background checks.

Options *

1. File a favorable recommendation with the Oregon Liquor and Cannabis Commission (OLCC) regarding this application.
2. Request that the OLCC grant additional time to study the application prior to making a recommendation.
3. File an unfavorable recommendation with the OLCC along with a statement of the grounds for the unfavorable recommendation.

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](#).

Mandated Service Description * If this agenda checklist describes a mandated service or other function, please describe here.

845-005-0312

Application for Issuance of an Annual License or Request for Change to License
 (2) In order to accept an application for issuance of an annual license, an applicant must submit to the Commission at a minimum the edition of the Liquor License Application form posted on the Commission's website that has been completed and includes from the local government as described in OAR 845-005-0304 either:
 (a) The local government's written recommendation;

845-005-0308

Valid Bases for Adverse Local Government Recommendations and for Commission Use of Information Received from the Public
 (1) ORS 471.166(1) authorizes the Commission to take into consideration the recommendation of the local governing body before granting or denying a license. ORS 471.166(5) requires the Commission to state by rule the valid grounds for a local governing body's unfavorable recommendation on any license application, and requires the Commission to limit valid grounds to those considered by the Commission in making an unfavorable determination on a license application.
 (2) For purposes of this rule an unfavorable determination is license refusal or license restriction.
 (3) For the unfavorable recommendation of a local governing body to be valid, the grounds must be found in the license refusal bases of ORS 471.313(4), 471.313(5), OAR 845-005-0320, 845-005-0325 or 845-005-0326, or the license restriction bases of 845-005-0355, and must be supported by reliable factual information.
 (4) Organizations, facilities, government agencies, or individuals may give the Commission reliable factual information concerning whether there is a basis to grant or deny a license or to impose license restrictions under the laws specified in section (3) of this rule. Reliable factual information includes personal observations of activities in or around the proposed licensed location, as opposed to opinion, hearsay, feelings, beliefs or speculation.
 471.166 Local government recommendations on license issuance and renewal; rules; fees. (1) The Oregon Liquor and Cannabis Commission may require that every applicant for issuance or renewal of a license under this chapter acquire a written recommendation from the governing body of the county if the place of business of the applicant is outside an incorporated city, and from the city council if the place of business of the applicant is within an incorporated city. The commission may take such written recommendation into consideration before granting or refusing the license.
 (2) If the commission requires that an applicant for issuance of a new license acquire the written recommendation of a local government, the applicant must give notice to the local government when an application is made for issuance of the license. If the local government files a favorable recommendation with the commission within 45 days after the notice is given, the commission shall proceed with consideration of the application. The commission shall proceed with consideration of the application as though the local government had made a favorable recommendation unless, within 45 days after notice is given to the local

government:

(a) The local government files an unfavorable recommendation with the commission with a statement of the grounds for the unfavorable recommendation; or

(b) The local government files a request for additional time with the commission that sets forth the reason additional time is needed by the local government, a statement that the local government is considering making an unfavorable recommendation on the application, and the specific grounds on which the local government is considering making an unfavorable recommendation.

(3) If the commission requires that an applicant for renewal of a license acquire the written recommendation of a local government under this section, the commission shall give notice to the local government when an application is due for renewal of the license. If the local government files a favorable recommendation with the commission within 60 days after the notice is given, the commission shall proceed with consideration of the application. The commission shall proceed with consideration of the application as though the local government had made a favorable recommendation unless within 60 days after notice is given to the local government:

(a) The local government files an unfavorable recommendation with the commission with a statement of the grounds for the unfavorable recommendation; or

(b) The local government files a request for additional time with the commission that sets forth the reason additional time is needed by the local government, a statement that the local government is considering making an unfavorable recommendation on the application, and the specific grounds on which the local government is considering making an unfavorable recommendation.

(4) The commission shall suspend consideration of an application subject to this section for a reasonable period of time if a local government requests additional time under subsection (2)(b) or (3)(b) of this section and the grounds given by the local government are valid grounds for an unfavorable determination under this chapter or rules adopted by the commission. The commission shall by rule establish the period of time that shall be granted to a local government pursuant to a request under subsections (2)(b) and (3)(b) of this section.

(5) The commission shall by rule establish valid grounds for unfavorable recommendations by local governments under this section. Valid grounds established by the commission under this section for an unfavorable recommendation by a local government must be limited to those grounds considered by the commission in making an unfavorable determination on a license application.

(6) A person filing an application for issuance or renewal of a license that is subject to this section must remit to the local government the fees established under subsections (7) and (8) of this section. The commission shall give notice to the applicant for license renewal of the amount of the fees and the name of the local government collecting the fees. The commission is not responsible for collecting the fees charged by the local government or for ensuring that the fees have been paid. An applicant for a license renewal shall certify in the application form filed with the commission that the applicant has paid any fees required under this section.

(7) An applicant required to seek a written recommendation from a local government must pay an application fee to the local government, in an amount determined by the governing body of the city or county, for each application for a license. The application fee established by a local government under this subsection may not exceed \$25.

(8) After public notice and hearing, the governing body of a city or county may adopt an ordinance, rule or resolution prescribing licensing guidelines to be followed in making recommendations on license applications under this chapter and in allowing opportunity for public comment on applications. If the guidelines are approved by the commission as consistent with commission rules, after public notice and hearing the governing body may adopt an ordinance, rule or regulation establishing a system of fees that is reasonable and necessary to pay expenses of processing the written recommendation. Processing fees under this subsection are

in lieu of fees under subsection (7) of this section. In no case shall the processing fee under this subsection be greater than \$100 for an original application, \$75 for a change in ownership, change in location or change in privilege application, and \$35 for a renewal or temporary application. [1999 c.351 §20; 2003 c.337 §1; 2021 c.351 §49]

471.313 Grounds for refusing to issue license or for issuing restricted license. The Oregon Liquor and Cannabis Commission may refuse to issue a license, or may issue a restricted license, to any applicant under the provisions of this chapter if the commission has reasonable ground to believe any of the following to be true:

(1) That there are sufficient licensed premises in the locality set out in the application, or that the granting of a license in the locality set out in the application is not demanded by public interest or convenience. In determining whether there are sufficient licensed premises in the locality, the commission shall consider seasonal fluctuations in the population of the locality and shall ensure that there are adequate licensed premises to serve the needs of the locality during the peak seasons.

(2) That the applicant has not furnished an acceptable bond as required by ORS 471.311 or is not maintaining the insurance or bond required by ORS 471.168.

(3) That, except as allowed by ORS 471.392 to 471.400, any applicant to sell at retail for consumption on the premises has been financed or furnished with money or property by, or has any connection with, or is a manufacturer of, or wholesale dealer in, alcoholic liquor.

(4) That the applicant:

(a) Is in the habit of using alcoholic beverages, habit-forming drugs or controlled substances to excess.

(b) Has made false statements to the commission.

(c) Is incompetent or physically unable to carry on the management of the establishment proposed to be licensed.

(d) Has been convicted of violating a general or local law of this state or another state, or of violating a federal law, if the conviction is substantially related to the fitness and ability of the applicant to lawfully carry out activities under the license.

(e) Has maintained an insanitary establishment.

(f) Is not of good repute and moral character.

(g) Did not have a good record of compliance with the alcoholic liquor laws of this state and the rules of the commission when previously licensed.

(h) Is not the legitimate owner of the business proposed to be licensed, or other persons have ownership interests in the business which have not been disclosed.

(i) Is not possessed of or has not demonstrated financial responsibility sufficient to adequately meet the requirements of the business proposed to be licensed.

(j) Is unable to read or write the English language or to understand the laws of Oregon relating to alcoholic liquor or the rules of the commission.

(5) That there is a history of serious and persistent problems involving disturbances, lewd or unlawful activities or noise either in the premises proposed to be licensed or involving patrons of the establishment in the immediate vicinity of the premises if the activities in the immediate vicinity of the premises are related to the sale or service of alcohol under the exercise of the license privilege. Behavior which is grounds for refusal of a license under this section, where so related to the sale or service of alcohol, includes, but is not limited to obtrusive or excessive noise, music or sound vibrations; public drunkenness; fights; altercations; harassment; unlawful drug sales; alcohol or related litter; trespassing on private property; and public urination. Histories from premises currently or previously operated by the applicant may be considered when reasonable inference may be made that similar activities will occur as to the premises proposed to be licensed. The applicant may overcome the history by showing that the problems are not serious or persistent or that the applicant demonstrates a willingness and ability to control adequately the premises proposed to be licensed and patrons' behavior in the immediate vicinity of the premises which is related to the licensee's sale or service of alcohol under the licensee's exercise of the license privilege. [Formerly 471.295; 2001

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 N/A

Selections *

Focus Areas and Vision *

Select all that apply.

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

Explain Focus Areas N/A

and Vision

Selection *

Recommendations and Motions

Item Recommendations and Motions

Staff

Sheriff Jef Van Arsdall recommends approval of this license.

Recommendations *

Meeting Motions *

I move to ...

I move that the Board of Commissioners recommends this license be granted for George Waldbusser, who has applied for a New Outlet, Primary Location, Winery for Willamette Cider Works, LLC dba Waldbusser Cider Work.

Meeting Motion

I move that the Board of Commissioners recommends this license be granted for George Waldbusser, who has applied for a New Outlet, Primary Location, Winery for Willamette Cider Works, LLC dba Waldbusser Cider Works.

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.

Waldbusser Cider Works Liquor License

2.15MB

Application.pdf





Comments (optional)

If you have any questions, please call ext.6800

Department

JEFRI VANARSDALL

Approver

<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>	

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

[New Outlet](#) | [Change of Ownership](#) | [Greater Privilege](#) | [Additional Privilege](#)

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: (Use the DISTT form [HERE](#))

Limited On-Premises

Off Premises

Warehouse

Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT
After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

Benton County

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received: 7/24/24

Optional: Date Stamp Received Below

- Recommend this license be granted
- Recommend this license be denied
- No Recommendation/Neutral

Printed Name

Date

Signature

Waldbusser Cider Works

Trade Name

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1: Willamette Cider Works, LLC	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

Waldbusser Cider Works

Premises street address (The physical location of the business and where the liquor license will be posted):

4473 SE 3rd St.

City: Corvallis	Zip Code: 97333	County: Benton
Business phone number: 541 300-0615	Business email: george@waldbussercider.com	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065(11)): 4473 SE 3rd St.		
City: Corvallis	State: OR	Zip Code: 97333
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:**George Waldbusser**

Phone number: 541 300-0615	Email: george@waldbussercider.com
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LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Waldbusser Cider Works

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

• Each applicant listed in the "Application Information" section of this form has read and understands [OAR 845-006-0362](#) and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

George Waldbusser

George Waldbusser

Digitally signed by George Waldbusser
Date: 2024.07.23 12:29:43 -07'00'

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the [Authorized Representative Form](#). You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



**OREGON LIQUOR & CANNABIS COMMISSION
BUSINESS INFORMATION**

Please Print or Type

Applicant Name: Willamette Cider Works Phone: 541 300 0615

Trade Name (dba): Waldbusser Cider Works

Business Location Address: 4473 SE 3rd St.

City: Corvallis ZIP Code: 97333

DAYS AND HOURS OF OPERATION

Business Hours:	Outdoor Area Hours:	The outdoor area is used for:
Sunday _____ to _____	Sunday _____ to _____	<input type="checkbox"/> Food service Hours: _____ to _____
Monday _____ to _____	Monday _____ to _____	<input type="checkbox"/> Alcohol service Hours: _____ to _____
Tuesday ¹⁰ _____ to ⁴ _____	Tuesday _____ to _____	<input type="checkbox"/> Enclosed, how _____
Wednesday _____ to _____	Wednesday _____ to _____	The exterior area is adequately viewed and/or supervised by Service Permittees.
Thursday ¹⁰ _____ to ⁴ _____	Thursday _____ to _____	
Friday _____ to _____	Friday _____ to _____	
Saturday ⁹ _____ to ⁵ _____	Saturday _____ to _____	_____ (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain: Applying for WYNC license, no public permitted on site, only production operations and those hours will vary with operations schedule. Only authorized individuals allowed in production spaces.

<p>ENTERTAINMENT</p> <p>Check ALL that apply:</p> <table border="0"> <tr> <td><input type="checkbox"/> Live Music</td> <td><input type="checkbox"/> Karaoke</td> </tr> <tr> <td><input type="checkbox"/> Recorded Music</td> <td><input type="checkbox"/> Coin-operated Games</td> </tr> <tr> <td><input type="checkbox"/> DJ Music</td> <td><input type="checkbox"/> Video Lottery Machines</td> </tr> <tr> <td><input type="checkbox"/> Dancing <input type="checkbox"/> Nude Dancing</td> <td><input type="checkbox"/> Social Gaming</td> </tr> <tr> <td><input type="checkbox"/> Live Entertainment</td> <td><input type="checkbox"/> Pool Tables</td> </tr> <tr> <td><input type="checkbox"/> Minor Entertainers</td> <td><input type="checkbox"/> Other: _____</td> </tr> </table> <p>*Minor Entertainers in an area prohibited to minors need prior approval from the OLCC</p>	<input type="checkbox"/> Live Music	<input type="checkbox"/> Karaoke	<input type="checkbox"/> Recorded Music	<input type="checkbox"/> Coin-operated Games	<input type="checkbox"/> DJ Music	<input type="checkbox"/> Video Lottery Machines	<input type="checkbox"/> Dancing <input type="checkbox"/> Nude Dancing	<input type="checkbox"/> Social Gaming	<input type="checkbox"/> Live Entertainment	<input type="checkbox"/> Pool Tables	<input type="checkbox"/> Minor Entertainers	<input type="checkbox"/> Other: _____	<p>DAYS & HOURS OF LIVE OR DJ MUSIC</p> <table border="0"> <tr><td>Sunday</td><td>_____ to _____</td></tr> <tr><td>Monday</td><td>_____ to _____</td></tr> <tr><td>Tuesday</td><td>_____ to _____</td></tr> <tr><td>Wednesday</td><td>_____ to _____</td></tr> <tr><td>Thursday</td><td>_____ to _____</td></tr> <tr><td>Friday</td><td>_____ to _____</td></tr> <tr><td>Saturday</td><td>_____ to _____</td></tr> </table>	Sunday	_____ to _____	Monday	_____ to _____	Tuesday	_____ to _____	Wednesday	_____ to _____	Thursday	_____ to _____	Friday	_____ to _____	Saturday	_____ to _____
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I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: George Waldbuser Digitally signed by George Waldbuser Date: 2024.07.23 12:27:41 -0700 Date: _____

www.oregon.gov/olcc

Rev: 2.1.23



FLOOR PLAN FORM

Your floor plan must be submitted on this form

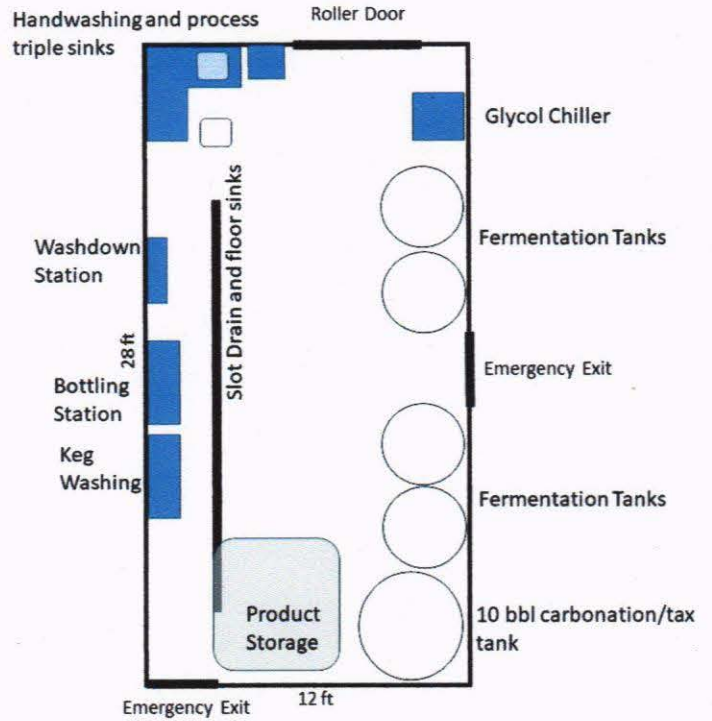
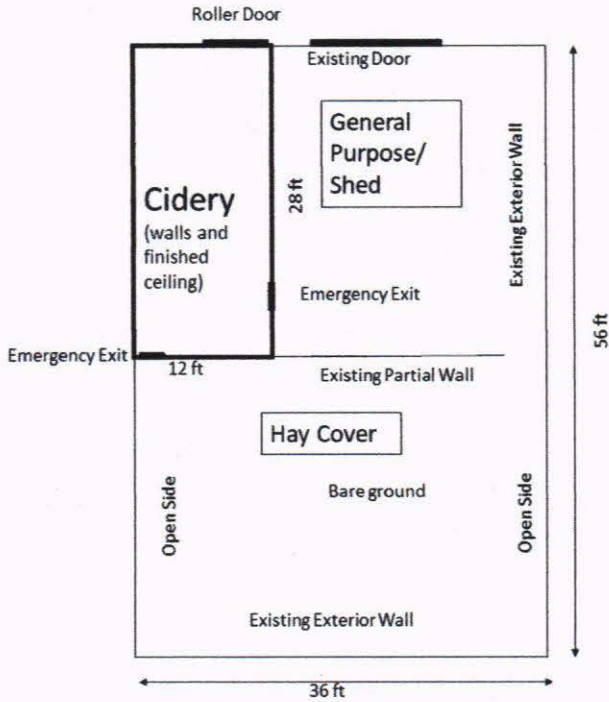
Willamette Cider Works

Applicant Name

Waldbusser Cider Works

Trade Name (dba)

Cidery (WYNC)



.....OLCC USE ONLY.....
MINOR POSTING ASSIGNMENT(S)

Date: _____ Initials: _____

PRINT FORM

RESET FORM



Oregon Liquor & Cannabis Commission

LIMITED LIABILITY COMPANY (LLC) QUESTIONNAIRE

LLC Name Willamette Cider Works

Trade Name of Business (Name Customers Will See) Waldbusser Cider Works

The LLC named in this document is a (see page 1 for definitions): Manager-Managed LLC Member-Managed LLC

This section is ONLY for a manager-managed LLC. (Directions on page 1. You may include information on a separate sheet.)

Name of Managing Member (please print)	Name of Managing Member (please print)

This section is for BOTH a manager-managed LLC and a member-managed LLC. (Directions on page 1. You may include information on a separate sheet.)

Name of Member (please print)	Percentage of issued membership held
George Gerard Waldbusser	100%

This section is ONLY for an LLC with the listed officers. (Directions on page 1. You may include information on a separate sheet.)

Title	Name (please print)
President	
Secretary	
Treasurer	
Vice president with responsibility over the operation of the business	

SERVER EDUCATION DESIGNEE (Directions on page 1)

Name (please print)	Date of Birth

SIGNATURE (Directions on page 1)

NAME of Signing Person (please type or print) George Waldbusser

George Waldbuser Digitally signed by George Waldbuser
Date: 2024.07.23 16:02:48 -07'00' DATE _____

SIGNATURE of signing person (may electronically sign)

This box for OLCC use ONLY

Does the entity hold, or has it ever held, an OLCC-issued liquor license? _____



**MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS
Tuesday, June 4, 2024
9:00 a.m.**

Present: Xanthippe Augerot, Chair; Nancy Wyse, Commissioner; Pat Malone, Commissioner; Vance Croney, County Counsel; Rachel McEneny, County Administrator; Rick Crager, Assistant County Administrator

Elected Official: Jef Van Arsdall, Sheriff

Staff: Jenn Ambuehl, Financial Services; Sam Bailey, Michelle Bangs, Rebecca Christy, Cynthia Delatorre, Caden DeLoach, Mac Gillespie, Sara Hartstein, April Holland, Stacy Marinelli, Rocío Muñoz, Kailee Olson, Health Services; Shannon Bush, James Wright, Community Development; Laurel Byer, Public Works; Justin Carley, Sheriff's Office; Marriah De La Vega, Amanda Makepeace, BOC Staff; Sean McGuire, Sustainability; Erika Milo, BOC Recorder; Paul Wallsinger, Facilities

Guests: Rose Bricker, Amanda Colley, Philomath Pride Collective; Sherry Jackson, Philip Jacobs, UPD Consulting; Michael Curran, Leo Williamson, Oregon Department of Forestry; Dharmakrishna Mirza, Elijah Stucki, Mid-Willamette Trans Support Network; Brent Griffiths, Stephanie Stafford, Office of the State Fire Marshal; John Harris, Horsepower Productions; Jessica Hougen, Benton County Historical Society; Julie Jackson, Republic Services; Alicia Lucke, Oregon Cascades West Council of Governments; Reed Wyse, resident

1. Opening:

1. Call to Order

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

2. Introductions

2. Review & Approve Agenda

No changes were made to the agenda.

3. Proclamations

3.1 Proclaiming June 2024 as Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex Plus (2SLGBTQI+) Pride Month in Benton County, Proclamation P2024-014 – Dharmakrishna

Mirza, Mid-Willamette Trans Support Network; Rose Bricker, Philomath Pride Collective

Augerot introduced Mirza, President of the Board of the Mid-Willamette Trans Support Network, activist, artist, scholar, and cultural health advocate. Mirza is the founder of local drag house Haus of Dharma, and chairs the Measure 110 Oregon Oversight and Accountability Council, the Recovery Schools Advisory Council, and the Benton County Mental Health and Developmental Disabilities Advisory Committee.

Augerot introduced Bricker, who is the founder of Philomath Pride, a member the Philomath Park Advisory Board, and has worked in various roles for Oregon Department of Human Services.

Mirza read the Proclamation aloud. Arising from the 1966 Compton Cafeteria Riot, the 1969 Stonewall Uprising, and other activist efforts, Pride has become a celebration of community, perseverance, and survival worldwide.

MOTION: Wyse moved to proclaim 2SLGBTQI+ Pride Month in Benton County, Proclamation #P2024-014. Malone seconded the motion, which carried 3-0.

Bricker described the Philomath Pride Collective's upcoming celebration for the 2SLGBTQI+ community, to feature resource sharing, games, crafts, live entertainment, free food sponsored by Benton County, and Philomath's first Pride parade.

Augerot commented that the community has the whole month to continue celebrating, and the rest of the year.

4. Comments from the Public

No comments were offered.

Work Session

5.1 *Benton County Historical Society (BCHS) Update – Jessica Hougen, Executive Director, BCHS

Hougen described the history of the BCHS, which began in 1951. The Johnson Collections Center opened in 2007, and the Corvallis Museum (TCM) opened in February 2021. The BCHS participated in the national Museum Assessment Program, which provides a report with recommendations for improvement. Next, all staff and the BCHS Board engaged in strategic planning. The museum's mission statement and values were revised. Partnerships include Casa Latinos Unidos, The Arts Center, Cornerstone Associates, Prax, Corvallis Multi-Cultural Literacy Center, the Corvallis and Philomath Chambers of Commerce, and Jackson Street Youth Services. Several partners hold events, meetings, and/or exhibits at TCM.

BCHS currently has six full-time and three part-time staff. The 2018-19 fiscal year operations budget was \$959,349; payroll was about 61% of that budget, and 6,000

visitors were served. In 2024 to date, the operations budget is about \$960,000, payroll is 59%, and the combined museums have served 14,007 visitors. Hougen described museum tours and programs. Soon, staff will work on a Philomath Museum Master Plan with architect Peter Meijer, including an examination of accessibility issues. Funding sources include grants, donations, and an anonymous match. BCHS wants to add more permanent exhibit space and dedicated education space. BCHS will hold three community conversations at the Philomath Museum in June 2024. Upcoming projects include Diversity, Equity, Accessibility, and Inclusion work, more programs at both museums, and continuing community involvement.

Augerot welcomed future conversations with BCHS on how the County could develop a Historic Resource Plan for its historic properties. Augerot noted that the County contributes to funding for BCHS from the Economic Development budget. It is vital that BCHS serves everyone in the County.

Hougen offered to report every six months; the Board favored this approach.

{Exhibit 1: Benton County Historical Society Presentation}

5.2 Oregon Department of Forestry Annual Update – Michael Curran, District Forester; Leo Williamson, Philomath Unit Protection Forester

Curran shared that this was the District's first year since 2020 with consistent staffing for more than a year. Curran thanked County staff including Woods Patrol Deputy Jerry Williams, Emergency Manager Bryan Lee, and Communications Coordinator JonnaVe Stokes and other communications staff, who partner with ODF on fire prevention messaging.

ODF protects just under 1.1 million acres of private- and public-owned land in Benton, Polk, and Lincoln, and Yamhill Counties. In summer 2023, ODF personnel burned about 56 acres, less than the 10-year average, but had a longer-than-average fire season of 123 days (the 10-year average is 110). ODF had to take action on about 20 more statistical fires. The main causes of fires are equipment use, debris burning, and recreation.

Williamson reported that ODF's initial summer 2023 firefighting activity in Benton County was moderate; ODF worked on a total of 18 fires. On August 25, 2023, an unusual dry lightning event caused multiple fires, especially within Benton County. Another fire of note was the 11.5-acre South Mountain fire in the Community of Alsea area. To suppress fires, ODF partners with Benton County Fire Departments, the Fire Defense Board, landowners, and logging operators. During fire season 2023, 25.24 acres burned on ODF-protected lands in Benton County. ODF provided mutual aid on 89 acres.

Curran added that current staff had never dealt with a lightning event of that magnitude before. The prediction for fire season 2024 is average. May and June weather dictate fire season levels. May 2024 was very wet, so while there will still be hot and dry periods, fire season may start later than in 2023.

Williamson explained that through the Community Wildfire Protection Program, ODF works with private landowners on fuels reduction and defensible space. At the end of May 2024, ODF completed its only active grant in Benton County. The grant funded 72 projects for 187.5 acres of treated land, about half of which was in Benton. The District recently received the ODF Small Forestland Grant, which will provide \$200,000 in contractual services for fire prevention and to establish FireWise communities. ODF is also applying for a Western States Fire Managers grant for the Alsea area.

Curran explained that Oregon Governor Tina Kotek recently instructed ODF to pause all forestland classification efforts statewide until a work group convenes and finds a long-term funding solution. This will have no real impact on Benton, but ODF will not be able to make official classification decisions until the Governor approves.

ODF manages 8,327 acres of Forest Trust Lands in Benton County; two-thirds of the revenue from those lands goes to the County and local taxing districts. ODF also manages 553 acres of Common School Fund lands; that revenue goes to the statewide School Fund. In fiscal year 2024 to date, ODF has provided \$216,249 to the County and taxing districts. Fiscal year 2023 provided \$661,804. ODF plans to perform a 2025 Annual Operations Plan process. In the next fiscal year, staff estimate two timber sales will bring \$829,000 to the County and taxing districts.

In March 2024, the Board of Forestry approved ODF to continue the Habitat Conservation Plan (HCP) permit process. ODF is assembling new modeling of how many timber sales will be possible under the HCP. Benton County will average 300 million board feet annually in one or two sales per year, for an estimated \$800,000-\$1 million in revenue. Western Oregon timber volume and sales will probably not change. The HCP will have larger impacts on the Forest Development Fund; expect an average of 45 million fewer board feet. ODF is working on cost-saving strategies. Now that the district's modeling is complete, ODF continues to work with the National Oceanic and Atmospheric Administration and United States Fish and Wildlife Department on Incidental Take Permits (ITPs). The agencies will process the remainder, and ODF will receive the ITPs between March 2025 to March 2026. After that, staff will be able to complete the new Forest Management Plan (FMP), which is already underway.

Responding to a question from Augerot, Curran replied the HCP will not slow timber harvesting. ODF is still operating under both the current FMP and HCP guidelines.

Malone noted that the County could partner with ODF if fire condition information needs wider distribution. Malone asked about funding status for the Community Wildfire Forester position.

Curran replied that funding for the next two to three years is fairly secure. After the Labor Day 2020 fires, Senate Bill (SB) 762 provided additional funding for ODF and the Oregon State Fire Marshal (OSFM) to increase fire prevention capacity and programs, including creation of a 20-year strategy to address higher-risk areas. In this case, the higher-risk area is Cascade Crest. To complete the plan, ODF still needs to prioritize funding for northwest Oregon. The impacts on northwest Oregon will not be apparent

until several years in. Because the cost of wildland fires increases exponentially every year, fire protection is becoming unaffordable for some landowners. Hopefully the work group will overhaul the system to make it more equitable. The State Forester created a new Deputy Director position that oversees fire protection, held by Kyle Williams.

Malone shared that Senator Ron Wyden is working on wildfire funding at the national level, trying to put wildfires in the same category as hurricanes and other natural disasters, so the Federal government can bring significant resources to large wildfires.

Curran noted that the Private Forest Accord (PFA) was implemented on July 1, 2023, with an emphasis on training both internal and external partners.

Williamson reported that in 2023, 558 notifications of landowner management activity were filed, up from 476 in 2022. This may relate to PFA implementation. ODF Foresters are prioritizing education for landowners and operators. ODF works with Federal incentive programs through the Natural Resources Conservation Service and the Farm Services Agency (FSA). Recently, due to the ice storm, the FSA approved an area including Benton County for an Emergency Forest Restoration program, which allows landowners to apply for ODF technical assistance.

Curran thanked Tami Tracy and Michelle Collins, Assessor's Office, for helping ODF stay aligned with the forest deferral process on forestland owners' property taxes.

Wyse noted that after the lightning strikes, several forestry partners and landowners provided positive feedback about Williamson.

Augerot praised ODF's partnerships and regular fire season updates by email.

5.3 *Fire Response in Benton County – Roles and Responsibilities of the Oregon State Fire Marshal (OSFM) – Brent Griffiths, Regional Mobilization Coordinator, Office of the State Fire Marshal

Griffiths introduced Stafford, Community Wildfire Risk Reduction Specialist. Griffiths praised the partnership between OSFM, Benton County fire agencies, local ODF units, and other offices and agencies, including Benton County Emergency Management, Sheriff's Office, and Dispatch. In 2023, Benton resources responded to three significant wildfires. Griffiths described how OSFM can provide support (see Exhibit 4), including air support to local fire agencies in collaboration with ODF. OSFM covers the costs of aircraft. OSFM provided air resources during a July 4, 2023 fire east of Corvallis. OSFM can pre-position resources when an event could overwhelm local agencies. If an incident requires multiple operational periods, the County can request a conflagration through the Fire Defense Board Chief; if approved by the Governor, OSFM can mobilize an incident management team. If an incident threatens structures outside of a fire district or department, OSFM will work with the Board on a Delegation of Authority (see Exhibit 4). Many Benton County fire agencies received OSFM's \$35,000 grants to hire additional staff during fire season. Monroe and Corvallis were awarded new fire apparatus.

Griffiths read a letter (Exhibit 2) from Chief Ben James, Corvallis Fire Department, on activities by the Benton County Fire Defense Board, including collaboration with OSFM.

{Exhibit 2: Benton County Fire Defense Board Letter}

{Exhibit 3: OSFM Resources in Unprotected Areas}

{Exhibit 4: OSFM Sample Delegation of Authority}

Chair Augerot recessed the meeting at 10:27 a.m. and reconvened at 10:34 a.m.

5.4 Facilities Update – Rick Crager, Assistant County Administrator; Paul Wallsinger, Facilities Director

Crager displayed a map (see packet) of current construction projects. Construction drawings for the new Courthouse (NCH) will be available soon. Land acquisition is mostly complete. The site's historic building has been a challenge; staff will meet with State partners next week. The County cannot receive permits until that issue is resolved, but still intends to break ground in June 2024. Staff reduced some scope to keep the project within budget. The County now has a master agreement with the State, which locks in revenue for the entire project. The funding agreement with the State, which enables funds to be issued, is still pending and should be completed this summer. The County can front costs due to bonds issued in June 2023. The NCH is still on track to become operational in spring 2026.

Malone encouraged staff to inform the community about the groundbreaking celebration and progress on this project, which is the largest construction project in Benton County history.

Crager reported that lottery-backed bonds have been secured to help fund the Emergency Operations Center (EOC). Staff found a different type of construction that brought the project within budget. General contractor Hoffman Construction will build the EOC and NCH at the same time.

Augerot noted that the County had hoped to use lower-emission construction materials in the EOC, but that would have required reducing the building's size to stay within budget. The planned size meets staff need.

Crager shared that the project is budgeted within \$8 million, of which \$5 million is from bonds that have not yet been issued. Staff have been in close contact with the Department of Administrative Services, who will issue the bonds in March 2025. The County also has American Rescue Plan Act funding and a Federal grant, mainly for design. The Crisis Center (CC) was highly supported by the Oregon Legislature, the State, and the Federal government.

Wallsinger reported that most CC subgrade work is complete. A productive meeting was held with the Department of Environmental Quality and PBS Engineering about the last environmental processes for the site; Wallsinger anticipated no barriers. Concrete work above ground is scheduled in the next three weeks. During the delay to address

environmental issues, many building details were addressed, which will speed the project.

Augerot noted the CC will receive an Energy Trust grant, and asked whether there would be Energy Trust funds and additional sustainability elements for the NCH and EOC.

Wallsinger confirmed; the Energy Trust has received plan updates throughout the project. Responding to a question from Crager, Wallsinger replied the National Environmental Policy Act survey work for the CC was in its final stages. Staff will meet with the Health Resources and Services Administration next week to determine whether Benton County has met survey needs.

Crager noted that the County must meet survey needs to receive the Federal funding.

Wyse commented that in remediating the contaminated site, the County did the right thing environmentally and for the community.

Wallsinger noted that the 4185 Southwest Research Way Children and Family Services Building is substantially complete. The last large project remaining is to replace the heating, ventilation, and air conditioning system; a contractor is expected to begin work this week.

Malone suggested holding an open house for the 4185 building.

The Board praised the report format. Augerot requested that facilities reports be posted on the County website.

6. Consent Calendar

6.1 Approval of the March 5, 2024 Board Meeting Minutes

MOTION: Malone moved to approve the Consent Calendar of June 4, 2024. Wyse seconded the motion, which carried 3-0.

7. Public Hearing

PH 1 Approval of Supplemental Countywide Budget No. 241201, Resolution #R2024-008 –Jenn Ambuehl; Financial Services

Staff Report

Ambuehl asked to increase appropriations by \$11.6 million, a 2.3% budget increase. The Capital Outlay increase includes \$5 million to purchase the 4185 Southwest Research Way building, and \$2.5 million to develop 11 housing units through Senate Bill 5701. With the Community Health Centers/Behavioral Health budget revision, larger-than-anticipated balances will be moved to Contingency.

Malone asked if the \$1.4 million of increased earnings (presentation slide four) was from interest on the Treasury Management Fund.

Ambuehl confirmed; due to interest and higher rates of return, staff need to increase authority to send those funds to other departments.

Chair Augerot opened the Public Hearing at 11:10 a.m.

Public Comment

No comments were offered.

Chair Augerot closed the Public Hearing at 11:10 a.m.

MOTION: Malone moved to adopt Resolution #R2024-008 in the matter of Supplemental Budget #241201. Wyse seconded the motion, which carried 3-0.

8. Departmental Reports & Requests

8.1 Equity, Diversity, and Inclusion (EDI) Position Update – Sean McGuire, Sustainability; Sherry Jackson, Philip Jacobs, UPD Consulting

McGuire explained that when previous EDI Coordinator Sara Siddiqui moved to the Health Department in December 2023, leadership decided to re-examine the position. UPD Consulting interviewed 10-12 staff members and prepared a final report (see packet) of recommendations about steps for the County to take before hiring the next coordinator.

Jackson explained that when organizations implement change, tying the work to the organization's goals provides the best chance of success. As a County staff member said, "We all need to be EDI Coordinators because if we don't all buy into it, we're not going to move forward." It is necessary to carry out equity work within one's day-to-day job. Failing to embrace EDI can cause a loss of community trust and engagement, ineffective resource allocation, legal and reputational risks, missed opportunities for innovation and growth, and overall diminished organizational performance.

Jackson shared results of the interviews, which discussed the state of EDI in BC, desired outcomes, employees' role in outcomes, expectations of the EDI Coordinator, and barriers and challenges of that role. Respondents often mentioned a lack of focus and prioritization within the position, and the need to support the Coordinator. UPD recommended that the County prioritize organizational alignment and leadership engagement with EDI while waiting for the planned comprehensive EDI assessment. Survey respondents commented that EDI Coordinators often become isolated within the organization. National turnover in the role is about 60% and rising. Jackson discussed strategies for engaging leadership. Everybody, not just the EDI Coordinator, can lead the work when it is aligned with organizational goals.

Jackson recommended making the Coordinator the facilitator who collaborates with departments, shifting focus to organizational performance and change management. The Coordinator should be located within the Board of Commissioners Office and have authority to effectively support all departments. Every department should have a stake

in the work. Every department has improvement priorities in general and should examine service gaps and accessibility problems. Jackson detailed recommended steps for the County to take in the next year (see packet).

Augerot praised the results. EDI work should focus on core objectives to serve the community better, and should be integrated with regular work.

Malone and Wyse concurred. Wyse noted that leadership should watch for reasons why employees leave and resources are not effective.

Augerot emphasized access to services and decision-making, a sense of belonging, staff retention, and culturally appropriate services. The packet includes case studies of successful practices in other locales.

McGuire to share additional case studies with the Board and the Equity Committee.

9. New Business

9.1 Discussion and Action: Stand By Me Oregon – Alicia Lucke, Oregon Cascades West Council of Governments (COG)

Lucke described activities of the free Stand By Me (SBM) financial literacy program. Benton County provided seed funding for SBM. Since SBM started, COG has served over 105 clients. Given the number of Spanish-speaking applicants, COG prioritized outreach to Latinx people. Of SBM participants, 74% are female, and almost 25% are Latinx. COG is requesting \$4,000 in fiscal year 2024-25 from Benton County to fund the license for Coach Connect, a software tool that tracks client goals. SBM now has 13 community coaches, including ones from Kidco HeadStart, YoungRoots Oregon, the Mid-Willamette Valley Trans Support Network, and AmeriCorps. COG has offered over 56 financial workshops, which garner most SBM referrals. COG requested \$15,500 from the Ford Family Foundation. About half of the coaches are volunteers. In July 2024, an AmeriCorps VISTA grant will help SBM build capacity.

Malone requested a summary of program statistics comparing 2022-2024 data.

Lucke noted that many earlier clients remain with the program, choosing new goals.

Augerot requested information on unique clients and number of goals. SBM addresses foundational needs that help people avoid involvement with social service or law enforcement systems.

Lucke shared COG's goal is to take the program statewide, while ensuring this region is being served.

Wyse asked why most SBM clients are female.

Lucke noted that YoungRoots Oregon provides services for young parents, some of whom want to be coached separately. The Department of Human Services also refers more women.

Crager recommended that the motion specify one fiscal year to align with the County budget process.

MOTION: Malone moved to approve the allocation of \$4,000 to the Stand By Me project for Fiscal Year 2025-26. Wyse seconded the motion, which carried 3-0.

9.2 Approval of the 2023-2025 Intergovernmental Agreement (IGA) #6522 Amendment #1 Between the State of Oregon and Benton County – Justin Carley, Benton County Sheriff's Office

Carley explained the County currently has an IGA with the Department of Corrections (DOC) for the 2023-25 biennium. House Bill (HB) 5204 will provide \$16 million in additional funding statewide. The DOC required an amendment to the current IGA in order for Benton County to receive about \$195,000. Allocation will begin July 1, 2024. Staff are still deciding how to use the funds. Community Corrections has staff capacity for the current workload, but funding for future biennia is not necessarily secure. One staff position is currently vacant. Responding to a question from Malone, Carley replied that these funds will support current operations, not new services. At the beginning of the biennium, Community Corrections statewide was not fully funded.

Augerot added this was also true of the last time study. Speaker Dan Rayfield was a major proponent of adding funds to statewide Community Corrections.

MOTION: Malone moved to approve the 2023-2025 IGA #6522 Amendment #1 between the State of Oregon and Benton County. Wyse seconded the motion, which carried 3-0.

9.3 Coordinated Homeless Response Office (CHRO) – Intergovernmental Agreement (IGA) for the Leasing of City Properties – Rick Crager, Assistant County Administrator; April Holland, Health

Crager explained this is part of ongoing efforts to address homelessness in the community. Last night, the Corvallis City Council approved purchase of the property at 620 Northwest Van Buren Avenue, Corvallis. The County will partner to provide services through the IGA.

Holland reported that the City Council approved Corvallis's portion of the non-binding IGA. Corvallis will purchase the property and convert it from commercial to residential space. Through this IGA, the County agrees to use its House Bill 5019 and Oregon Housing funds and negotiate a Notice of Funding Opportunity for case management and street outreach for the flexible housing subsidy pool (FHSP) program. The IGA sets parameters for a more detailed master lease to come, including a rent structure. The property sale closes on June 25, 2024. Corvallis has upkeep funds and must complete repairs before occupancy.

Crager added that the County also received \$2.5 million from the Legislature to address housing and homelessness.

Holland explained that the IGA outlines the project strategy. Staff have begun work on plans and funding for street outreach and case management.

Malone requested more information on the County's ongoing costs.

Holland replied the intention in the IGA is to not allocate any General Funds from the City or County. Staff applied to Oregon Housing and Community Services for funding to support FHSP beyond 2027. Units are badly needed in this severely rent-burdened area. Some programs offer rental assistance funding. Even if there is less funding in future, having the units will benefit the community, and the County will assist so long as CHRO funding is sustained.

Crager confirmed. Homelessness is a significant priority investment by Governor Tina Kotek, so Crager expected many State funding opportunities. The project has no debt, providing the opportunity to reinvest in capital deferred maintenance, and the County can now partner with Corvallis on sending reimbursements back to the FHSP.

Augerot asked if these units would be used mostly for transitional housing, with staff working to find other, long-term housing for clients.

Holland confirmed. The term has not been defined yet. A Memorandum of Agreement will soon come before the Board about the efforts of affordable housing developers, property managers, and landlords to increase unit availability.

Augerot stressed the importance of transitional space. The Sheriff's Office has also indicated interest. Part of Benton's role is to combine various funding sources to keep the project viable.

Responding to a question from Malone, Holland replied that due to legislation on super-siting (an expedited process for placing emergency shelters), no zoning challenges were anticipated for this property. It will be several months before the building is available to residents.

MOTION: Malone moved to approve the City of Corvallis and Benton County IGA for the Leasing of City Properties as part of a Coordinated Homeless Response. Wyse seconded the motion, which carried 3-0.

9.4 Amending Collection Franchise Agreement (CFA) – Vance Croney, County Counsel

Counsel explained this request is to amend the CFA with Allied Waste services, the parent company of Coffin Butte Landfill operator Republic Services (RS). The 2021 CFA called for RS and the County to incorporate elements of the Corvallis Franchise Agreement and the Benton County Talks Trash process to make operations more robust and responsive, and to ensure that clients in unincorporated areas can access

the same RS services as city residents. The County has since embarked on the Sustainable Materials Management Plan (SMMP) process, which will identify ways to reduce or divert waste materials. Counsel recommended that the Board delay revisiting the CFA until the SMMP is in place. RS has agreed to extend the reopening date to July 1, 2027. The current CFA also calls for Benton County to realign the expiration date of its CFA to match that of Corvallis, which ends on December 31, 2034.

MOTION: Malone moved to execute the amendment to the Collection Franchise Agreement with Allied Waste Services of Corvallis. Wyse seconded the motion, which carried 3-0.

10. Announcements

No announcements were made.

11. Other

No other business was discussed.

12. Adjournment

Chair Augerot adjourned the meeting at 12:26 p.m.

Xanthippe Augerot, Chair

Erika Milo, Recorder

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



**MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS
Tuesday, June 18, 2024
9:00 a.m.**

Present: Xanthippe Augerot, Chair; Nancy Wyse, Commissioner; Vance Croney, County Counsel; Rachel McEneny, County Administrator; Rick Crager, Assistant County Administrator

Excused: Pat Malone, Commissioner

Elected Official: Jef Van Arsdall, Sheriff

Staff: Jenn Ambuehl, Marilee Hoppner, Debbie Sessions, Financial Services; Dawn Dale, Sheriff's Office; Cory Grogan, Public Information Officer; April Holland, Health; Maura Kwiatkowski, Amanda Makepeace, BOC Staff; Erika Milo, BOC Recorder; Lacey Mollel, Community Health Centers; James Morales, Darla Rush, Records & Elections; Jesse Ott, Natural Areas, Parks, & Events; Matt Wetherell, Juvenile Services

Guests: John Harris, Horsepower Productions; Christopher Jacobs, Corvallis-Benton Economic Development Office; Kirsten Miller, Ten Rivers Food Web; John Phillips IV, Linn-Benton NAACP; Aliza Tuttle, A Tuttle Consults

1. Opening:

1. Call to Order

Chair Augerot called the meeting to order at 9:01 a.m.

2. Introductions

2. Review & Approve Agenda

No changes were made to the agenda.

3. Proclamations

3.1 Proclaiming June 19, 2024 as Juneteenth in Benton County, Proclamation #P2024-013 – John Phillips IV, Linn-Benton NAACP

Augerot introduced Phillips, Linn-Benton NAACP Vice President since January 2023.

Phillips read the Proclamation aloud. Juneteenth commemorates the emancipation of enslaved African-Americans in the United States. Juneteenth provides opportunity for

reflection, education, and community engagement that fosters understanding and appreciation of African-American history, culture, heritage, and contributions. The Linn-Benton NAACP Juneteenth Celebration will be held in the City of Albany.

MOTION: Wyse moved to proclaim June 19, 2024 as Juneteenth in Benton County, Proclamation #P2024-013. Augerot seconded the motion, which carried 2-0.

4. Comments from the Public

No comments were offered.

5. Work Session

5.1 Public Health Update – April Holland, Health Services

Holland updated the Board on recent respiratory virus transmission. COVID-19 hospitalizations overall remain low at this time. So far, 2024 had the lowest rate of spring hospitalizations since the pandemic began. However, between early June and June 11, 2024, statewide hospitalizations rose from 103 to 138. Test positivity is around 5%, up from 4% in April 2024; 10% would suggest widespread community transmission. About 25% of wastewater surveillance sites in Oregon are experiencing sustained increases, most of which are in northwest Oregon; other sites remain at a plateau. In fall 2024, a vaccine will likely be released that is tailored more closely to circulating variants such as JN.1 and its offshoots.

Pertussis continues to circulate at above normal levels, but the most recent news item is measles, which had not been seen in Oregon for some time. Oregon now has three cases: two in Clackamas County, and one in Marion County, with investigations ongoing to determine exposure sites. Measles is one of the most infectious diseases. Before the vaccine, 48,000 people were hospitalized annually in the United States with measles, and 100 people died. Most people have been vaccinated for measles, but the virus could rapidly spread in a pocket of low vaccination. Though Benton is not on an exposure list, teams are on alert. Anyone born in 1957 or later who is not vaccinated for measles can receive a measles vaccine, which will protect from severe outcomes.

5.2 South Corvallis Food Hub Needs Assessment Report – Christopher Jacobs, Corvallis-Benton Economic Development Office (CBEDO); Aliza Tuttle, A Tuttle Consults

Tuttle provided a timeline and review of the Food Hub project. Benton County received an American Rescue Plan Act (ARPA) grant from the State to identify gaps in local food and beverage supply systems and create a food hub by December 31, 2024. Tuttle delivered an assessment to the City of Corvallis in May 2024 (available on www.southcorvallisfoodhub.org). CBEDO published a grant application for food hub operators. A food hub manages aggregation, distribution, and marketing of source-identified food products. Tuttle described survey questions and community member responses. Tuttle also cataloged equipment and facilities. The community supports a variety of food hub forms. Potential partners include the business community and social

service agencies. Based on these needs, Tuttle developed and assessed three options: a commercial kitchen, a food cart pod, or a warehouse.

5.3 Presentation of Benton County Elections Integrity Informational Video
– Cory Grogan, Public Information Officer; James Morales, Records and Elections

Grogan explained that Communications and Records & Elections staff collaborated on an educational video designed to provide greater transparency and increase voter participation. Grogan presented the video.

Morales added that the video can be used as a supplement to observer training and as an educational resource. Links to the video will appear in emails, the County website, social media, and the voter’s pamphlet. Morales will share the video with party leadership, candidates, and state officials.

Grogan to release an outreach campaign before the November 2024 elections.

6. Consent Calendar

6.1 Renewal of Annual Liquor Licenses for Fiscal Year 2024-25

6.2 Approval of the March 19, 2024 Meeting Minutes

6.3 In the Matter of Re/Appointments to the Following Advisory Boards and Committees:

Board or Committee:	Order Number:	Re/Appointees:
Corvallis-Benton County Library Board	D2024-036	Chris McMorran Ari Annachi
Courthouse Preservation Committee	D2024-037	Adrienne Fritze Carol Chin Cornelia Levy-Bencheson David Dodson Roz Keeney
Disposal Site Advisory Committee	D2024-038	Jennifer Field Chuck Gilbert David Hackleman Jeff Morrell Ian McNab Brent Pawlowski Rachel Purcell Matthew Ruettgers Lansing Stout

Economic Development Coalition	D2024-047	Scottie Jones
Enterprise Zone Advisory Committee	D2024-039	Rachel McEneny
Fair Board	D2024-040	Rylee Henderer
Food Service Advisory Committee	D2024-041	Brendon Gilbert John McEvoy
Historic Resources Commission	D2024-042	Brad Anderson Mariapaola Riggo
Mental Health, Addictions and Developmental Disabilities Advisory Committee	D2024-043	Alan Acock Elizabeth Hazlewood
Natural Areas and Parks Board	D2024-044	Bryce Downey Phillip Hays Carol Walsh
Property Value Appeals Board	D2024-045	David Coulombe Andrew Freborg
Statewide Transportation Improvement Fund Advisory Committee	D2024-046	Greg Gescher Heidi Henry Nick Meltzer Robert Keith

6.4 Authorizing an Application for Oregon State Parks Local Government Grant for McBee Campground Improvements, Resolution No. R2024-018 – Jesse Ott, Natural Areas, Parks, and Events

Wyse noted that one of the liquor licenses, Deb’s Café, was stamped ‘server education expired’, and some licenses do not list designee or insurance.

Dale explained that the Oregon Liquor and Cannabis Commission (OLCC) verifies all the information. The County simply checks zoning and performs current background checks.

Augerot noted that more applicants for Property Value Appeals Board are needed.

Wyse shared that the Board received over 20 applications for the Disposal Site Advisory Committee and is making its official appointments.

MOTION: Wyse moved to approve the Consent Calendar of June 18, 2024. Augerot seconded the motion, which carried 2-0.

7. New Business

7.1 Discussion Regarding Annual Contract with Linn County for Youth Detention Beds – Matt Wetherell, Juvenile Services

Wetherell reported that Benton currently has no youth in detention. Wetherell works closely with Linn County Juvenile Services Director Torri Lynn to lower costs. Benton contracts for four of 20 beds in Linn County and maintains 10% of the director's and office manager's salaries. The total budget for this fiscal year (FY) is \$2,421,262. Of that, \$21,470 is for salaries, for a total operating cost of \$2,400,436. However, an administrative fee was removed, there was a detention budget savings of \$148,000 due to staffing changes, the County received a 20% credit for staffing changes, and \$58,000 in detention bed revenue was received from outside contracts, with a meal credit of \$2,266, resulting in an adjusted total cost of \$2,233,281. Benton's total contracted amount for the FY is \$446,776, or \$306 per day, an increase of \$1,121 over the previous contract. These costs are lower than most other detention centers in the state.

Augerot asked if Linn County takes the lead during State audits of policies and procedures.

Wetherell confirmed; an audit is underway. The two Counties wrote detention guidelines in 2018-19, which Youth Development Oregon is still reviewing.

MOTION: Wyse moved to approve the Intergovernmental Agreement between Linn and Benton County to house youth at the Linn/Benton Detention Center. Augerot seconded the motion, which carried 2-0.

7.2 Modified Proposal for Health Services Structure – Rick Crager, Assistant County Administrator; April Holland, Health Services; Lacey Mollel, Community Health Centers

Crager referred to pages 236-238 in the packet. Last night, the Community Health Center (CHC) Board appointed Mollel as CHC Executive Director; this still needs County final processing, so the effective date is July 1, 2024. In May 2023, the Board decided to combine Health and the CHCs into one department, Health & Human Services, under one director, moving all other staff into a division. The goal was improved, streamlined, and integrated services. The County still supports those goals, but much has changed. Crager became Assistant County Administrator in March 2024, with a priority of supporting health services. After several months of analysis, staff propose continuing the two-department structure, under Crager's direct supervision. Staff also suggest the Board assign a task of completing the Strategic Health Services Plan by October 31, 2024. A key piece is an assessment of the Health Business Office; some billing changes have already been made. Crager is pondering how to better integrate Behavioral Health (BH) into the department structure. The Crisis Center will launch soon, requiring many new staff. Crager will review the management span of control (number of employees per manager), which is questionable in some areas, especially in BH. Crager will also examine County classifications in relation to Health Services, including compression issues and challenges with retention and hiring.

Augerot shared that the combined department decision was partly due to a longtime lack of clarity of roles between Public Health and the CHCs. A common strategic vision and clarity of roles and lines of authority will make a huge difference.

Responding to a question from Augerot, Holland confirmed that all the mandated advisory and Board of Health functions of the Board of Commissioners are considered in the process.

Augerot suggested rephrasing the motion to be more specific.

MOTION: Wyse moved to approve a modification to the May 2023 proposed Health Services structure based on the recommendation contained in the staff memorandum dated June 7, 2024. Augerot seconded the motion, which carried 2-0.

8. Announcements

No announcements were made.

9. Other

No other business was discussed.

10. Adjournment

Chair Augerot adjourned the meeting at 10:16 a.m.

Xanthippe Augerot, Chair

Erika Milo, Recorder

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

NEW BUSINESS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/20/24

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Board of Commissioners

Contact Name * Rick Crager

Phone Extension * 5417666246

Meeting Attendee Name * Gary Stockhoff

Agenda Item Details 

Item Title * External Fleet Program - 2023-25 Budget Note Report

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

Estimated Time * 20 minutes

Board/Committee Involvement * Yes No

Advertisement*

Yes

No

Page 123 of 144

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

In October 2023, the Board of Commissioners received a staff report in that showed the external fleet program was still trending in negative financial position and if went unaddressed, would result in an estimated \$650,000 deficit for the 2023-25 biennium. The BOC requested that staff conduct further analysis to determine what options should be considered about program continuation. The following is a summary of the staff analysis

* Industry market rates were reviewed and showed country rates were approximately 25% below the current average market rate. For the program to breakeven in 2023-25, all external customer rates would need to increase from \$143 per hour to approximately \$183 per hour.

* In January, the County lost its Fleet Manager, however, it quickly engaged Human Resources and brought on a new fleet manager, as well as addressed the vacancies it had been experiencing with its mechanics. Fleet is currently 100% staffed.

* Further analysis was conducted on the charging methodology of cost between internal and external fleet, and it was discovered an error existed in the formula that required expenditures adjustments between both programs.

* To help address some of the discrepancy between the market rate and county rate, the County increased rates as of 7/1/24 to \$153 per hour (7% increase) to help reduce some of the forecasted deficit while at the same time not creating a substantial budgetary impact for local jurisdictions that had already approved their annual budgets

Based on Analysis, staff recommend:

- 1) Correspond with all external partners in the next 30 days that the County expects that rates beginning 7/1/25 are likely to increase to \$200 per hour.
- 2) BOC approve the transfer of up to * \$811,000 of General Fund Balance to the External Fleet Enterprise Fund to address the deficit for both the past and current biennium. \$365,000 of transfer will be delayed to end of the biennium to determine if necessary.
- 3) Begin reporting the financial status report to BOC quarterly beginning for period ending 9/30/24.
- 4) Work with Financial Services Department to build approved action into next budget supplement.

Options *

1. Approve the recommendation of staff as indicated above.
2. Modify the recommendation of staff as identified by BOC.
3. Reject the recommendation and request staff to conduct further analysis and make alternative recommendations.

Fiscal Impact *

- Yes
 No

Fiscal Impact Description *

The recommendation will result in an increase in Transfers from the General Fund in the amount of \$811,000 to the External Fleet Enterprise Fund.

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*

Approval of this action enables county to help support local jurisdiction in ensuring they have emergency response vehicles in good working order.

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*

External Fleet Program focuses on supporting emergency response vehicles to ensure community safety is prioritized and maintained.

Recommendations and Motions

Item Recommendations and Motions

Staff

Staff recommend the BOC approve the proposal as presented.

Recommendations *

Meeting Motions *

I move to ...

approve the transfer of \$811,000 of General Fund in the 2023-25 Budget to offset the past and forecasted deficit of the External Fleet Program. This action will be codified in the next supplement budget.

Meeting Motion

I move to approve the transfer of \$811,000 of General Fund in the 2023-25 Budget to offset the past and forecasted deficit of the External Fleet Program. This action will be codified in the next supplement budget.

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.

2023-25 Fleet Budget Note_08.20.24.pdf

530.87KB






Comments (optional)

If you have any questions, please call ext.6800

Department

RICK CRAGER

Approver

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

2023-25 Budget Note Report

External Fleet Program

Rick Crager, Assistant County Administrator
Gary Stockhoff, Public Works Dept. Director

August 20, 2024



Background

- Benton County administers its fleet program through the Public Works Department; the program administers and maintains the county's internal fleet and provides vehicle services to other external governmental organizations.
- The internal fleet program is funded through a set assessment fee paid by each Department for the vehicles it uses. The external fleet program is funded by fees for services that are paid for by external parties.
- Costs for each program is generated by the time public works staff spend on each, cost for services and parts that can be identified to a specific program, and a prorated fixed cost that is attributed to direct work hours.
- Prior to the 2019-21 biennium, internal and external fleet were collectively maintained under one Internal Service Fund. This was corrected to appropriately account for internal fleet under an Internal Service Fund and external fleet under an Enterprise Fund.

Background Continued.

- During the 2019-21 biennium, the first budget after separation, the Enterprise Fund for the external fleet had a loss of \$465,065 which the county backfilled with American Rescue Plan Act Funds. Much of this loss was due to reduced revenues and staff time loss brought on by COVID.
- In 2021-23, the County implemented a new tool (Mercury Model) to help better forecast assessments and rates for both fleet programs.
- While the new tool provided much more transparency to the cost elements of each program, the biennium still returned a deficit of \$595,865 due mostly to staffing shortages and issues with the new tool on how the external rate was calculated.

Review of Staff Analysis

In October 2023, the Board of Commissioners received a staff report that showed the external fleet program was still trending in a negative financial position and, if unaddressed, would result in an estimated \$650,000 deficit for the 2023-25 biennium. The BOC requested that staff conduct further analysis to determine what options should be considered about program continuation.

The following is summary of the staff analysis:

- Industry market rates were reviewed and showed county rates were approximately 25% below the current average. For the program to breakeven in 2023-25, all external customer rates would need to increase from \$143 per hour to approximately \$183 per hour.
- In January 2024, the County lost its Fleet Manager; we quickly engaged Human Resources and brought on a new fleet manager and addressed the vacancies PW had been experiencing with its mechanics. Fleet is currently 100% staffed.
- Further analysis was conducted on the charging methodology of cost between internal and external fleet; an error was discovered in the existing formula that required expenditure adjustments between both programs.
- To address some of the discrepancy between the market rate and county rate, the County increased rates on 07/01/24 to *\$153 per hour (7% increase); this should help reduce some of the forecasted deficit while at the same time not creating a substantial budgetary impact for local jurisdictions that had already approved their annual budgets.

**Rates for the City of Corvallis were maintained at current rates due to an agreement that was signed for 2 years.*

Updated 2023-25 Budget Status

After completing the staff analysis, the County's revised budget status is as follows:

- The estimated deficit for the period ending June 30, 2024 is approximately \$205,000.
- Staff actions have resulted in a reduction of \$285,000 (or 44%) from what was estimated in October 2023.
- With application of the approved \$150,000 budget reserve, the estimated biennial deficit is \$215,000.
- The current estimates do not account for the impact of full staffing; therefore, the estimated deficit is a conservative projection.



Financial Impact

2023-25 External Fleet Budget Forecast	
2021-23 Deficit	595,865.08
2023-25 Estimated Deficit	365,000.00
Total Deficit	960,865.08
Less: Budgeted Reserve	(150,000.00)
Total Adjusted Deficit	810,865.08
Less: Insurance Savings	(601,293.64)
Total General Fund Impact	209,571.44

Potential Next Steps

Recommendations: County staff recommend the following actions to address the past and current revenue deficits:

- Correspond with all external partners, in the next 30 days, that the County expects to increase rates beginning 07/01/25 up to \$200 per hour.
- BOC approve the transfer of up to *\$811,000 of General Fund Balance to the External Fleet Enterprise Fund to address the deficit for both the past and current biennium. \$365,000 of transfer will be delayed to end of the biennium to determine if necessary.
- Provide the financial status report to BOC quarterly; begin for period ending 9/30/24.
- Work with Financial Services Department to build approved action into next budget supplement.

**The General Fund transfer will be offset by unanticipated workers compensation insurance savings.*



At your service,
every day.



/BentonCoGov



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@BentonCoGov



/BentonCountyGov



Benton County

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/20/24

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Public Works

Contact Name * Gary Stockhoff

Phone Extension * 6010

Meeting Attendee Name * Gary Stockhoff

Agenda Item Details 

Item Title * Authorization to Submit Application for Charging and Fueling Infrastructure (CFI) Program Grant

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

Estimated Time * 5 Minutes

Board/Committee Involvement * Yes No

Advertisement *

Yes

No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

The federal Department of Transportation has solicited a grant opportunity to fund acquisition and construction of electric vehicle (EV) Charging Stations at County Facilities. The minimum grant is \$500,000, which would include a 20% match by the County.

Staff anticipates possibly including the Kalapuya, Sunset and Health Services Buildings, Fairgrounds, Behavioral Health Building, Avery Complex, and a location in the City of Monroe.

Options *

- 1) Authorize submitting an application for a charging and fueling infrastructure program grant
- 2) Decline to authorize a grant application.

Fiscal Impact *

- Yes
- No

Fiscal Impact Description *

The minimum federal grant award of \$500,000 would require a \$100,000 match by the County. A specific source has not been identified at this time, but one possibility is a Capital Improvement Program award in the upcoming biennium.

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*

Moving away from fossil fueled vehicles to a more sustainable source such as EVs is a high priority for the County.

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*

Moving away from fossil fueled vehicles to a more sustainable source such as EVs is a high priority for the County. Improving the availability of EV charging infrastructure for the community is a critical step in achieving the goal.

Recommendations and Motions

Item Recommendations and Motions

Staff Recommendations* Staff recommends the Board of Commissioners authorize submitting an application for a Charging and Fueling Infrastructure Program Grant.

Meeting Motions* I move to ...
...authorize staff to submit an application for a Charging and Fueling Infrastructure Program Grant.

Meeting Motion

I move to authorize staff to submit an application for a Charging and Fueling Infrastructure Program Grant.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments






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

Comments (optional)

If you have any questions, please call ext.6800

**Department
Approver**

GARY STOCKHOFF

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