



## BOARD OF COMMISSIONERS

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

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# BOCC MEETING MINUTES

9:00 AM

**WEDNESDAY October 12, 2022**

Barnes Sawyer Rooms  
Live Streamed Video

Present were Commissioners Patti Adair, Anthony DeBone, and Phil Chang. Also present were Nick Lelack, County Administrator; Kim Riley, Assistant Legal Counsel; and Angie Powers, BOCC Administrative Assistant (via Zoom).

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

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

### **PLEDGE OF ALLEGIANCE**

### **CITIZEN INPUT:**

- An email was received from a resident wishing for a reduced speed limit and additional signage on Woodside Road. This concern has been forwarded to Chris Doty, Road Department Director.
- An email was received in support of preserving Worrell Wayside Park.
- Kate Koblegarde, a senior at Bend High School, attended on behalf of the Green Leadership Coalition. She spoke in opposition to converting Worrell Wayside Park to a parking lot.
- Karen Pelayo, a senior at Mountain View High School and leader of the of the Conservation Club and the Green Leadership Coalition at her school, spoke in

opposition to converting Worrell Wayside Park to a parking lot. She spoke of the importance of maintaining Bend's green spaces.

*Further Discussion:* Commissioner Chang highlighted that the downtown parking analysis has not yet been completed, and the decision process is in its very early stages. The initial conceptual design of a modified Worrell Park was a very early one. His proposal is to put the question to the voters through a general obligation bond measure if the Commission is going to consider a significant capital expenditure for parking purposes. The modification of Worrell Park is the least expensive option. A parking structure is estimated to cost an extra approximately \$6 million over the Worrell Park redesign. Commissioner DeBone thanked the students for their attendance and input.

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

CHANG: Move Board approval of Consent Agenda

DEBONE: Second

VOTE: CHANG: Yes

DEBONE: Yes

ADAIR: Chair votes yes. Motion Carried

1. Consideration of Board signature of Resolution No. 2022-060, Adding three limited duration part-time positions (1.50 FTE) to the District Attorney's Office
2. Consideration of Chair Signature of Document No. 2022-810, an Oregon Health Authority Grant Agreement to increase funding for Public Health Services
3. Consideration of Board Signature on letters reappointing Sharity Ludwig and Robert Ross for service on the Deschutes County Public Health Advisory Board (PHAB)
4. Consideration of Board Signature on Letter of Thanks to Charla DeHate for service on the Deschutes County Public Health Advisory Board (PHAB)
5. Approval of Minutes of the September 28, 2022 BOCC Meeting

### **ACTION ITEMS:**

#### **6. American Rescue Plan Fund Update**

Dan Emerson, Budget Manager, and Laura Skundrick, Management Analyst, were in attendance to provide the Board with an update on the status of remaining ARPA funds, and to give the Board an opportunity to review eligible project requests for funding consideration. The County received \$38.4 million in federal ARPA funds, and roughly \$640,000 remain as unallocated funds.

The first proposal is from the IT department for an internet resiliency project. This expenditure is ARPA-eligible under broadband infrastructure.

DEBONE: Move Board approval of ARPA funds expenditure in the amount of \$94,080.78 for internet resiliency

ADAIR: Second

VOTE: DEBONE: Yes  
CHANG: No  
ADAIR: Chair votes yes. Motion Carried

Sleep in Heavenly Peace is asking for \$5,000 in funds to use towards constructing beds for children who do not have them. This project is eligible for ARPA funds.

ADAIR : Move Board approval of ARPA funds expenditure in the amount of \$5,000 to Sleep in Heavenly Peace

CHANG: Second

VOTE: CHANG: Yes  
DEBONE: No  
ADAIR: Chair votes yes. Motion Carried

*Additional Discussion:* Commissioner DeBone discussed the Heart of Oregon Corp campus expansion campaign, and a funding request in the amount of \$100,000.

CHANG: Move Board approval of ARPA funds expenditure in the amount of \$100,000 to Heart of Oregon Corps for their campus expansion project

DEBONE: Second

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

*Additional Discussion:* Commissioner DeBone acknowledged that the Ronald McDonald House has asked for \$100,000 in additional funding to complete a project. Commissioner Chang spoke about the Sisters Winter Warming Shelter, which has only one winter month covered, due to space challenges. Funding towards this cause was discussed, with Mr. Emerson and Ms. Skundrick tasked with reaching out to them to ask for a presentation or proposal.

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## **7. Deschutes County 2040 – Upcoming Open House Debriefing**

Nicole Mardell, Senior Planner, briefed the Board on the Comprehensive Plan Update. The Comprehensive Plan is a 20-year roadmap for guiding growth and development within rural Deschutes County. Phase 1 of the Comprehensive Plan Update with the County's consultant is complete, and Phase 2 includes a number of community engagement events.

Community members and the Board were invited to attend one of the upcoming in-person open houses to be held in October:

- Wednesday, October 19, 5:30-7:30 p.m. Deschutes County Services Center, Barnes and Sawyer Room
- Thursday, October 20, 4-6 p.m. Sisters High School
- Monday, October 24, 4-6:30 p.m. Sunriver SHARC
- Tuesday, October 25, 6-8 p.m. Redmond City Hall

An online survey is available for those who are unable to attend one of the in-person events. Meeting-in-a-box events are another available option for community groups, and are held during the groups' regularly-scheduled meetings. Quarterly newsletters, social media updates, online comment forms and website updates are other means utilized to engage with the community.

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## **8. Planning Division Work Plan Update / Long Range Planning / FY 2022-2023**

Will Groves, Planning Manager, discussed the Community Development Department's (CDD) work plan, and includes several discretionary long range planning projects for the Community Development Department's FY 2022-23 Work Plan. The Board expressed some interest in these activities in the past. CDD asked for Board support to initiate some of these discretionary projects, including:

- Amateur “Ham” Radio Tower Update
- Housekeeping Amendments to maintain code consistency
- Outdoor Lighting Control and Dark Skies Best Practices
- Short-Term Rental (STR) Regulations for Rural Deschutes County

Commissioner Chang said that this is an appropriate time for the Board to consider STRs and their effects on surrounding landowners and housing supply in our County. He supports all four long-range planning projects, but expressed some concerns about the funding process for these projects. Commissioner Adair observed that the County’s room tax revenue is trending downward, but recognizes the effects that STRs have on neighbors, so acknowledged that it is a balancing act. Commissioner DeBone was also supportive of proceeding and moving forward with all four discretionary projects. He added that solar setbacks are another important issue of consideration in building codes, and added that to the queue.

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**OTHER ITEMS:**

*Given Commissioner DeBone’s need to leave, he presented two other items prior to his departure.*

- Commissioner DeBone visited Hope Village in Medford on Sunday. Unfortunately, he wasn’t able to gain inside access, so it was an exterior tour only.
- Commissioner DeBone attended an AOC membership meeting on Monday in Salem. Budgeting was a highlighted topic.

*10:18 a.m. Commissioner DeBone excused himself for another engagement. Will return at 11:45 a.m. for Executive Session.*

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**9. Board Work Session on 4 Peaks Music Festival Outdoor Mass Gathering Permit**

Rachel Vickers, Associate Planner, discussed an Outdoor Mass Gathering permit application for the 4 Peaks Music Festival. The June 2023 proposed event will draw an estimated 1,000 attendees (including staff) on 150 acres of property located at 21085 Knott Road in Bend. The event consists of music, overnight camping, vendors, food and drink. Maps of the subject property are included in the agenda packet. June 17<sup>th</sup> set up will begin, and will be fully torn down by June 26<sup>th</sup>.

At this time, the proposal has been approved by Bend Fire Department,

County Health Department, County Sheriff's Office and the County Environmental Health Division. The applicant is requesting a waiver from the requirement to maintain an ambulance on-site during the festival. The nearest Bend Fire Station is located 2 miles away. The festival will have a first aid station and has provided a Medical Service Plan, and will use event medical service provided by Steven Foster Wexler LAC.

A public hearing is scheduled for November 2, 2022.

Commissioner Adair was not in favor of granting the ambulance waiver, due to the potential for emergency medical issues that can often arise at large music events.

Commissioner Chang was in support of approving the permit, but was interested in gaining additional information on historic data pertaining to neighbor complaints during previous 4 Peaks Music Festival events.

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## 10. Downtown Campus Parking Update

Lee Randall, Facilities Director, provided an update on the ongoing analysis of the parking needs of the County's downtown campus. This analysis was initiated in part due to the courthouse expansion project. The County hired civil engineering firm Harper Houf Peterson Righellis, Inc. (HHPR), to complete the parking analysis. Pre-pandemic, it was determined that approximately 83 additional parking spaces were needed. Since the pandemic, a shift towards full and part-time remote workers resulted in the need for a new analysis. 654 total County parking spaces currently exist - 550 are in lots, and the remainder are along adjacent city streets. A survey recently went out to employees and department heads. This self-reported survey data will be coupled with real-time counts of actual use. The study will be wrapped up by the end of October, then information will be presented to the Board sometime in November. Commissioner Chang wished to add that *no decisions* will be made about building additional parking spaces until this parking analysis is completed and parking needs are presented to the Board.

Mr. Randall discussed a hiring update and some important vacancies in his department.

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## OTHER ITEMS:

- Commissioner Chang visited with the Deschutes Trails Coalition and their request for proposals for approximately \$600,000 from transient room tax, to go towards trail improvement and construction.
- Erik Kropp, Deputy Administrator, presented to the Board a draft letter to Charlotte DeHate, thanking her for her years of service as CEO of the La Pine Community Health Center, and asked for input on edits.

CHANG: Move Board approval of letter of appreciation to Charlotte DeHate for her years of service, with changes as discussed.

ADAIR: Second

VOTE: CHANG: Yes

ADAIR: Chair votes yes. Motion Carried

**ADJOURN:** Being no further items to come before the Board, the meeting was adjourned at 10:56 a.m. Will resume for Executive Session at 11:45 a.m. after Commissioner DeBone returns.

**EXECUTIVE SESSION:**

At the time of 11:47 a.m. the Board went into Executive Session under ORS 192.660 (2) (e) Real Property Negotiations. The Board came out of Executive Session at 12:57 p.m. to direct staff to proceed as directed. The Executive Session item that was originally scheduled under ORS 192.660(2) (i) was rescheduled for the following week's meeting.

**ADJOURN:** Being no further items to come before the Board, the meeting was adjourned at 12:57 p.m.

DATED this 26<sup>th</sup> Day of October 2022 for the Deschutes County Board of Commissioners.

  
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**PATTI ADAIR, CHAIR**

  
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**ANTHONY DEBONE, VICE CHAIR**

**ATTEST:**

  
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*Brenna Frisbold*  
RECORDING SECRETARY

PHIL CHANG, COMMISSIONER